

City of Warren
BUDGET
DEPARTMENTAL REQUESTS
WITH
BUDGET RECOMMENDATIONS
BY MAYOR



FISCAL YEAR
July 1, 2022 through June 30, 2023

City of Warren



JAMES R. FOUTS
MAYOR

ONE CITY SQUARE
WARREN, MICHIGAN 48093

ADMINISTRATION

City of Warren was incorporated January 1, 1957, under Act 279, P.A. 1909, as amended (Home Rule Act). The 2020 population per Federal Census, 139,387

City is administered by a Mayor, a Council of seven members, Treasurer and Clerk, all of whom are elected for four-year terms.

PRESENT ELECTIVE OFFICERS (Terms expire November 12, 2023)

MAYOR

JAMES R. FOUTS

COUNCIL

PATRICK GREEN, President
RONALD PAPANDREA

MINDY MOORE, Secretary
JONATHAN LAFFERTY, Asst. Secretary
GARRY WATTS, Vice President

ANGELA ROGENSUES
EDDIE KABACINSKI

TREASURER
LORIE BARNWELL

CITY CLERK
SONJA BUFFA

DEPARTMENT HEADS (Appointed Officials)

GUST GHANAM, Public Services Director
WILBURT MCADAMS, Fire Commissioner
RICHARD FOX, City Controller

WILLIAM DWYER, Police Commissioner
RONALD F. WUERTH, Planning Director
DINO TURCATO, Recreation Director

GEORGE DIMAS, HR Director
ETHAN VINSON, City Attorney
JENNIFER CZEISZPERGER, City Assessor

City Seal

The inscription "City of Warren, Michigan -Seal-" encompasses the circular seal. The hand holding a sheaf of wheat at the bottom represents the agricultural heritage of the community. The residential dwelling on the lower left hand side represents the residential character of the community. A factory on the right side represents commerce and industry. A hand holding a rocket on the upper left side represents national defense technology. The heads of a young man and young woman in center at the top represent the youth of the City.



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CITY OF WARREN, MICHIGAN

ASSOCIATED AGENCIES

The budget presented herein includes all of the funds relevant to the operation of the City of Warren as required by the Michigan Public Act 621 of 1978, the Uniform Budgeting and Accounting Act.

The budget for agencies which have an indirect relationship to the City or which may have been formed under applicable Federal and State Laws as separate and distinct entities apart from the City's operations are not included.

The following are significant agencies which are specifically excluded from the budget presented herein:

Warren Public School Districts:

Fitzgerald School District

Van Dyke School District

East Detroit School District

Center Line School District

Warren Woods School District

Warren Consolidated School District

Warren Economic Development Corporation (inactive)

Warren Tax Increment Finance Authority

Warren Building Authority

Separate budget reports can be obtained from these respective agencies.

CITY OF WARREN, MICHIGAN GENERAL INFORMATION

The City of Warren was incorporated as a home rule City on January 1, 1957. The City is governed by a seven-member Council, Mayor, Treasurer and City Clerk. The City encompasses 34.5 square miles (22,080 acres) of the southwestern section of Macomb County where it is adjacent to the City of Detroit. The City's boundaries are Eight Mile Road on the south, Fourteen Mile Road on the north, Dequindre Road on the west and a parallel line running due north from the Gratiot-Eight Mile Road intersection on the east. With a population of 134,056 (2010 census figure), Warren remains the third largest City in the State of Michigan.

Warren is an area rich with ethnic flavor and charm. We are proud of our community, from its rural beginnings to its phenomenal growth and its unique blend of industrial innovation, residential comfort, and educational and cultural opportunities.

With over 4,000 businesses, Warren has a diverse business climate. Unquestionably contributing to the economic vitality of the City is the presence of General Motors Corporation and FCA/Chrysler Corporation automotive facilities. Warren is proud to be the home of General Motors Technical Center, a 330-acre complex housing General Motors Corporation staff operations; research laboratories, engineering, and design. General Motors Corporation also owns the idle Hydramatic Transmission Plant that occupies a 117-acre site within the City. FCA/Chrysler Corporation has three major facilities in Warren. Occupying a 224-acre site, this complex includes an assembly plant, a stamping plant and a paint plant. The presence of General Motors Corporation and FCA/Chrysler represents approximately 9.5% of the City's taxable value.

The South Campus of Macomb Community College is a public college located on a 100-acre site on Twelve Mile Road. Macomb Community College is one of the nations' leading community colleges. Macomb ranks nationally in the top two percent in the number of associate's degrees awarded and as the largest grantor of associate's degrees in Michigan. The college's comprehensive educational programming includes pre-college experiences, university transfer and career preparation programs, bachelor's degree completion and graduate degree programs, workforce training, professional and continuing education and enrichment opportunities.

Protecting the lives and property of Warren's citizens is the mission of our public safety departments. The Fire Department strives to ensure that the best fire extinguishment and emergency medical service is available to service the community. The Police Department operates an Emergency 911 System, in-vehicle wireless communications and a high tech mobile command center to afford residents the quickest possible response to any emergency situation. This continual investment in equipment, facilities and personnel has resulted in Warren having one of the lowest crime rates in the nation for a city over 100,000 people.

The mission of the Warren Public Library is to improve the quality of life for the citizens of Warren by providing services and resources that promote educational, cultural, social and economic well being. The library strives to be a source of information for lifetime learning and enjoyment. One of its primary goals is to stimulate young children's interest in reading and learning and to encourage literacy among all age groups. The Warren Public Library operates a Civic Center Library and occupies 35,000 square feet on the main floor of the City Hall building. The Library features a computer lab, self check-out units, private study rooms and an inviting reading room with fireplace. Services such as after hours book pick-up and a drive-up book drop are also available. This centrally located library benefits all citizens of Warren. Warren also has branch libraries, each providing internet access and adaptive devices for the visually impaired. As a member of the Suburban Library Cooperative, the Warren Libraries provide access for patrons to all library materials in the State of Michigan.

**CITY OF WARREN, MICHIGAN
(Continued)**

The City of Warren has developed 30 City parks. Halmich Park, the largest of the City parks sits on approximately 80 acres and has four-lighted baseball diamonds, soccer fields, a concession stand and picnic pavilions. The City operates three indoor recreational facilities: the Warren Community Center, Owen Jax Recreation Center and the Stilwell Manor Senior Drop-In Center.

The Warren Community Center facility houses the Parks and Recreation, Communications Department and City Council offices as well as the Miller Branch of the Warren Public Library. The facility operates a year round aquatics center which includes a 150-foot water slide, a lazy river, play structure and lap pool. In addition, there are three gymnasiums, multi-purpose meeting rooms, and an auditorium and fitness center. The exterior grounds include a lighted football stadium, walking paths and irrigated soccer fields. With grant assistance from the Michigan Department of Transportation, the Recreation Department continues to offer specialized transportation for seniors and special populations.

The Parks and Recreation Department offers many year-round recreational programs, including baseball, softball, basketball, volleyball, swimming, bowling, arts and crafts, music, theater and dancing. Programs service pre-school children to senior citizens. Summer concerts are conducted by the City's Cultural Commission and the Parks and Recreation Department.

The City's Public Service Department provides a variety of services to the City's residents. Amongst these are weekly garbage collection; street maintenance, including snow and ice removal; building inspections; operation of the Waste Water Treatment Plant and the Water and Sewer System.

Affordable and safe housing is provided to Warren seniors through the operation of its 366-unit Senior Citizen Housing Complex.

MAJOR INITIATIVES

There is an ongoing commitment to improve conditions of road surfaces and traffic flows throughout the City as well as water and sewer main infrastructure where necessary. The majority of the road projects in this budget are funded directly by the City utilizing state shared state gas and weight taxes, through cooperative efforts with the Michigan Department of Transportation or Macomb County Road Commission and from the local road/replacement millage. Water mains will be replaced in conjunction with many of these road projects. The City continues with the commitment to replace aging equipment and vehicles.

This budget has over \$70 million worth of capital improvements. The main items include several road projects, police vehicles, fire station improvements, various Waste Water Treatment Plant improvements, and water and sewer main replacements. In addition, we are continuing to build a 21.5-million-gallon detention basin to help prevent flooding caused by severe weather conditions.

BUDGETARY DATA

Introduction

As you review the City's Budget document, note that it is organized by fund type. These fund types are distinguished by tabs and include the General Fund, Special Revenue Funds, Enterprise Funds, Capital Project Funds, and Debt Service Funds. The General Fund is further divided into major divisions or departments. Each division or department contains a Service Mission Statement, Performance Objectives and Indicators, Expenditure History Chart, Personnel and Budget changes for prior years, and requested, recommended by the Mayor and Adopted by Council for the new Budget year. The Service Mission Statement highlights the types of services each activity provides. The Performance Objectives give specific objectives that the activity hopes to achieve in the current year while the Performance Indicators provide a listing of key measurements of the activity's service, efforts and accomplishments. The Expenditure History Chart provides a graphic look at the activity's expenditures over the past ten fiscal years.

Uniform Budget Act

The City is legally subject to the budgetary control requirements of State of Michigan P.A. 621 of 1978 (the Uniform Budgeting Act). The following statements represent a brief synopsis of the major provisions of this Act.

- Budgets must be adopted for the General Fund, Special Revenue Funds, and Debt Service Funds.
- The budgets must be balanced.
- The budgets must be amended when necessary.
- Debt cannot be entered into unless permitted by law.
- Expenditures cannot exceed budget appropriations.
- Expenditures cannot be made unless authorized in the budget.
- A public hearing must be held before budget adoptions.

Budgetary Basis of Accounting

Budgets for the General, Special Revenue, Debt Service and Capital Project Funds are prepared and adopted on the modified accrual basis of accounting consistent with Generally Accepted Accounting Principles (GAAP).

Budgetary Process

The preparation of the budget begins in December with the distribution of budget instructions by the Controller's Office. During January and February, the Mayor and Controller's Office hold meetings with all departments, divisions, and commissions to review proposed spending and activities. At this time alternative approaches are sought to provide better services and reduce costs. Departmental requests are addressed by the Mayor within overall City needs and an estimate of available resources. The remaining steps and deadlines are strictly outlined in the City Charter as follows:

1. Not later than the second Monday in April of each year, the Mayor shall submit to the Council a recommended budget for the next fiscal year, which is within the tax limit and other revenue sources of the City.
2. The recommended budget of the Mayor, together with his supporting schedules, information and messages, shall be reviewed by the Council.
3. A public hearing on the budget shall be held not less than one week before its final adoption.
4. Not later than the third Monday in May of each year, the Council shall, by resolution, adopt a budget for the ensuing fiscal year in accordance with the Michigan Uniform Accounting and Budgetary Act.

In addition to the Charter requirements, the Administrators of all City offices have made budget requests to the Mayor, which he has reviewed before arriving at his proposed budget recommendations.

The Recommended Budget vs. Adopted Budget: The terminology "Recommended Budget" is utilized throughout the document to indicate the budgetary totals and concepts as presented by the Mayor to the City Council on or before the second Monday in April. The terminology "Adopted Budget" refers to the official budgetary totals adopted by the City Council after the Mayor's submission and required public hearing is held.

Once adopted, the budget becomes the legally binding financial plan for the City. The City adopts its budget by budgetary center, which is in accordance with the State's legal requirement and is the level of classification detail at which expenditures may not legally exceed appropriations. The Council must approve any changes to a total budgetary center appropriation. Budgets are monitored carefully with the use of an encumbrance system.

In conformance to the State of Michigan Uniform Budgeting Act, the City amends the budgeted revenues and expenditures periodically to provide funding for new programs adopted during the fiscal year or to reflect changes in revenues and expenditure patterns as they occur. The purpose of this process is to ensure that the budget remains a timely and accurate management tool.

BUDGET CALENDAR

November

Controllers Office prepares budget preparation instructions and budget request forms.

December

7 Budget instructions and budget request forms are distributed to all departments, divisions, and commissions.

January

3 – 4 Controllers Office prepares estimated revenues and expenditures for current fiscal year.

7 Operating budget requests due from all departments, divisions, and commissions.

10 – 11 Controllers Office prepares revenue forecast.

12 – 31 Controllers Office analyzes all budget requests.

February

1 – 28 Controllers Office prepares budgets in preparation for budget hearings.

March

1 – 16 The Mayor and Controllers Office hold administrative budget hearings with all departments, divisions, and commissions.

17 – 21 Final administration review of all budget material is completed.

21 – 25 Final adjustments are made to the Budget document and all funds are brought into balance.

28 – 31 Controllers Office prepares proposed Budget document.

29 – 31 Mayor prepares Budget message.

April

1 – 7 Proposed Budget is duplicated.

8 The Mayor's Proposed Budget is submitted to City Council in accordance with Charter deadline.

11 The Mayor's Proposed Budget is formally presented to City Council.

18 Budget Notice published in local newspaper. Public notice must be made seven days prior to the hearing.

18 – 23 City Council Workshops. Each department, division and commission will have a scheduled time to present its budget.

26 Public Hearing for Budget.

May

10 City Council adopts Taxation Resolution and Fiscal 2023 Budget Resolution incorporating changes negotiated between the Mayor and City Council.

11 – 31 Controllers Office prepares Adopted Budget document.

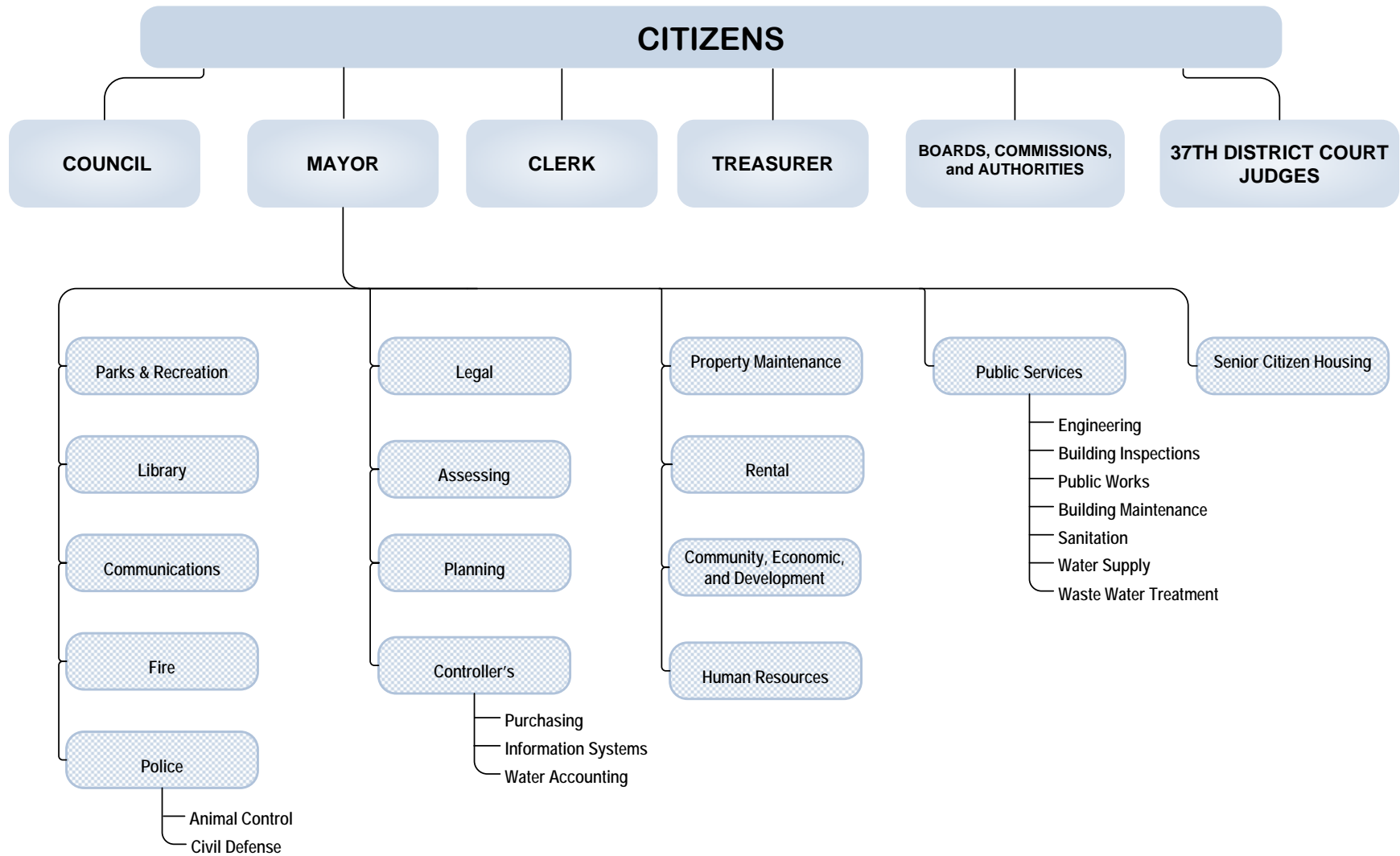
June

1 – 12 Adopted Budget is duplicated and distributed to City Council, departments, divisions, commissions, and public.

July

1 Beginning of Fiscal Year 2023.

City of Warren, Michigan Organization Chart



CITY GOALS & OBJECTIVES

Public Health and Safety

Everyone who lives, works, or visits the City must be safe and perceive it as a community in which people can live healthfully, move about safely and feel confident that they and their property are protected from criminal harm and the hazard of fire and natural and manmade disasters. Supporting this effort are hundreds of volunteers who are committed to maintaining safe neighborhoods and workplaces. Our neighborhood watch program along with the Police Department's community policing efforts continues to be valuable tools in reducing crime. Prevention programs, particularly youth anti-drug programs will continue to be emphasized to focus upon higher-order prevention activities and contribute to the City's overall desirability. Premier fire prevention programs and life support services also will continue to be provided.

Neighborhoods

The neighborhoods of the City are the backbone of our community. Community pride and standards are vital to the neighborhoods and businesses throughout the entire community. One of City government's major focuses is to encourage its citizens to strengthen and improve their neighborhoods. Beautification and ongoing maintenance of property are encouraged to assure high community standards, along with social and recreational activities for people of all ages and interests. The City will continue to strive for a permanent stock of decent housing which is available to meet the needs of all members of the community regardless of age, income, or background. Young people and young families are urged to develop an attachment to Warren and its neighborhoods, to maintain the same level of commitment as today's senior adults, its founding citizens.

Education

Public education is the responsibility of the school districts located within the City. However, the importance of both public and private schools to the social and economic vitality of Warren neighborhoods and the business community is a primary concern to City government. The City supports strong, imaginative and innovative public school systems, which demand the highest educational standards of its administrators, teachers and students. The City will continue to provide excellent public library programs, which serve as major resources to all Warren educational institutions, citizens and the business community.

Recreational and Cultural

An enriched recreational and cultural life is an essential ingredient to every successful community. The City is committed to providing outstanding cultural and recreational activities to residents of all ages. Citizen volunteers on the Cultural, Recreation, Library, Beautification, Historical, and Village Historical Commissions provide opinions and ideas as to how the City's cultural and recreational resources can and should be used. The City has thirty (30) City parks distributed throughout its neighborhoods. Strong cultural and recreational programs will help residents of all ages to maintain both active, healthy minds and bodies.

CITY GOALS & OBJECTIVES

Economic Development

City government acknowledges the ability to provide services is tied directly to tax base growth and seeks to balance congenial land uses that promote a healthy environment. The City will continue to encourage economic development in the existing industrial and commercial areas to expand the tax base and retain and create jobs. It is important to assure a community climate, which encourages economic activity and full employment, rewards creative enterprise and provides the means to realize other goals in the plan.

Maintenance and Appearance

Warren's extensive infrastructure (buildings, roads, bridges and utilities) helps attract and retain residents and businesses, along with the City's natural resources. Preservation of the physical appearance and structural integrity of buildings must be applied to both publicly and privately owned properties to maintain high appearance standards. The City will continue to encourage the revitalization of many existing facilities and properties to meet current standards.

Ease of travel within the community is attractive to both residents and businesses. The City will continue to provide a fully balanced transportation system which is integrated with the regional systems and provides transit options for everyone in the community. Warren must maintain its desirability by continuing to plan and implement a road improvement priority system. These plans must remain sensitive to the needs of the City's neighborhoods to prevent any negative impact on the integrity of residential areas.

Intergovernmental Relations

The City acknowledges that it is part of a larger urban area and that solutions to certain problems must be addressed on a regional level. By doing so, duplication of services and related costs can be avoided. A greater responsibility for public services has been shifted to cities by state and federal governments in recent years; adequate financing, however, has not always accompanied these new service needs. The City will continue to aggressively seek its fair share of state and federal funding and will remain actively involved in legislation on critical issues.

Financial Planning

Financial planning and responsible management are mandatory to create an ongoing balanced budget in a community for its short-term and long-term welfare. The City will continue to evaluate all services in order to effectively and efficiently provide them at the lowest cost possible to Warren taxpayers. It is also necessary to review all revenue sources available and adjust any user fee charges where appropriate. The City will continue its thoughtful, innovative financial approach, which has earned it national recognition in budget preparation and financial reporting. Also, the City continues to maintain one of the highest credit ratings of any municipal government in the United States. This rating improves the investments of our bondholders and reduces the cost of borrowing to our taxpayers.

FINANCIAL POLICIES & STRATEGIES

Financial Policies

The City of Warren financial policies detailed below set forth the basic framework for the overall fiscal management of the City. Operating independently of changing circumstances and conditions, these policies assist the decision-making process of the City Council and the Administration. These policies provide guidelines for reviewing current activities and proposals for future programs.

Operating Budget Policies

1. No new or expanded services shall be implemented without implementing trade-offs of expenses or revenues at the same time. This applies to personnel, equipment and any other peripheral expense associated with the service.
2. The City shall continue to support a scheduled level of maintenance and replacement of its infrastructure and fleet. Expansions to the fleet must be offset through reductions in other equipment and/or costs.
3. The City will maintain a budgetary control system to ensure adherence to the budget and will prepare monthly reports comparing actual revenues and expenditures to budgeted amounts.
4. The City will monitor departmental expenditures continuously to ensure conformity to budgets and decide on actions to bring the budget into balance, if necessary.
5. The City will avoid budgetary practices or procedures that balance current period expenditures at the expense of future years' revenues.
6. The budget will provide for adequate levels of funding for all retirement systems.
7. The City will develop and maintain accounting and budgetary control systems to adequately safeguard the assets held in public trust.
8. Minimize the impact in the use of property tax financing by seeking alternative financing for City services including user fees and upgrading and/or enhancement of the property tax base.
9. Where possible, the City will integrate performance measurement and productivity indicators within the budget.

Revenue Policies

1. The City will attempt to maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source.
2. The City will attempt to obtain additional major revenue sources as a way of ensuring a balanced budget.
3. The City will establish all user charges and fees at a level related to the full cost (operating, direct, indirect and capital) of providing the service.
4. The City will review fees/charges annually and will design or modify revenue systems to include provisions that automatically allow charges to grow at a rate that keeps pace with the cost of providing the service.
5. The City will project its annual revenues by an objective and thorough analytical process.
6. The City will maintain sound appraisal procedures and practices to reflect current property values.
7. The City will follow an aggressive policy of collecting revenues.

FINANCIAL POLICIES & STRATEGIES

Investment Policies

1. The City will deposit all funds on the same day the funds are received.
2. The City will make a cash-flow analysis of all funds on a regular basis. Disbursement, collection and deposit of all funds will be scheduled to insure maximum investment capabilities.
3. The City will pool cash from several different funds for investment purposes to maximize potential earnings, when permitted by law.
4. The City will analyze market conditions and potential investments to maximize its yield, while maintaining the integrity, diversification and safety of the principal.
5. The City's accounting system will provide regular information concerning cash position and investment performance.

Debt Policies

1. The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues, and where the issuance of long-term debt is required, it will pay back the bonds within a period not to exceed the expected useful life of the project.
2. The City will not incur long-term debt to finance operating deficits.
3. The City will publish and distribute an official statement for each bond and note issue.
4. General obligation debt will not be used for enterprise activities.
5. The City will maintain a sound relationship with all bond-rating agencies and will keep them informed about our current capital projects.

Reserve Policies

1. The City will strive to maintain investment grade credit ratings, reduce susceptibility to emergency or unanticipated expenditures, or revenue shortfalls, and maintain a General Fund unassigned fund balance which represents between ten and fifteen percent of the Funds expenditures.
2. If at the end of a fiscal year, the fund balance falls below ten percent, the City shall, within one year, take action necessary to restore the unassigned fund balance to acceptable levels, and the Mayor shall prepare and submit to the City Council a plan for expenditure reductions and/or revenue increases.

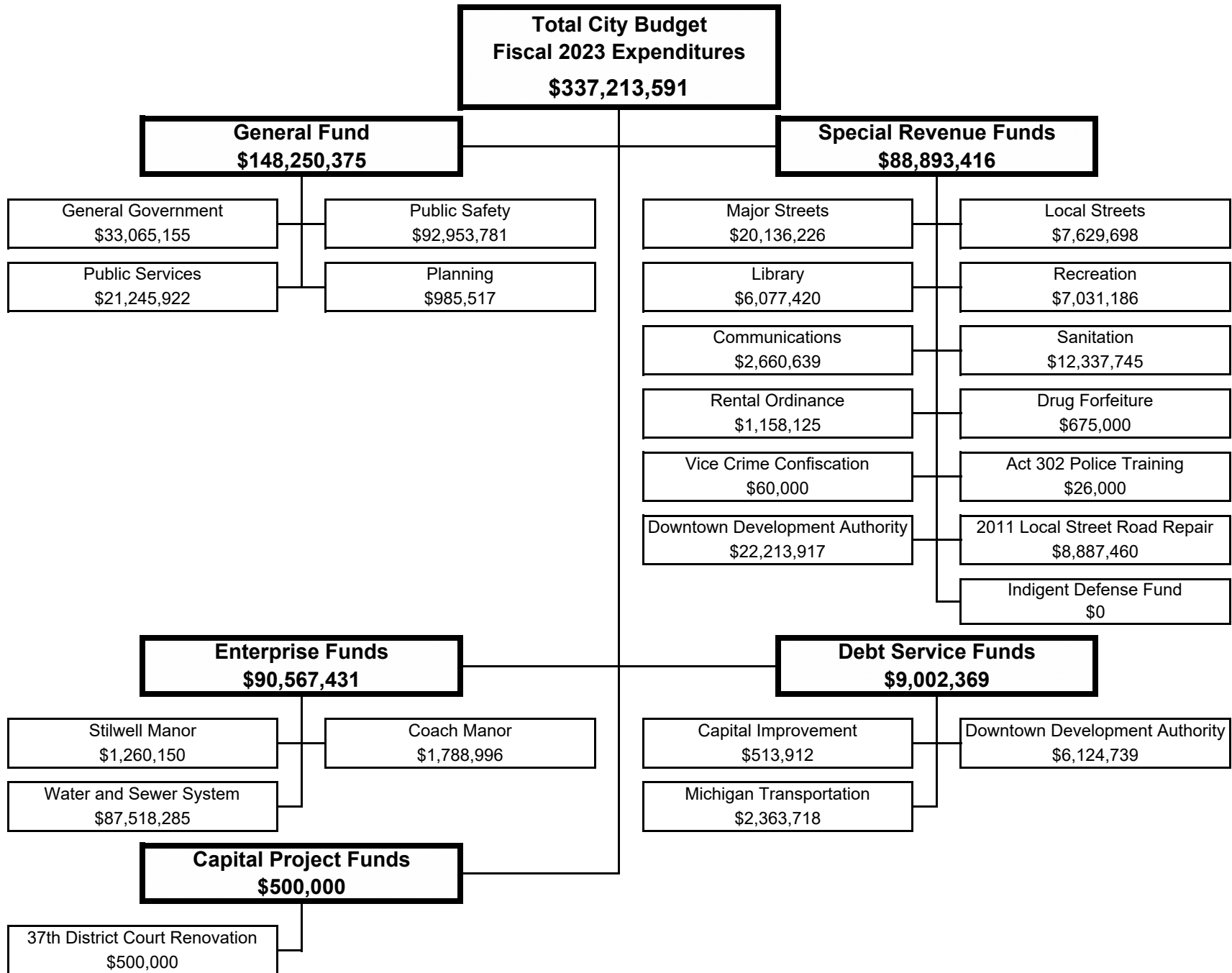
Accounting, Auditing and Financial Reporting Policies

1. An independent audit will be performed annually.
2. The City will produce comprehensive annual financial reports in accordance with Generally Accepted Accounting Practices (GAAP), the body of accounting and financial reporting standards, conventions, and practices that have authoritative support from standard setting bodies such as the Governmental Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB).

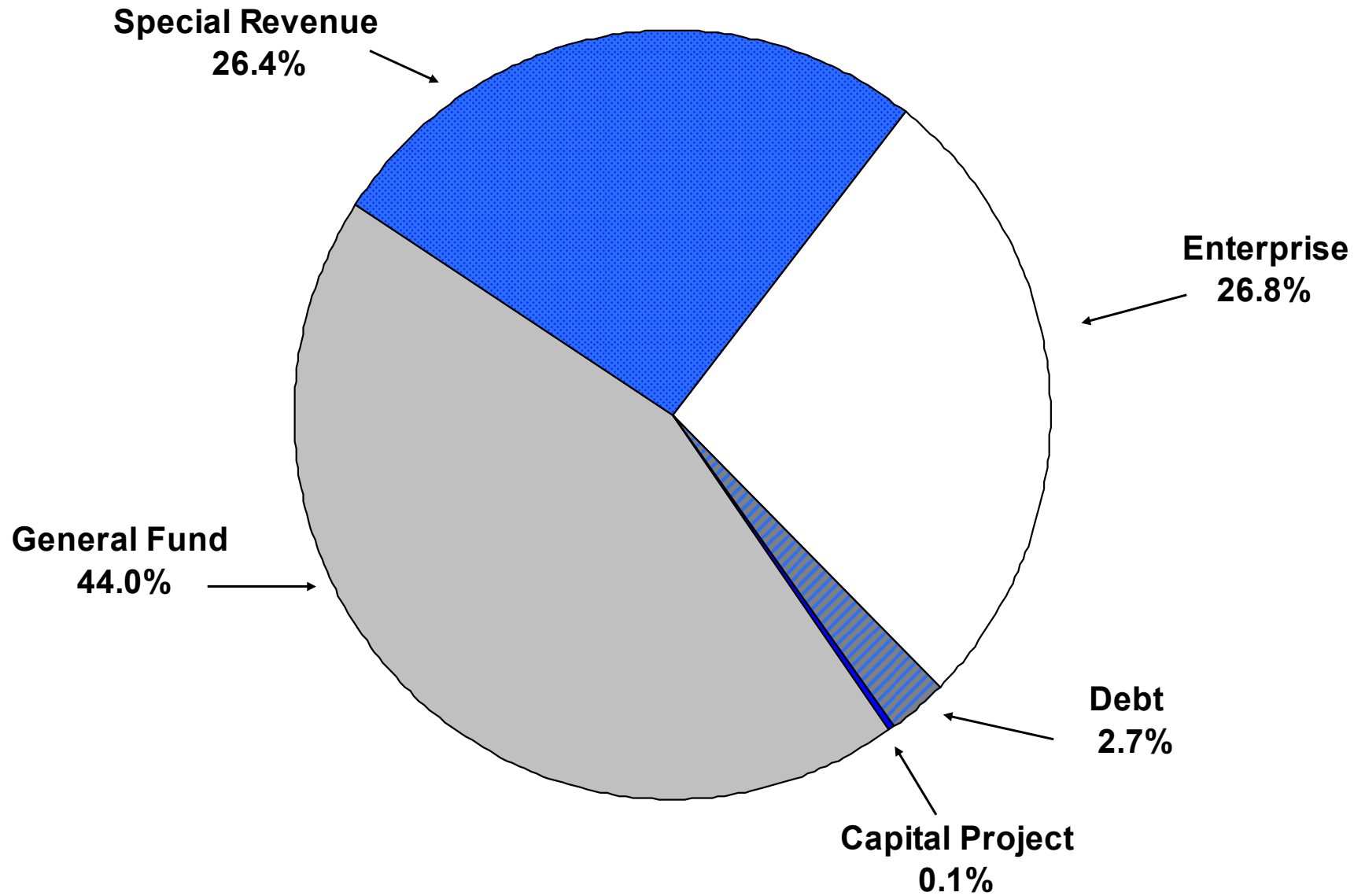
All Funds Summary

The All Funds Summary provides the reader with a quick overview of the entire financial plan of the City for the upcoming fiscal year. Several schedules, charts and graphs are also included which highlight the revenue, expenditure and fund balance history and trends for all of the City's funds and helps to better illustrate the City's overall fund structure.

FINANCIAL ORGANIZATION CHART



FISCAL 2023 TOTAL CITY BUDGETED FUNDS PERCENT OF TOTAL EXPENDITURES



REVENUE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2020 Actual	Fiscal 2021 Actual	Fiscal 2022 Estimated	Fiscal 2023 Recommended
General Fund				
General Fund	\$ 115,811,968	\$ 127,337,446	\$ 126,935,043	\$ 136,781,985
Special Revenue Funds				
Major Road Fund	10,735,823	11,706,730	12,208,870	13,050,034
Local Road Fund	5,067,441	5,451,662	5,610,920	7,440,733
Library Fund	4,989,297	4,256,924	4,442,749	5,002,395
Recreation Fund	8,603,436	3,908,671	4,479,007	6,941,829
Communications Fund	2,068,544	2,020,412	1,969,862	1,976,700
Sanitation Fund	10,526,456	9,714,913	11,073,938	11,524,638
Rental Ordinance Fund	1,025,619	1,040,222	972,230	863,200
Vice Crime Confiscation Fund	55,970	75,608	50	20,150
Drug Forfeiture Fund	1,080,889	774,004	250,500	505,000
Act 302 Police Training Fund	32,385	22,139	22,002	22,010
Downtown Development Authority Fund	10,484,681	10,901,862	10,289,000	11,365,000
2011 Local Street Road Repair Fund	7,426,117	7,498,465	7,641,350	7,976,489
Indigent Defense Fund	1,474,884	585,461	121,716	-
Total Special Revenue Funds	63,571,542	57,957,073	59,082,194	66,688,178
Enterprise Funds				
Stilwell Manor	918,715	925,334	976,416	1,035,637
Coach Manor	1,543,387	1,561,370	1,647,425	1,671,039
Water and Sewer System	79,516,798	64,655,025	73,372,403	79,037,242
Total Enterprise Funds	81,978,900	67,141,729	75,996,244	81,743,918
Capital Project Funds				
37 th District Court Renovation	838,054	649,839	502,800	505,000
Total Capital Project Funds	838,054	649,839	502,800	505,000
Debt Service Funds				
Chapter 20 and 21 Drain Debt	642	7	10	10
Michigan Transportation Debt	1,117,668	1,110,618	2,364,319	2,363,718
Capital Improvement Debt	752,553	742,121	743,625	513,912
Downtown Development Authority Debt	6,492,782	6,498,657	6,378,834	6,124,739
Total Debt Service Funds	8,363,645	8,351,403	9,486,788	9,002,379
Total All Funds	\$ 270,564,109	\$ 261,437,490	\$ 272,003,069	\$ 294,721,460

EXPENDITURE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2020 Actual	Fiscal 2021 Actual	Fiscal 2022 Estimated	Fiscal 2023 Recommended
General Fund				
General Fund	\$ 109,600,934	\$ 110,352,808	\$ 131,600,796	\$ 148,250,375
Special Revenue Funds				
Major Road Fund	8,958,782	8,064,590	16,269,789	20,136,226
Local Road Fund	3,950,020	4,011,092	6,300,930	7,629,698
Library Fund	3,842,489	4,256,294	5,472,716	6,077,420
Recreation Fund	5,490,447	4,438,009	7,346,496	7,031,186
Communications Fund	2,371,380	1,958,072	2,639,894	2,660,639
Sanitation Fund	9,618,663	9,598,228	11,718,277	12,337,745
Rental Ordinance Fund	754,148	844,942	1,001,582	1,158,125
Vice Crime Confiscation Fund	53,770	20,812	60,000	60,000
Drug Forfeiture Fund	1,263,983	735,039	1,210,993	675,000
Act 302 Police Training Fund	33,436	21,262	24,100	26,000
Downtown Development Authority Fund	12,955,917	8,736,360	14,514,930	22,213,917
2011 Local Street Road Repair Fund	8,323,795	7,777,283	13,826,225	8,887,460
Indigent Defense Fund	396,991	617,901	1,155,894	-
Total Special Revenue Funds	58,013,821	51,079,884	81,541,826	88,893,416
Enterprise Funds				
Stilwell Manor	836,043	917,759	1,217,641	1,260,150
Coach Manor	1,182,486	1,448,754	1,730,812	1,788,996
Water and Sewer System	67,869,683	78,737,444	101,271,407	87,518,285
Total Enterprise Funds	69,888,212	81,103,957	104,219,860	90,567,431
Capital Project Funds				
37 th District Court Renovation	286,511	131,762	900,000	500,000
Total Capital Project Funds	1,960,717	131,762	900,000	500,000
Debt Service Funds				
Michigan Transportation Debt	1,117,668	1,110,618	2,364,319	2,363,718
Capital Improvement Debt	752,553	742,121	743,625	513,912
Downtown Development Authority Debt	6,492,782	6,498,657	6,378,834	6,124,739
Total Debt Service Funds	8,363,003	8,351,396	9,486,778	9,002,369
Total All Funds	\$ 247,826,687	\$ 251,019,807	\$ 327,749,260	\$ 337,213,591

UNASSIGNED FUND BALANCE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2020 Actual	Fiscal 2021 Actual	Fiscal 2022 Estimated	Fiscal 2023 Recommended
General Fund				
General Fund	\$ 18,146,894	\$ 19,360,088	\$ 20,196,491	\$ 20,196,491
Special Revenue Funds				
Major Road Fund	15,320,534	18,957,187	14,896,268	7,810,076
Local Road Fund	3,187,865	4,585,750	3,895,740	3,706,775
Library Fund	4,311,564	4,315,564	3,285,597	2,210,572
Recreation Fund	865,869	1,992,017	349,159	259,802
Communications Fund	2,810,075	2,866,869	2,196,837	1,512,898
Sanitation Fund	2,634,889	2,744,135	2,099,796	1,286,689
Rental Ordinance Fund	1,541,626	1,736,795	1,707,443	1,412,518
Vice Crime Confiscation Fund	301,189	355,985	296,035	256,185
Drug Forfeiture Fund	2,586,755	2,625,720	1,665,227	1,495,227
Act 302 Police Training Fund	13,975	14,852	12,754	8,764
Downtown Development Authority Fund	15,372,056	20,880,426	16,654,496	5,805,579
2011 Local Street Road Repair Fund	8,397,366	8,118,548	1,933,673	1,022,702
Indigent Defense Fund	1,098,593	1,066,153	31,975	31,975
Total Special Revenue Funds	57,343,763	69,193,848	48,993,025	26,819,762
Enterprise Funds				
Stilwell Manor	1,707,982	1,617,015	1,265,790	931,277
Coach Manor	6,897,482	7,183,343	7,274,956	7,086,999
Water and Sewer System	11,464,710	13,244,615	13,438,279	13,438,279
Total Enterprise Funds	20,070,174	22,044,973	21,979,025	21,456,555
Capital Project Funds				
37 th District Court Renovation	9,351,147	9,869,224	9,472,024	9,477,024
Total Capital Project Funds	9,351,147	9,869,224	9,472,024	9,477,024
Debt Service Funds				
Chapter 20 and 21 Drain Debt	50,126	50,133	50,143	50,153
Michigan Transportation Debt	-	-	-	-
Capital Improvement Debt	-	-	-	-
Downtown Development Authority Debt	-	-	-	-
Total Debt Service Funds	50,126	50,133	50,143	50,153
Total All Funds	\$ 104,962,105	\$ 120,518,266	\$ 100,690,708	\$ 77,999,985

General Fund

The General Fund is the City's major operating fund, providing the majority of services available to our residents. The function of the fund is to record all revenues and expenditures of the City which are not accounted for in other funds. The major activities financed by the General Fund are Police and Fire Protection, City Administration and most Public Services. The primary source of revenue to fund these services is local property taxes generated annually and supplemented by state shared revenues.

**GENERAL FUND
SUMMARY INFORMATION**

GENERAL FUND SUMMARY
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31		FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>REVENUES:</u>			
\$ 73,024,686	\$ 37,313,328	\$ 75,841,467	\$ 75,841,467	Property Taxes	\$ 79,701,001	\$ 79,701,001	
32,727,368	9,742,364	22,385,584	21,623,957	Intergovernmental Revenues	32,295,552	32,295,552	
5,613,115	2,002,721	4,405,000	4,405,000	Licenses and Permits	5,405,000	5,405,000	
3,686,699	1,894,346	4,548,982	4,548,982	Fines and Forfeitures	4,548,982	4,548,982	
178,481	(51,254)	400,000	400,000	Interest on Investments	400,000	400,000	
4,364,241	2,137,227	5,557,124	5,622,124	Charges for Services	5,315,124	5,315,124	
7,742,856	4,041,567	8,961,581	8,961,581	Miscellaneous Income	9,116,326	9,116,326	
<u>\$ 127,337,446</u>	<u>\$ 57,080,299</u>	<u>\$ 122,099,738</u>	<u>\$ 121,403,111</u>	Total Revenues	<u>\$ 136,781,985</u>	<u>\$ 136,781,985</u>	
				<u>EXPENDITURES:</u>			
\$ 24,072,852	\$ 13,843,680	\$ 31,994,351	\$ 31,006,225	General Government	\$ 33,585,725	\$ 33,065,155	
72,548,545	37,212,682	78,047,393	77,758,158	Public Safety	92,953,781	92,953,781	
13,128,945	6,640,574	20,705,690	20,523,682	Public Services	21,245,922	21,245,922	
602,466	387,809	853,362	852,762	Planning	985,517	985,517	
<u>\$ 110,352,808</u>	<u>\$ 58,084,745</u>	<u>\$ 131,600,796</u>	<u>\$ 130,140,827</u>	Total Expenditures	<u>\$ 148,770,945</u>	<u>\$ 148,250,375</u>	
<u>\$ 16,984,638</u>	<u>\$ (1,004,446)</u>	<u>\$ (9,501,058)</u>	<u>\$ (8,737,716)</u>	Excess (Deficit) of Revenues over Expenditures	<u>\$ (11,988,960)</u>	<u>\$ (11,468,390)</u>	
				<u>OTHER FINANCING SOURCES:</u>			
\$ -	\$ -	\$ 4,835,305	\$ 4,835,305	Reserves	\$ 8,902,084	\$ 8,902,084	
-	-	5,277,993	3,902,411	Fund Balance Appropriated	3,086,876	2,566,306	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,113,298</u>	<u>\$ 8,737,716</u>	Total Other Financing Sources	<u>\$ 11,988,960</u>	<u>\$ 11,468,390</u>	
\$ 16,984,638	\$ (1,004,446)	\$ 612,240	\$ -	Excess (Deficit) of Revenues over Expenditures and Other Sources	\$ -	\$ -	
65,569,820	82,554,458	82,554,458	82,554,458	Estimated Fund Balance - Beginning of Period	73,053,400	73,053,400	
				Reserve for:			
(852,775)	(628,612)	(628,612)	(628,612)	Nonspendable	(628,612)	(628,612)	
(62,341,595)	(62,341,595)	(52,228,297)	(53,936,010)	Assigned	(40,239,337)	(40,759,907)	
<u>-</u>	<u>-</u>	<u>(10,113,298)</u>	<u>(8,737,716)</u>	Fund Balance Supplemental Appropriation	<u>(11,988,960)</u>	<u>(11,468,390)</u>	
<u>\$ 19,360,088</u>	<u>\$ 18,579,805</u>	<u>\$ 20,196,491</u>	<u>\$ 19,252,120</u>	Estimated Unassigned Fund Balance (Deficit) End of Period	<u>\$ 20,196,491</u>	<u>\$ 20,196,491</u>	

GENERAL FUND REVENUES
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31		FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>PROPERTY TAXES:</u>			
\$ 70,909,824	\$ 37,037,988	\$ 73,868,176	\$ 73,868,176	Property Taxes	\$ 77,442,725	\$ 77,442,725	
350,649	270,150	540,291	540,291	Industrial Facilities Tax	625,276	625,276	
403,033	367	300,000	300,000	Penalties & Interest on Taxes	300,000	300,000	
1,326,948	1,563	1,100,000	1,100,000	Administration Fee - Schools	1,300,000	1,300,000	
34,232	3,260	33,000	33,000	Trailer & Senior Housing Fees in Lieu of Taxes	33,000	33,000	
<u>\$ 73,024,686</u>	<u>\$ 37,313,328</u>	<u>\$ 75,841,467</u>	<u>\$ 75,841,467</u>	Total Property Taxes	<u>\$ 79,701,001</u>	<u>\$ 79,701,001</u>	
				<u>INTERGOVERNMENTAL REVENUES:</u>			
				Federal Revenue:			
\$ 58,286	\$ 57,356	\$ 57,356	\$ -	Civil Defense Grant	\$ -	\$ -	
243,019	80,529	-	-	Substance Abuse Grant - 2020/2021	-	-	
-	-	400,000	400,000	Substance Abuse Grant - 2022	-	-	
-	-	-	-	Assistance to Fire Fighters Grant	-	-	
11,920	129,684	-	-	Byrne JAG Grant - 2018/2019/2020	-	-	
-	-	81,628	81,628	Byrne JAG Grant - 2021	-	-	
68,036	-	-	-	DOJ Coronavirus CESF - 2020 Police	-	-	
-	-	64,259	-	DOJ Coronavirus CESF - 2022 Court	-	-	
5,357	-	-	-	Homeland Security Grant	-	-	
10,850	-	-	-	Bulletproof Vest Grant	-	-	
7,982,555	-	409,777	409,777	Other Federal Grants - Covid19/ARPA	8,750,000	8,750,000	
35,089	31,012	31,012	-	OHSP Ped Bike Grant	-	-	
				State Shared Revenue:			
15,917,676	5,802,817	15,262,000	14,653,000	Sales and Use Tax	16,062,000	16,062,000	
7,006,367	3,434,087	4,500,000	4,500,000	Reimbursement for Personal Property Loss	6,000,000	6,000,000	
81,092	94,535	80,000	80,000	Liquor Licenses	80,000	80,000	
-	-	-	-	911 Equipment Grant	-	-	
41,990	20,896	-	-	Michigan Drug Court Program Grant - 20/21	-	-	
-	-	96,000	96,000	Michigan Drug Court Program Grant - 22	-	-	
-	-	-	-	Police Grants:			
64,621	-	-	-	MATS Grant	-	-	
220,301	-	220,000	220,000	911 Dispatch Training/Equipment	220,000	220,000	
-	-	-	-	Medical Marihuana Operation Oversight Grant	-	-	
182,896	91,448	186,552	186,552	Judges Salary Standardization	186,552	186,552	
-	-	132,000	132,000	Election Expense Reimbursement	132,000	132,000	
-	-	-	-	Local Revenue:			
527,313	-	375,000	375,000	Reimbursement - City of Center Line	375,000	375,000	
270,000	-	490,000	490,000	Reimbursement - School Resource Officers	490,000	490,000	
<u>\$ 32,727,368</u>	<u>\$ 9,742,364</u>	<u>\$ 22,385,584</u>	<u>\$ 21,623,957</u>	Total Intergovernmental Revenues	<u>\$ 32,295,552</u>	<u>\$ 32,295,552</u>	

GENERAL FUND REVENUES
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31		FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>LICENSES AND PERMITS:</u>			
\$ 1,786,183	\$ 490,156	\$ 1,800,000	\$ 1,800,000	Building Permits	\$ 1,800,000	\$ 1,800,000	
589,416	278,437	550,000	550,000	Electrical Permits	700,000	700,000	
314,258	74,762	250,000	250,000	Plumbing Permits	400,000	400,000	
511,829	298,818	325,000	325,000	Mechanical Permits	475,000	475,000	
170,457	95,098	180,000	180,000	Zoning Permits and Fees	180,000	180,000	
16,535	4,953	20,000	20,000	Sidewalk Permits	20,000	20,000	
14,606	4,487	25,000	25,000	Animal Licenses	25,000	25,000	
417,322	164,125	280,000	280,000	Plan Review Fees	430,000	430,000	
1,792,509	591,885	975,000	975,000	Other Permits and Licenses	1,375,000	1,375,000	
<u>\$ 5,613,115</u>	<u>\$ 2,002,721</u>	<u>\$ 4,405,000</u>	<u>\$ 4,405,000</u>	Total Licenses and Permits	<u>\$ 5,405,000</u>	<u>\$ 5,405,000</u>	
				<u>CHARGES FOR SERVICES:</u>			
\$ 51,828	\$ 20,794	\$ 80,000	\$ 80,000	Engineering & Inspection Fees	\$ 80,000	\$ 80,000	
181,500	80,550	180,000	180,000	Abandoned Auto Administrative Towing Fee	180,000	180,000	
34,250	14,950	70,000	70,000	Foreclosure Fee	70,000	70,000	
216,240	52,989	208,624	208,624	Clerk's Services	208,624	208,624	
51,609	87,396	175,000	175,000	Weed Cutting	175,000	175,000	
26,783	14,040	40,000	40,000	Board of Appeals	40,000	40,000	
292,866	106,102	250,000	250,000	Police Services & Auctions	250,000	250,000	
17,098	2,587	15,000	15,000	Fire Services	15,000	15,000	
3,074,779	1,604,697	4,107,000	4,107,000	EMS Services	3,800,000	3,800,000	
32,050	16,930	30,000	30,000	Planning Commission	30,000	30,000	
39,940	54,560	45,000	45,000	Site Plan Fees	45,000	45,000	
90,070	32,331	80,000	80,000	Community Development Administration	80,000	80,000	
76,358	-	25,000	90,000	Block Grant Reimbursement	90,000	90,000	
1,500	500	1,500	1,500	IFT Exemption Processing Fees	1,500	1,500	
177,370	48,801	250,000	250,000	Miscellaneous	250,000	250,000	
<u>\$ 4,364,241</u>	<u>\$ 2,137,227</u>	<u>\$ 5,557,124</u>	<u>\$ 5,622,124</u>	Total Charges for Services	<u>\$ 5,315,124</u>	<u>\$ 5,315,124</u>	
				<u>FINES & FORFEITURES</u>			
\$ 3,446,428	\$ 1,732,044	\$ 4,098,982	\$ 4,098,982	37th District Court Fines & Fees	\$ 4,098,982	\$ 4,098,982	
151,800	76,877	250,000	250,000	Probation Fees	250,000	250,000	
21,350	65,050	150,000	150,000	Property Maintenance Fines	150,000	150,000	
67,121	20,375	50,000	50,000	Drug Court Revenue	50,000	50,000	
<u>\$ 3,686,699</u>	<u>\$ 1,894,346</u>	<u>\$ 4,548,982</u>	<u>\$ 4,548,982</u>	Total Fines & Forfeitures	<u>\$ 4,548,982</u>	<u>\$ 4,548,982</u>	

(Continued)

GENERAL FUND REVENUES
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31		FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>MISCELLANEOUS REVENUES:</u>			
				Michigan Transportation Funds:			
\$ 1,067,664	\$ 521,870	\$ 1,451,000	\$ 1,451,000	Equipment & Service Reimbursements	\$ 1,486,000	\$ 1,486,000	
921,919	495,696	991,400	991,400	Administrative Expense	1,021,100	1,021,100	
5,000	5,000	5,000	5,000	Salt Dome Rental	5,000	5,000	
				Administrative Expense:			
2,711,901	1,396,596	2,793,200	2,793,200	Water & Sewer System	2,876,900	2,876,900	
178,600	91,896	183,800	183,800	Senior Citizen Housing	189,200	189,200	
253,700	130,650	261,300	261,300	Library	269,100	269,100	
131,700	67,800	135,600	135,600	Recreation	139,600	139,600	
85,300	43,896	87,800	87,800	Rental Ordinance	90,400	90,400	
350,000	180,246	360,500	360,500	Communications	371,300	371,300	
395,200	203,496	407,000	407,000	Downtown Development Authority	419,200	419,200	
272,100	140,100	280,200	280,200	2011 Local Street Road Repair Fund	288,600	288,600	
				Fleet Maintenance Expense			
580,961	293,808	587,613	587,613	Sanitation	534,154	534,154	
217,867	113,580	227,168	227,168	Water & Sewer System	235,772	235,772	
286,719	82,873	900,000	900,000	Sale of Property/Equipment	900,000	900,000	
-	-	-	-	Insurance Proceeds	-	-	
-	10	5,000	5,000	Donations	5,000	5,000	
34,225	24,050	35,000	35,000	Telecom Leases	35,000	35,000	
250,000	250,000	250,000	250,000	Court Building Rental	250,000	250,000	
<u>\$ 7,742,856</u>	<u>\$ 4,041,567</u>	<u>\$ 8,961,581</u>	<u>\$ 8,961,581</u>	Total Miscellaneous Revenue	<u>\$ 9,116,326</u>	<u>\$ 9,116,326</u>	
<u>\$ 178,481</u>	<u>\$ (51,254)</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>	<u>INTEREST ON INVESTMENTS:</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>	
				<u>OTHER FINANCING SOURCES:</u>			
\$ -	\$ -	\$ 4,835,305	\$ 4,835,305	Reserves	\$ 8,902,084	\$ 8,902,084	
-	-	5,277,993	3,902,411	Fund Balance Appropriated	3,086,876	2,566,306	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,113,298</u>	<u>\$ 8,737,716</u>	Total Other Financing Sources	<u>\$ 11,988,960</u>	<u>\$ 11,468,390</u>	
<u>\$ 127,337,446</u>	<u>\$ 57,080,299</u>	<u>\$ 132,213,036</u>	<u>\$ 130,140,827</u>	TOTAL GENERAL FUND REVENUES	<u>\$ 148,770,945</u>	<u>\$ 148,250,375</u>	

Fiscal 2023 General Fund Revenues

PROPERTY TAXES:

The property tax is a local tax. All property tax revenues are collected, administered, and spent at the local level. Every property owner in Michigan is subject to property tax by at least four units of government - the County, the school district, intermediate school districts, and the City or Township in which the property is located. Villages, special authorities, and community colleges may also levy taxes on that property. The property tax is determined by two factors: The tax rate and assessment on property as finally equalized by the State. The unit of measurement for the property tax, the "mill", is defined as \$1 per \$1,000 of Taxable Value.

Funds:	Estimated Taxable Value	Tax Rate	Levy
<u>General Fund:</u>			
Charter Millage	\$ 3,849,042,000	8.3263	\$ 32,048,278
<u>Special Levies:</u>			
Police & Fire Pension	3,849,042,000	4.9848	19,186,705
Police & Fire Operating	3,849,042,000	4.6741	17,990,807
Emergency Medical Service	3,849,042,000	0.2770	1,066,185
Police	3,849,042,000	0.9289	3,575,375
Fire	3,849,042,000	0.9289	3,575,375
Total General Fund Operating Levy		<u>20.1200</u>	<u>\$ 77,442,725</u>
<u>Special Revenue:</u>			
Library (Charter)	3,849,042,000	0.4622	1,779,027
Library (Voted)	3,849,042,000	0.6014	2,314,814
Sanitation	3,849,042,000	2.7750	10,681,092
Parks & Recreation	3,849,042,000	0.9247	3,559,209
2011 Local Street Repair & Maintenance	3,849,042,000	2.0029	7,709,246
Total Special Revenue Fund Levy		<u>6.7662</u>	<u>\$ 26,043,388</u>
Total Levy		<u>26.8862</u>	<u>\$ 103,486,113</u>

Fiscal 2023 General Fund Revenues

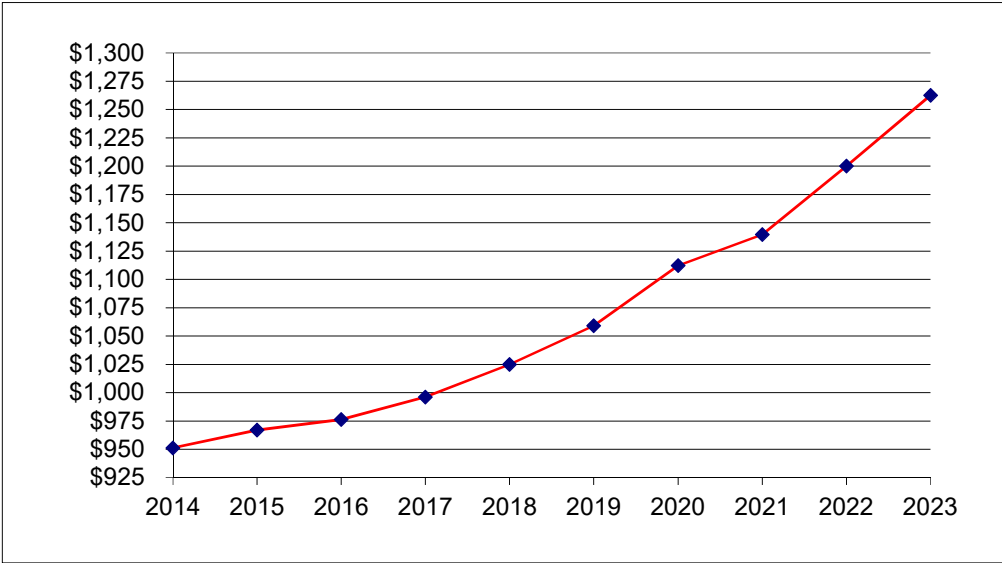
INDUSTRIAL FACILITY TAXES:

Act No. 198, P.A. 1974 was designed to provide a stimulus in the form of significant tax incentives to industry to renovate and expand aging plants and to build new plants in Michigan. Under the provisions of the Act, a local governmental unit may establish plant rehabilitation districts and industrial development districts and offer industrial firms certain property tax incentives to encourage restoration or replacement of obsolete industrial facilities and to attract new plants to the area. The tax is determined by multiplying one-half of the total mills for the year by the state-equalized value of the facilities excluding land and inventory.

Funds:	Estimated Taxable Value	Tax Rate	Levy
<u>General Fund:</u>			
Charter Millage	\$62,155,748	4.1631	\$ 258,762
<u>Special Levies:</u>			
Police & Fire Pension	62,155,748	2.4924	154,917
Police & Fire Operating	62,155,748	2.3370	145,258
Emergency Medical Service	62,155,748	0.1385	8,609
Police	62,155,748	0.4644	28,865
Fire	62,155,748	0.4644	28,865
Total General Fund Operating Levy		<u>10.0598</u>	<u>\$ 625,276</u>
<u>Special Revenue:</u>			
Library (Charter)	62,155,748	0.2311	14,364
Library (Voted)	62,155,748	0.3007	18,690
Sanitation	62,155,748	1.3875	86,241
Parks & Recreation	62,155,748	0.4623	28,735
2011 Local Street Repair & Maintenance	62,155,748	1.0014	62,243
Total Special Revenue Fund Levy		<u>3.3830</u>	<u>\$ 210,273</u>
Total Levy		<u>13.4428</u>	<u>\$ 835,549</u>

Average Residential City Tax Ten Fiscal Years

	Fiscal <u>2014</u>	Fiscal <u>2015</u>	Fiscal <u>2016</u>	Fiscal <u>2017</u>	Fiscal <u>2018</u>	Fiscal <u>2019</u>	Fiscal <u>2020</u>	Fiscal <u>2021</u>	Fiscal <u>2022</u>	Fiscal <u>2023</u>
Charter Millage	8.7724	8.7724	8.7285	8.7285	8.7101	8.6709	8.6249	8.5421	8.4600	8.3263
Police & Fire Pension	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848
Emergency Medical Service	0.2923	0.2923	0.2908	0.2908	0.2901	0.2887	0.2871	0.2843	0.2815	0.2770
Police Operating	0.9746	0.9746	0.9697	0.9697	0.9676	0.9632	0.9624	0.9531	0.9439	0.9289
Fire Operating	0.9746	0.9746	0.9697	0.9697	0.9676	0.9632	0.9624	0.9531	0.9439	0.9289
Police & Fire Operating (Voted)	4.9000	4.9000	4.8755	4.8755	4.8897	4.8676	4.8418	4.7953	4.7492	4.6741
Library (Charter)	0.4873	0.4873	0.4848	0.4848	0.4837	0.4815	0.4789	0.4743	0.4697	0.4622
Library (Voted)	0.8500	0.8500	0.8457	0.8457	0.8439	0.8401	0.8356	0.6014	0.6014	0.6014
Sanitation	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550	2.8196	2.7750
Parks & Recreation	0.9746	0.9746	0.9697	0.9697	0.9676	0.9632	0.9580	0.9488	0.9396	0.9247
2011 Local Street Repairs (Voted)	2.1000	2.1000	2.0895	2.1000	2.0955	2.0860	2.0749	2.0549	2.0351	2.0029
Total	27.8656	27.8656	27.7637	27.7742	27.7556	27.6642	27.5658	27.1471	27.2287	26.8862
Average Residential Taxable Value	\$ 34,134	\$ 34,700	\$ 35,168	\$ 35,867	\$ 36,923	\$ 38,279	\$ 40,350	\$ 41,980	\$ 44,075	\$ 46,961
Average Residential City Taxes	\$ 951.16	\$ 966.94	\$ 976.39	\$ 996.18	\$ 1,024.82	\$ 1,058.96	\$ 1,112.28	\$ 1,139.64	\$ 1,200.10	\$ 1,262.60

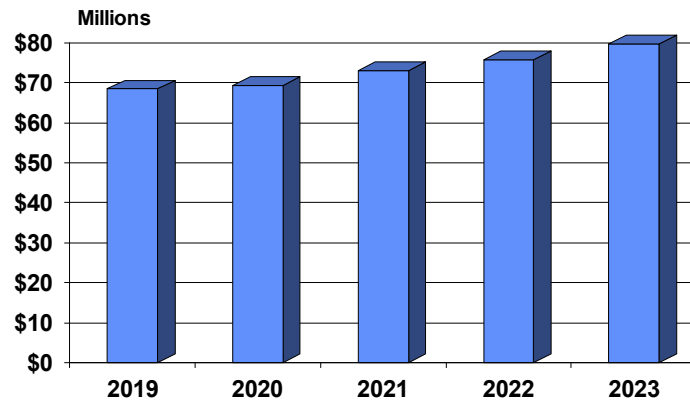


Fiscal 2023 General Fund Revenues

City Taxes

The city's major source of revenue is generated by property taxation. This revenue calculation is based on a relationship between two variables. The first is the taxable valuation of industrial, commercial, and residential parcels, both real and personal property.

Operating Tax Revenue



The second variable is the application of a specific tax levy for general operations. If either of these variables increases or decreases, a relative change to the city tax revenue will be experienced.

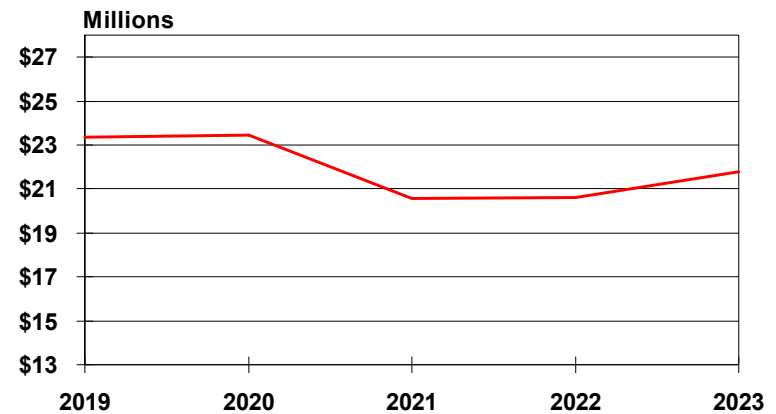
In the Fiscal 2023 Budget, operating city tax revenue represents 53.8% of total revenue sources, an increase of \$3,859,534 or approximately 5.1% more than the Fiscal 2022 Budget. The increase is the result of a slight rise in property values.

The Total General Fund Operating Levy for the 2023 Fiscal Year is 20.12 mills per \$1,000 of taxable value. The mills decreased slightly from the prior year due to the Headlee reduction factor. The operating millage rate continues to be below the 21.12 millage rate limit established by City Charter and at the 20.12 Headlee maximum allowable levy.

Intergovernmental Revenues

Another major source of revenue to the City is Intergovernmental Revenues. This source of revenue is comprised of grants from the Federal, State, and County levels of government. The major source in this revenue category is State Shared Revenue. These revenue sharing distributions, made by the State to communities in Michigan, are distributed based on formulas determined by the State. These formulas take into consideration population estimates and sales tax collections made by the State.

Intergovernmental Revenues



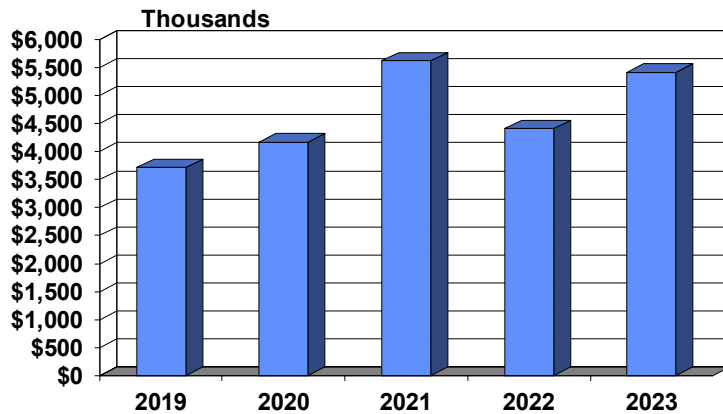
In Fiscal 2023, Intergovernmental Revenues represent 21.8% of total revenue sources. Intergovernmental revenues increased from Fiscal 2022 due to continued federal support through ARPA funds..

Fiscal 2023 General Fund Revenues

Licenses & Permits

The revenue source of licenses and permits represents fees charged by City Departments to individuals and businesses that allow for the building of new structures as well as improvements made to existing structures. New structures that require permits include garages, sheds, decks, porches, and buildings. Improvements such as central air conditioning, furnace replacement, electrical and plumbing modifications, fences and pools also require permits from the respective City department.

Licenses & Permits

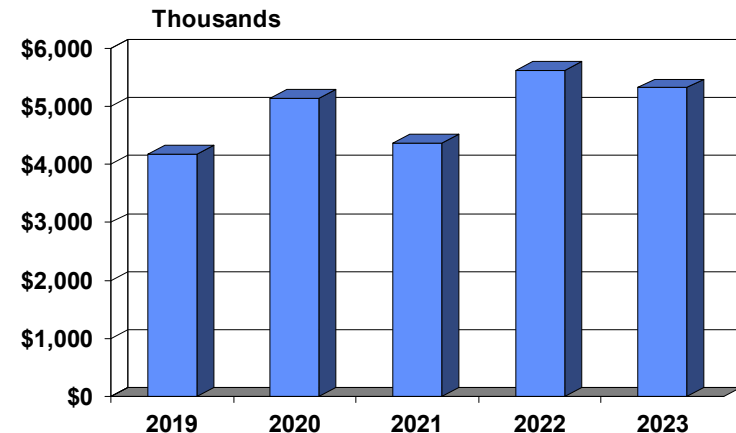


In the Fiscal 2023 Budget, License and Permit revenues represent 3.6% of total revenue sources. No significant change is anticipated for the Fiscal 2023 Budget as compared to the Fiscal 2022 Budget.

Charges for Services

Charges for Services consists of revenue received from individuals, schools, businesses, and other City funds. These funds are used to reimburse the General Fund for services provided by General Fund departments. The primary revenue accounts within this revenue center include EMS services, Engineering & Inspection fees, City Clerk services, and reimbursements for Police services.

Charges for Services



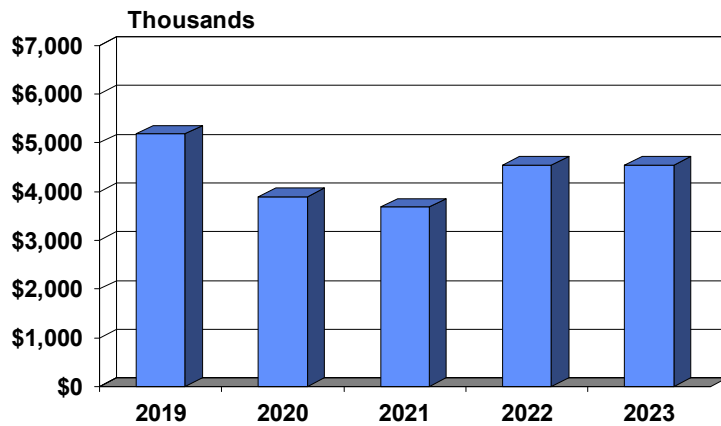
In the Fiscal 2023 Budget, revenues from Charges for Services represent 3.6% of total revenue sources, a \$307,000 decrease or 5.5% less than the Fiscal 2022 Budget. This is due mainly to an expected decrease in EMS services.

Fiscal 2023 General Fund Revenues

Fines & Forfeitures

Fines & Forfeiture revenues are comprised of payments made by individuals, businesses or corporations who have violated various statutes, ordinances or laws. Included in this revenue center are court costs, parking fines, bond forfeitures, and default judgment fees.

Fines & Forfeitures

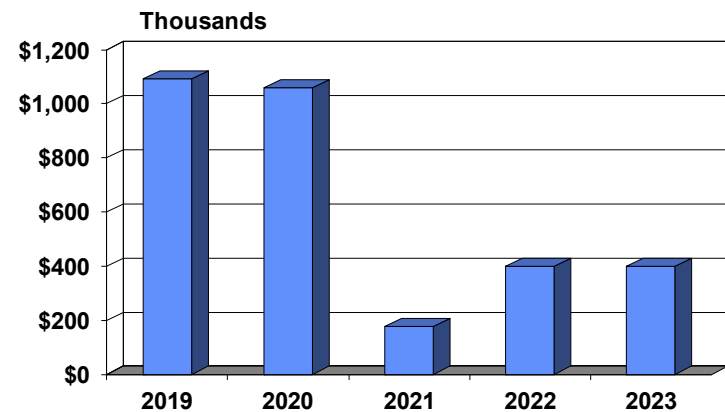


In the Fiscal 2023 Budget, Fines & Forfeiture revenues represent 3.1% of total revenue sources. No significant change is anticipated for the Fiscal 2023 Budget as compared to the Fiscal 2022 Budget.

Investment Income

Investment income provides a minimal contribution to revenues. These revenues are budgeted cautiously due to the fact that they are largely a direct function of interest rates.

Investment Income

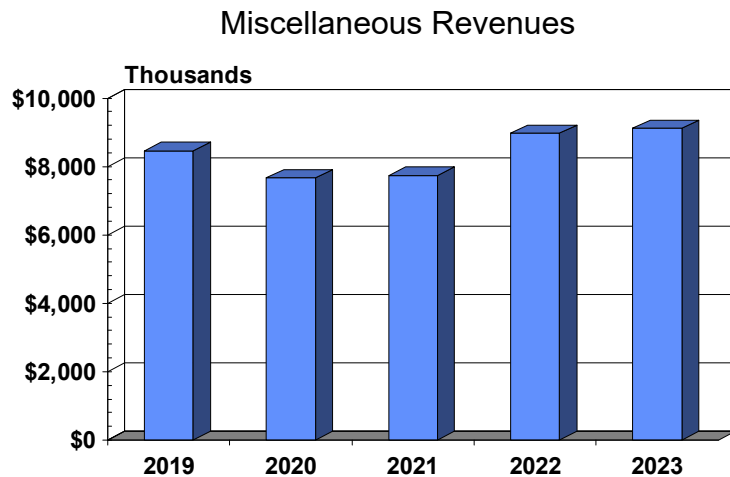


In the Fiscal 2023 Budget, Investment Income revenues represent 0.3% of total revenue sources.

Fiscal 2023 General Fund Revenues

Miscellaneous Revenues

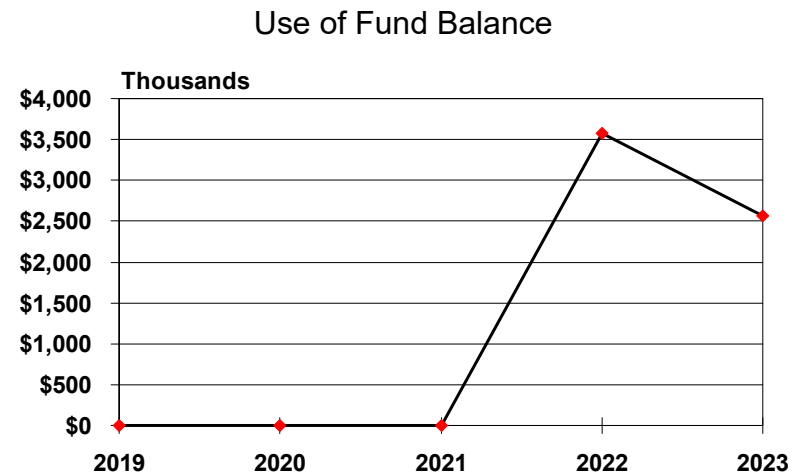
The revenue source of Miscellaneous Revenue includes revenues that cannot be easily classified in other revenue areas. Included in this revenue area are Rental Income and Administrative Costs from different sources, and Sale of Equipment.



In the Fiscal 2023 Budget, Miscellaneous Revenues represent 6.1% of total revenue sources, an increase of \$154,745 or 1.7% more than the Fiscal 2022 Budget. This increase is a result of an increase in inter-governmental charges for equipment rentals and administrative services provided with General Fund resources.

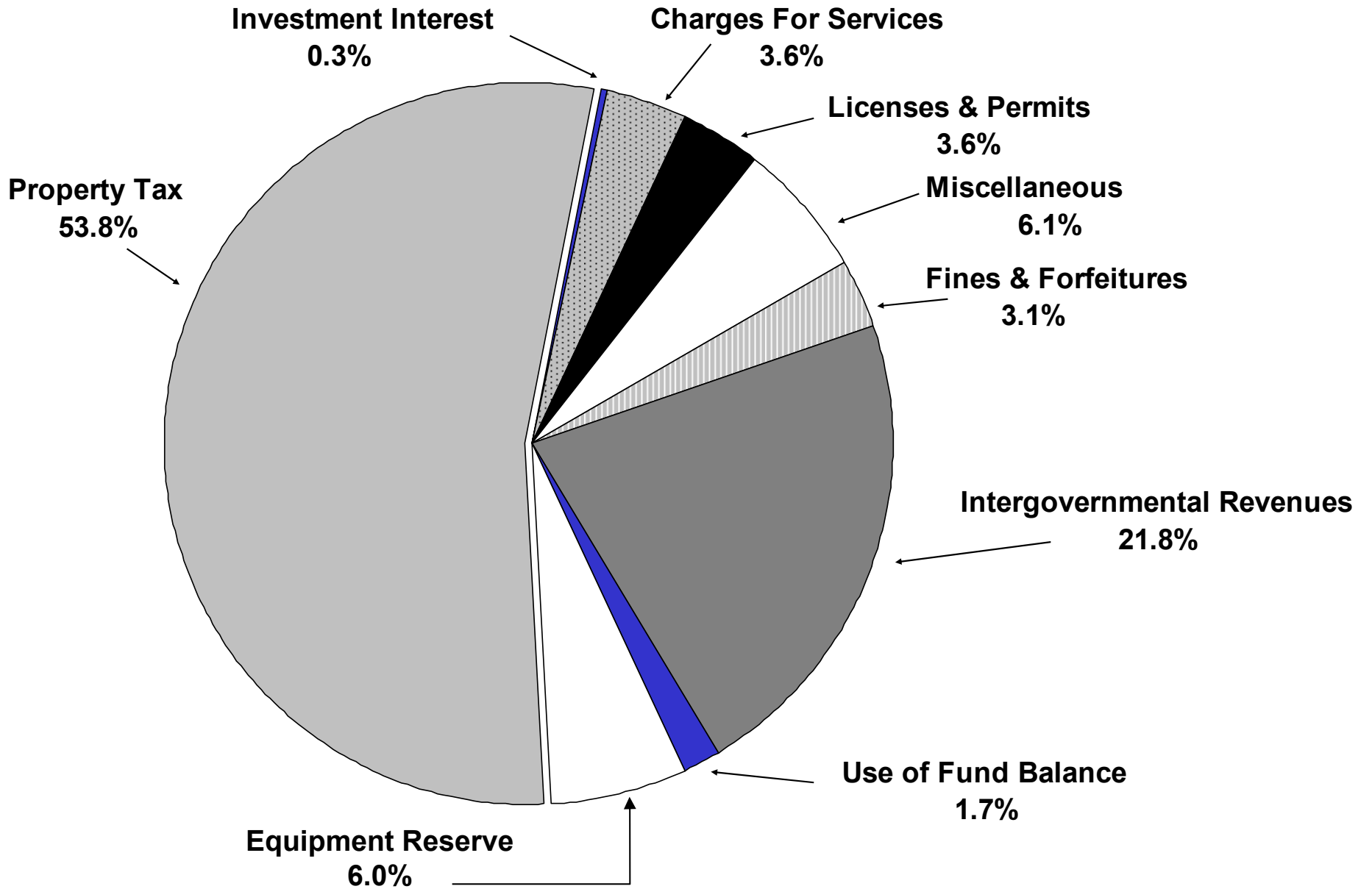
Use of Fund Balance

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



In the Fiscal 2023 Budget, Use of Fund Balance represents 1.7% of total revenue sources, a decrease of \$1,336,105 or 34.2.1% less than the Fiscal 2022 Budget. Less funds are needed as a result of reducing employee fringe benefit expenses, mainly for retiree health insurance.

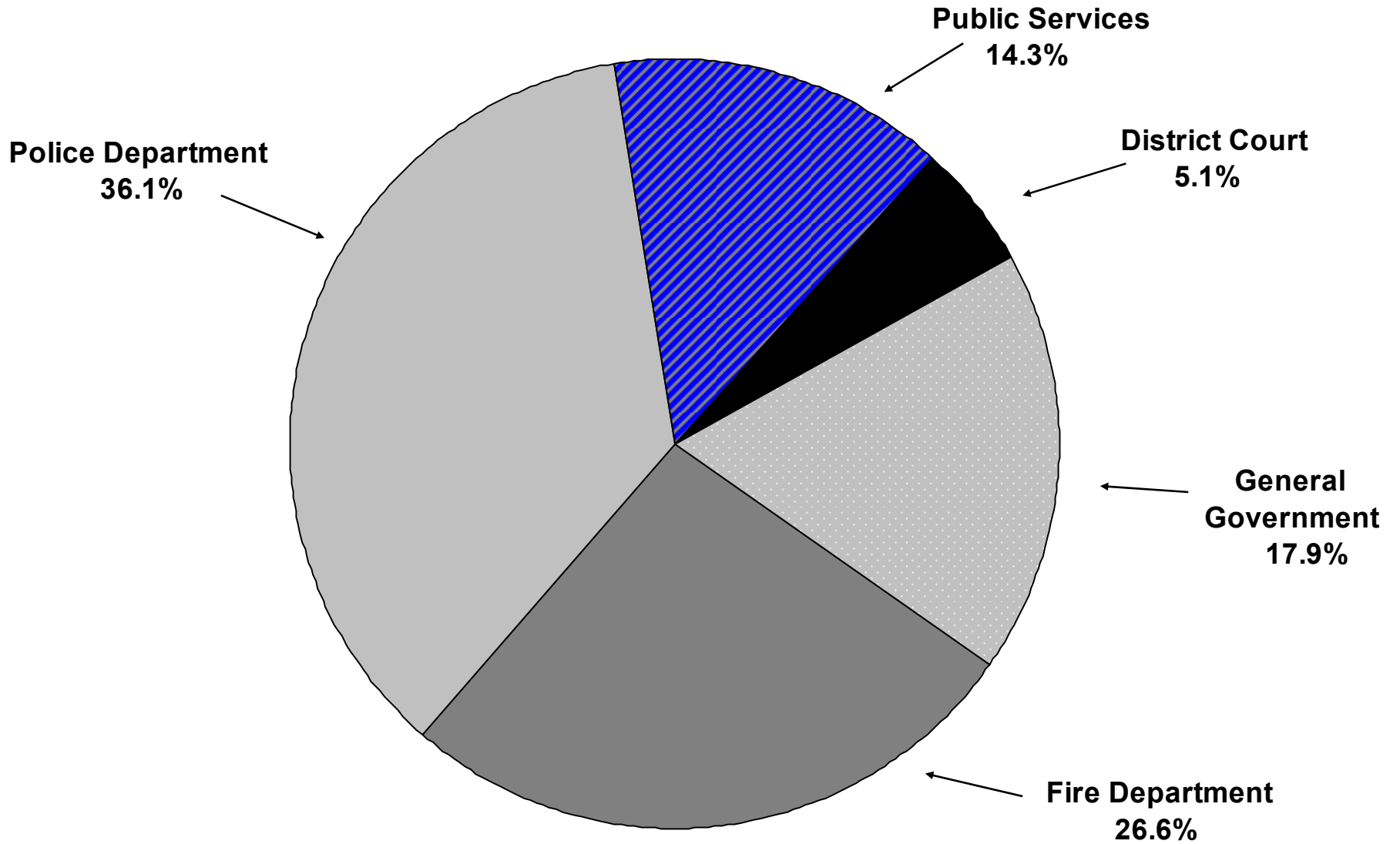
FISCAL 2023 GENERAL FUND REVENUES



GENERAL FUND REVENUES

Fiscal 2022 Amended Budget		Description	Fiscal 2023 Mayor's Recommended Budget	
<u>Percentage</u>	<u>Amount</u>		<u>Amount</u>	<u>Percentage</u>
58.3%	\$ 75,841,467	Property Tax	\$ 79,701,001	53.8%
16.6%	21,623,957	Intergovernmental	32,295,552	21.8%
3.4%	4,405,000	Licenses and Permits	5,405,000	3.6%
3.5%	4,548,982	Fines and Forfeitures	4,548,982	3.1%
0.3%	400,000	Interest on Investments	400,000	0.3%
4.3%	5,622,124	Charges for Services	5,315,124	3.6%
6.9%	8,961,581	Miscellaneous	9,116,326	6.1%
3.7%	4,835,305	Reserves	8,902,084	6.0%
<u>3.0%</u>	<u>3,902,411</u>	Fund Balance Appropriated	<u>2,566,306</u>	<u>1.7%</u>
<u>100.0%</u>	<u>\$ 130,140,827</u>	Total Revenues	<u>\$ 148,250,375</u>	<u>100.0%</u>

FISCAL 2023 GENERAL FUND EXPENDITURES



GENERAL FUND APPROPRIATIONS

Fiscal 2022 Amended Budget		Description	Fiscal 2023 Mayor's Recommended Budget	
<u>Percentage</u>	<u>Amount</u>		<u>Amount</u>	<u>Percentage</u>
17.4%	\$ 22,642,294	General Government	\$ 25,499,764	17.2%
6.4%	8,363,931	District Court	7,565,391	5.1%
21.6%	28,076,672	Fire Department	39,408,800	26.6%
38.2%	49,681,486	Police Department	53,544,981	36.1%
13.6%	17,648,682	Public Service	18,245,922	12.3%
2.2%	2,875,000	Street Lighting	3,000,000	2.0%
<u>0.7%</u>	<u>852,762</u>	Planning	<u>985,517</u>	<u>0.7%</u>
<u>100.0%</u>	<u>\$ 130,140,827</u>	Total Appropriations	<u>\$ 148,250,375</u>	<u>100.0%</u>

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

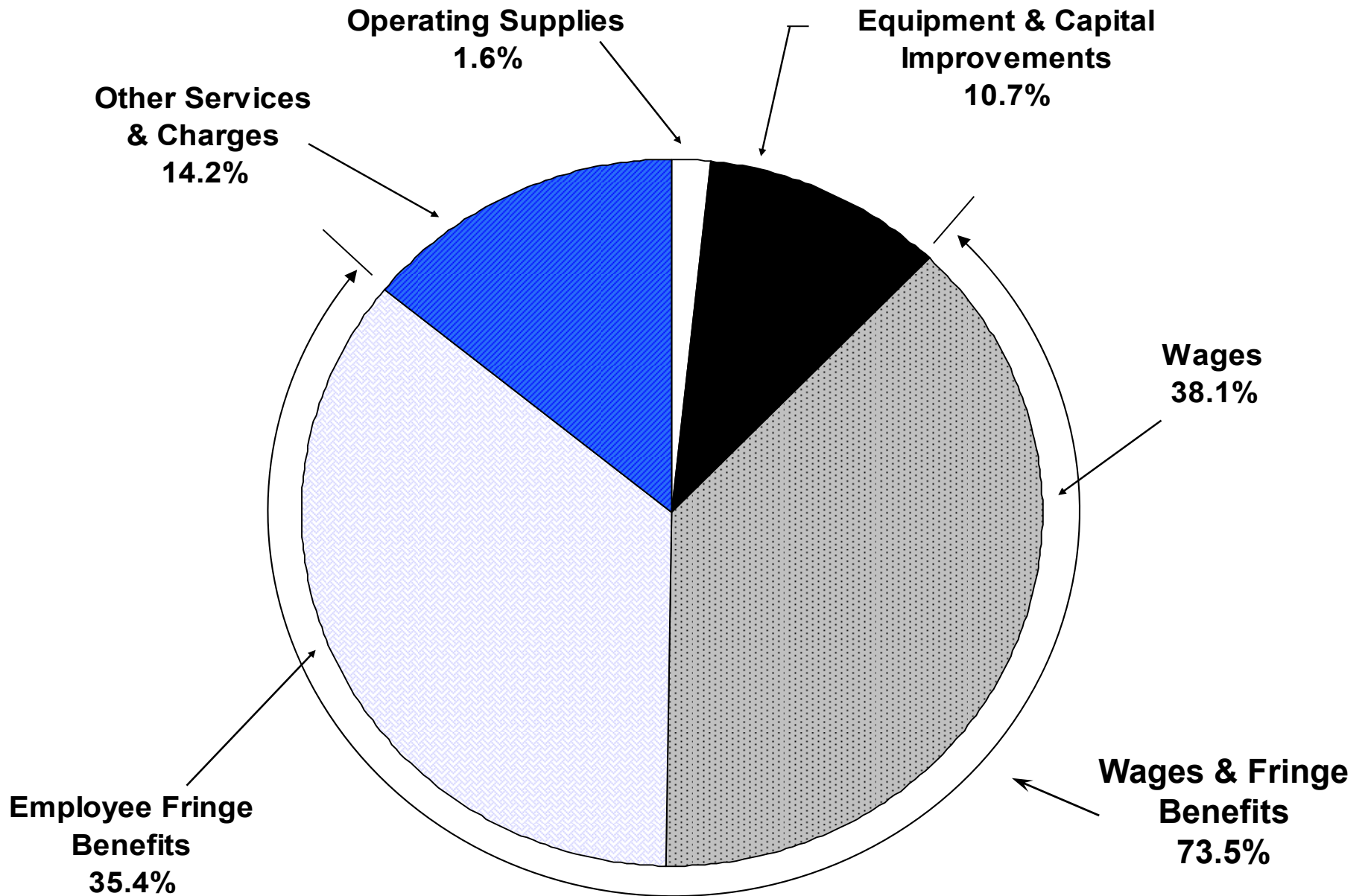
FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT:</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 1,113,874	\$ 520,406	\$ 950,363	\$ 1,420,760	Council	\$ 1,376,552	\$ 855,982	
7,321,916	4,092,455	9,031,299	8,363,931	District Court	7,565,391	7,565,391	
566,209	263,731	760,098	569,610	Mayor	769,163	769,163	
1,564,131	595,671	1,937,880	1,937,880	Clerk	2,068,274	2,068,274	
1,386,127	780,060	1,483,045	1,482,145	Treasurer	1,497,370	1,497,370	
1,708,106	906,903	1,908,277	1,931,177	Controller	1,937,352	1,937,352	
740,732	500,753	886,077	885,477	Information Systems	2,612,874	2,612,874	
1,547,727	834,686	1,893,633	1,727,110	Legal	1,937,320	1,937,320	
1,648,762	930,141	2,241,430	2,240,530	Assessing	2,149,891	2,149,891	
1,358,243	677,381	1,725,591	1,724,391	Human Resources	1,811,779	1,811,779	
1,455,824	860,575	2,555,978	2,555,978	Property Maintenance Inspection	3,488,443	3,488,443	
177,519	97,433	387,382	262,450	Community and Economic Development	409,656	409,656	
3,377,442	2,720,395	6,002,957	5,674,445	Administration Unallocated Expense	5,726,819	5,726,819	
				<u>Commissions:</u>			
12,588	9,255	22,700	22,700	Police & Fire Civil Service	23,800	23,800	
12,996	3,895	22,040	22,040	Zoning Board of Appeals	22,040	22,040	
35,198	20,328	53,238	53,238	Beautification	52,188	52,188	
12,265	19,248	29,100	29,100	Cultural	29,100	29,100	
10,280	2,784	14,800	14,800	Crime	14,800	14,800	
8,912	3,845	15,413	15,413	Historical	18,363	18,363	
-	-	-	-	Employees Retirement Commission	-	-	
-	-	-	-	Police & Fire Retirement Commission	-	-	
-	610	3,950	3,950	Council of Commissions	3,950	3,950	
11,562	2,510	51,100	51,100	Village Historical	51,100	51,100	
2,439	615	16,000	16,000	Animal Welfare	17,500	17,500	
-	-	2,000	2,000	Senior Health Care Services	2,000	2,000	
<u>\$ 24,072,852</u>	<u>\$ 13,843,680</u>	<u>\$ 31,994,351</u>	<u>\$ 31,006,225</u>	Total General Government	<u>\$ 33,585,725</u>	<u>\$ 33,065,155</u>	
				<u>PUBLIC SAFETY:</u>			
\$ 27,041,160	\$ 13,751,936	\$ 28,186,306	\$ 28,076,672	Fire Department	\$ 39,408,800	\$ 39,408,800	
44,774,713	23,103,763	49,069,293	48,879,692	Police Department	52,751,988	52,751,988	
493,181	235,983	545,201	555,201	Animal Control	542,006	542,006	
239,491	121,000	246,593	246,593	Civil Defense	250,987	250,987	
<u>\$ 72,548,545</u>	<u>\$ 37,212,682</u>	<u>\$ 78,047,393</u>	<u>\$ 77,758,158</u>	Total Public Safety	<u>\$ 92,953,781</u>	<u>\$ 92,953,781</u>	

(Continued)

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31		FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>PUBLIC SERVICES:</u>			
\$ 440,428	\$ 217,609	\$ 532,619	\$ 532,319	Director	\$ 569,989	\$ 569,989	
1,324,636	880,103	2,525,176	2,392,725	Engineering and Inspection	2,100,253	2,100,253	
3,169,095	1,640,866	4,136,073	4,086,816	Building Inspections	4,341,317	4,341,317	
3,599,338	1,752,276	8,000,140	8,000,140	DPW Garage	8,694,547	8,694,547	
1,896,166	1,039,236	2,636,682	2,636,682	Building Maintenance	2,539,816	2,539,816	
<u>2,699,282</u>	<u>1,110,484</u>	<u>2,875,000</u>	<u>2,875,000</u>	Street Lighting	<u>3,000,000</u>	<u>3,000,000</u>	
<u>\$ 13,128,945</u>	<u>\$ 6,640,574</u>	<u>\$ 20,705,690</u>	<u>\$ 20,523,682</u>	Total Public Services	<u>\$ 21,245,922</u>	<u>\$ 21,245,922</u>	
<u>\$ 602,466</u>	<u>\$ 387,809</u>	<u>\$ 853,362</u>	<u>\$ 852,762</u>	<u>PLANNING:</u>	<u>\$ 985,517</u>	<u>\$ 985,517</u>	
<u>\$ 110,352,808</u>	<u>\$ 58,084,745</u>	<u>\$ 131,600,796</u>	<u>\$ 130,140,827</u>	TOTAL GENERAL FUND	<u>\$ 148,770,945</u>	<u>\$ 148,250,375</u>	

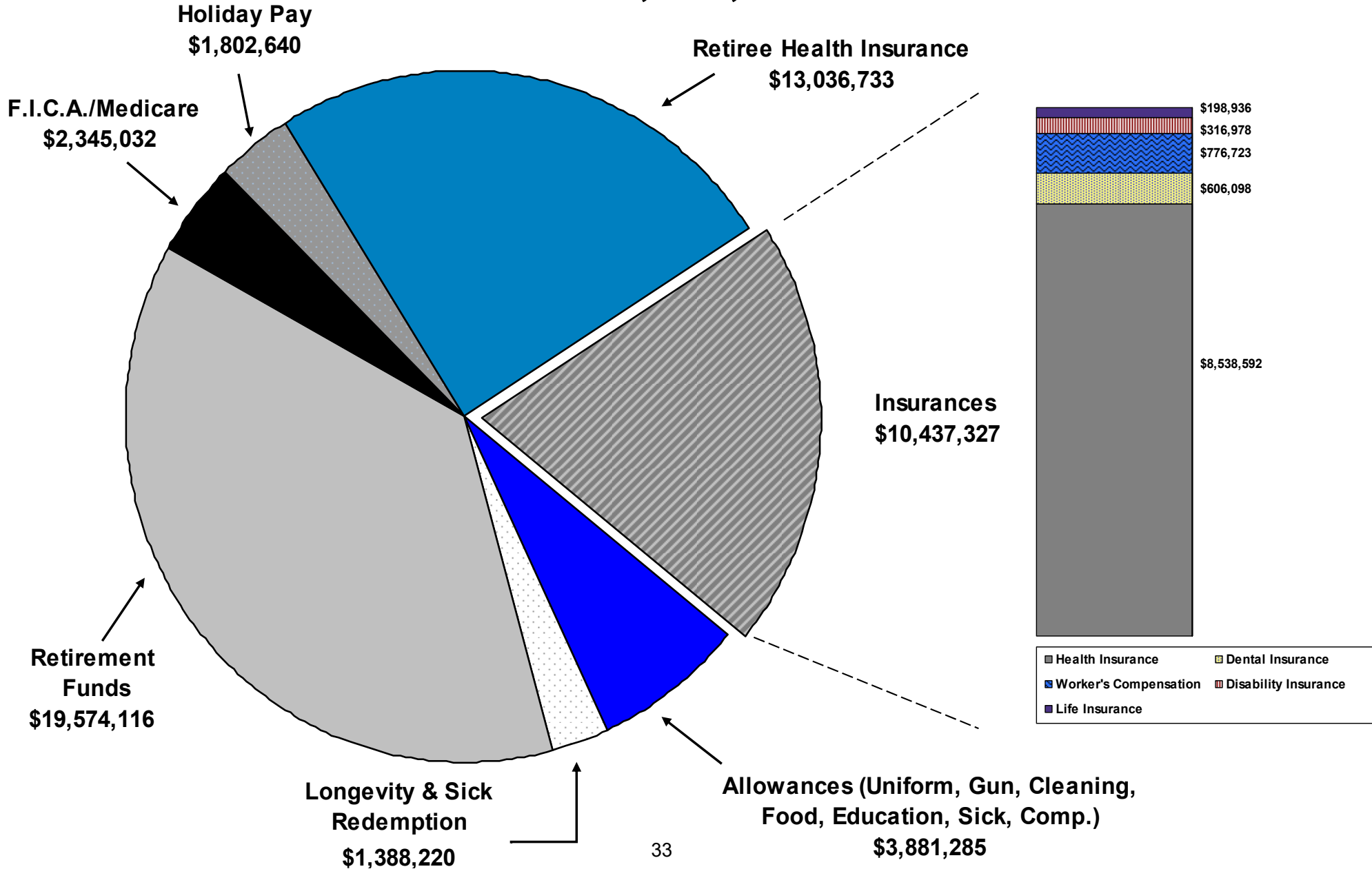
GENERAL FUND BY TYPE OF EXPENDITURE FISCAL 2023



FISCAL 2023
GENERAL FUND BUDGET DATA

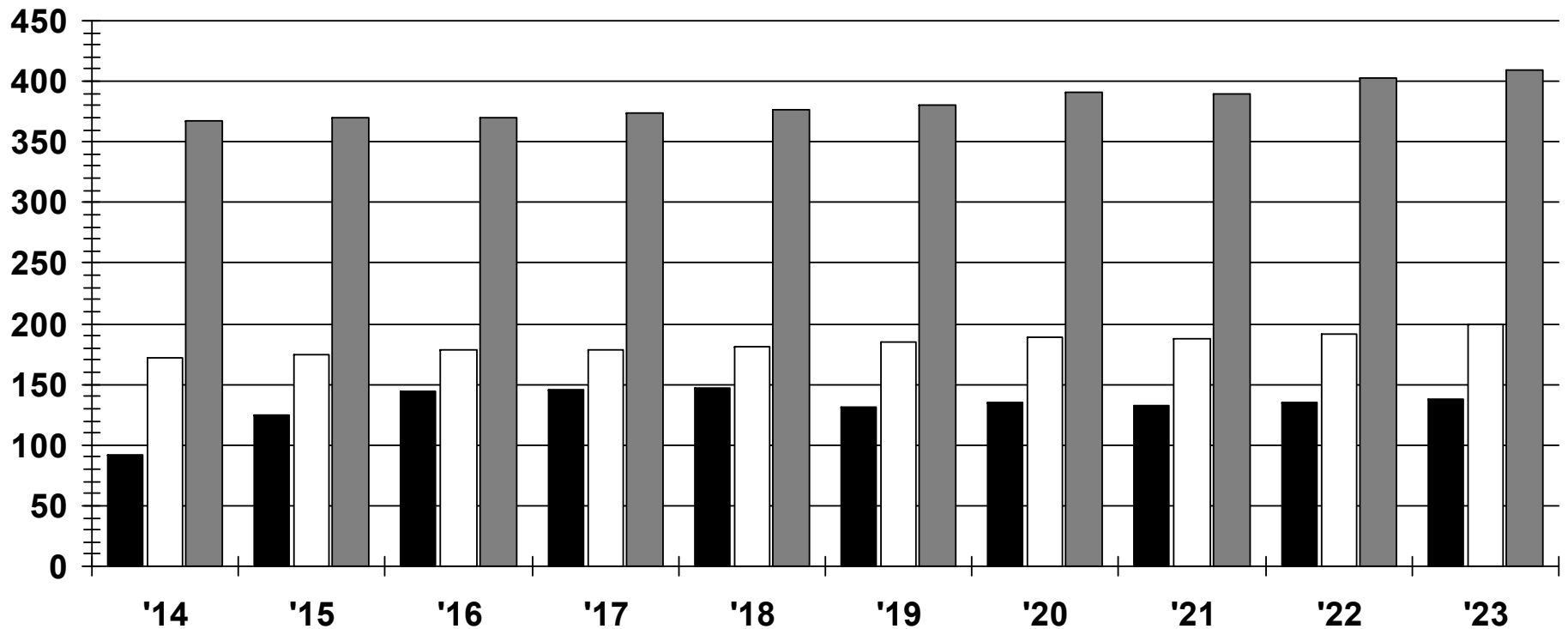
<u>Department</u>	Fiscal 2023					
	Mayor's Recommended Budget	Personnel Services	Employee Benefits	Supplies	Other Services & Charges	Capital Equipment & Improvements
Council	\$ 855,982	\$ 384,577	\$ 426,476	\$ 6,300	\$ 35,029	\$ 3,600
District Court	7,565,391	3,275,336	2,955,655	109,050	1,225,350	-
Mayor	769,163	498,984	235,679	10,000	24,500	-
Clerk	2,068,274	748,019	424,880	35,000	848,430	11,945
Treasurer	1,497,370	710,789	609,701	13,000	135,680	28,200
Controller	1,937,352	1,155,974	741,378	22,000	18,000	-
Information Systems	2,612,874	423,704	289,764	4,500	299,506	1,595,400
Legal	1,937,320	1,155,065	704,855	10,500	62,900	4,000
Assessing	2,149,891	994,495	909,146	15,000	203,250	28,000
Human Resources	1,811,779	754,573	559,706	12,000	485,500	-
Property Maintenance Inspection	3,488,443	2,085,695	567,148	52,000	739,600	44,000
Community & Economic Development	409,656	218,085	87,371	-	104,200	-
Unallocated Expense	5,726,819	-	320,000	-	5,406,819	-
Commissions (12)	234,841	22,800	788	12,120	199,133	-
TOTAL GENERAL GOVERNMENT	\$ 33,065,155	\$ 12,428,096	\$ 8,832,547	\$ 301,470	\$ 9,787,897	\$ 1,715,145
Fire Department	\$ 39,408,800	\$ 13,803,780	\$ 13,365,800	\$ 908,500	\$ 1,645,220	\$ 9,685,500
Police Department	52,751,988	23,929,570	25,189,620	464,224	1,671,936	1,496,638
Animal Control	542,006	199,021	217,485	5,500	120,000	-
Civil Defense	250,987	109,460	123,527	1,500	16,500	-
TOTAL PUBLIC SAFETY	\$ 92,953,781	\$ 38,041,831	\$ 38,896,432	\$ 1,379,724	\$ 3,453,656	\$ 11,182,138
Director	\$ 569,989	\$ 350,474	\$ 197,348	\$ 9,000	\$ 4,167	\$ 9,000
Engineering and Inspections	2,100,253	802,104	538,069	22,000	630,580	107,500
Building Inspections	4,341,317	2,203,719	1,643,235	34,000	311,363	149,000
DPW Garage	8,694,547	1,194,728	972,003	531,850	3,460,966	2,535,000
Building Maintenance	2,539,816	1,008,000	1,087,010	81,700	283,606	79,500
Street Lighting	3,000,000	-	-	-	3,000,000	-
TOTAL PUBLIC SERVICE	\$ 21,245,922	\$ 5,559,025	\$ 4,437,665	\$ 678,550	\$ 7,690,682	\$ 2,880,000
Planning	\$ 985,517	\$ 465,828	\$ 298,709	\$ 17,060	\$ 181,920	\$ 22,000
TOTAL GENERAL FUND	\$ 148,250,375	\$ 56,494,780	\$ 52,465,353	\$ 2,376,804	\$ 21,114,155	\$ 15,799,283
PERCENTAGES	<u>100.0%</u>	<u>38.1%</u>	<u>35.4%</u>	<u>1.6%</u>	<u>14.2%</u>	<u>10.7%</u>

TOTAL GENERAL FUND FRINGE BENEFITS FISCAL YEAR 2023 \$52,465,353



FULL TIME POSITIONS CHART FISCAL 2014 - 2023

TOTAL	632	669	692	698	704	696	715	710	730	747
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AUTHORIZED FULL-TIME POSITIONS FY 2019 to FY 2023

	Council Adopted <u>Fiscal 2019</u>	Council Adopted <u>Fiscal 2020</u>	Council Adopted <u>Fiscal 2021</u>	Mayor Recommended <u>Fiscal 2022</u>	Mayor Recommended <u>Fiscal 2023</u>
<u>GENERAL FUND:</u>					
Council	11	11	11	11	9
District Court	50	50	50	50	50
Mayor	6	6	5	4	6
Clerk	7	8	8	8	8
Treasurer	9	9	9	9	9
Controller	12	12	11	12	12
Information Systems	4	4	4	4	5
Legal	10	10	10	10	11
Assessing	13	13	12	12	12
Human Resources	9	10	9	9	9
Property Maintenance Inspection	4	5	9	11	12
Community and Economic Development	2	2	2	2	2
Commissions (12)	4	4	4	4	5
TOTAL GENERAL GOVERNMENT	<u>141</u>	<u>144</u>	<u>144</u>	<u>146</u>	<u>150</u>
Fire Department	133	134	133	134	136
Police Department	243	253	253	265	269
Animal Control	3	3	3	3	3
Civil Defense	1	1	1	1	1
TOTAL PUBLIC SAFETY	<u>380</u>	<u>391</u>	<u>390</u>	<u>403</u>	<u>409</u>
Director	4	4	4	4	4
Engineering and Inspections	5	6	6	6	6
Building Inspections	22	24	22	23	23
DPW Garage	14	14	13	13	14
Building Maintenance	17	17	17	18	19
TOTAL PUBLIC SERVICE	<u>62</u>	<u>65</u>	<u>62</u>	<u>64</u>	<u>66</u>
Planning	4	4	5	5	5
TOTAL GENERAL FUND	<u>587</u>	<u>604</u>	<u>601</u>	<u>618</u>	<u>630</u>
<u>SPECIAL REVENUE FUNDS:</u>					
Michigan Transportation	26	26	26	27	27
Library	24	24	23	24	27
Recreation	9	9	8	9	10
Communications	5	6	6	6	6
Sanitation	38	38	38	38	39
Rental Ordinance	5	6	6	6	6
Downtown Development Authority	2	2	2	2	2
TOTAL SPECIAL REVENUE FUNDS	<u>109</u>	<u>111</u>	<u>109</u>	<u>112</u>	<u>117</u>
GRAND TOTAL	<u>696</u>	<u>715</u>	<u>710</u>	<u>730</u>	<u>747</u>

GENERAL FUND AND SPECIAL REVENUE FUNDS BUDGET COMPARISON
FISCAL 2022 AMENDED BUDGET vs FISCAL 2023 MAYOR'S RECOMMENDED

	<u>DEPARTMENTAL MANPOWER</u>			<u>DEPARTMENTAL BUDGET</u>						
	<u>FULL TIME</u>			Fiscal 2022		Fiscal 2023		Departmental		
	Amended	Mayor's	Increase	Amended Budget	% of	Mayor's Recommended	% of	Increase	% of	
<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>Amount</u>	<u>Budget</u>	<u>Amount</u>	<u>Budget</u>	<u>Amount</u>	<u>(Decrease)</u>	<u>Change</u>	
<u>GENERAL FUND:</u>										
Council	11	9	(2)	1,420,760	1.1%	\$ 855,982	0.6%	\$ (564,778)	(39.8)%	
District Court	50	50	-	8,363,931	6.4%	7,565,391	5.1%	(798,540)	(9.5)%	
Mayor	4	6	2	569,610	0.4%	769,163	0.5%	199,553	35.0%	
Clerk	8	8	-	1,937,880	1.5%	2,068,274	1.4%	130,394	6.7%	
Treasurer	9	9	-	1,482,145	1.1%	1,497,370	1.0%	15,225	1.0%	
Controller	12	12	-	1,931,177	1.5%	1,937,352	1.3%	6,175	0.3%	
Information Systems	4	5	1	885,477	0.7%	2,612,874	1.8%	1,727,397	195.1%	
Legal	10	11	1	1,727,110	1.3%	1,937,320	1.3%	210,210	12.2%	
Assessing	12	12	-	2,240,530	1.7%	2,149,891	1.5%	(90,639)	(4.0)%	
Human Resources	9	9	-	1,724,391	1.3%	1,811,779	1.2%	87,388	5.1%	
Property Maintenance Inspection	11	12	1	2,555,978	2.0%	3,488,443	2.4%	932,465	36.5%	
Community and Economic Development	2	2	-	262,450	0.2%	409,656	0.3%	147,206	56.1%	
Unallocated Expense	-	-	-	5,674,445	4.4%	5,726,819	3.9%	52,374	0.9%	
Commissions (12)	4	5	1	230,341	0.2%	234,841	0.2%	4,500	2.0%	
TOTAL GENERAL GOVERNMENT	146	150	4	31,006,225	23.8%	\$ 33,065,155	22.3%	\$ 2,058,930	6.6%	
Fire Department	134	136	2	28,076,672	21.6%	\$ 39,408,800	26.6%	\$ 11,332,128	40.4%	
Police Department	265	269	4	48,879,692	37.6%	52,751,988	35.6%	3,872,296	7.9%	
Animal Control	3	3	-	555,201	0.4%	542,006	0.4%	(13,195)	(2.4)%	
Civil Defense	1	1	-	246,593	0.2%	250,987	0.2%	4,394	1.8%	
TOTAL PUBLIC SAFETY	403	409	6	77,758,158	59.7%	\$ 92,953,781	62.7%	\$ 15,195,623	19.5%	
Director	4	4	-	532,319	0.4%	\$ 569,989	0.4%	\$ 37,670	7.1%	
Engineering and Inspections	6	6	-	2,392,725	1.8%	2,100,253	1.4%	(292,472)	(12.2)%	
Building Inspections	23	23	-	4,086,816	3.1%	4,341,317	2.9%	254,501	6.2%	
DPW Garage	13	14	1	8,000,140	6.1%	8,694,547	5.9%	694,407	8.7%	
Building Maintenance	18	19	1	2,636,682	2.0%	2,539,816	1.7%	(96,866)	(3.7)%	
Street Lighting	-	-	-	2,875,000	2.2%	3,000,000	2.0%	125,000	4.3%	
TOTAL PUBLIC SERVICE	64	66	2	20,523,682	15.8%	\$ 21,245,922	14.3%	\$ 722,240	3.5%	
Planning	5	5	-	852,762	0.7%	\$ 985,517	0.7%	\$ 132,755	15.6%	
TOTAL GENERAL FUND	618	630	12	130,140,827	100.0%	\$ 148,250,375	100.0%	\$ 18,109,548	13.9%	

(Continued)

GENERAL FUND AND SPECIAL REVENUE FUNDS BUDGET COMPARISON
FISCAL 2022 AMENDED BUDGET vs FISCAL 2023 MAYOR'S RECOMMENDED

	<u>DEPARTMENTAL MANPOWER</u>			<u>DEPARTMENTAL BUDGET</u>						
	<u>FULL TIME</u>			Fiscal 2022		Fiscal 2023		Departmental		
	Amended	Mayor's	Increase	Amended Budget	% of	Mayor's Recommended	% of	Increase	% of	
<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>Amount</u>	<u>Budget</u>	<u>Amount</u>	<u>Budget</u>	<u>Amount</u>	<u>(Decrease)</u>	<u>Change</u>	
<u>SPECIAL REVENUE FUNDS:</u>										
Michigan Transportation	27	27	-	20,911,037	28.9%	\$ 27,765,924	31.2%	\$ 6,854,887	32.8%	
Library	24	27	3	5,423,090	7.5%	6,077,420	6.8%	654,330	12.1%	
Recreation	9	10	1	6,533,332	9.0%	7,031,186	7.9%	497,854	7.6%	
Communications	6	6	-	2,484,744	3.4%	2,660,639	3.0%	175,895	7.1%	
Sanitation	38	39	1	11,692,450	16.1%	12,337,745	13.9%	645,295	5.5%	
Rental Ordinance	6	6	-	1,001,282	1.4%	1,158,125	1.3%	156,843	15.7%	
Vice Crime Confiscation	-	-	-	60,000	0.1%	60,000	0.1%	-	0.0%	
Drug Forfeiture	-	-	-	1,188,266	1.6%	675,000	0.8%	(513,266)	(43.2)%	
Act 302 Police Training	-	-	-	24,100	0.0%	26,000	0.0%	1,900	7.9%	
Downtown Development Authority	2	2	-	13,078,540	18.0%	22,213,917	25.0%	9,135,377	69.9%	
2011 Local Street Road Repair	-	-	-	8,915,312	12.3%	8,887,460	10.0%	(27,852)	(0.3)%	
Indigent Defense Grant Fund	-	-	-	1,155,894	1.6%	-	0.0%	(1,155,894)	(100.0)%	
TOTAL SPECIAL REVENUE FUNDS	112	117	5	72,468,047	100.0%	\$ 88,893,416	100.0%	\$ 16,425,369	22.7%	
GRAND TOTAL	730	747	17	202,608,874		\$ 237,143,791		\$ 34,534,917	17.0%	

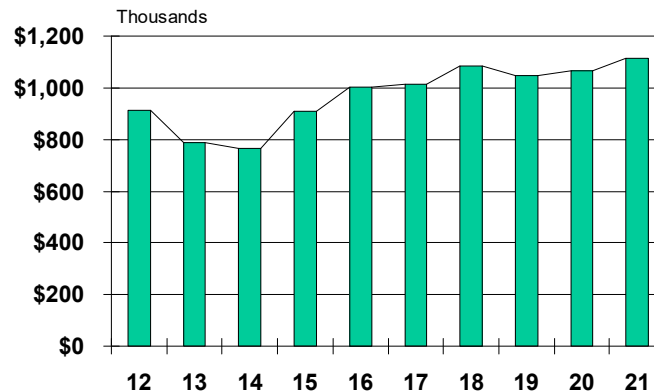
**GENERAL FUND
DEPARTMENTAL
EXPENDITURES**

CITY COUNCIL

The City Council is an elected body responsible for the legislative activities of the City of Warren. City Council is composed of seven members, five are District Council Members, and two are at large. In addition to the legislative activities, the City Council is responsible for approving the City of Warren's Budget and the Water and Sewer System Budget on an annual basis.

City Council meets twice a month, on the second and fourth Tuesday of the month in the Council chambers, located in the Warren Community Center. Council will routinely meet for Committee of the Whole, Closed Sessions or Special Meetings. These meetings are designed to study, discuss, develop strategy or take immediate action on a wide range of topics facing the City. Council Members also sit on a number of commissions that are in place to help the community at large. Most of these commissions are run by residents who volunteer their time and report back to various City Departments.

**Expenditure History
City Council**



GENERAL FUND PERSONNEL

<u>COUNCIL</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Council Member	7	\$ 31,412	7	\$ 31,412	7	\$ 31,412		
Deputy Council Secretary	1	93,879	1	95,757	1	95,757		
Senior Administrative Secretary/Council	1	64,970	1	66,269	- (d)	-		
Administrative Clerical Technician	1	59,888	1	61,086	1	61,086		
Office Assistant	1	40,174	1	40,977	- (d)	-		
Temporary/Co-op		-		-		-		
Overtime	—	10,000	—	7,239	—	7,239		
Total Personnel	<u>11</u>		<u>11</u>		<u>9</u>			

(a) Wage rates are based on Local 412 Unit 35 and Local 227 contracts that expire 6/30/23.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT COUNCIL</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 219,282	\$ 110,846	\$ 219,884	\$ 219,884	Elected Officials	\$ 219,884	\$ 219,884	
167,269	76,381	140,538	258,529	Permanent Employees	265,118	157,454	
-	-	-	-	Temporary/Co-op	-	-	
13,080	2,925	5,400	10,000	Overtime	7,239	7,239	
				Employee Benefits:			
30,509	14,422	28,199	37,598	Social Security	38,637	30,237	
150,263	75,101	143,847	183,164	Employee Insurance	185,479	145,816	
122,459	57,953	127,842	130,299	Retiree Health Insurance	77,982	75,786	
-	-	-	-	Bonus/Sick Redemption	7,239	7,239	
2,745	-	2,800	3,048	Longevity	5,282	3,137	
-	300	300	-	Clothing	300	300	
180,244	87,032	172,005	184,288	Retirement Fund	174,942	163,961	
3,238	2,362	6,300	6,300	Office Supplies	6,300	6,300	
				Other Services and Charges:			
324	-	1,300	1,300	Postage	1,300	1,300	
223,855	92,598	92,598	377,000	Contractual Services	377,000	27,479	
-	-	1,200	1,200	Court Reporter	1,200	1,200	
511	257	1,100	1,100	Telephone	1,100	1,100	
-	-	450	450	Mileage	450	450	
95	229	3,000	3,000	Printing and Publishing	3,500	3,500	
				Capital Outlay:			
-	-	3,600	3,600	Equipment - Office	3,600	3,600	
<u>\$ 1,113,874</u>	<u>\$ 520,406</u>	<u>\$ 950,363</u>	<u>\$ 1,420,760</u>	Total Council	<u>\$ 1,376,552</u>	<u>\$ 855,982</u>	

37TH DISTRICT COURT

The 37th District Court is part of a State system of courts and operates under the supervision of the Michigan Supreme Court. The Court's four judges are elected by the citizens of Warren and Center Line for six year terms. The Court has a location in Warren and a location in Center Line. The judges rotate hearing cases at the Center Line Court on Wednesday mornings. In total, the 37th District Court processed approximately 48,269 new cases during 2021. Revenues and expenditures operate through the general fund.

The District Court has exclusive jurisdiction over 1) all civil litigation up to \$25,000; 2) the arraignment, setting of bail, and preliminary examination of all criminal felony cases; 3) all criminal misdemeanors of State Statutes where the penalty does not exceed one year in jail; 4) all city ordinance violations; and 5) all traffic violations.

To perform these responsibilities, the District Court is divided into the following divisions:

TRAFFIC

The District Court handles all traffic violations within the Cities of Warren and Center Line. Approximately 36,388 traffic tickets were processed by the Court in 2021. Seven clerks staff the traffic division.

CRIMINAL

The District Court processes the arraignment, setting of bail and preliminary examinations of all felony charges in the district. In addition, the District Court handles the entire disposition of all misdemeanor criminal prosecutions. In order to handle the approximately 1,700 felony and 1,128 misdemeanor prosecutions processed by the Court each year, four clerks staff the criminal division.

CIVIL

The District Court processes all civil litigation under \$25,000, landlord tenant litigation, evictions, land contract forfeitures and small claim cases. In addition, the District Court processes garnishments and other collection actions. In order to handle approximately 304 small claims, 6,029 general civil matters, and 2,712 landlord tenant matters, five clerks staff the civil division. The court was selected by the Michigan Supreme Court to be the first Model Michigan District Court to implement the "MiFile" solution which is the statewide e-Filing Project relating to electronic filing of civil cases. The e-filing system is a great benefit to court participants using the electronic filing system.

In addition, each of the four judges has a Court Clerk, Court Reporter, and Court Officer to administer daily court hearings. The administrative management staff includes a Court Administrator, Office Manager, Financial Coordinator and Assistant. Financial transaction support includes three cashiers and two clerks who process bonds and other electronic fund transactions. One Court Officer provides security at the front door. The Probation Department is staffed by three Probation Officers and two support staff.

The District Court also operates a Drug Court that is in large part funded by Federal matching funds. The program is staffed by three full time employees and two part-time employees.

Lastly, the Center Line Court is staffed by three clerks that process all criminal and traffic violations.

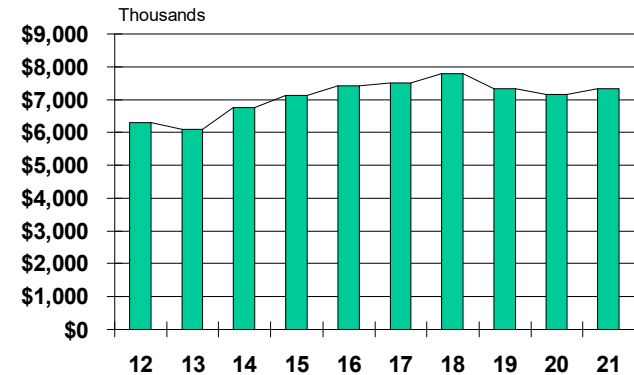
37TH DISTRICT COURT

Fiscal 2023 Performance Objectives

1. To process in a speedy and efficient manner all cases filed in the 37th District Court.
2. To enforce all sanctions and sentences imposed by the Judges of the Court, through the use of drivers' license sanctions, vehicle immobilization, warrants, show cause hearings and probation enforcement.
3. To extend the use of community service programs to assist in the clean-up of property maintenance violations.
4. To increase utilization of the Probation Department.
5. To reduce the backlog of open files with outstanding fines and costs owing.
6. To continue rigorous collection efforts pertaining to appointed counsel fee reimbursement.
7. To maintain an effective and productive Drug Court.
8. To comply with the requirements set forth in the Michigan indigent Defense Commission Act.
9. To continue to support the Landlord-Tenant Legal Aid Clinic.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Small claims	304	700	700	700
Landlord and tenant	2,712	5,000	5,000	5,000
Parking tickets	1,287	2,500	2,500	2,500
Traffic misdemeanor and civil	34,990	53,000	53,000	53,000
Non-traffic felony	1,677	2,200	2,200	2,200
Non-traffic misdemeanor and civil	1,129	1,700	1,700	1,700
Traffic OUIL/OWI	134	300	300	300
General civil	6,029	6,600	6,600	6,600
Probation – active cases	1,437	900	900	900
Pre-sentence investigations/alcohol evaluations	260	350	350	350

**Expenditure History
37th District Court**



GENERAL FUND PERSONNEL

<u>37TH DISTRICT COURT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Judge	4	\$ 45,724	4	\$ 45,724	4	\$ 45,724		
Court Administrator	1	123,494	1	125,964	1	125,964		
Chief Probation Officer	1	83,791	1	85,467	1	85,467		
Probation Officer II	1	78,022	1	79,582	1	79,582		
Probation Officer I	1	73,450	1	74,919	1	74,919		
Probation Officer - Drug Court	1	73,450	1	74,919	1	74,919		
Office Manager/IT Coordinator	1	75,568	1	77,079	1	77,079		
Court Recorder	4	73,123	4	74,585	4	74,585		
Drug Court Administrator	1	77,944	1	79,503	1	79,503		
Drug Court - Administrative Clerk	1	40,997	1	41,817	1	41,817		
Court Officer	5	67,902	5	69,260	5	69,260		
Court Clerk II	7	62,438	7	63,687	7	63,687		
Court Clerk I	8	59,067	8	60,248	8	60,248		
Court Typist	6	47,000	6	49,940	6	49,940		
Court File Clerk	6	43,999	6	46,879	6	46,879		
Administrative Assistant to Court Administrator	1	65,607	1	66,919	1	66,919		
Financial Coordinator	1	65,607	1	66,919	1	66,919		
Temporary Employees		212,093		212,093		212,093		
Overtime	—	5,025	—	5,025	—	5,025		
Total Personnel	<u>50</u>		<u>50</u>		<u>50</u>			

(a) Wage rates are based on Local 412 Unit 35 and Local 227 Court Employees contracts that expire 6/30/23.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	GENERAL GOVERNMENT 37TH DISTRICT COURT	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 176,565	\$ 92,151	\$ 186,552	\$ 186,552	Elected Officials	\$ 183,608	\$ 183,608	
2,545,600	1,415,833	2,881,812	2,698,683	Permanent Employees	2,874,610	2,874,610	
140,764	72,719	212,093	212,093	Temporary Employees	212,093	212,093	
45,770	10,938	132,176	97,656	Temporary Employees-Drug Court	-	-	
652	-	5,025	5,025	Overtime	5,025	5,025	
				Employee Benefits:			
214,161	118,935	254,006	236,568	Social Security	250,709	250,709	
792,034	428,893	835,115	832,614	Employee Insurance	860,067	860,067	
1,104,671	526,214	1,169,091	1,163,950	Retiree Health Insurance	679,778	679,778	
-	-	-	-	Bonus/Sick Redemption	97,956	97,956	
78,949	42,474	81,988	79,025	Longevity	81,913	81,913	
-	5,700	5,700	-	Clothing	5,700	5,700	
1,015,909	511,592	1,029,734	1,004,224	Retirement Fund	979,532	979,532	
				Supplies:			
57,598	39,983	91,800	91,800	Office Supplies	109,050	109,050	
-	-	64,259	-	DOJ Coronavirus CESF Grant	-	-	
				Other Services and Charges:			
15,906	7,154	22,000	22,000	Postage	22,000	22,000	
7,887	2,876	14,000	14,000	Bank Service Charges	16,000	16,000	
27,926	13,634	72,000	72,000	State of Michigan MIDC fee	72,000	72,000	
76,220	40,675	91,002	91,002	Contractual Services	96,000	96,000	
248,601	180,440	567,766	492,766	Contractual Services - Data Processing	400,000	400,000	
33,625	28,718	56,400	56,400	Contractual Services - Judge/Magistrate	60,000	60,000	
8,439	1,143	15,000	15,000	Drug Court Expense	-	-	
153,824	59,876	201,771	-	Substance Abuse Grant Expense - 2020/21	-	-	
-	21,261	294,873	294,873	Substance Abuse Grant Expense - 2022	-	-	
56,267	15,998	145,436	96,000	Michigan Drug Court Grant - 2020/21/22	-	-	
-	-	500	500	Transcripts	650	650	
-	-	50,000	50,000	Counsel for Indigent Defendants	-	-	
122,688	121,606	125,000	125,000	Transfer to Indigent Defense	130,000	130,000	
-	5,187	15,000	15,000	Witness and Jury Fees	15,000	15,000	
23,120	15,686	30,000	30,000	Telephone	30,000	30,000	
34	27	1,700	1,700	Mileage	1,700	1,700	
-	-	500	500	Community Promotion	500	500	
99,297	52,186	105,000	105,000	Public Utilities	107,000	107,000	
250,000	250,000	250,000	250,000	Building Rental	250,000	250,000	
15,861	5,995	12,500	12,500	Books	12,500	12,500	
9,548	4,561	11,500	11,500	Memberships and Dues	12,000	12,000	
<u>\$ 7,321,916</u>	<u>\$ 4,092,455</u>	<u>\$ 9,031,299</u>	<u>\$ 8,363,931</u>	Total 37th District Court	<u>\$ 7,565,391</u>	<u>\$ 7,565,391</u>	

MAYOR

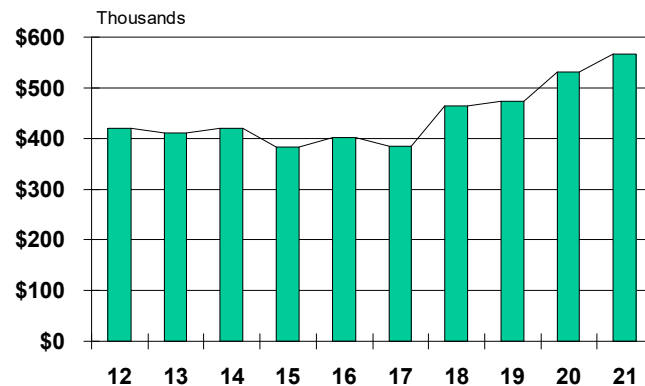
The Mayor, the City's chief elected official, is elected to a four-year term by Warren voters. He serves as liaison between Warren and other governmental agencies at all levels.

As the Chief Executive Officer of the City, the Mayor, through his department heads is responsible for the day-to-day operations of the City. He also renders his recommendation on all labor contracts to City Council for their consideration and approval.

The duties of the Mayor include serving as signatory on official City documents as required by Council, City Charter, state or federal law, including validation of bonds, notes, and contracts along with the City Clerk, and/or Treasurer. He prepares the City budget and presents it to Council with comments in April of each year. Additionally, the Mayor has veto power over Council actions as they relate to ordinances, resolutions, and Council proceedings.

The Mayor presides over many ceremonial activities. He also is the appointing authority of all the City's major departments and has the power to prevent disorder, preserve public peace and health, and provide for the safety of persons and property.

Expenditure History Mayor



GENERAL FUND PERSONNEL

<u>MAYOR</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Mayor	1	\$ 125,642	1	\$ 125,642	1	\$ 125,642	1	\$ 125,642
Executive Administrator	-	-	1 (e)	95,945	1 (e)	95,945	1 (e)	95,945
Administrative Assistant - Mayor	-	-	1 (b)	82,889	1 (b)	82,889	1 (b)	82,889
Executive Assistant	1	94,064	-	(e)	-	(e)	-	-
Neighborhood Services Coordinator	1	63,153	1	64,416	1	64,416	1	64,416
Administrative Technician-Mayor	1	46,292	1	47,218	1	47,218	1	47,218
Clerical Technician	-	-	1 (b)	46,560	1 (b)	46,560	1 (b)	46,560
Temporary/Co-op	—	35,000	—	35,000	—	35,000	—	35,000
Total Personnel	<u>4</u>		<u>6</u>		<u>6</u>			

(a) Wage rates are based on Local 412 Unit 35 contract that expires 6/30/2023.

(b) New position.

(e) Correct Job Title to bring in line with Pay Plan.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>MAYOR</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 121,293	\$ 63,304	\$ 125,642	\$ 125,642	Elected Official	\$ 125,642	\$ 125,642	
232,935	107,787	326,807	201,283	Permanent Employees	338,342	338,342	
6,271	8,111	35,000	35,000	Temporary/Co-op	35,000	35,000	
				Employee Benefits:			
27,898	14,077	37,765	28,163	Social Security	39,312	39,312	
60,228	24,193	102,395	62,997	Employee Insurance	103,702	103,702	
43,131	20,458	47,028	44,517	Retiree Health Insurance	29,901	29,901	
-	-	-	-	Bonus/Sick Redemption	7,401	7,401	
4,620	3,400	6,196	6,196	Longevity	5,977	5,977	
-	900	900	-	Clothing	1,500	1,500	
36,326	17,989	45,865	33,312	Retirement Fund	47,886	47,886	
6,599	1,062	10,000	10,000	Office Supplies	10,000	10,000	
				Other Services and Charges:			
14,206	475	3,000	3,000	Postage	5,000	5,000	
9,181	-	13,000	13,000	U.S. Conference of Mayors Membership	13,000	13,000	
3,521	1,975	6,500	6,500	Contractual Services	6,500	6,500	
<u>\$ 566,209</u>	<u>\$ 263,731</u>	<u>\$ 760,098</u>	<u>\$ 569,610</u>	Total Mayor	<u>\$ 769,163</u>	<u>\$ 769,163</u>	

CITY CLERK

The City Clerk is the Chief Elections Officer of the City, and also is the custodian of all papers, documents, surety bonds and records, which pertain to the City. The City Clerk serves as an ex-officio member of the Police and Fire Civil Service Commission.

The City Clerk's duties include serving as signatory and keeper of records of all ordinances, resolutions, contracts, and actions of the City Council, as well as all Boards and Commissions of the City. The City Clerk administers any oath required for municipal purposes by law or City Ordinance, and is the custodian of the City Seal.

The City Clerk's Office issues licenses and permits as required by the City of Warren Ordinances. These licenses include business licenses, garage sale licenses, and dog licenses. The Clerk's Office processes all birth and death certificates for the City of Warren.

The City Clerk's Office provides forms to the public for all petitions required to be filed for any purpose by provisions of the City of Warren Charter or any Ordinance of the City. The City Clerk's Office supervises all Federal, State, County and School elections.

The City Clerk's Office administers licensing for the spring and fall dog vaccination fairs.

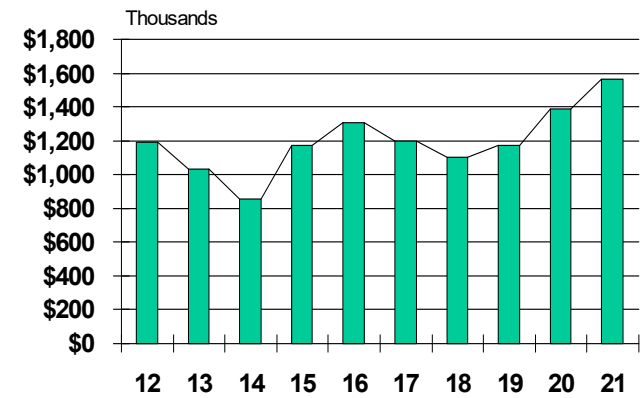
CITY CLERK

Fiscal 2023 Performance Objectives

1. To increase voter participation.
2. To comply with State mandates that accompany Proposal 3.
3. To improve business license program.
4. To continue scanning documents for department viewing.
5. To continue using the Electronic Death Registry Program.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Business licenses processed	705	800	800	800
Public hearings	18	60	60	60
Changes in voter registration	136,572	120,000	150,000	150,000
Dog licenses issued	2,486	4,000	4,000	4,000
Garage sale permits issued	637	500	700	700
Death certificates issued	4,399	3,000	5,000	5,000
Birth certificates issued	2,170	1,500	3,000	3,000
Lawsuits filed	25	75	75	75
Contracts signed, catalogued and filed	106	200	200	200

**Expenditure History
City Clerk**



GENERAL FUND PERSONNEL

<u>CLERK</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Clerk	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923		
Deputy City Clerk	1	93,879	1	95,757	1	95,757		
Office & Elections Analyst	2	64,970	2	66,269	2	66,269		
Assistant Election Technician	1	61,881	1	63,119	1	63,119		
Office Assistant	2	40,174	2	40,977	2	40,977		
Election Assistant Tech Trainee	1	40,174	1	40,977	1	40,977		
Seasonal Employees		111,115		178,125		178,125		
Temporary Employees - Election Wages		405,930		391,310		391,310		
Overtime	—	52,335	—	67,808	—	67,808		
Total Personnel	<u>8</u>		<u>8</u>		<u>8</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>CLERK</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 89,706	\$ 46,819	\$ 92,923	\$ 92,923	Elected Official	\$ 92,923	\$ 92,923	
371,651	206,158	391,483	391,483	Permanent Employees	409,163	409,163	
99,579	8,861	111,115	111,115	Seasonal Employees	178,125	178,125	
41,105	3,145	67,808	67,808	Overtime	67,808	67,808	
				Employee Benefits:			
46,436	20,725	51,299	51,299	Social Security	59,392	59,392	
107,329	58,862	144,557	144,557	Employee Insurance	131,234	131,234	
123,103	58,758	130,429	130,429	Retiree Health Insurance	78,617	78,617	
-	-	-	-	Bonus/Sick Redemption	18,812	18,812	
7,149	1,299	7,236	7,236	Longevity	8,638	8,638	
124,766	62,789	128,161	128,161	Retirement Fund	126,687	126,687	
300	1,245	300	300	Uniforms/Clothing	1,500	1,500	
20,573	9,050	21,000	21,000	Office Supplies	35,000	35,000	
				Other Services and Charges:			
222,200	57,963	383,301	383,301	Election Wages	391,310	391,310	
76,380	2,968	57,200	57,200	Postage	76,380	76,380	
112,878	33,102	271,849	271,849	Election Expense	271,849	271,849	
19,961	13,577	21,119	21,119	Contractual Services	57,891	57,891	
332	194	1,000	1,000	Auto Expense	2,000	2,000	
27,021	9,669	53,100	53,100	Printing and Publishing	45,000	45,000	
830	487	4,000	4,000	Building Maintenance	4,000	4,000	
				Capital Outlay:			
72,832	-	-	-	Office Equipment	11,945	11,945	
<u>\$ 1,564,131</u>	<u>\$ 595,671</u>	<u>\$ 1,937,880</u>	<u>\$ 1,937,880</u>	Total Clerk	<u>\$ 2,068,274</u>	<u>\$ 2,068,274</u>	

TREASURER

The Treasurer's Office is responsible for the collection, safekeeping, and allocation of all city revenues, including real and personal property taxes, highway revenues, federal and state grant and other revenues, special assessments, fees, licenses and water revenues. These moneys are invested utilizing several sophisticated techniques to optimize interest earnings while ensuring the safety of city funds. The interest revenue earned from investment of the city's funds is a significant factor in maintaining a high level of city services and minimizing city taxes.

In a constantly changing, increasingly complex economic environment, it is essential for the City Treasurer to keep abreast of new regulatory and technological developments in the financial marketplace. Government legislation, economic trends, new financial instruments, and technical innovations must be monitored and evaluated so investment strategies can be revised and improved. The Treasurer, in the capacity as the city's money manager, strives to keep Warren at the forefront of investment policy.

Organization and procedural methods that improve the efficiency and accuracy of the flow of financial information between the Treasurer's Office, the Controller's Office and other city departments have been updated and improved to meet the increasing demands by the public and other users for financial accountability and timely reporting. System improvements in several administrative functions, such as revenue collection, property tax information systems, and investment activity, are in process to further assist in meeting these demands.

As a Charter member of the Police and Fire Retirement System Board, the Treasurer also oversees the Police and Fire Pension Fund and the VEBA Trust Fund with the assistance of outside professional actuarial and financial consultants. These funds are managed in accordance with sound actuarially determined standards.

The Treasurer also acts as the property tax collection agent for all taxing units located in the city. Taxes are collected, accounted for, and distributed annually by the Treasurer to the units. The department is comprised of the elected Treasurer, eight full time employees, and one part-time clerical employee.

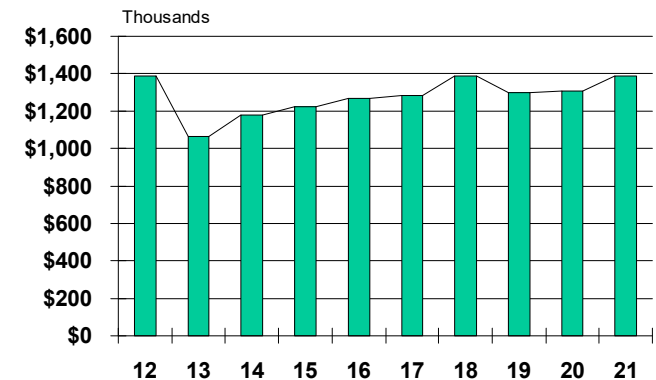
TREASURER

Fiscal 2023 Performance Objectives

1. To always put the resident at the forefront of every new innovation and improvement.
2. To train employees and expect a high level of customer service from them.
3. To spend time on the office floor leading by example in helping residents.
4. To continue to be versed in new banking and payment products, ensuring residents have many options when paying city bills.
5. To continue to keep up with the changing technological world.
6. To ensure the fund balance continues to be secure and earning optimal interest.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Tax bills processed manually	56,443	70,000	55,393	60,000
Tax bills processed off CD-ROM	55,405	56,000	58,503	60,000
Date of delivery to County	April 1	April 1	April 1	April 1
Payroll checks/Advice's processed	20,997	28,000	25,000	26,000
List of Bills checks processed	11,167	15,000	11,000	12,000
Water bills processed manually	248,162	260,000	241,176	250,000
Water bills automatic payment	5,220	5,500	5,500	5,500
Status changes manually	757	780	780	780
Personal Property tax accounts	2,575	2,700	2,503	2,600
Point and Pay Tax Payments	20,360	16,000	22,000	23,000
Point and Pay Water Bill Payments	168,698	170,000	176,277	185,000

**Expenditure History
Treasurer**



GENERAL FUND PERSONNEL

<u>CITY TREASURER</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Treasurer	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923		
Deputy City Treasurer	1	93,879	1	95,757	1	95,757		
Tax Accountant III	1	91,458	1	93,287	1	93,287		
Investment Analyst	1	85,781	1	87,497	1	87,497		
Accountant I	1	69,735	1	71,130	1	71,130		
Tax Account Technician	2	62,615	4 (c)	63,867	4 (c)	63,867		
Tax Account Specialist	2	58,385	- (c)	59,553	- (c)	59,553		
Seasonal Employees		15,000		15,000		15,000		
Overtime	—	4,000	—	4,000	—	4,000		
Total Personnel	<u>9</u>		<u>9</u>		<u>9</u>			

(a) Wage rates are based on Local 412 Unit 35 and Unit 59, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(c) Reclassifications of 2 Tax Account Specialists to 2 Tax Account Technicians.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>TREASURER</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 89,706	\$ 46,819	\$ 92,923	\$ 92,923	Elected Official	\$ 92,923	\$ 92,923	
549,236	296,239	569,116	569,116	Permanent Employees	598,866	598,866	
-	-	15,000	15,000	Seasonal Employees	15,000	15,000	
-	106	4,000	4,000	Overtime	4,000	4,000	
				Employee Benefits:			
49,826	26,986	53,379	53,379	Social Security	58,241	58,241	
176,603	93,488	178,544	178,544	Employee Insurance	181,031	181,031	
199,105	94,171	209,915	209,915	Retiree Health Insurance	121,741	121,741	
-	-	-	-	Bonus/Sick Redemption	27,533	27,533	
16,526	10,200	16,707	16,707	Longevity	22,110	22,110	
-	900	900	-	Clothing	900	900	
201,844	102,450	199,661	199,661	Retirement Fund	198,145	198,145	
8,963	3,647	11,000	11,000	Office Supplies	13,000	13,000	
				Other Services and Charges:			
53,774	74,437	77,000	77,000	Postage	77,000	77,000	
30,034	24,580	39,900	39,900	Contractual Services	43,680	43,680	
10,510	6,037	15,000	15,000	Tax Statement Preparation	15,000	15,000	
-	-	-	-	Mileage	-	-	
				Capital Outlay:			
-	-	-	-	Office Equipment	28,200	28,200	
<u>\$ 1,386,127</u>	<u>\$ 780,060</u>	<u>\$ 1,483,045</u>	<u>\$ 1,482,145</u>	Total Treasurer	<u>\$ 1,497,370</u>	<u>\$ 1,497,370</u>	

CONTROLLER

The Controller's Office is charged with the efficient administration, control and reporting of all funds expended by the city. The Controller as the chief financial officer of the city, directs the department, and plays a key role as a member of the Mayor's administrative team in policy development, and planning and control of city operations. The task of overseeing the city's financial well-being has become the major function of all employees in the department and they review all expenditures to ensure that Warren residents receive the best possible return for their tax dollars.

The Controller's Office is deeply involved in establishing, upgrading, coordinating, and administering the accounting systems used to control the operations of the city.

The three major sections of the Controller's Office are:

BUDGET AND PERFORMANCE MANAGEMENT
ACCOUNTING AND FINANCIAL REPORTING
PURCHASING AND INVENTORY MANAGEMENT

The Controller, with the assistance of the Budget Director, develops and continuously monitors the actual performance of the City's departments to the city's budget plan. The City and Water & Sewer System budgets exceed \$220 million dollars for the current fiscal year.

In planning for control, considerable data is gathered and subjected to classification and analysis by the accounting and reporting section. This section, under the direction of the Accounting Supervisor, assimilates all financial information into monthly and annual accounting reports of the city's financial condition. The reports are prepared for both internal use and external review. As evidenced by the city's maintenance of favorable underwriter and lender relationships, these reports are among the most significant communication mediums used by the city to reach parties interested in the City of Warren.

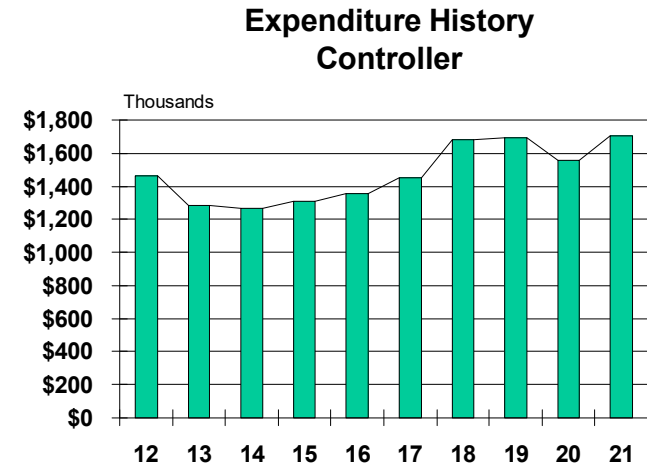
The Purchasing section is responsible for procuring the equipment, materials, supplies and services required for the operations of the city departments, at the best possible price. The Purchasing section processes over 4,700 purchase orders, having a value in excess of \$21 million dollars annually.

CONTROLLER

Fiscal 2023 Performance Objectives

1. To continue developing the city's financial strategy and continue fiscal responsibility while maintaining core city services.
2. To continue to assist in the financial well-being of the city and cost savings effort by monitoring all city finances, including long-term financing.
3. To continue to receive an Unmodified Audit Opinion (the best opinion an organization can receive) from our external auditor, who attests to the city's controls, processes, and overall financial stability.
4. To continue to receive the Certificate of Achievement for Excellence in Financial Reporting from the GFOA.
5. To refine and enhance our new purchasing and financial system to increase efficiency and internal controls.
6. To continue to negotiate in the Request for Proposal process to lower contractual amounts.
7. To continue to improve customer service and timeliness of payments to vendors by implementing sound purchasing practices.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Proposed & Final Budget Documents Printed	25	30	25	25
City Funds Budgeted & Monitored	33	33	33	33
Monthly Financial Reports Prepared	12	12	12	12
Budget Amendments Prepared	75	100	85	100
Travel Requests Processed	62	100	80	100
Labor Contracts Costed	6	6	8	-
F-65 Report Submitted	1	1	1	1
GFOA Certificate of Achievement Award	1	1	1	1
List of Bills Prepared	24	24	24	24
1099's Issued by January 31	101	275	270	285
Purchase Orders Processed	4,702	4,700	4,997	5,000
Bids – Council items recommended	126	110	162	135
Informal Bid Correspondence	55	105	50	50
Use of Co-operative Bids	34	85	35	40
Requests for Proposals	9	13	11	10



GENERAL FUND PERSONNEL

<u>CONTROLLER</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Controller	1	\$ 128,079	1	\$ 130,641	1	\$ 130,641		
Assistant Controller	1	104,925	1	107,024	1	107,024		
Budget Director	1	114,324	1	116,610	1	116,610		
Accounting Supervisor	1	107,649	1	109,802	1	109,802		
Purchasing Agent	1	101,527	1	103,558	1	103,558		
Accountant III	2	89,250	2	91,035	2	91,035		
Budget Cost Analyst	1	81,793	1	83,429	1	83,429		
Accountant I	1	69,735	1	71,130	1	71,130		
Account Technician	3	62,610	3	63,862	3	63,862		
Temporary/Co-op		50,000		50,000		50,000		
Overtime	—	10,000	—	10,000	—	10,000		
Total Personnel	<u>12</u>		<u>12</u>		<u>12</u>			

(a) Wage rates are based on Local 412 Unit 35, 412 Unit 59 and Local 227 contracts that expire 6/30/23.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT CONTROLLER</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 129,898	\$ 107,367	\$ 126,678	\$ 126,678	Appointed Official	\$ 131,150	\$ 131,150	
837,435	416,319	939,443	939,443	Permanent Employees	964,824	964,824	
-	-	25,000	50,000	Temporary/Co-op	50,000	50,000	
9,437	21	10,000	10,000	Overtime	10,000	10,000	
				Employee Benefits:			
76,815	41,801	88,619	88,619	Social Security	95,050	95,050	
197,536	112,691	210,997	210,997	Employee Insurance	214,286	214,286	
200,470	95,674	213,130	213,130	Retiree Health Insurance	126,343	126,343	
-	-	-	-	Bonus/Sick Redemption	50,390	50,390	
27,342	15,264	32,289	32,289	Longevity	33,738	33,738	
-	2,100	2,100	-	Clothing	2,400	2,400	
216,464	110,134	223,021	223,021	Retirement Fund	219,171	219,171	
11,892	4,817	19,000	19,000	Office Supplies	22,000	22,000	
				Other Services and Charges:			
250	360	1,000	1,000	Postage	1,000	1,000	
567	355	17,000	17,000	Contractual Services	17,000	17,000	
<u>\$ 1,708,106</u>	<u>\$ 906,903</u>	<u>\$ 1,908,277</u>	<u>\$ 1,931,177</u>	Total Controller	<u>\$ 1,937,352</u>	<u>\$ 1,937,352</u>	

INFORMATION SYSTEMS

The Information Systems Department serves the computing and information needs of all City of Warren Departments. This includes but is not limited to support for the following:

- Existing Oracle and Access applications
- BS&A Applications: Financial, Tax, Assessing, Building, Cash Receipting, and Utility Billing applications
- District Court Onbase imaging applications
- IDC Payroll application
- Aclara meter reading server and software
- City of Warren internal and external web sites
- Personal computers and peripherals throughout the City of Warren
- Networking within City Hall and fiber optic network that serves 21 buildings throughout the City
- Cisco IP Phone system at City Hall, Community Center, District Court, Sanitation, Owen Jax, Water, DPW, WWTP and Fire Administration
- Camera security system within City Hall, District Court and Warren Community Center
- Card access system within City Hall
- Wireless internet access at and around City Hall
- Mobile Device management

In addition, the staff of the Information Systems Department operates a help desk for all computer problems of any kind. We also perform operations and maintenance of 24 computer servers. Analysts and programmers determine future departmental information needs and develop new computer systems as needed.

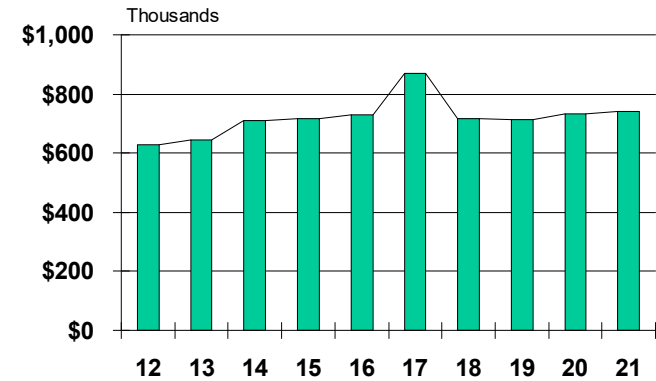
INFORMATION SYSTEMS

Fiscal 2023 Performance Objectives

1. To support citywide internet access.
2. To enhance the City's external web site.
3. To enhance City internal web site
4. To develop new computer software systems.
5. To provide help desk support for City departments.
6. To maintain City telephone system.
7. To maintain City Hall security system.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
PCs supported	525	530	550	560
Help desk calls	3,750	3,900	3,825	3,875
New programs created	14	10	15	15
Existing program updates	44	50	50	50
Hardware platforms supported	20	21	20	20
Hours spent on PC support	5,050	5,100	5,200	5,150
Hours spent enhancing intranet web site	1,025	900	750	700

Expenditure History Information Systems



GENERAL FUND PERSONNEL

<u>INFORMATION SYSTEMS</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Information Systems Manager	1	\$ 107,580	1	\$ 109,732	1	\$ 109,732		
Systems Analyst Supervisor	1	91,959	1	93,798	1	93,798		
Computer Network Analyst	1	75,054	1	76,555	1	76,555		
Website Developer/Computer Support Analyst	1	75,054	1	76,555	1	76,555		
Computer Technician	-	-	1 (b)	50,950	1 (b)	50,950		
Temporary/Co-op		7,500		7,500		7,500		
Overtime	—	5,435	—	6,000	—	6,000		
Total Personnel	<u>4</u>		<u>5</u>		<u>5</u>			

(a) Wage rates are based on Local 412 Unit 59, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(b) New position.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>INFORMATION SYSTEMS</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 359,525	\$ 204,714	\$ 351,012	\$ 351,012	Permanent Employees	\$ 410,204	\$ 410,204	
-	-	7,500	7,500	Temporary Employee	7,500	7,500	
-	-	5,435	5,435	Overtime	6,000	6,000	
				Employee Benefits:			
28,163	16,651	28,738	28,738	Social Security	34,616	34,616	
74,850	40,546	81,068	81,068	Employee Insurance	102,027	102,027	
116,504	55,199	122,746	122,746	Retiree Health Insurance	73,691	73,691	
-	-	-	-	Bonus/Sick Redemption	16,460	16,460	
11,664	12,551	11,701	11,701	Longevity	11,731	11,731	
-	600	600	-	Clothing	600	600	
33,534	43,249	47,443	47,443	Retirement Fund	50,639	50,639	
1,634	793	3,500	3,500	Operating Supplies	4,500	4,500	
				Other Services and Charges:			
6,925	1,466	15,000	15,000	Software Services	36,800	36,800	
104,160	118,303	148,134	148,134	Contractual Services	262,706	262,706	
				Capital Outlay:			
3,773	6,681	63,200	63,200	Equipment - Computer	95,400	95,400	
-	-	-	-	ARPA Expenditures	1,500,000	1,500,000	
<u>\$ 740,732</u>	<u>\$ 500,753</u>	<u>\$ 886,077</u>	<u>\$ 885,477</u>	Total Information Systems	<u>\$ 2,612,874</u>	<u>\$ 2,612,874</u>	

LEGAL

The City of Warren Law Department is a full service law office for the City of Warren. The City Attorney and all Assistant City Attorneys function as General Counsel serving the Mayor, City Council, Departments, Boards and Commissions. The role of General Counsel is to provide legal advice and guidance, thereby protecting taxpayer dollars.

The Law Department also works to protect City assets and interests by defending the City when it is sued; initiating lawsuits when directed by City Council; preparing contracts for goods and services; supporting development projects and community events; reviewing and approving contracts for road repairs, sewers, infrastructure and facilities; preparing leases to generate revenue for the City; filing legal actions for the collection of money owed to the City; and defending the real and personal property assessments that are appealed to the Michigan Tax Tribunal.

The Law Department provides legal support services to keep the City safe and clean, by drafting ordinances and amendments to protect public health, safety and welfare; providing legal services for nuisance abatement hearings and lawsuits; issuing property maintenance administrative warrants; obtaining court orders; and prosecuting all misdemeanor criminal cases and citations authorized in the 37th District Court.

In addition, the Law Department protects private property interests by providing advice to the Planning Commission and Zoning Board of Appeals regarding land use issues; preparing zoning ordinance amendments to ensure compatibility of uses and protect the enjoyment of property rights, and defends the City when decisions are appealed. The Law Department also provides legal services in the implementation of the City's efforts to encourage re-development and investment in the City through DDA, TIFA, the Brownfield Redevelopment Authority, and the federally funded Block Grant programs.

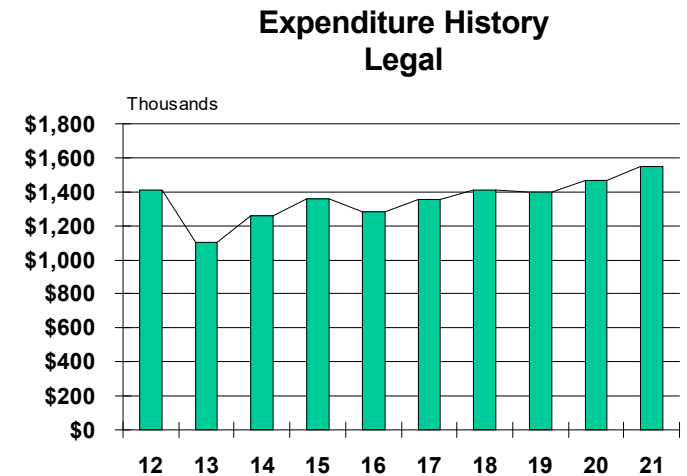
The Law Department is comprised of two separate offices, one at City Hall and the other at the 37th District Court Building. Support staff is a necessary component to the efficient operation of both offices. One Court Administrative Secretary is assigned to the District Court Office and is responsible to maintain the day-to-day administrative functions of that office. One Legal Office Manager and two Paralegal Administrative Clerks maintain the day-to-day functions of the City Hall Office.

LEGAL

Fiscal 2023 Performance Objectives

1. To continue a vigorous defense of the City in both legal and administrative forums.
2. To continue to keep the City safe and clean by implementing fair and vigorous ordinance prosecution in the 37th District Court.
3. To protect the financial stability of the City by investigating and implementing all legal options available for cost recovery and collections.
4. To prepare ordinance amendments to update the Code of Ordinances where necessary.
5. To serve all Boards and Commissions in fulfilling their responsibilities and goals for the fiscal year.
6. To assist all administrative departments with legal services they need to continue providing quality services to the public.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Warrants – prosecuted	562	750	568	568
Civil Infractions – prosecuted	26,528	17,628	28,298	28,298
Misdemeanors – prosecuted	4,328	4,364	4,716	4,716
Pre-trials – prosecuted	6,624	4,236	8,270	8,270
Seven Day Letter complaints	13	14	6	6
Seven Day Letter responses	4	25	4	4
Requests to Further	63	100	44	44
Warrants reviewed and refused	120	166	104	104
Discovery requests	343	274	330	330
Victim rights action	1,190	980	1,028	1,028
Subpoenas	131	60	120	120
Tax Tribunal appeals	16	100	20	20
Civil litigation	46	24	45	45
Administrative requests for legal services	249	175	228	228
Freedom of Information Act review & responses	594	590	622	622
Tax Reverted Sales: Individual lot sales	111	100	100	100
Reports for tickets	1,904	798	1,596	1,596
Contracts/agreements/leases	181	174	216	216
Ordinances – proposed	14	12	16	16
Nuisance review	4	8	5	5
Gun and tow	86	70	70	70
Cash/Surety Bonds	31	32	18	18
Ticket Files for authorization	2,620	1,478	1,184	1,184
Warrant issued for arrest letters	143	175	146	146



GENERAL FUND PERSONNEL

<u>LEGAL</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Attorney	1	\$ 131,465	1	\$ 134,094	1	\$ 134,094		
Chief Assistant City Attorney	1	120,663	1	123,076	1	123,076		
Assistant City Attorney	4	118,639	5 (b)	121,012	5 (b)	121,012		
Legal Office Manager	1	81,270	1	82,895	1	82,895		
Court Administrative Secretary	1	64,432	1 (e)	70,841	1 (e)	70,841		
Paralegal Administrative Clerk	2	57,415	2 (f)	63,862	2 (f)	63,862		
<u>Permanent Part-time Employees:</u>								
Law Clerks		40,000		50,000		50,000		
Temporary/Co-op		35,000		39,000		39,000		
Overtime	—	7,500	—	7,500	—	7,500		
Total Personnel	<u>10</u>		<u>11</u>		<u>11</u>			

(a) Wage rates are based on Local 412 Unit 35 and Local 412 Unit 59 contracts that expire 6/30/23.

(b) New position.

(e) Reflects additional wage increase of \$5,120 (7.79%) after 7/1/22 contractual raise.

(f) Reflects additional wage increase of \$5,299 (9.05%) after 7/1/22 contractual raise.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	GENERAL GOVERNMENT LEGAL	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 132,354	\$ 67,988	\$ 130,027	\$ 130,027	Appointed Official	\$ 134,617	\$ 134,617	
370,646	245,814	619,523	502,181	Assistant Attorneys	641,391	641,391	
260,053	139,019	261,548	261,548	Clerical Staff	282,557	282,557	
				Part-time Employees -		-	
86,402	9,750	40,000	40,000	Law Clerks	50,000	50,000	
15,006	9,143	35,000	35,000	Temporary/Co-op	39,000	39,000	
5,147	2,200	7,500	7,500	Overtime	7,500	7,500	
				Employee Benefits:			
66,648	36,649	85,411	76,256	Social Security	92,371	92,371	
176,326	108,556	222,111	201,785	Employee Insurance	225,703	225,703	
163,365	78,827	176,708	174,314	Retiree Health Insurance	107,673	107,673	
-	-	-	-	Bonus/Sick Redemption	30,288	30,288	
15,351	5,697	22,904	20,566	Longevity	18,776	18,776	
-	3,000	3,000	-	Clothing	3,300	3,300	
209,366	110,184	230,501	218,533	Retirement Fund	226,744	226,744	
6,429	2,405	7,000	7,000	Office Supplies	10,500	10,500	
				Other Services and Charges:			
5,396	1,420	6,000	6,000	Contractual Services	7,500	7,500	
397	285	1,700	1,700	Postage	1,700	1,700	
3,745	450	14,000	14,000	Legal Fees	14,000	14,000	
-	22	700	700	Mileage	700	700	
31,096	13,277	30,000	30,000	Books, Dues, and Subscriptions	39,000	39,000	
				Capital Outlay:			
-	-	-	-	Equipment - Office	4,000	4,000	
<u>\$ 1,547,727</u>	<u>\$ 834,686</u>	<u>\$ 1,893,633</u>	<u>\$ 1,727,110</u>	Total Legal	<u>\$ 1,937,320</u>	<u>\$ 1,937,320</u>	

ASSESSING

The Assessing Department has the responsibility of preparing the Assessment Rolls and Tax Rolls of the City for all classes of property subject to taxation. Appraising and otherwise determining the true cash value of all such properties in the City carries out this responsibility. 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, and shall be determined by appraisers who are certified by the State Tax Commission. The Assessing Department's responsibilities provide the primary source of all General Fund revenues, which are local property taxes. In Fiscal Year 2021/2022, the Tax Rolls, including Special Assessments and Administration Fees, totaled more than \$100,455,000 in City operating revenues and more than \$224,669,000 in total levies for the City, County, State Education and School taxes.

The Assessing Department also serves as the primary source of property information in the City by maintaining the most current data for more than 58,922 parcels, consisting of approximately 54,490 real and 4,432 personal property parcels. These include Ad Valorem, Industrial Facility Tax (IFT), Tax Increment Financing Authority (TIFA), Downtown Development Authority (DDA), Brownfield Authority and Neighborhood Enterprise Zone properties. The Assessing Department property information database is available to the public via internet access, and is the information backbone supporting the databases of the City's Treasury, Planning, Building, Water, Rental, and Property Maintenance Departments. Without the Assessing Department's perpetual diligence in keeping this information current, the integrity of the data relied on by all of these other departments would be compromised.

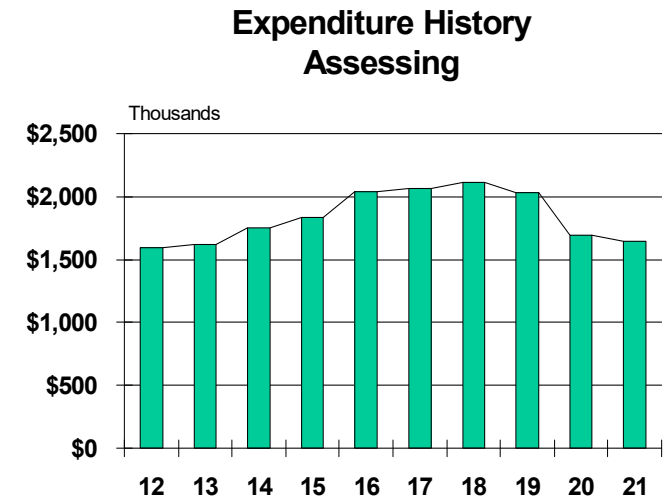
Assessing personnel are statutorily required to be certified by the State Tax Commission at varying levels of expertise for each of the different duties required by law within the Department. All certified personnel must meet annual continuing education requirements, and must pay annual fees to maintain their certifications. Though the City is required by law to provide and to fund the Assessing Department, the State Tax Commission maintains all regulatory authority over the responsibilities and compliance of the Assessing Department's employees and their functions. The City currently funds one Michigan Master Assessing Officers (MMAO), one Michigan Advanced Assessing Officer (MAAO), eight Michigan Certified Assessing Officers (MCAO), with one Michigan Certified Assessing Officer (MCAT), and two temporary certified employees. Of the 11 permanent certified employees, 10 also hold the Michigan Certified Personal Property Examiner (MCPPE) designation. The MCPPE certification allows the City to perform personal property audits of businesses within the City. During the past year, our audits discovered \$3,172,400 in incorrectly reported personal property taxable value, which generated an additional \$86,122 in City operating tax revenues.

ASSESSING

Fiscal 2023 Performance Objectives

1. To complete the re-appraisal of all Commercial real parcels and begin the re-appraisal of industrial real parcels.
2. To continue the residential re-appraisal of 3,500 real parcels per year.
3. To continue auditing businesses that are currently claiming exemption of personal property taxes.
4. To continue to train the new employees and fill any vacant positions.
5. To prepare and pass the scheduled 2022 State of Michigan AMAR audit.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Preparation of assessment rolls (Real, Personal, Special Acts)	6	6	6	6
Preparation of Summer and Winter tax rolls	12	12	12	12
Brownfield, TIFA, & DDA captured reports	6	8	8	8
Personal property audits	100	100	100	100
Small Claim Michigan Tax Tribunal appeals pending	40	30	20	20
Full Tax Tribunal appeals pending	50	30	25	25
Board of Review appeals	750	750	750	750
State Tax Commission appeals	30	30	30	30
Mandated State and County reports	42	42	42	42
Processing of Principal Residence Exemption affidavits	3,000	3,000	3,500	3,000
Process deeds & transfer affidavits	4,000	5,000	5,000	5,000
Inspect, photograph, and verify sales of sold properties	7,500	8,000	8,000	8,000
Perpetual reappraisal of 20% of entire parcel count	15,000	16,000	16,000	15,000
Review I.F.T. & C.F.T. applications	4	5	5	5
Process property division/combinations	400	450	450	400
Prepare/review special assessment rolls	5	30	30	30
Review and determine property assessments	63,000	64,000	64,000	64,000
Process State and Local unit denials of principal residence exemption	100	600	600	600
Review, inspect, and sketch building permit activity	25,000	25,000	25,000	25,000
Prepare GIS Maps	20	20	20	20
Preparation of Settlement Tax Warrants	23	23	23	23



GENERAL FUND PERSONNEL

<u>ASSESSING</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Assessor	1	\$ 120,673	1	\$ 123,086	1	\$ 123,086		
Deputy Assessor	1	96,979	1	98,919	1	98,919		
Personal Property Examiner	1	87,176	1	88,920	1	88,920		
Senior Property Appraiser	2	83,093	2	84,755	2	84,755		
Property Appraiser III	1	77,063	2 (c)	78,604	2 (c)	78,604		
Property Appraiser II	3	67,689	2 (c)	69,043	2 (c)	69,043		
Property Appraiser I	1	64,292	1	65,578	1	65,578		
Assessing Specialist	2	58,385	2	59,553	2	59,553		
Seasonal Employees		95,000		50,000		50,000		
Overtime	—	25,000	—	25,000	—	25,000		
Total Personnel	<u>12</u>		<u>12</u>		<u>12</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(c) Reclassification of 1 Property Appraiser II to 1 Property Appraiser III.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	GENERAL GOVERNMENT ASSESSING	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 117,007	\$ 68,273	\$ 119,354	\$ 119,354	Appointed Official	\$ 123,566	\$ 123,566	
515,639	315,637	760,279	760,279	Permanent Employees	795,929	795,929	
60,370	33,610	95,000	95,000	Seasonal Employees	50,000	50,000	
16,540	1,207	25,000	25,000	Overtime	25,000	25,000	
				Employee Benefits:			
53,907	32,081	77,247	77,247	Social Security	79,366	79,366	
132,695	84,310	228,169	228,169	Employee Insurance	231,902	231,902	
241,074	115,593	258,667	258,667	Retiree Health Insurance	154,620	154,620	
-	-	-	-	Bonus/Sick Redemption	28,510	28,510	
7,390	2,911	10,104	10,104	Longevity	12,922	12,922	
-	900	900	-	Clothing	1,500	1,500	
374,013	233,495	421,460	421,460	Retirement Fund	400,326	400,326	
9,825	1,478	15,000	15,000	Office Supplies	15,000	15,000	
				Other Services and Charges:			
3,232	300	7,000	7,000	Board of Review	7,000	7,000	
32,584	2,859	33,000	33,000	Postage	35,000	35,000	
				Contractual Services -		-	
33,369	17,180	37,000	37,000	Software Services	40,000	40,000	
7,645	1,161	12,000	12,000	Tax Roll Preparation	12,000	12,000	
75	-	250	250	Telephone	250	250	
517	655	2,000	2,000	Auto Expense	2,000	2,000	
40,510	15,426	100,000	100,000	Professional Services	100,000	100,000	
2,370	3,065	7,000	7,000	Memberships and Dues	7,000	7,000	
				Capital Outlay:			
-	-	32,000	32,000	Equipment - Vehicle	28,000	28,000	
<u>\$ 1,648,762</u>	<u>\$ 930,141</u>	<u>\$ 2,241,430</u>	<u>\$ 2,240,530</u>	Total Assessing	<u>\$ 2,149,891</u>	<u>\$ 2,149,891</u>	

HUMAN RESOURCES

The Human Resources Department was established in the Fiscal 2011 Budget. It has proven to be a cost effective consolidation and an efficient use of City personnel.

A brief summary of this department's responsibilities are as follows:

- Developing a human resources plan, under the direction of the City of Warren Civil Service Commission for the purpose of recruiting and staffing all full-time, part-time, seasonal and contractual services and for maintaining records on all staff once they are hired. The Director also acts as the Equal Employment Opportunity Officer for all City employees.
- Risk Management is an integral part of the Human Resources Department. The objective is to protect the City's assets along with our human resources in the most cost-effective manner possible. This is done through a process which includes exposure identification, risk evaluation, risk control and risk management administration.
- The Insurance Division manages the Employee Benefits which includes health insurance, dental insurance, disability insurance, life insurance, flexible spending programs and various other voluntary insurance programs along with maintaining records of eligibility for benefits and reconciling monthly invoices. In addition, the Insurance Division plays a key role in ensuring City compliance with certain state and federal regulations. They maintain all Michigan Occupational Safety and Health Act (MIOSHA) postings and process and manage any unemployment claims against the City.
- Labor Relations investigates and makes recommendations to the Mayor and City Council relative to employee union problems; acting as the agent for the City in matters of negotiations, collective bargaining, and agreements with the City employees along with grievance processing for the City's seven bargaining units, representing nearly one hundred percent of the City's full-time workforce.
- Payroll prepares payroll for some 700 full-time City employees along with numerous part-time and temporary employees.
- Human Resources also maintains compliance with Act 78 of 1935 under the direction of the City of Warren Police and Fire Civil Service Commission for the purpose of maintaining fairness for all police promotions and investigations.

Over the past several years, the size and scope of the Department's mission has increased significantly. The establishment of the Department of Human Resources will enable the city to continue to meet the demands placed on it through additional state and federal regulations in the most efficient manner. Human Resources will continue to ensure the City's compliance with various laws including the Americans with Disabilities Act, Family and Medical Leave Act, Affordable Care Act, and Department of Transportation's drug and alcohol testing programs. Human Resources will also continue to provide employees with training workshops on topics ranging from sexual harassment to cultural diversity and customer service, ensuring they are aware of and trained in issues affecting the work environment.

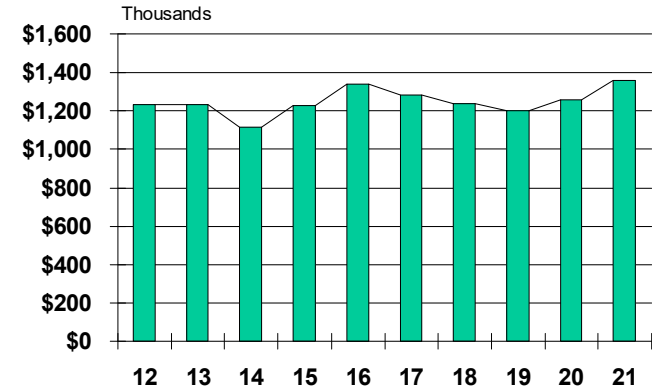
HUMAN RESOURCES

Fiscal 2023 Performance Objectives

1. To recruit and hire the most qualified applicants as an Equal Opportunity Employer.
2. To maintain the most comprehensive insurance coverage at the most competitive cost.
3. To monitor Health Care Reform and how it affects our employee/retiree costs and benefits.
4. To investigate staffing services contracts to supplement our employee workforce.
5. To implement an efficient, cost saving attendance, timekeeping and payroll process.
6. To negotiate labor contracts that preserve and protect the public interest.
7. To comply with the Civil Service Rules and Regulations along with all Federal and State employment laws.
8. To preserve an acceptable level of public service in the face of shrinking financial resources.
9. To ensure compliance with requirements of federal health care reform.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Promotional job postings	37	25	25	50
Open competitive job postings	50	60	60	60
Civil Service Commission meetings	13	25	25	25
Employees hired (FT and PT)	400	400	400	400
Applications processed	1,400	1,400	1,400	1,400
Random DOT alcohol tests	23	25	25	30
Random DOT drug tests	45	80	80	50
Workers' Comp. claims processed	125	120	120	120
Sick/Accident claims processed	40	45	45	50
Auto/glass claims processed	50	50	50	50
Gen. Liab./Property claims processed	30	40	40	35
Lawsuit files processed	40	40	40	40
Over the counter contacts	3,500	3,500	3,500	3,500
Written exams administered	10	10	10	10
Performance exams administered	50	50	50	100
MESC claims processed	30	40	40	25
W-2's issued by January 31	1,750	1,750	1,750	1,750
MESC Reports/Federal Tax deposits	8	8	8	8
Employee W-4 withholding changes	500	500	500	500
Labor contracts negotiated	8	8	8	8
Arbitration awards	80	26	26	60
GELC 227 grievances	100	25	25	50
GELC Supervisors grievances	25	18	18	25
WPOA grievances	20	20	20	25
WPFPU Local 1383 grievances	10	12	12	15
Compliance with labor employment laws	20	40	40	75
State and Federal court for claims	350 hrs.	350 hrs.	350 hrs.	350 hrs.
Administration of claims/meetings	150 hrs.	150 hrs.	150 hrs.	150 hrs.
Procurement of insurances	150 hrs.	150 hrs.	150 hrs.	150 hrs.
Compliance with federal health care reform	900 hrs.	900 hrs.	900 hrs.	900 hrs.
IRS 1094-C and 1095-C minimum essential value returns processed	1,500	1,500	1,500	1,500

**Expenditure History
Human Resources**



GENERAL FUND PERSONNEL

<u>HUMAN RESOURCES</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Human Resource Director	1	\$ 112,902	1	\$ 115,160	1	\$ 115,160		
Chief Equity, Diversity & Inclusion Officer	1	124,236	- (d)	-	- (d)	-		
Diversity Coordinator	-	-	1 (b)	78,726	1 (b)	78,726		
Human Resource Analyst	1	79,518	1	81,108	1	81,108		
Benefits Administrator	1	77,780	1	79,336	1	79,336		
Payroll Supervisor	1	89,250	1	91,035	1	91,035		
Payroll Technician	1	62,610	1	63,862	1	63,862		
Senior Risk Management Technician	1	77,232	1	78,777	1	78,777		
Administrative Clerk Technician - HR	1	59,888	1	61,086	1	61,086		
Office Assistant	1	40,174	1	40,977	1	40,977		
Temporary/Co-op		70,000		75,000		75,000		
Overtime	—	15,000	—	15,000	—	15,000		
Total Human Resources	<u>9</u>		<u>9</u>		<u>9</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(b) New position.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>HUMAN RESOURCES</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 551,766	\$ 262,911	\$ 695,072	\$ 695,072	Permanent Employees	\$ 661,573	\$ 661,573	
24,315	31,128	70,000	70,000	Temporary/Co-op	75,000	75,000	
22,429	6,362	15,000	15,000	Overtime	15,000	15,000	
2,650	650	3,000	3,000	Fees and Per Diem	3,000	3,000	
				Employee Benefits:			
46,313	23,373	60,572	60,572	Social Security	60,239	60,239	
123,514	60,478	163,126	163,126	Employee Insurance	164,809	164,809	
160,239	76,956	171,912	171,912	Retiree Health Insurance	103,126	103,126	
-	-	-	-	Bonus/Sick Redemption	22,300	22,300	
10,101	5,796	11,687	11,687	Longevity	12,052	12,052	
-	1,200	1,200	-	Clothing	1,500	1,500	
185,636	95,615	198,022	198,022	Retirement Fund	195,680	195,680	
7,268	3,741	10,500	10,500	Office Supplies	12,000	12,000	
				Other Services and Charges:			
1,918	763	2,000	2,000	Postage	2,000	2,000	
67,110	35,275	145,000	145,000	Contractual Services	195,000	195,000	
13,052	6,526	22,000	22,000	Contractual Services - E.A.C.	22,000	22,000	
67,874	58,823	75,000	75,000	Medical Services	160,000	160,000	
24,733	7,784	30,000	30,000	Printing and Publishing	55,000	55,000	
47,150	-	50,000	50,000	Arbitration Expense	50,000	50,000	
190	-	1,500	1,500	Membership and Dues	1,500	1,500	
				Capital Outlay:			
1,985	-	-	-	Equipment - Office/Computer	-	-	
<u>\$ 1,358,243</u>	<u>\$ 677,381</u>	<u>\$ 1,725,591</u>	<u>\$ 1,724,391</u>	Total Human Resources	<u>\$ 1,811,779</u>	<u>\$ 1,811,779</u>	

DEPARTMENT OF PROPERTY MAINTENANCE INSPECTION

The Department of Property Maintenance Inspection is charged with the enforcement of the Property Maintenance Code adopted by City Council on March 14, 2006. In addition, the Department enforces the City's weed control program, rodent control program, West Nile virus program, vacant/foreclosed registration program, and the rental licensing and inspection program. The Department is also the primary first contact for residents with any type of property related complaints.

During the fiscal year 2021, Department of Property Maintenance Inspection took 13,915 complaints from residents and inspectors of the City of Warren. Departmental staff currently includes two full-time clerical positions, three full-time Code Enforcement Officers, four full-time Blight Buster/Special Public Service Workers, eight year round temporary Code Enforcement Officers, four temporary Blight Buster Crew workers (two of which are reimbursed by TIFA) and one temporary clerical position.

Our Code Enforcement Officers monitor over 3,000 city owned and privately owned vacant lots and buildings, and abandoned/foreclosed homes for blight, rubbish/debris, rodent harborage, unsanitary conditions, weeds and board-ups. In the spring and summer seasons they also enforce the City's Weed Control ordinance.

Our Code Enforcement Officers also respond to all complaints regarding rubbish/debris, inoperative/unlicensed vehicles, unkempt pools, garbage containers, and all other general property maintenance blight concerns. They also partake in a six-month Clean Sweep Program where each inspector walks down every street in every section of the city checking for any blight issues. The staff's time is divided between answering telephones, inputting complaints, and inspecting properties. Our inspectors are also the first to respond to issues regarding vacant homes and rodent control issues.

The Department has several major goals for improving services in the upcoming years. The Property Maintenance Inspection Department's overall goal is to strengthen the emphasis on property maintenance, neighborhood stabilization, and reinvestment in the city. The Department's personnel secures continued knowledge of all applicable ordinances, laws and procedures. All vacant and blighted properties will continue to be monitored to ensure a clean and safe city.

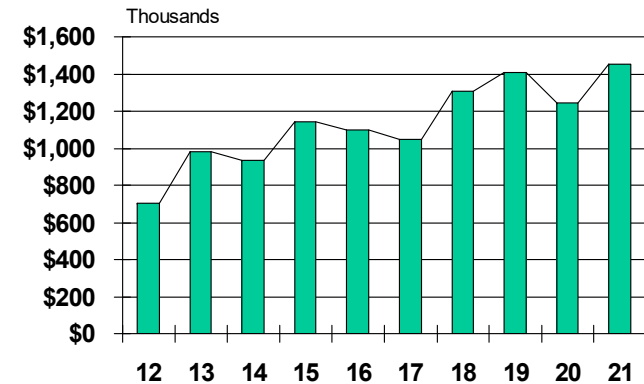
PROPERTY MAINTENANCE INSPECTION

Fiscal 2023 Performance Objectives

1. To promptly investigate citizen complaints for blight.
2. To continue to update the vacant, abandoned and foreclosed registration database.
3. To continue to make sure all staff members are up to date on current ordinances, laws and procedures.
4. To continue Warren’s national “City Livability Award” winning anti-blight program “Operation: Clean Sweep”.
5. To continue to monitor manufactured home communities for blight and property maintenance issues.
6. To continue our Winter Sweep program for occupied and vacant commercial properties.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Weed enforcement – complaints	5,797	6,500	6,500	6,500
Weed enforcement – vacant homes and lot work orders – grass cutting	1,900	4,500	4,500	4,500
Rodent complaints and investigations	158	575	570	570
Property Maintenance Complaints entered into tracking system	13,915	29,500	29,500	29,500
Vacant and foreclosed property clean ups (not including city lots/properties)	469	1,500	1,500	1,500
Manufactured home complaints and investigations	175	500	350	350

**Expenditure History
Property Maintenance**



GENERAL FUND PERSONNEL

<u>PROPERTY MAINTENANCE INSPECTION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Rental Code Inspector	1	\$ 65,537	1	\$ 66,848	1	\$ 66,848		
Code Enforcement Officer	2	65,537	2	66,848	2	66,848		
Administrative Clerk	2	55,799	2	56,915	2	56,915		
Special Public Service Worker	6	38,293	6	39,062	6	39,062		
Office Assistant	-	-	1 (b)	40,977	1 (b)	40,977		
Temporary/Co-op		26,000		-		-		
Temporary Employees- Inspection		600,000		1,265,000		1,265,000		
Overtime	—	150,000	—	250,000	—	250,000		
Total Personnel	<u>11</u>		<u>12</u>		<u>12</u>			

(a) Wage rates are based on Local 227 contract that expires 6/30/23.

(b) New position.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

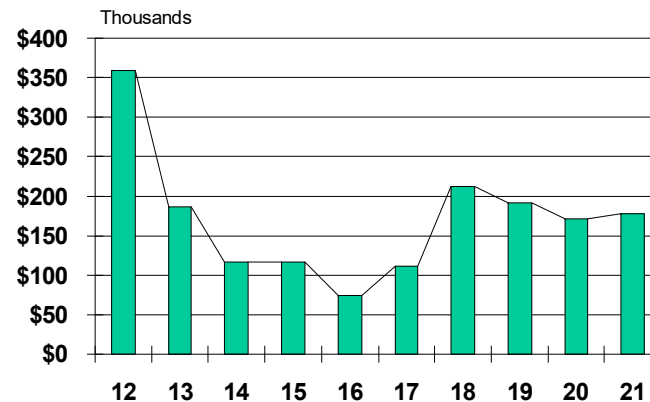
FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	GENERAL GOVERNMENT PROPERTY MAINTENANCE INSPECTION	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 78,715	\$ 60,111	\$ 188,281	\$ 188,281	Inspectors	\$ 196,687	\$ 196,687	
188,202	100,941	323,384	323,384	Permanent Employees	374,008	374,008	
-	3,472	26,000	26,000	Temporary/Co-op	-	-	
434,159	281,642	600,000	600,000	Temporary Employees- Inspection	1,265,000	1,265,000	
60,538	9,871	150,000	150,000	Overtime	250,000	250,000	
				Employee Benefits:			
57,728	34,609	98,505	98,505	Social Security	160,214	160,214	
106,717	57,953	315,289	315,289	Employee Insurance	343,496	343,496	
3,674	1,966	5,620	5,620	Retiree Health Insurance	6,880	6,880	
-	-	-	-	Bonus/Sick Redemption	7,572	7,572	
-	-	-	-	Longevity	1,018	1,018	
18,834	13,296	28,099	28,099	Retirement Fund	46,168	46,168	
-	705	-	-	Uniforms	1,800	1,800	
18,879	10,260	35,000	35,000	Office Supplies	52,000	52,000	
				Other Services and Charges:			
1,444	1,193	5,000	5,000	Postage	5,000	5,000	
-	-	10,000	10,000	West Nile Virus Expense	10,000	10,000	
-	-	20,000	20,000	Wildlife Nuisance Control	20,000	20,000	
125,133	113,759	325,000	325,000	Weed Mowing Program	325,000	325,000	
341,388	158,122	305,000	305,000	Rodent Control Program	325,000	325,000	
4,497	1,912	4,800	4,800	Telephone and Radio	9,600	9,600	
418	9,713	12,000	12,000	Vehicle Maintenance	25,000	25,000	
7,044	1,050	10,000	10,000	Printing and Publishing	20,000	20,000	
				Capital Outlay:			
-	-	94,000	94,000	Vehicles	-	-	
8,454	-	-	-	Equipment	44,000	44,000	
\$ 1,455,824	\$ 860,575	\$ 2,555,978	\$ 2,555,978	Total Property Maintenance Inspection	\$ 3,488,443	\$ 3,488,443	

COMMUNITY AND ECONOMIC DEVELOPMENT

The Department of Community and Economic Development represents a true collaboration between City Departments. In 2011 these two Departments were combined to create the Community and Economic Development Department. Since the establishment of the Community and Economic Development Department, the city has recognized significant savings in the cost of expenditures in both the Community Development and Economic Development areas. All programs funded through the Community and Economic Development Department are reviewed by the Mayor and City Council periodically throughout the year.

The Economic Development Department continues to concentrate on the retention and expansion of businesses in the City by personal attention provided to each and every business when contact is made. The Economic Development Department also continues to maximize the ability to assist businesses diversify and expand by utilizing all incentive programs available through State Statute.

Expenditure History
Community and Economic Development
(Department established in Fiscal 2011 Budget)



GENERAL FUND PERSONNEL

<u>COMMUNITY AND ECONOMIC DEVELOPMENT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Community & Economic Development Director	1	\$ 56,942	1 (e)	\$ 108,258	1 (e)	\$ 108,258		
Community Development Administrative Assistant	1	72,663	1	74,116	1	74,116		
Temporary/Co-op	—	-	—	35,000	—	35,000		
Total Personnel	<u>2</u>		<u>2</u>		<u>2</u>			

(a) Wage rates are based on Local 412 Unit 35 and Local 227 contracts that expire 6/30/23.

(e) Correct wage to bring in line with Pay Plan.

Note: Community Development Admin & Financial Assistant salary reimbursed through Community Development Block Grants funds.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

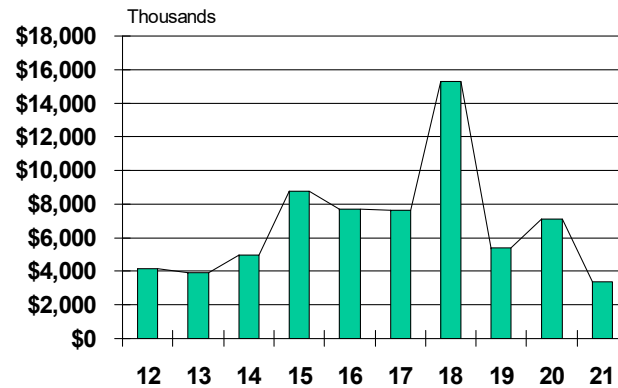
FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>COMMUNITY & ECONOMIC DEVELOPMENT</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 51,455	\$ 28,838	\$ 104,974	\$ 56,319	Appointed Official	\$ 108,680	\$ 108,680	
71,482	37,611	72,946	72,946	Permanent Employees	74,405	74,405	
-	-	-	-	Temporary/Co-op	35,000	35,000	
				Employee Benefits:			
9,518	5,206	13,882	10,086	Social Security	17,201	17,201	
26,012	14,180	40,060	39,503	Employee Insurance	40,638	40,638	
2,572	1,437	3,629	2,637	Retiree Health Insurance	3,797	3,797	
-	-	-	-	Bonus/Sick Redemption	2,504	2,504	
2,443	1,061	3,544	2,575	Longevity	3,647	3,647	
-	150	-	-	Clothing	600	600	
13,116	7,186	18,147	13,184	Retirement Fund	18,984	18,984	
103	-	-	-	Office Supplies	-	-	
				Other Services and Charges:			
-	-	2,500	2,500	Postage	2,500	2,500	
-	-	105,000	40,000	Contractual Services	75,000	75,000	
818	684	1,000	1,000	Auto Expense	1,500	1,500	
-	-	5,000	5,000	Printing and Publishing	5,000	5,000	
-	-	2,000	2,000	Membership & Dues	3,000	3,000	
-	-	6,700	6,700	8 mile Vision/Action Plan	7,200	7,200	
-	1,080	8,000	8,000	Promotions	10,000	10,000	
<u>\$ 177,519</u>	<u>\$ 97,433</u>	<u>\$ 387,382</u>	<u>\$ 262,450</u>	Total Community & Economic Development	<u>\$ 409,656</u>	<u>\$ 409,656</u>	

ADMINISTRATIVE UNALLOCATED EXPENSE

This budget activity center is used for general city expenditures. Typically, the costs involved in providing these services are not attributable to a given operation or department. This situation exists when expenditure is incurred by the city in which benefit is realized by more than one activity. For example, rather than allocating the utility charges over all the departments in city hall, it is much simpler and auditable to charge an activity specifically set up for this type of expenditure.

Other types of expenditures include audit services for the annual general year-end audit, general liability and vehicle insurance premiums, city memberships and dues, tuition reimbursement and so forth.

Expenditure History
Administration Unallocated Expense



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	ADMINISTRATION UNALLOCATED EXPENSE	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Other Services and Charges:			
\$ 72,200	\$ 68,380	\$ 78,480	\$ 78,480	Independent Audit	\$ 94,300	\$ 94,300	
-	-	-	-	Software Services	-	-	
39,765	19,572	80,000	80,000	Telephone and Radio	80,000	80,000	
6,248	11,951	40,000	40,000	Conferences and Workshops	40,000	40,000	
44,100	57,167	55,000	55,000	Education Allowance	70,000	70,000	
6,837	278	30,000	-	Community Promotion	30,000	30,000	
2,073,436	1,930,795	3,300,000	3,300,000	Insurance and Bonds	3,300,000	3,300,000	
455,920	219,654	426,973	242,573	Professional Services	398,904	398,904	
-	-	5,000	5,000	Cable Commission Operating Expense	-	-	
-	-	-	-	VEBA Contribution	-	-	
-	-	-	-	Pension Contribution	-	-	
250,000	250,000	250,000	250,000	Grievance Settlements	250,000	250,000	
226,426	121,966	290,000	290,000	Public Utilities - Civic Center	290,000	290,000	
9,821	5,161	13,000	13,000	Public Utilities - Court Building	13,000	13,000	
5,612	-	5,615	5,615	Unemployment Costs	5,615	5,615	
55,000	-	55,000	55,000	401(a) Board Operating Expense	55,000	55,000	
1	-	-	-	Disability Commission Operating Expense	-	-	
46,917	-	114,112	-	Contingencies - Covid19	-	-	
85,159	608	850,000	850,000	Tax Reverted Property Acquisition/Expense	850,000	850,000	
-	34,863	409,777	409,777	ARPA Expenditures - Guidehouse			
-	-	-	-	ARPA Expenditures - Covid Related Expense	250,000	250,000	
<u>\$ 3,377,442</u>	<u>\$ 2,720,395</u>	<u>\$ 6,002,957</u>	<u>\$ 5,674,445</u>	Total Administration Unallocated Expense	<u>\$ 5,726,819</u>	<u>\$ 5,726,819</u>	

POLICE AND FIRE CIVIL SERVICE COMMISSION

The Police and Fire Civil Service Commission is a board created by statute, Public Act 78 of 1935, and incorporated by reference into the City Charter as provided in section 7.18(b). This Board was established to oversee and provide a civil service system for the Police and Fire Departments based on examination and investigation as to merit, efficiency, and fitness for appointment, employment, and promotion. Since 1993 responsibility for hiring police and fire fighters was given to the Personnel Department via the respective collective bargaining agreements. With the creation of the Human Resources Department in the fiscal 2011 budget, compliance with the Act under the direction of the Commission became the responsibility of the Human Resources Department.

The Police and Fire Civil Service Commission performs the following functions:

1. Prescribes and amends rules and regulations for enforcing the provisions of the Act.
2. Conducts promotional examinations, and oversees recruitment and examinations of new hires.
3. Keeps minutes of the Commission's proceedings, records of all examinations, and roster and personnel files of all members of the Police Department, current and past.
4. Make investigations concerning all matters for enforcing the provisions of the Act.
5. Holds appeal hearings upon request of aggrieved applicants or employees and, in the course thereof, has the power to administer oaths and take testimony.
6. Has the authority to subpoena and require the attendance of witnesses for investigations authorized by the Act.

The Police and Fire Civil Service Commission consists of three part-time commissioners. The City Clerk is an ex-officio member of the Commission.

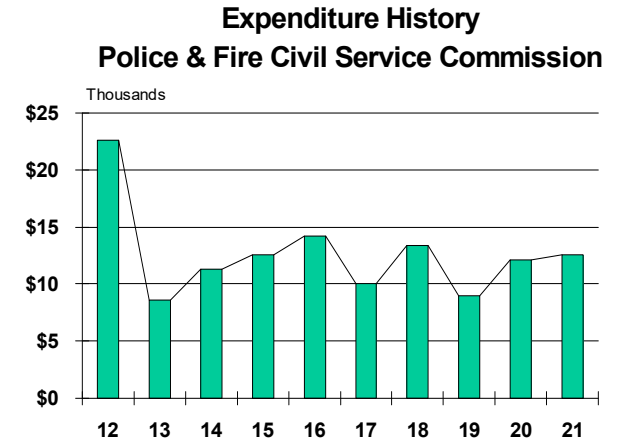
The City of Warren Police and Fire Civil Service Commission shall continue fulfilling its responsibilities according to the requirements of Act 78 to determine qualifications by competitive examinations. All appointments, reinstatements, promotions, and discharges in the Police and Fire Departments will continue to follow the manner and means as prescribed in Act 78 of the Michigan Public Acts of 1935 as amended, and as modified by union agreement.

POLICE & FIRE CIVIL SERVICE COMMISSION

Fiscal 2023 Performance Objectives

1. To provide current eligible police personnel with appropriate exam processes.
2. To provide current eligible police personnel with necessary information to prepare for exams.
3. To calculate and compile exam scores and eligibility lists as quickly and accurately as possible.
4. To be available to hear any appeals of police and/or fire applicants and/or current personnel and, in doing so, meet the requirements of the Rules and Regulations of the Police & Fire Civil Service Commission and Act 78 of 1935.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Employee promotional exams posted	3	3	3	3
Applications processed	175	60	250	100
Written exams conducted	3	3	3	3
Regular meetings held	12	12	12	12
Special meetings held	1	2	4	2
Certify police promotional list	3	3	3	3



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>POLICE & FIRE CIVIL SERVICE</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 1,500	\$ 450	\$ 2,000	\$ 2,000	Fees and Per Diem	\$ 2,000	\$ 2,000	
				Supplies:			
461	71	500	500	Office Supplies	600	600	
10,589	1,123	5,000	5,000	Exams & Operating Supplies	6,000	6,000	
				Other Services and Charges:			
-	7,603	15,000	15,000	Contractual Services	15,000	15,000	
<u>38</u>	<u>8</u>	<u>200</u>	<u>200</u>	Postage	<u>200</u>	<u>200</u>	
<u>\$ 12,588</u>	<u>\$ 9,255</u>	<u>\$ 22,700</u>	<u>\$ 22,700</u>	Total Police & Fire Civil Service	<u>\$ 23,800</u>	<u>\$ 23,800</u>	

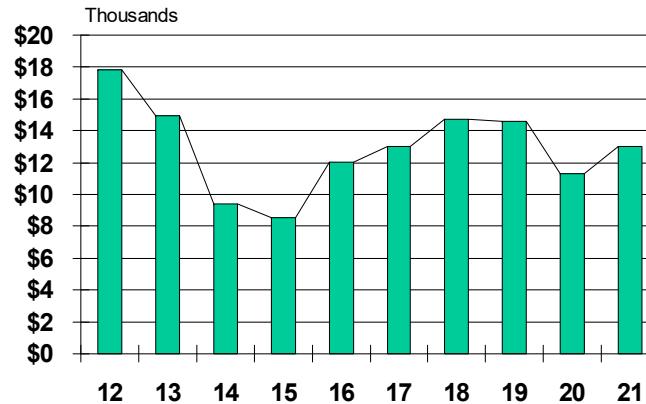
ZONING BOARD OF APPEALS

The Zoning Board of Appeals is a nine-member with up to two alternates, quasi-judicial body authorized by the Michigan Zoning Enabling Act, MCL 125.3601 et seq., and the Warren Zoning Ordinance to:

1. Hear and decide appeals and review any administrative order, requirement, decision, or determination made by an administrative official or body charged with enforcement of the zoning ordinance.
2. Hear and decide questions related to the interpretation of the zoning ordinance.
3. Hear and decide questions related to interpretation of the zoning maps.
4. Grant land use and non-use variances as authorized by the Michigan Zoning Enabling Act and zoning ordinance.
5. Hear and decide special exceptions as provided for in the zoning ordinance which require approval of the Zoning Board of Appeals such as outdoor retail sales, fairs, carnivals and open air exhibitions.

Applications for approval of the Zoning Board of Appeals should be made to the Building Division. A public hearing will be scheduled and notices issued in compliance with legal requirements. Decisions of the Zoning Board of Appeals will be made at the conclusion of the public hearing. Questions related to the Zoning Board of Appeals should be directed to the Office of the Board of Appeals located within the City Council Offices.

Expenditure History Zoning Board of Appeals



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

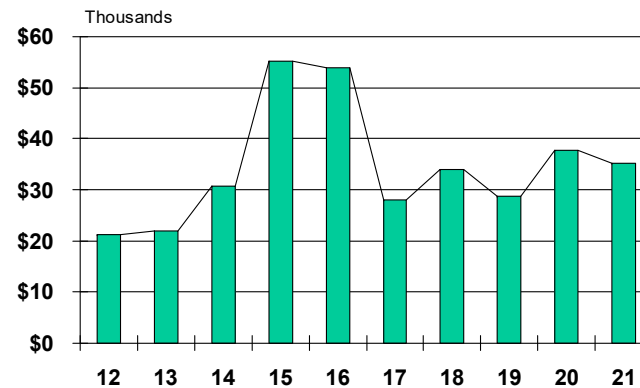
FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>ZONING BOARD OF APPEALS</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 7,850	\$ 2,800	\$ 10,800	\$ 10,800	Meeting Allowance	\$ 10,800	\$ 10,800	
813	-	1,400	1,400	Office Supplies	1,400	1,400	
				Other Services and Charges:			
3,443	1,095	6,000	6,000	Postage	6,000	6,000	
500	-	3,000	3,000	Outside Court Reporter	3,000	3,000	
390	-	840	840	Printing and Publishing	840	840	
<u>\$ 12,996</u>	<u>\$ 3,895</u>	<u>\$ 22,040</u>	<u>\$ 22,040</u>	Total Zoning Board of Appeals	<u>\$ 22,040</u>	<u>\$ 22,040</u>	

BEAUTIFICATION COMMISSION

The Beautification Commission was established in 1966, pursuant to Chapter 9, Section 2-904, Code of Ordinance for the City of Warren. Members are appointed by the Mayor and serve without compensation. The Commission has been charged with the following duties:

1. To study, conceive, formulate, promulgate and develop plans for the beautification of streets, highways, alleys, parks, streams, playgrounds, yards, lots and buildings.
2. To study, investigate and develop plans for improving the health, sanitation, safety and cleanliness of the city.
3. To foster the prevention of fires, diseases and other public hazards.
4. To encourage and recommend the placing, planting and preservation of trees, flowers, plants, shrubbery and other objects of ornamentation in the city.
5. To collect, study and evaluate information on community improvements and to make recommendations.
6. To sponsor, plan, promote, coordinate and carry out campaign activities for the restoration, preservation and enhancement of the beauty of the city.
7. To otherwise promote public interest in the general improvements of the appearance of the City: provided, however, that nothing herein shall be construed to abridge, invade, supplant or change the powers and duties of the other commissions, departments, boards and agencies of the city.

**Expenditure History
Beautification Commission**



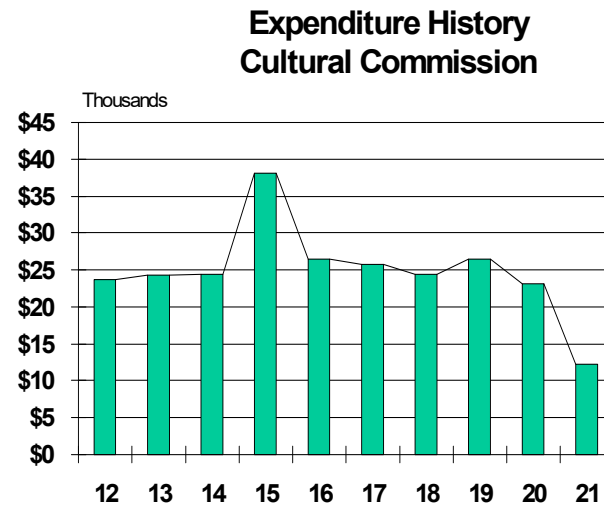
GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	GENERAL GOVERNMENT BEAUTIFICATION COMMISSION	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 9,288	\$ 4,680	\$ 10,000	\$ 10,000	Part-time Employee	\$ 10,000	\$ 10,000	
				Employee Benefits:			
711	358	765	765	Social Security	765	765	
10	7	23	23	Employee Insurance	23	23	
83	-	500	500	Office Supplies	500	500	
				Other Services and Charges:			
6,025	2,660	6,000	6,000	Contractual Services	6,500	6,500	
8	38	1,700	1,700	Postage	1,700	1,700	
73	37	250	250	Telephone Expense	200	200	
117	170	800	800	Mileage	800	800	
877	307	1,000	1,000	Public Utilities	1,000	1,000	
1,440	-	5,000	5,000	City Flower Plantings	4,000	4,000	
-	-	1,200	1,200	School Program	1,200	1,200	
1,797	2,072	8,000	8,000	Awards Committee	8,000	8,000	
553	-	2,000	2,000	Clean-up Campaign	1,500	1,500	
-	-	1,000	1,000	Installation & Informational Dinner Meetings	1,000	1,000	
14,216	9,999	15,000	15,000	Decorations	15,000	15,000	
<u>\$ 35,198</u>	<u>\$ 20,328</u>	<u>\$ 53,238</u>	<u>\$ 53,238</u>	Total Beautification Commission	<u>\$ 52,188</u>	<u>\$ 52,188</u>	

CULTURAL COMMISSION

The Cultural Commission was established by ordinance, on May 12, 1970. It consists of nine members, appointed by the Mayor, with three members appointed each year for three-year terms.

They act in an advisory capacity to the Mayor and City Council, and are responsible for considering, studying, recommending, and conducting plans for the development of city-wide cultural programs. They also are directed to promote, coordinate and develop the performing and creative arts by making recommendations for programs, and further facilitate communications with the State Council for the Arts.



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>CULTURAL COMMISSION</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ -	\$ -	\$ 100	\$ 100	Office Supplies	\$ 100	\$ 100	
				Other Services and Charges:			
-	6,100	6,350	6,350	Contractual Services	11,500	11,500	
625	-	625	625	Concert Band	-	-	
625	-	625	625	Warren Tri-County Fine Arts	-	-	
625	-	625	625	Warren Civic Theatre	-	-	
625	-	625	625	Warren Symphony Orchestra	-	-	
6,765	13,148	15,500	15,500	Summer Program	16,500	16,500	
-	-	1,650	1,650	Winter Program	1,000	1,000	
<u>3,000</u>	<u>-</u>	<u>3,000</u>	<u>3,000</u>	Artist in Residence Program	<u>-</u>	<u>-</u>	
<u>\$ 12,265</u>	<u>\$ 19,248</u>	<u>\$ 29,100</u>	<u>\$ 29,100</u>	Total Cultural Commission	<u>\$ 29,100</u>	<u>\$ 29,100</u>	

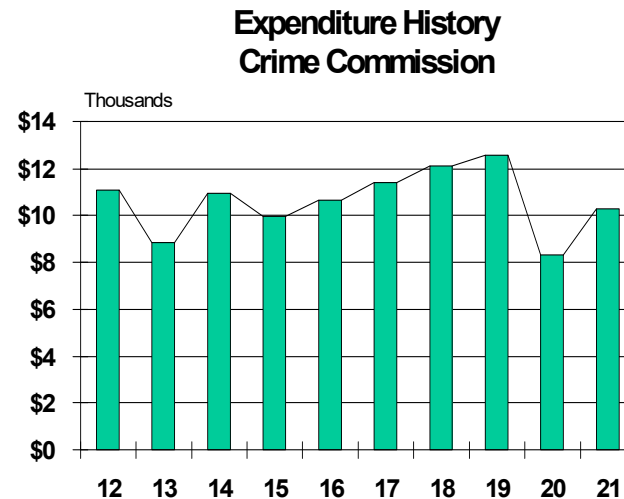
CRIME COMMISSION

The Crime Commission, established on April 2, 1968, consists of twelve (12) members appointed by the Mayor. Members of the Commission may be persons with qualifications in such areas as: law enforcement, crime prevention, public communication and education.

Meetings are held once a month, and the Police Commissioner or his representative shall be an honorary member and attend all meetings unless excused therefore by the Commission.

The purpose of the Commission is to study the crime situation in the City and make recommendations for its prevention and elimination, serve to provide good communication and education with the community about law enforcement and crime prevention, and shall be available to receive citizens' questions and complaints about crime and make recommendations accordingly. The Commission shall recommend any needed changes in procedures to the Mayor.

The Commission will be working with the Police Department in prompting Community Policing and will participate in the Police and Fire Department Open House, the Senior Health Commission senior seminars, and will hold one Crime Prevention seminar and one Appreciation Dinner per year to award Citizens who assisted the Police and/or Fire Departments in some manner.



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 382	\$ 218	\$ 1,000	\$ 1,000	<u>CRIME COMMISSION</u>			
				Office Supplies	\$ 1,000	\$ 1,000	
				Other Services and Charges:			
1,650	300	1,800	1,800	Contractual Services	1,800	1,800	
6,476	1,986	10,000	10,000	Community Promotion & Public Relations	10,000	10,000	
<u>1,772</u>	<u>280</u>	<u>2,000</u>	<u>2,000</u>	Public Utilities	<u>2,000</u>	<u>2,000</u>	
<u>\$ 10,280</u>	<u>\$ 2,784</u>	<u>\$ 14,800</u>	<u>\$ 14,800</u>	Total Crime Commission	<u>\$ 14,800</u>	<u>\$ 14,800</u>	

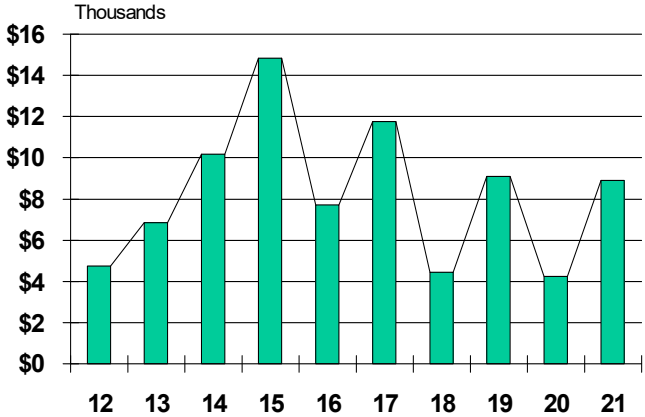
HISTORICAL COMMISSION

The Historical Commission was established by ordinance, on December 9, 1969, and consists of nine members appointed by the Mayor for staggered terms. The office is held for three years, with three appointments being made annually.

The function of the Commission is to further public interest in all matters relating to the history of the City of Warren and its environment, and to that end it may acquire, collect, own or exhibit articles of historic interest and value. Further, it will maintain appropriate exhibits; cooperate in educational and research programs and issue bulletins and other publications.

Meetings are held regularly, at least once a month.

Expenditure History Historical Commission



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>HISTORICAL COMMISSION</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 311	\$ 11	\$ 1,520	\$ 1,520	Office Supplies	\$ 1,520	\$ 1,520	
				Other Services and Charges:			
73	37	300	300	Telephone Expense	300	300	
258	195	1,200	1,200	Community Promotion & Public Relations	1,200	1,200	
263	213	313	313	Membership & Dues	363	363	
-	-	1,800	1,800	Historical Site Plaques	1,800	1,800	
217	74	3,980	3,980	Museum Expense	5,180	5,180	
-	-	-	-	Storage Unit Rental	4,000	4,000	
-	-	-	-	Moving and Shelving Unit Expense	2,000	2,000	
-	-	1,800	1,800	Hall of Fame	2,000	2,000	
				Capital Outlay:			
-	2,775	3,000	3,000	Capital Improvements - Cemetery Sign	-	-	
-	540	1,500	1,500	Equipment - DVR & Security Cameras	-	-	
7,790	-	-	-	Equipment - Interpretive Signs	-	-	
<u>\$ 8,912</u>	<u>\$ 3,845</u>	<u>\$ 15,413</u>	<u>\$ 15,413</u>	Total Historical Commission	<u>\$ 18,363</u>	<u>\$ 18,363</u>	

EMPLOYEES RETIREMENT COMMISSION

Established under General City Ordinance on January 1, 1958, the City of Warren Employees' Retirement System is the administrator of a single-employer public employees' retirement system that covers all remaining full time employees, except police and fire personnel hired prior to the close of the plan effective upon ratification of the final collective bargaining agreements in February 2000. As of December 31, 2020, there were 506 retirees and beneficiaries receiving benefits from the fund. In addition, 15 members have deferred their retirement benefits. All of the 50 active members in the system have vested pension rights.

The City of Warren Employees' Retirement System is governed by a board of five trustees; the Mayor or an alternate, a Council Member, a citizen appointed by the Mayor, and two elected members of the retirement system. Elected trustees serve three-year terms. The trustees' actions are governed under ordinances and resolutions adopted by Council, the City Retirement Board's adopted rules of procedure, and State of Michigan Public Act 55. The System has contractual agreements with eight money managers to invest approximately \$142 million in assets.

The system is funded through investment earnings and contributions from the City. The City's funding policy provides for periodic employer contributions at actuarially determined amounts that are designed to accumulate sufficient assets to pay benefits when due. The contribution for the fiscal year beginning July 1, 2022 is \$8,150,554. For comparison to prior years the Unfunded Actuarial Present Value of Credited Projected Benefits for the year ended December 31, 2020 was \$53,856,000. The system is audited annually by an independent certified public accountant and is evaluated each year by an actuarial firm.

In addition, the General Employees' Retirement System administers the VEBA Trust, which provides health, life, disability and dental insurance for retirees and their families. This Trust was closed to new hires effective in April of 2007. Regular retirement benefits are payable at any age with 30 years of service, attainment of age 50 with 25 years of service or age 60 with 8 years of service. The obligation to contribute to and maintain the system for these employees was established by City ordinance and collective bargaining agreements. At December 31, 2020 plan assets are in excess of \$80 million. As of the most recent actuarial valuation dated December 31, 2020 there are 587 retirees and beneficiaries, 38 deferred members and 132 active vested members covered by the VEBA Trust.

EMPLOYEE RETIREMENT COMMISSION

Fiscal 2023 Performance Objectives

1. To improve communication between Board of Trustees, Retirees, Employees and City Administration.
2. To promote awareness and use of Retirement System's Webpage for better communication and education of members.
3. To promote education for staff and trustees regarding pension law and changing legislation.
4. To improve the databases of healthcare eligibility for retirees.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Agendas prepared	25	24	24	24
Formal pension calculations prepared	28	30	30	25
Annual employee pension ledgers prepared	90	90	85	80
Pension checks distributed	6,200	6,350	6,250	6,250
1099R's mailed	532	540	545	545
Retirement actuarial statements prepared	1	1	1	1
Retirement financial statements prepared	1	1	1	1
VEBA Trust actuarial valuation prepared	1	-	-	1
VEBA Trust financial statements prepared	1	1	1	1

GENERAL FUND PERSONNEL

<u>CITY RETIREMENT</u>	<u>Present (a)</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Administrator II	1	\$ 85,934	1	\$ 87,653	1	\$ 87,653		
Senior Account Technician - Retirement	1	67,302	1	68,648	1	68,648		
Part-time Employee		10,000		10,000		10,000		
Overtime	—	5,000	—	10,000	—	10,000		
Total Personnel	<u>2</u>		<u>2</u>		<u>2</u>			

(a) Wage rates are based on Local 412 Unit 59 and Local 227 contracts that expire 6/30/23.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	GENERAL GOVERNMENT CITY RETIREMENT	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 155,415	\$ 86,279	\$ 153,833	\$ 153,833	Permanent Employees	\$ 156,911	\$ 156,911	
5,250	1,715	10,000	10,000	Part-time Employee	10,000	10,000	
4,038	1,129	5,000	5,000	Overtime	10,000	10,000	
				Employee Benefits:			
12,920	6,995	13,436	13,436	Social Security	14,736	14,736	
44,443	24,029	39,991	39,991	Employee Insurance	40,642	40,642	
78,520	37,332	82,626	82,626	Retiree Health Insurance	47,809	47,809	
-	-	-	-	Bonus/Sick Redemption	7,214	7,214	
6,753	3,400	6,800	6,800	Longevity	6,800	6,800	
1,150	1,400	2,150	2,150	Education Allowance	1,400	1,400	
-	300	300	-	Clothing	300	300	
16,736	9,251	16,813	16,813	Retirement Fund	18,762	18,762	
				Retiree Benefits:			
6,648,209	3,558,454	8,000,000	8,000,000	Retiree Insurance	8,500,000	8,500,000	
932,675	468,209	992,000	992,000	Medicare Reimbursement	1,150,000	1,150,000	
-	-	-	2,500	Office Supplies	2,500	2,500	
				Other Services and Charges:			
-	-	-	13,000	Legal Services	13,000	13,000	
-	-	-	1,000	Fees & Per Diem	1,000	1,000	
642	78	2,000	2,000	Postage	2,000	2,000	
-	-	-	693,156	Contractual Services	715,439	715,439	
-	-	-	1,000	Service Contracts	1,000	1,000	
-	-	-	3,000	Disability Physicals	3,000	3,000	
-	-	-	460	Membership & Dues	475	475	
-	-	-	38,720	Bank Custodial Fees	40,810	40,810	
-	-	-	7,000	Travel and Conferences	7,000	7,000	
-	-	-	14,000	Insurance and Bonds	14,000	14,000	
-	-	-	2,000	Printing & Publishing	2,000	2,000	
792	392	1,000	1,000	Telephone	1,000	1,000	
\$ 7,907,543	\$ 4,198,963	\$ 9,325,949	\$ 10,101,485	Total City Retirement	\$ 10,767,798	\$ 10,767,798	
(196,569)	(103,568)	(201,569)	(977,225)	Charges Reimbursable via Public Act 55	(991,968)	(991,968)	
(7,710,974)	(4,095,395)	(9,124,380)	(9,124,260)	Charges Reimbursable via VEBA Trust	(9,775,830)	(9,775,830)	
\$ -	\$ -	\$ -	\$ -	Net City Retirement	\$ -	\$ -	

POLICE AND FIRE RETIREMENT COMMISSION

The Warren Police and Fire Retirement Commission was established with the authority to administer, manage, and operate the retirement system following the provisions established by Public Act 345 of 1937, as amended. The responsibility of the Police and Fire Retirement Board is to make certain that the assets of the retirement fund are invested in a safe and prudent manner, yielding the highest possible return on the investment of the funds.

The Board is also responsible for calculation of retiree benefits. Board meetings are held on the third Thursday of every month at 11:00 a.m. in the Baseline Conference Room, located on the fourth floor of city hall. These are public meetings with the notices posted near the Treasurer's Department in city hall by the end of the week prior to the meeting.

Total assets in the fund as of December 31, 2020, were \$314,419,838. The financial objective of the plan, which meets the State of Michigan requirements, is to establish and receive periodic employer contributions at actuarially determined amounts in order to accumulate sufficient assets to pay benefits when due. The contribution for the fiscal year beginning July 1, 2022 is \$13,885,653, which will change annually after an annual actuarial valuation is completed and a report is issued. As of December 31, 2020 the retirement system is now 66.8% funded, which means that accrued liabilities exceeded actuarial accrued assets by 33.2%.

There are currently 575 retirees or beneficiaries receiving benefits from the fund and 307 active members of the system who pay three and five percent of gross wages into the system. Retirement benefits vest after 10 years of service.

The members of the Police and Fire Retirement Board include the City Treasurer, a police department representative, a fire department representative and two mayoral appointed positions. The Commission uses the services of independent legal counsel (on a retainer basis) to handle the legal matters of the system. The system is audited annually by an independent certified public accounting firm.

In 2004, an ordinance was passed creating the Warren Police and Fire Health Benefits Plan. The board members are comprised of a police representative, fire representative, City Treasurer and two mayoral appointees. The primary objective is to receive contributions from the City and to fund for current employee's future health expenditures and pay current retirees health expenditures and Medicare reimbursements. Plan assets as of December 31, 2020, were \$67,387,662.

POLICE AND FIRE RETIREMENT COMMISSION

Fiscal 2023 Performance Objectives

1. To encourage more enrollments in the direct deposit program.
2. To continue software development for accounting system.
3. To continue software training for staff.
4. To continue education of active members regarding plan benefits.
5. To begin work on database of separating Police and Firefighters with different benefit tiers.
6. To begin work on actuarial study for Health Benefits Plan.
7. To encourage use of online capabilities relative to forms.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Pension calculations prepared	17	20	20	20
Actual pension calculations prepared	17	20	20	20
Agendas prepared	20	18	18	18
Active employee ledgers distributed	353	375	375	375
Pension checks distributed	132	170	129	128
Annuity withdrawals completed	17	20	20	20
Safe-Harbor method calculations	6	5	5	5
Retiree incentive bonuses paid	6	5	5	5
1099R's and W4-P's mailed	664	650	660	660
Buy-Back computations	25	15	25	25
Direct deposit enrollments	17	-	15	15
Monitoring monthly direct deposits	6,852	7,300	6,800	6,800
Direct deposits initiated	6,852	7,300	6,800	6,800
Pension verifications	-	-	-	570
Retirement System actuarial valuation prepared	1	1	1	1
Retirement System financial statements prepared	1	1	1	1
VEBA Trust actuarial valuation prepared	1	1	1	1
VEBA Trust financial statements prepared	1	1	1	1

GENERAL FUND PERSONNEL

<u>POLICE & FIRE RETIREMENT</u>	<u>Present (a)</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Police & Fire Administrator	1	\$ 89,250	1 (e)	\$ 94,860	1 (e)	\$ 94,860		
Accountant I	-	-	1 (b)	71,130	1 (b)	71,130		
Senior Account Technician - Retirement	1	67,302	1 (f)	72,420	1 (f)	72,420		
Part-time Employee		20,000		20,000		20,000		
Overtime	—	5,200	—	5,200	—	5,200		
Total Personnel	<u>2</u>		<u>3</u>		<u>3</u>			

(a) Wage rates are based on Local 412 Unit 59 and Local 227 contracts that expire 6/30/23.

(b) New position.

(e) Reflects additional wage increase of \$3,825 (4.20%) after 7/1/22 contractual raise.

(f) Reflects additional wage increase of \$3,772 (5.49%) after 7/1/22 contractual raise.

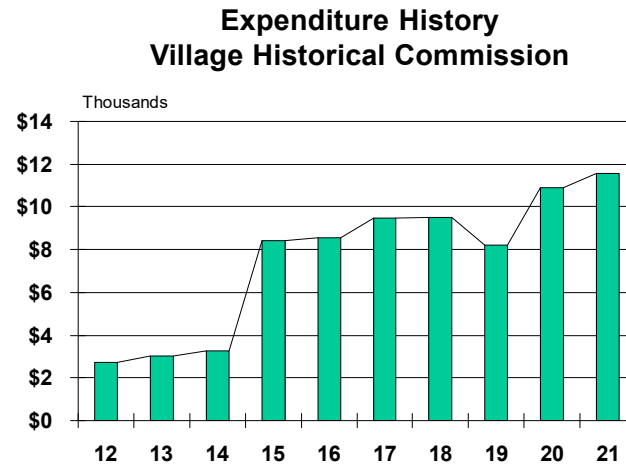
GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	GENERAL GOVERNMENT POLICE & FIRE RETIREMENT	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 161,017	\$ 80,963	\$ 156,161	\$ 156,161	Permanent Employees	\$ 239,339	\$ 239,339	
-	3,643	20,000	20,000	Part-time Employee	20,000	20,000	
21,372	4,350	5,200	5,200	Overtime	5,200	5,200	
				Employee Benefits:			
14,399	7,103	14,393	14,393	Social Security	21,509	21,509	
44,551	24,580	40,077	40,077	Employee Insurance	61,190	61,190	
76,618	36,252	80,733	80,733	Retiree Health Insurance	47,108	47,108	
-	-	-	-	Bonus/Sick Redemption	7,720	7,720	
6,800	3,400	6,800	6,800	Longevity	6,800	6,800	
1,200	1,500	1,500	1,200	Education Allowance	1,500	1,500	
-	300	300	-	Clothing	600	600	
98,267	47,378	92,796	92,796	Retirement Fund	97,806	97,806	
				Retiree Benefits:			
9,722,335	4,397,507	10,000,000	10,000,000	Retiree Insurance	10,500,000	10,500,000	
703,054	367,062	721,000	721,000	Medicare Reimbursement	1,000,000	1,000,000	
-	100	5,218	5,218	Office Supplies	5,218	5,218	
				Other Services and Charges:			
631	130	5,016	5,016	Postage	5,016	5,016	
-	-	-	24,000	Audit Fees	24,000	24,000	
-	-	-	1,800,000	Contractual Services	1,800,000	1,800,000	
-	-	-	530	Service Contracts	530	530	
-	-	-	3,500	Disability Physicals	3,500	3,500	
-	-	-	8,000	Travel and Conferences	8,000	8,000	
-	-	-	20,000	Insurance and Bonds	20,000	20,000	
-	-	-	3,400	Printing & Publishing	3,400	3,400	
594	294	1,000	1,000	Telephone	1,000	1,000	
<u>\$ 10,850,838</u>	<u>\$ 4,974,562</u>	<u>\$ 11,150,194</u>	<u>\$ 13,009,024</u>	Total Police & Fire Retirement	<u>\$ 13,879,436</u>	<u>\$ 13,879,436</u>	
(425,449)	(209,993)	(429,194)	(2,288,024)	Charges Reimbursable via Public Act 55	(2,379,436)	(2,379,436)	
<u>(10,425,389)</u>	<u>(4,764,569)</u>	<u>(10,721,000)</u>	<u>(10,721,000)</u>	Charges Reimbursable via VEBA Trust	<u>(11,500,000)</u>	<u>(11,500,000)</u>	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	Net Police & Fire Retirement	<u>\$ -</u>	<u>\$ -</u>	

VILLAGE HISTORICAL COMMISSION

On December 28, 1976, the City Council created the Village Historic District Commission, composed of seven members, appointed by the Mayor, for a three-year term.

The purpose of the Warren Village Historic District Commission is to enrich the present and future by preserving the past. It does this through efforts to beautify the neighborhood; to encourage historic preservation and property maintenance; educate citizens on Warren's unique cultural heritage; and apply rules and regulations to protect the district from alteration and development that might compromise its aesthetic integrity or diminish its unique historic value.



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>VILLAGE HISTORICAL COMMISSION</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ -	\$ -	\$ 600	\$ 600	Office Supplies	\$ 600	\$ 600	
				Other Services and Charges:			
8,834	1,480	14,000	14,000	Contractual Services	14,000	14,000	
156	-	5,000	5,000	Community Promotion & Public Relations	5,000	5,000	
2,572	1,030	3,300	3,300	Public Utilities	3,300	3,300	
-	-	3,200	3,200	Historical Site Plaque	3,200	3,200	
-	-	15,000	15,000	Old Village Hall Improvements	15,000	15,000	
-	-	10,000	10,000	Vintage Light Poles	10,000	10,000	
<u>\$ 11,562</u>	<u>\$ 2,510</u>	<u>\$ 51,100</u>	<u>\$ 51,100</u>	Total Village Historical Commission	<u>\$ 51,100</u>	<u>\$ 51,100</u>	

SENIOR HEALTH CARE SERVICES

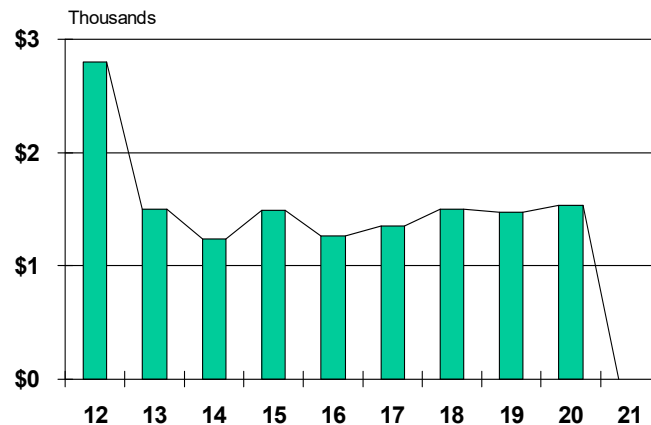
The Warren City Commission for Senior Health Care Services was created by city ordinance effective December 28, 1987.

The purpose of the Commission is to identify health care needs of Warren seniors and to provide information of health care services available in the city.

The Commission consists of twelve members. The members of the commission shall be appointed by the Mayor and confirmed by City Council. Five (5) members shall be Warren senior citizens, six (6) shall be representatives from healthcare organizations with varied backgrounds, and one (1) member shall be an employee of the City of Warren.

The Commission's officers shall be Chairman, Vice-Chairman, Secretary and Treasurer.

**Expenditure History
Senior Health Care Services**



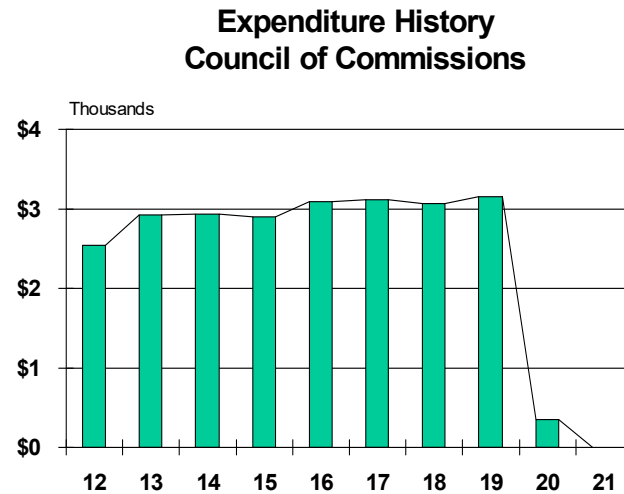
GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>CITY COMMISSION ON SENIOR HEALTH CARE SERVICES</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ -	\$ -	\$ 2,000	\$ 2,000	Other Services and Charges:			
				Community Promotion & Public Relations	\$ 2,000	\$ 2,000	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>	Total Senior Health Care Svcs Commission	<u>\$ 2,000</u>	<u>\$ 2,000</u>	

COUNCIL OF COMMISSIONS

The purpose and function of the Council of Commissions is to unite the City Commissions into a representative Council with the concept of sharing ideas, concerns, plans for improvement, and enrichment of the community. By promoting and encouraging public interest in its endeavors, the Council of Commissions intends to strengthen the purpose and function of the individual city commissions.

The Council of Commissions shall consist of one member from each city commission interested in participating. The representative shall be appointed annually to the Council of Commissions by each individual commission.



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>COUNCIL OF COMMISSIONS</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ -	\$ -	\$ 100	\$ 100	Office Supplies	\$ 100	\$ 100	
-	610	3,850	3,850	Other Services and Charges: Appreciation Reception	3,850	3,850	
<u>\$ -</u>	<u>\$ 610</u>	<u>\$ 3,950</u>	<u>\$ 3,950</u>	Total Council of Commissions	<u>\$ 3,950</u>	<u>\$ 3,950</u>	

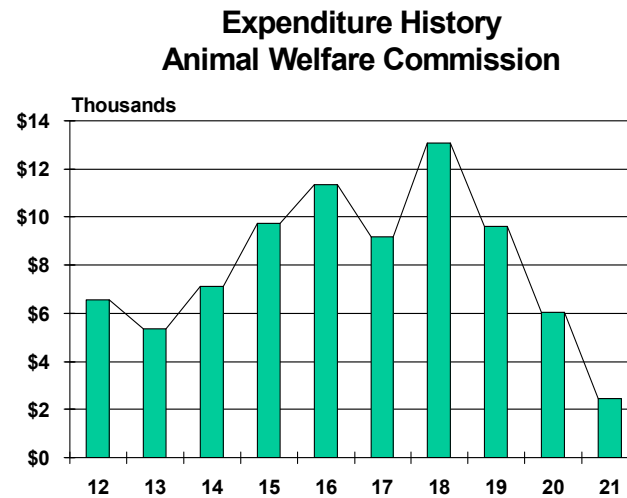
ANIMAL WELFARE COMMISSION

The Animal Welfare Commission was established on October 22, 1998. The Commission shall consist of seven members to be appointed by the Mayor. The members shall serve for three-year terms and may be re-appointed for any number of terms. Council and the Mayor may appoint ex-officio members.

The purpose and function of the commission shall be to study the proper care, husbandry, welfare, maintenance, education and awareness of issues of all animals that reside within City limits.

The duties of the Animal Welfare Commission shall be as follows:

1. Review and recommend to the Mayor and Council programs and practices that will develop citizen cooperation in the maintenance, proper care and animal rights of all animals in the city.
2. Advise and provide studies and recommendations to the Mayor and Council on such issues as husbandry (housing, food, shelter, water, general maintenance), medical care, cruelty to animals, licensing, promotion of spay and neuter programs, enforcement of ordinances and promotion of legislative action regarding animal cruelty, investigations and recommendations regarding wildlife incidents, and recommendations of additional ordinances designed to protect animals within the city.



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>ANIMAL WELFARE COMMISSION</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ -	\$ -	\$ 300	\$ 300	Office Supplies	\$ 300	\$ 300	
				Other Services and Charges:			
2,439	114	2,000	2,000	Operating Expense	1,500	1,500	
-	-	50	50	Postage	50	50	
-	-	50	50	Telephone Expense	50	50	
-	501	2,600	2,600	Vaccination Fair	2,600	2,600	
-	-	1,000	1,000	Chipping Clinic	3,000	3,000	
-	-	2,500	2,500	Education	2,500	2,500	
-	-	7,500	7,500	Dog Park	7,500	7,500	
<u>\$ 2,439</u>	<u>\$ 615</u>	<u>\$ 16,000</u>	<u>\$ 16,000</u>	Total Animal Welfare Commission	<u>\$ 17,500</u>	<u>\$ 17,500</u>	

FIRE DEPARTMENT

The primary purpose of the Fire Department is to protect the lives and property of the citizens and business owners of the City of Warren. The operation of the department is based on its authority and responsibilities granted within home rule charter and divided into seven categories.

ADMINISTRATION: Executes and directs the research, planning and development of all department assignments, rules, and procedures, etc. Responsible for the preparation and submission of bi-weekly, monthly and annual reports, as well as preparation and administration of the annual budget. Monitors the use of apparatus, equipment, supplies and all assets of the department and reviews contracts. Maintains all incident reports, correspondence, records, files, operating procedures, resource manuals, orders and directives. Provides supervision and direction to all divisions within the department.

FIREFIGHTING DIVISION: The primary role of the firefighting division is to protect lives and property of residents, business owners and visitors to our community from products of combustion generated by fires. Fire fighters are also trained to respond to a wide range of incidents beyond their firefighting duties, including responding to hazardous materials and technical rescue incidents, natural or man-made disasters, chemical, biological, radiological or nuclear incidents.

EMERGENCY MEDICAL DIVISION: The primary role of cross-trained fire fighters/paramedics, who are licensed by the State of Michigan, is to provide advanced and basic medical response, treatment and transport of the sick and injured. Patients are treated and transported to the most appropriate medical facilities inside and outside the city.

FIRE PREVENTION DIVISION: The primary role of this division is the prevention of fires through inspection of building occupancies of all types with an emphasis on public gathering facilities including theaters, restaurants and bars. Review of site plans focus in the areas of fire protection systems and egress pathways for new or renovated facilities. Public fire safety education is also a responsibility of this division.

HAZARDOUS MATERIALS TEAM: The primary role of this specialized team within the firefighting division is to respond to and mitigate hazardous materials incidents. All fire fighters receive training while team members receive advanced specialized training to the technician level of certification. Team members are also responsible for maintaining an extensive inventory of specialized equipment and supplies necessary to mitigate and contain an incident. Team members are also part of the Macomb County Hazardous Materials Team providing response capabilities for larger scale incidents.

TECHNICAL RESCUE TEAM: The primary role of this specialized team within the Firefighting Division is to respond to and mitigate incidents in the areas of rescue from confined spaces, rescue from building collapse, rescue from heights, rescue from water incidents, and rescue from machine entrapments. Team members are also part of the Macomb County Technical Rescue Team providing response capabilities for larger scale incidents.

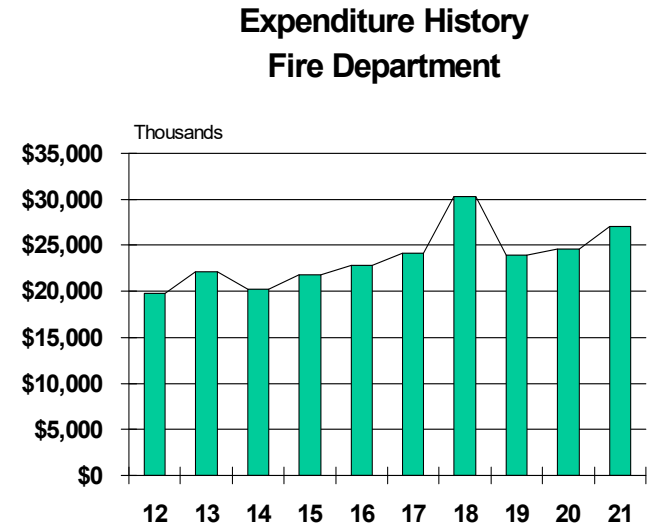
TACTICAL MEDIC TEAM: The primary function of this specialized team within the Firefighting Division is to respond to and provide medical support, treatment and or transport to the police department's special response team.

FIRE DEPARTMENT

Fiscal 2023 Performance Objectives

1. To collaborate with at least one other community to streamline the delivery of fire and EMS services to both communities or a group of communities, creating cost and delivery efficiencies.
2. To develop a strategy to refurbish, rebuild or replace fire stations and ancillary facilities that has the support of administration and approval of City Council.
3. To implement a replacement schedule for all apparatus, squad utility trucks and staff vehicles that has the support of the administration and the approval of City Council.
4. To implement technology advances that create work place efficiencies and further transition department towards a paperless environment.
5. To continue to modernize and transform the department to meet the challenges of the 21st century.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Incident reports reviewed	20,407	5,000	21,000	21,500
Fire station/apparatus/equipment inspections	52	72	60	60
Total incident responses	20,407	20,000	21,000	21,000
Total equipment responses	38,763	40,000	40,000	40,00
Mutual aid rendered and received	62	6,012	30	30
On duty injuries	28	25	30	30
Lost work hours from on duty injuries	4,910	5,000	4,000	4,000
Hours of hydrant maintenance	2,080	8,320	8,320	8,320
Hours of fire training	8,894	3,000	9,000	9,000
Hours of medical training	4,379	4,000	4,400	4,400
Fire Department vehicle accidents	11	15	10	10
Hours of haz-mat training	448	576	900	900
Hours of tech rescue training	448	576	900	900
Hours of SRT training	480	192	500	500



GENERAL FUND PERSONNEL

<u>FIRE DEPARTMENT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Fire Commissioner	1	\$ 137,963	1	\$ 140,723	1	\$ 140,723		
Administrative Chief of Operations	1	129,374	1	131,315	1	131,315		
Deputy Chief	1	123,493	1	125,345	1	125,345		
Special Operations Chief	1	117,613	1	119,378	1	119,378		
Battalion Chief	3	117,613	3	119,378	3	119,378		
Fire Marshal	1	117,613	1	119,378	1	119,378		
Chief of E.M.S.	1	117,613	1	119,378	1	119,378		
Captain	6	117,613	6	119,378	6	119,378		
Chief of Training	1	117,613	1	119,378	1	119,378		
Training Coordinator	-	-	1 (b)	108,525	1 (b)	108,525		
EMS Coordinator	1	106,921	- (d)	-	- (d)	-		
Lieutenant	15	106,921	15	108,525	15	108,525		
M.I.S. Specialist	-	-	1 (b)	75,000	1 (b)	75,000		
Fire Inspector	3	97,199	4 (b)	98,656	4 (b)	98,656		
Sergeant	6	97,199	6	98,656	6	98,656		
Fire Fighter	69	88,363	69	89,688	69	89,688		
Fire Fighter Engine & Ladder	21	83,945	21	85,203	21	85,203		
Cadet Firefighters	-	-	30 (b)	23,296	30 (b)	23,296		
Office Coordinator - Fire	1	81,270	1	82,895	1	82,895		
Administrative Clerk Technician	1	59,888	1	61,086	1	61,086		
EMS Billing Clerk	1	55,799	1	56,915	1	56,915		
Overtime - Fire Fighters		1,200,000		1,000,000		1,000,000		
Overtime - Clerical		2,500		5,000		5,000		
Total Personnel	<u>134</u>		<u>166</u>		<u>166</u>			

(a) Wage rates include holiday pay and are based on Local 1383 contract that expires 6/30/24 and Local 412 Unit 35 and Local 227 contracts that expire 6/30/23.

(b) New position.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>FIRE DEPARTMENT</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 132,290	\$ 67,471	\$ 129,011	\$ 129,011	Appointed Official	\$ 133,566	\$ 133,566	
9,136,434	4,815,686	10,095,861	10,188,116	Fire Fighter Wages	11,508,507	11,508,507	
-	37,632	202,290	-	Cadet Firefighters	701,606	701,606	
187,094	98,195	189,499	189,499	Civilians & Clerical	278,101	278,101	
8,022	5,100	2,500	2,500	Overtime - Clerical	5,000	5,000	
2,728,066	1,270,927	1,200,000	1,200,000	Overtime - Fire Fighters	1,000,000	1,000,000	
114,755	25,284	150,000	150,000	Shift Premium	150,000	150,000	
82,000	44,000	96,000	96,000	A.E.M.T. Premium	27,000	27,000	
				Employee Benefits:			
24,050	24,267	99,000	99,000	Educational Allowance	29,550	29,550	
8,118	12,201	8,400	9,100	Cleaning/Clothing Allowance	22,400	22,400	
206,452	109,699	227,884	213,853	Social Security	287,691	287,691	
503,043	270,114	587,637	592,939	Holiday Pay	669,049	669,049	
2,505,031	1,391,018	2,853,306	2,871,225	Employee Insurance	2,982,082	2,982,082	
4,199,005	2,198,392	4,228,571	4,228,571	Retiree Health Insurance	3,873,368	3,873,368	
-	-	-	-	Bonus/Sick Redemption	15,110	15,110	
168,368	96,258	193,052	194,412	Longevity	166,101	166,101	
4,454,638	2,341,876	4,679,846	4,679,846	Retirement Fund	5,113,349	5,113,349	
103,351	51,285	122,000	122,000	Food Allowance	120,000	120,000	
73,162	38,062	76,700	77,350	Uniforms	87,100	87,100	
				Supplies:			
352,583	167,143	482,000	482,000	Operating Supplies	563,500	563,500	
143,710	45,068	185,000	185,000	EMS Medical Supplies	210,000	210,000	
77,852	64,224	100,000	100,000	Gasoline & Diesel Oil	135,000	135,000	
				Other Services and Charges:			
412,270	205,351	563,100	563,100	Contractual Services	656,050	656,050	
149,875	41,833	227,000	227,000	Building Maintenance	420,000	420,000	
85,817	35,902	75,000	75,000	Instruction	187,000	187,000	
9,834	-	14,000	14,000	Medical Services	17,100	17,100	
48,930	17,972	55,000	55,000	Telephone and Radio	59,500	59,500	
133,464	47,560	125,000	125,000	Public Utilities	135,000	135,000	
30,000	15,000	30,000	30,000	Hydrant Installation & Repairs	30,000	30,000	
60,000	30,000	60,000	60,000	Public Fire Protection (Water)	60,000	60,000	
2,725	3,270	15,850	15,850	Memberships & Dues	29,870	29,870	
23,867	6,410	50,700	50,700	Fire Prevention Week	50,700	50,700	

(Continued)

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SAFETY</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>FIRE DEPARTMENT (CONTINUED)</u>			
				Capital Outlay:			
\$ 846,546	\$ 35,865	\$ 281,499	\$ 270,000	Capital Improvements	\$ 3,228,000	\$ 3,228,000	
29,808	138,871	780,600	780,600	Equipment and Vehicles	457,500	457,500	
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	ARPA Expenditures	<u>6,000,000</u>	<u>6,000,000</u>	
<u>\$ 27,041,160</u>	<u>\$ 13,751,936</u>	<u>\$ 28,186,306</u>	<u>\$ 28,076,672</u>	Total Fire Department	<u>\$ 39,408,800</u>	<u>\$ 39,408,800</u>	

POLICE DEPARTMENT

The primary purpose of the Police Department is to protect life and property. To accomplish this goal, police officers enforce the criminal laws of the State of Michigan and our City Ordinances.

Organizationally, the Police Department's operations are divided into three bureaus: Administrative, Patrol and Investigative.

The Administrative Services Bureau is responsible for the operation of the Training Division, Technical Services Division, Communications Division, Computer Services Division, along with Technical Systems Management and Emergency Services Division. The Administrative Bureau develops and maintains the department's budget, distributes personnel as needed, plans, directs and implements the departments equipment needs, maintains the good order and condition of the departments building and infrastructure, and ensures the accomplishment of the departments overall goals and mission. The Bureau's Emergency Services Division is responsible for development and implementation of emergency operation plans that would account for any possible hazardous or emergency situations that could occur throughout the City.

The Patrol Services Bureau is responsible for the first response to the majority of calls for service. Included in the Patrol Bureau is the Uniform Patrol Division, which concentrates on crimes against persons and property, with the ultimate goal of arresting offenders. The Patrol Support Division is responsible for ensuring safe driving practices by the public on both major arteries and residential streets. To accomplish this, the division has a traffic enforcement unit, a traffic engineer, an abandoned officer unit, an animal control unit, and a fatal traffic investigator. Patrol Services is also responsible for jail operations, neighborhood watch, and interaction with prisoner processing through the 37th District Court.

The Investigative Services Bureau is responsible for the investigation of all crimes after the initial contact by uniformed patrol officers. This includes prosecution of offenders through the entire court process. The two major divisions are the Criminal Investigations Division, which takes responsibility for all crimes perpetrated by persons over the age of 16, and the Family Investigations Division, which handles incidents of crime perpetrated by juveniles, child abuse, and criminal sexual conduct cases. The School Resource Officer Unit falls under the Family Investigations Division to assist them as a school liaison. Also included in this bureau is the Evidence/Property Unit, which is responsible for the storage and disposition of all property coming into the possession of the Police Department.

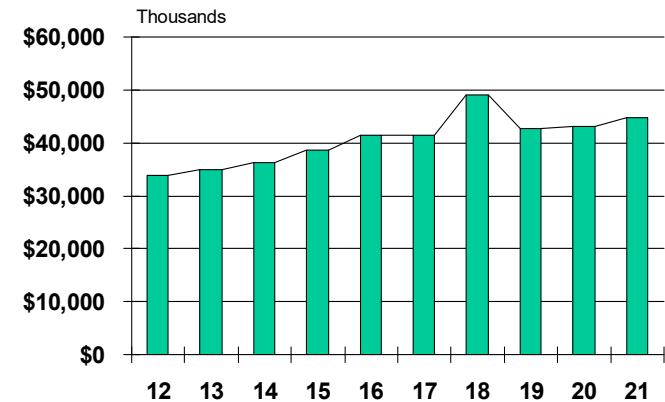
POLICE DEPARTMENT

Fiscal 2023 Performance Objectives

1. To continue to disrupt and dismantle drug networks/trafficking in and around Macomb with the DEA and FANTOM.
2. To dedicate officers to assist in the manning of the Civic Center South mini station.
3. To continue to grow and expand the Community Policing Unit and further expand Neighborhood Watch programs and initiatives.
4. To launch a cooperative effort with US Marshalls to apprehend sex offenders and wanted felons.
5. To update the forensic lab to protect the integrity of evidence.
6. To research, test and purchase body cameras for our patrol officers.
7. To continue to complete essential infrastructure repairs to Police headquarters

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Calls for police service	62,925	99,750	99,750	99,750
Part A crimes	1,279	8,610	1,400	1,550
Burglary incidents	332	709	420	475
Auto theft incidents	365	525	400	450
Narcotic and drug incidents	390	1,207	500	600
License investigations (Liquor, Gambling, etc.)	208	205	225	250
Traffic citations	27,483	32,025	30,000	33,000
OUIL arrest	98	346	120	140
Traffic accidents	3,321	5,250	3,800	4,200
Juveniles arrest	244	152	150	170
Total arrests	3,643	5,250	4,000	4,400
Abandoned autos process/auctioned	1,049	1,312	1,000	1,100
Fingerprint requests	5,410	10,500	9,000	10,000
Guns registered	4,658	5,250	4,800	5,200
Neighborhood watch programs	-	141	120	140
Citizens Police Academy	-	4	2	3
Crime prevention/security survey	-	157	120	130
SRT training days	10	12	12	12
High risk incidents	6	16	10	12
Environmental investigations	9	17	12	14
SID/SOU Search Warrants Executed	142	157	150	170
Junior Detectives Club	-	4	2	3

**Expenditure History
Police Department**



GENERAL FUND PERSONNEL

<u>POLICE DEPARTMENT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Police Commissioner	1	\$ 142,563	1	\$ 145,415	1	\$ 145,415		
Deputy Police Commissioner	1	138,167	1	141,621	1	141,621		
Captain	3	125,606	3	128,746	3	128,746		
Lieutenant	10	114,187	10	117,042	10	117,042		
Sergeant	17	103,807	17	106,403	17	106,403		
Corporal	27	94,370	30 (b)	96,729	30 (b)	96,729		
Police Officer	<u>168</u>	<u>85,790</u>	<u>168</u>	<u>87,935</u>	<u>168</u>	<u>87,935</u>		
Sub-Total Police Personnel	<u>227</u>		<u>230</u>		<u>230</u>			
Crime M.I.S. Specialist	1	97,810	1	99,766	1	99,766		
Assistant Crime M.I.S. Specialist	2	67,748	2	69,103	2	69,103		
Forensic Technologist	1	77,724	1	79,278	1	79,278		
Office Coordinator	1	81,270	1	82,895	1	82,895		
Administrative Secretary	1	62,615	1	63,867	1	63,867		
Police Asset Forfeiture Spec	1	69,452	1	70,841	1	70,841		
Dispatch Supervisor	3	74,191	3	76,046	3	76,046		
Dispatcher	20	64,513	21 (b)	66,126	21 (b)	66,126		
Senior Clerk	1	62,615	1	63,867	1	63,867		
Fire Arms Specialist	1	60,014	1	61,214	1	61,214		
Administrative Clerical Technician	3	59,888	3	61,086	3	61,086		
Administrative Clerk	1	55,799	1	56,915	1	56,915		
Office Assistant	<u>2</u>	<u>40,174</u>	<u>2</u>	<u>40,977</u>	<u>2</u>	<u>40,977</u>		
Sub-Total Civilian Personnel	<u>38</u>		<u>39</u>		<u>39</u>			
Temporary/Co-op		85,748		140,776		140,776		
Permanent Part-time - Crossing Guards		150,000		151,775		151,775		
Overtime - Police		950,000		1,066,646		1,066,646		
Overtime - Civilians		19,500		151,913		151,913		
Total Personnel	<u>265</u>		<u>269</u>		<u>269</u>			

(a) Wage rates include holiday pay and are based on W.P.C.O.A. and W.P.O.A. contracts that expire 6/30/23 and 6/30/24 respectively and Local 412 Unit 35, Warren Supervisors, and Local 227 contracts that expire 6/30/23.

(b) New position.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>POLICE DEPARTMENT</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 137,199	\$ 76,153	\$ 133,799	\$ 133,799	Appointed Official	\$ 138,523	\$ 138,523	
16,174,708	8,321,341	17,473,938	17,809,228	Police Officers	19,541,716	19,541,716	
2,013,856	1,051,152	2,336,291	2,336,291	Civilians & Clerical	2,438,221	2,438,221	
59,139	51,825	150,000	150,000	Crossing Guards	151,775	151,775	
76,999	27,304	85,748	85,748	Temporary/Co-op	140,776	140,776	
1,275,655	515,226	950,000	950,000	Overtime - Police Officers	1,066,646	1,066,646	
61,228	75,758	19,500	19,500	Overtime - Civilians	151,913	151,913	
253,051	63,830	279,000	330,000	Shift Premium	300,000	300,000	
				Employee Benefits:			
187,353	156	210,900	215,650	Gun Allowance	218,500	218,500	
52,558	49,600	56,600	58,600	Education Allowance	53,000	53,000	
125,659	105,187	140,100	143,100	Cleaning/Clothing Allowance	145,800	145,800	
461,441	237,940	521,595	530,761	Social Security	580,989	580,989	
885,025	330,428	1,013,238	1,031,223	Holiday Pay	1,128,154	1,128,154	
4,641,142	2,592,439	5,495,684	5,600,856	Employee Insurance	5,835,555	5,835,555	
7,529,186	3,902,110	7,626,600	7,634,880	Retiree Health Insurance	6,692,731	6,692,731	
-	-	-	-	Bonus/Sick Redemption	33,061	33,061	
323,572	175,206	353,029	353,029	Longevity	350,584	350,584	
8,581,020	4,437,118	8,892,341	8,892,341	Retirement Fund	9,912,549	9,912,549	
153,765	92,746	199,900	215,150	Uniforms	238,697	238,697	
				Supplies:			
43,697	29,221	70,000	70,000	Office Supplies	60,765	60,765	
72,805	45,590	96,200	96,200	Operating Expense	103,459	103,459	
26,867	-	111,798	-	2020 DOJ Coronavirus CESF Grant	-	-	
181,769	148,198	300,000	300,000	Gasoline & Diesel Oil	300,000	300,000	
				Other Services and Charges:			
9,970	4,648	15,000	15,000	Prisoners' Food	15,000	15,000	
94,742	94,742	94,742	94,742	Capital Equipment Lease Payment	94,742	94,742	
-	-	15,000	15,000	Crime Prevention	15,000	15,000	
51,323	65,013	330,300	330,300	Building Maintenance	143,250	143,250	
411,225	227,963	488,646	469,746	Contractual Services	902,678	902,678	
4,147	2,232	7,000	7,000	Postage	7,000	7,000	
54,531	31,005	65,000	65,000	Instruction	65,000	65,000	
2,213	6,985	17,500	17,500	911 Dispatch Training Expense	17,500	17,500	
111,415	38,833	115,000	115,000	Telephone and Radio	128,266	128,266	
32,559	6,719	35,000	35,000	Vehicle Maintenance	35,000	35,000	

(Continued)

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>POLICE DEPARTMENT (CONTINUED)</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Other Services and Charges:			
\$ 4,759	\$ 7,381	\$ 8,000	\$ 8,000	Community Promotion	\$ 8,000	\$ 8,000	
7,338	2,072	10,000	10,000	Youth Athletic League	10,000	10,000	
5,999	1,660	5,000	5,000	CERT	7,500	7,500	
-	-	8,000	8,000	Wellness Program	8,000	8,000	
-	-	5,000	5,000	Explorers	5,000	5,000	
191,878	86,500	200,000	200,000	Public Utilities	200,000	200,000	
8,000	-	10,000	10,000	Special Investigations	10,000	10,000	
				Capital Outlay:			
49,809	141,728	281,528	135,000	Capital Improvements	152,730	152,730	
189,133	-	568,622	224,636	Police Equipment	251,142	251,142	
31,474	7,941	56,784	56,784	Office Equipment	87,766	87,766	
6,281	-	15,000	15,000	911 Equipment	5,000	5,000	
11,920	-	-	-	U.S. Dept of Justice Assistance Grant-2017	-	-	
-	12,697	25,394	-	U.S. Dept of Justice Assistance Grant-2018	-	-	
55,815	14,192	23,995	-	U.S. Dept of Justice Assistance Grant-2019	-	-	
42,535	4,445	29,787	-	U.S. Dept of Justice Assistance Grant-2020	-	-	
-	-	-	-	U.S. Dept of Justice Assistance Grant-2021	-	-	
-	-	81,628	81,628	U.S. Dept of Justice Assistance Grant-2022	-	-	
9,100	-	2,606	-	Bulletproof Vest Partnership Grant	-	-	
7,038	-	-	-	Homeland Security Grant - 2019	-	-	
63,815	18,479	38,500	-	OHSP - Ped Bike Enforcement	-	-	
-	-	-	-	ARPA Expenditures	1,000,000	1,000,000	
<u>\$ 44,774,713</u>	<u>\$ 23,103,763</u>	<u>\$ 49,069,293</u>	<u>\$ 48,879,692</u>	Total Police Department	<u>\$ 52,751,988</u>	<u>\$ 52,751,988</u>	

ANIMAL CONTROL

The Animal Control Unit is responsible for the enforcement of local animal control ordinances, picking up stray, lost or unlicensed animals and to investigate animal complaints. The Unit consists of three (3) civilian employees. On the average these Officers respond to 35 calls for service a day and return 30 to 40 telephone calls each day. They also deliver 50 abandoned or injured animals to the Macomb County Animal Shelter per week.

The Animal Control Unit is a very important service to the City and is in high demand from its citizens. Services such as attending to injured animals, removing dead animals from the roadway and neighborhoods, responding to animal bite complaints, stray dogs and vicious animals is but a few of the important services the unit provides. Other concerns include checking on an animal's welfare that may be abused, poisoned, or left out in the elements. The Animal Control Officers have the authority to issue violations for animal ordinance violations that they see.

As a public service, Animal Control Officers assist citizens with advice on how to care for their animals along with referring them to low cost programs available for veterinarian care.

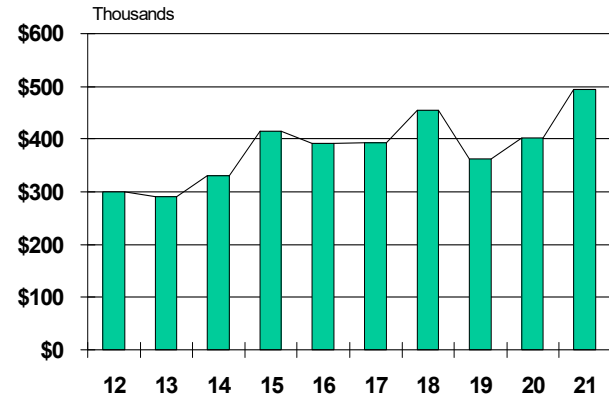
ANIMAL CONTROL

Fiscal 2023 Performance Objectives

1. To provide increased investigative service to the community with regard to stray, lost, unlicensed or dead animals.
2. To expand pet food programs by hosting more events.
3. To increase the Spay, Neuter, Release (SNR) cat numbers.
4. To provide better enforcement of ordinances pertaining to all animals.
5. To encourage citizens to transport sick or injured animals to the Macomb County Animal shelter whenever possible.
6. To striving to decrease dependency on the Macomb County Animal Control by developing relationships with other entities, such as “I heart Dogs”.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Animal Control calls for service	2,164	2,600	2,850	3,100
Number of miles driven per year	58,000	55,000	55,000	55,000
Stray animals picked up	614	1,000	750	1,000
Dead animals handled	476	700	550	700
Animals given up by owner	105	150	50	65
SNR cats	168	250	275	325

**Expenditure History
Animal Control**



GENERAL FUND PERSONNEL

<u>POLICE DEPARTMENT - ANIMAL CONTROL</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Animal Control Officer	3	\$ 62,508	3	\$ 63,758	3	\$ 63,758		
Temporary Employee		-		-				
Overtime	—	-	—	7,000	—	7,000		
Total Personnel	<u>3</u>		<u>3</u>		<u>3</u>			

(a) Wage rates are based on Local 227 contract that expires 6/30/23.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>ANIMAL CONTROL</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 169,071	\$ 91,925	\$ 186,262	\$ 186,262	Permanent Employees	\$ 192,021	\$ 192,021	
-	-	-	-	Temporary Employee	-	-	
-	-	-	-	Overtime	7,000	7,000	
				Employee Benefits:			
12,918	7,095	14,280	14,280	Social Security	15,809	15,809	
49,061	26,598	60,737	60,737	Employee Insurance	61,778	61,778	
78,769	37,436	83,143	83,143	Retiree Health Insurance	48,258	48,258	
-	-	-	-	Bonus/Sick Redemption	2,943	2,943	
3,400	3,400	3,400	3,400	Longevity	4,676	4,676	
86,956	43,319	86,239	86,239	Retirement Fund	82,881	82,881	
1,103	804	1,140	1,140	Uniforms	1,140	1,140	
2,645	516	5,500	5,500	Operating Supplies	5,500	5,500	
				Other Services and Charges:			
87,480	23,566	101,500	111,500	Animal Collection	117,000	117,000	
1,778	1,324	3,000	3,000	Vehicle Maintenance	3,000	3,000	
<u>\$ 493,181</u>	<u>\$ 235,983</u>	<u>\$ 545,201</u>	<u>\$ 555,201</u>	Total Animal Control	<u>\$ 542,006</u>	<u>\$ 542,006</u>	

CIVIL DEFENSE

The Emergency Services Division is responsible for maintaining a disaster response and recovery program in the event of any man-made or natural disaster or catastrophic emergency. It serves as the liaison between the Federal Emergency Management Agency, the Department of Homeland Security, the Michigan State Police Emergency Management and Homeland Security Division and the Macomb County Office of Emergency Management in the event that a catastrophic emergency or disaster occurs within the City of Warren. To accomplish these goals, the Emergency Services Division:

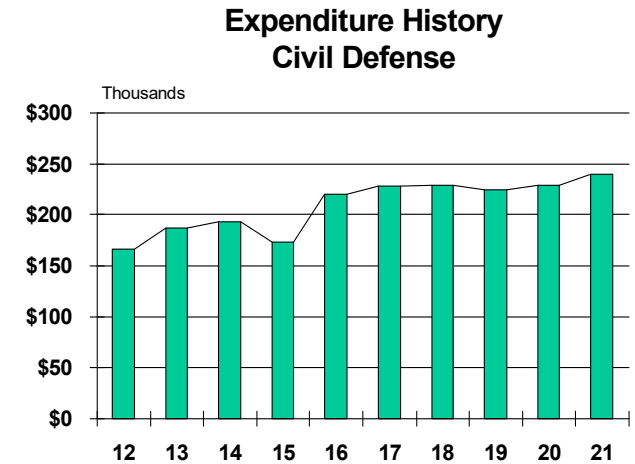
- * Coordinates the emergency management plans and operations for the City of Warren.
- * Maintains disaster response and recovery programs in the event of any type of disaster.
- * Coordinates the training of personnel in emergency planning, disaster response and recovery operations.
- * Coordinates disaster response and recovery plans and procedures with other agencies, local organizations, businesses, school districts, and volunteer agencies such as the American Red Cross and Salvation Army.
- * Conducts public information programs on storm safety and sustainability in the event of any type of disaster.
- * Maintains the City of Warren's public warning system of sirens and radio and television alert systems in the event of any type of disaster.
- * Maintains an up-to-date resource directory of City, County, State, Federal and private resources that can be utilized in the event of a City emergency or disaster.
- * Conducts simulated disaster exercises, using the resources of the City as well as private entities to test emergency plans and procedures and evaluate the City's level of preparedness.
- * Prepares annual reports, quarterly activity reports, quarterly personnel and administrative expense reports as well as other reports mandated by the Michigan State Police's Emergency and Homeland Security Division.
- * Serves as the City of Warren's local agent in documenting and gathering the necessary data to be submitted for any disaster relief funds.
- * Coordinates the response and the reporting of any hazardous and toxic material spills or accidents.
- * Reviews the industrial plans for hazardous and toxic material spills or accidents.

CIVIL DEFENSE

Fiscal 2023 Performance Objectives

1. To continue working with active Citizens Emergency Response Team (CERT) members and provide them the materials needed to maintain their readiness for the City of Warren.
2. To maintain a current disaster response and recovery program in the event of a nuclear, technological, or natural disaster.
3. To maintain the warning system and sirens within the City of Warren.
4. To coordinate training and planning for an emergency or disaster and assist with the recovery process for the incident.
5. To participate in full-scale exercises with General Motors, the Tank Arsenal and Fitzgerald Public Schools regarding Active Shooters, Civil Disorder and Rescue Task Force.
6. To provide public schools, local churches and local businesses with security and building assessments upon request.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Responses to disaster or emergency incidents	12	19	15	25
Emergency operation plans reviewed	2	53	50	53
Michigan State Police Emergency Management Division meetings attended	51	32	32	35
Macomb County Emergency Management Meetings attended	58	47	43	50
MSP emergency management training classes attended	2	17	10	25
Functional/full-scale exercises	1	5	3	5
Orientation/table top preparation exercises	2	15	10	15
Hazard analysis & risk assessment	2	38	30	38
Chemical inventory reports processed	2	18	18	18



GENERAL FUND PERSONNEL

<u>POLICE DEPARTMENT - CIVIL DEFENSE</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Sergeant	1	\$ 103,807	1	\$ 106,403	1	\$ 106,403		
Overtime	—	8,000	—	8,000	—	8,000		
Total Personnel	<u>1</u>		<u>1</u>		<u>1</u>			

(a) Wage rates include holiday pay and are based on W.P.C.O.A. contract that expires 6/30/23.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SAFETY</u> <u>CIVIL DEFENSE</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 100,163	\$ 48,898	\$ 97,906	\$ 97,906	Police Officer	101,360	\$ 101,360	
8,752	3,966	8,000	8,000	Overtime	8,000	8,000	
-	-	100	100	Shift Premium	100	100	
				Employee Benefits:			
950	-	950	950	Gun Allowance	950	950	
600	-	600	600	Education Allowance	600	600	
600	-	600	600	Cleaning Allowance	600	600	
1,707	783	1,683	1,683	Social Security	1,770	1,770	
5,119	1,866	5,251	5,251	Holiday Pay	5,437	5,437	
26,106	14,160	22,142	22,142	Employee Insurance	22,508	22,508	
52,211	27,364	52,211	52,211	Retiree Health Insurance	47,503	47,503	
-	-	-	-	Bonus/Sick Redemption	2,330	2,330	
2,720	-	2,720	2,720	Longevity	2,720	2,720	
32,467	17,988	35,980	35,980	Retirement Fund	38,359	38,359	
349	437	750	750	Uniforms	750	750	
				Supplies:			
1,491	518	1,500	1,500	Operating Expense	1,500	1,500	
				Other Services and Charges:			
5,041	4,500	15,000	15,000	Contractual Services	15,000	15,000	
1,215	520	1,200	1,200	Public Utilities	1,500	1,500	
<u>\$ 239,491</u>	<u>\$ 121,000</u>	<u>\$ 246,593</u>	<u>\$ 246,593</u>	Total Civil Defense	<u>\$ 250,987</u>	<u>\$ 250,987</u>	

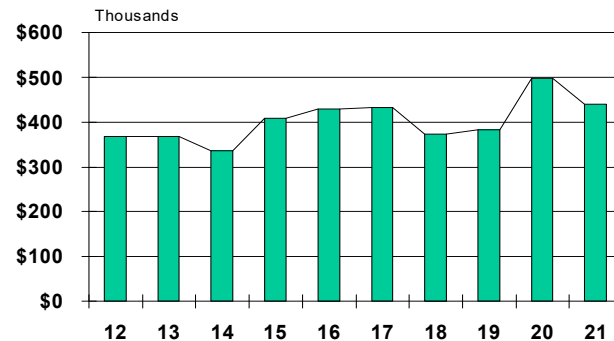
DEPARTMENT OF PUBLIC SERVICE

The Department of Public Services is responsible for overseeing and coordinating the activities of the following divisions:

1. Building - permits, licensing, inspections.
2. Rental – permits and inspections.
3. Maintenance - care and cleaning of city owned buildings, lawn maintenance, and snow removal of same.
4. Property Maintenance – investigate property maintenance complaints, weed removal.
5. Public Works - year-round road maintenance, city signage, storm sewers, vehicle maintenance for all city vehicles.
6. Sanitation - garbage pickup, yard waste pickup, curbside recycling, and operation of drop-off center.
7. Engineering - construction and maintenance of roads, sidewalks and inspections of all projects.
8. Water - construction, maintenance of water and sewer lines and appurtenances.
9. Waste Water Treatment Plant - treatment of all wastes delivered to plant and establishment of storm water management plan meeting government controls.

In addition to the sample-listed services, there are internal jobs for each division such as payroll, safety and accident reporting, personnel matters, etc. Other duties include processing contracts, special assessments, payment of all street lighting and traffic signals, nuisance abatements, and handling many residents' petitions and/or problems.

**Expenditure History
Public Services Director**



GENERAL FUND PERSONNEL

<u>PUBLIC SERVICES DIRECTOR</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director of Public Services	1	\$ 126,759	1	\$ 129,294	1	\$ 129,294		
Administrative Supervisor/Citistat Coordinator	1	78,440	1	80,009	1	80,009		
Office Coordinator Public Service	1	81,270	1	82,895	1	82,895		
Administrative Clerk	<u>1</u>	55,799	<u>1</u>	56,915	<u>1</u>	56,915		
Total Personnel	<u>4</u>		<u>4</u>		<u>4</u>			

(a) Wage rates are based on Local 412 Unit 35 and Local 227 contract that expire 6/30/23.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>PUBLIC SERVICES DIRECTOR</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 128,559	\$ 65,617	\$ 125,373	\$ 125,373	Appointed Official	\$ 129,798	\$ 129,798	
147,010	68,870	205,316	205,316	Permanent Employees	220,676	220,676	
-	-	-	-	Temporary/Co-op	-	-	
503	-	-	-	Overtime	-	-	
				Employee Benefits:			
21,192	10,399	25,817	25,817	Social Security	28,392	28,392	
62,141	33,219	81,472	81,472	Employee Insurance	82,734	82,734	
42,351	20,020	45,417	45,417	Retiree Health Insurance	28,450	28,450	
-	-	-	-	Bonus/Sick Redemption	12,420	12,420	
6,800	3,400	6,800	6,800	Longevity	7,939	7,939	
-	300	300	-	Clothing Allowance	300	300	
28,281	13,819	33,749	33,749	Retirement Fund	37,113	37,113	
2,362	1,088	4,200	4,200	Office Supplies	9,000	9,000	
				Other Services and Charges:			
603	445	2,000	2,000	Postage	2,000	2,000	
-	-	600	600	Vehicle Maintenance	600	600	
626	432	1,575	1,575	Telephone & Radio	1,567	1,567	
				Capital Outlay:			
-	-	-	-	Office Equipment	9,000	9,000	
<u>\$ 440,428</u>	<u>\$ 217,609</u>	<u>\$ 532,619</u>	<u>\$ 532,319</u>	Total Public Services Director	<u>\$ 569,989</u>	<u>\$ 569,989</u>	

ENGINEERING DIVISION

The Engineering Division is responsible for delivering a cost effective infrastructure system. The division assesses the condition of the present road, sidewalk, storm sewer, and sanitary sewer and water main systems; establishes a priority for system upgrades; pursues avenues for construction funding, designs and specifies the proposed construction work; and oversees the contract work that provides an improved infrastructure system. In addition, the Engineering Division services all city divisions, departments and commissions as they seek to restore, maintain and upgrade the city facilities and properties under their jurisdiction.

The Engineering Division maintains and updates all records of city utilities, streets and addresses, as well as all project specific contract records and "as-built" construction information. All such records are available to prospective developers, builders, architects, engineers, commercial and industrial facility operators and residents. All private development site plans, including subdivisions, condominium projects and commercial and industrial facilities are reviewed by the Engineering Division for impact to the surrounding area, and compatibility to the local infrastructure system. The Engineering Division inspects all utility work within city right-of-ways and easements and on large private developments.

To meet the demands of the city, its businesses and residents, the Engineering Division is organized into four functional areas, including:

Field Engineering: to provide electronic survey data of existing conditions; layout proposed contract work; inspect city contracted infrastructure system improvements and privately contracted work within city right-of-way and easements; inspect the condition of all city streets and sidewalks and investigate citizen complaints.

Drafting/Mapping: to utilize field-generated survey data to draft proposed infrastructure system improvements; upgrade, update and distribute city infrastructure maps, record all municipal underground utility locations; and provide construction standards and city-owned utility information to the public.

Civil Engineering: to assess existing conditions; prioritize infrastructure system improvements; determine feasibility of design options; implement the optimal design option; manage the contract letting process, provide contract oversight and administration, perform reviews of all proposed private site work within the city and issue permits for that work.

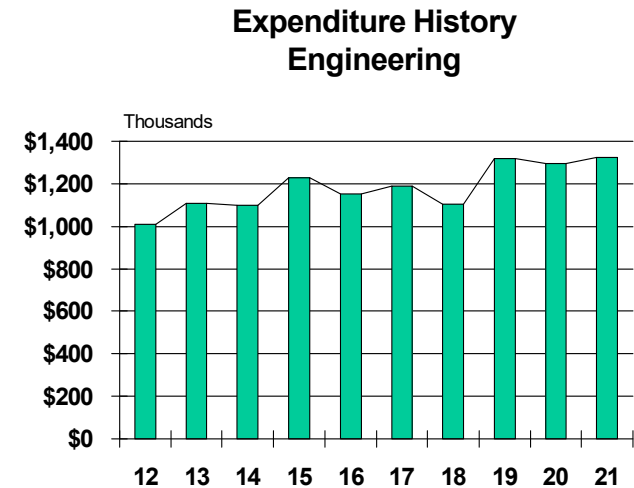
Office Management: to maintain parcel, private development and city contract records; manage personnel, monitor and post necessary cost accounting information; effectively communicate proposed programs and projects to other city departments and the public and interact daily with citizens regarding infrastructure and roadway complaints and concerns.

ENGINEERING DIVISION

Fiscal 2023 Performance Objectives

1. To continue to maintain and provide updated public utility information to residents, business owners, developers and all City departments.
2. To continue implementation of the city's goal of repairing all defective sidewalks in Warren within the next calendar year.
3. To continue to provide high quality inspection of all public and private construction within the city.
4. To continue implementation of the local roadway repair program.
5. To continue to oversee remediation of known and unknown illicit connections to the city's storm sewer and ultimately the waters of the State.
6. To provide restoration to sanitary/water repair locations within the City.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Engineering and inspection revenues	116,000	90,000	70,000	80,000
Private and public engineering permits	106	150	110	120
Planning reviews	93	140	110	120
Site plan reviews	392	500	400	400
Sign permit structural reviews	19	40	40	40
Resident complaint evaluations	629	700	700	700
Sidewalk locations inspected & repaired	-	450	455	500
Street repairs	130	180	100	200
Sanitary/Water locations – repair/restoration	428	425	400	400
Storm water drain connections/repairs	8	10	15	15
Illicit connection, evaluation, review and remediation	-	2	2	2



GENERAL FUND PERSONNEL

<u>ENGINEERING DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Engineering GIS Specialist	1	\$ 77,652	1	\$ 79,205	1	\$ 79,205		
Engineering Clerical Technician	1	59,888	1	61,086	1	61,086		
<u>Engineering Field:</u>								
Engineering Field Supervisor	1	88,504	1	90,272	1	90,272		
Engineering Technician	1	76,690	1	78,229	1	78,229		
Construction Specialist	1	72,488	1	73,944	1	73,944		
Engineering Specialist	1	65,749	1	67,059	1	67,059		
Temporary Employees - Inspections		74,000		148,000		148,000		
Temporary Employee - Engineer		-		74,000		74,000		
Overtime - Clerical		500		500		500		
Overtime - Engineers & Inspectors	—	125,000	—	130,000	—	130,000		
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>			

(a) Wage rates are based on Warren Supervisors and Local 227 contracts that expire 6/30/23.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>ENGINEERING AND INSPECTIONS</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 348,904	\$ 176,179	\$ 363,606	\$ 363,606	Engineers & Inspectors	\$ 388,280	\$ 388,280	
55,639	29,908	60,122	60,122	Permanent Employees - Clerical	61,324	61,324	
15,660	3,520	74,000	74,000	Temporary Employees- Inspection	148,000	148,000	
-	-	-	-	Temporary Employee- Engineer	74,000	74,000	
76,905	66,549	125,000	125,000	Overtime - Engineers & Inspectors	130,000	130,000	
157	-	500	500	Overtime - Clerical	500	500	
				Employee Benefits:			
38,089	21,317	48,368	48,368	Social Security	63,486	63,486	
122,718	65,379	138,421	138,421	Employee Insurance	170,573	170,573	
122,444	58,588	130,420	130,420	Retiree Health Insurance	78,699	78,699	
-	-	-	-	Bonus/Sick Redemption	17,575	17,575	
8,845	6,299	9,032	9,032	Longevity	9,587	9,587	
194,320	99,038	195,583	195,583	Retirement Fund	196,649	196,649	
1,148	1,143	1,800	1,200	Uniforms/Clothing	1,500	1,500	
17,350	6,547	21,000	21,000	Office Supplies	22,000	22,000	
				Other Services and Charges:			
70,054	226,883	951,851	830,500	Contractual Services	311,800	311,800	
4,418	-	20,000	20,000	Contractual Services - Software Services	23,500	23,500	
13,772	12,230	98,700	98,700	Contractual Services - Inspectors	93,800	93,800	
804	291	800	800	Postage	800	800	
300	-	900	900	Telephone & Radio	3,000	3,000	
11,064	9,433	15,000	15,000	Auto Expense	25,000	25,000	
8,105	7,650	14,600	14,600	Memberships and Dues	13,150	13,150	
158,434	77,112	154,223	154,223	Transfer to W&S System/Engineering Svcs.	159,530	159,530	
				Capital Outlay:			
29,421	-	66,000	66,000	Equipment - Vehicles	80,000	80,000	
13,418	1,648	16,500	15,000	Equipment - Survey Equipment	10,000	10,000	
12,667	10,389	18,750	9,750	Equipment - Office	17,500	17,500	
<u>\$ 1,324,636</u>	<u>\$ 880,103</u>	<u>\$ 2,525,176</u>	<u>\$ 2,392,725</u>	Total Engineering and Inspections	<u>\$ 2,100,253</u>	<u>\$ 2,100,253</u>	

BUILDING INSPECTIONS DIVISION

In spite of COVID-19, Fiscal year 2021 was a continuation of robust building activity with 10,816 permits issued. Building permits for alterations and remodeling indicate substantial reinvestment within the City of Warren. This continued level of activity reflects the vitality of our residential and business community. Construction valuation amounted to \$290,986,061 and total Building Division permit fees collected amounted to \$5,598,509, an increase of \$1,072,191 in revenue due mainly to an increase in permit activity and AU Marihuana.

The Building Division continues to review existing buildings to identify possible areas of building maintenance affecting a building's aesthetic value, life safety systems and fire safety. Maintenance of life safety systems and fire resistive construction is required to ensure a building's ability to perform during emergency conditions, while maintenance of a building's exterior plays a significant role in the image presented by the building to the surrounding neighborhood.

The Building Division will aggressively pursue code enforcement of new ordinances, including the Michigan Medical Marihuana Act (MMMA), the Medical Marihuana Facilities Licensing Act (MMFLA), and the Michigan Regulation and Taxation of Marihuana Act, in commercial properties for compliance. We will also monitor vacant commercial / industrial properties. Enforcement is coordinated with Building, Zoning, Assessing and Property Maintenance Inspectors along with Fire and Police.

The Certificate of Compliance program for new businesses or changes in the use of existing commercial buildings has proven to be very effective in getting code violations corrected and properties properly upgraded. The program performed over 250 investigations resulting in 250 new businesses established in existing buildings for Fiscal year 2021.

The Division of Building Inspections maintains well-balanced monitoring of building and development in the City of Warren. Thorough inspections of residential construction assure homeowners that their dwellings are constructed in a safe and sound manner. Inspectors monitor construction sites on a daily basis for compliance to construction standards and ordinances prescribed by the State of Michigan and local laws and regulations.

Building Division personnel are trained and registered professionals monitored by the State of Michigan, Bureau of Construction Codes. The Building Director monitors training and advanced education of all inspectors employed by the City, as required by the State. Technical improvements, along with team building, are a top priority. The City of Warren Building Division has implemented phase 1 of its online permitting and will complete its online inspection and plan review portal in 2022.

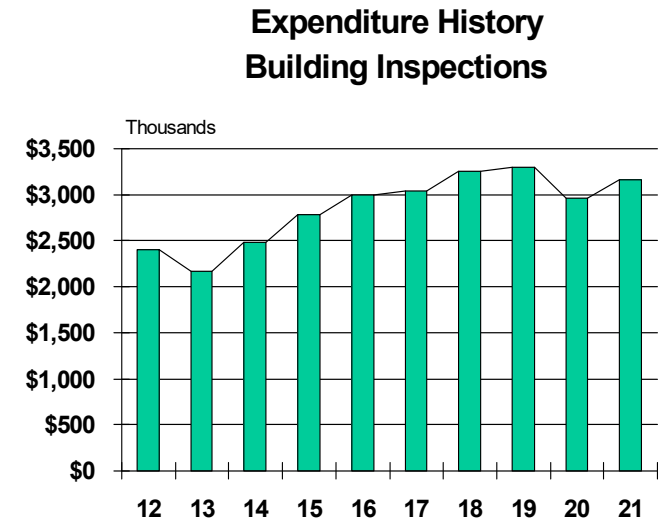
The Division's overall goal is to strengthen the emphasis on neighborhood stabilization, protection of lives and property, to have a strong presence in the older sections of Warren and to implement and complete the transition to on-line permitting and inspection requests along with paperless document submission. These goals are strongly supported through effective code enforcement performed by knowledgeable and competent staff providing a user-friendly environment for the public.

BUILDING INSPECTIONS DIVISION

Fiscal 2023 Performance Objectives

1. To promptly investigate citizen complaints for eyesores.
2. To improve permit application process, including paperless applications.
3. To promote a safe Marihuana Industry by code compliance and revised ordinances
4. To remove unsafe structures under the Nuisance Abatement program.
5. To monitor new construction and demolition projects.
6. To continue manufactured home park inspections, including vigorous State and local ordinance enforcement.
7. To complete the installation of BS&A online permits and inspection requests portal.
8. To continue mandatory employee training and improvement of job performances.
9. To continue to create a model Building Department that will set the standard for Southeast Michigan.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Nuisance abatement inspections	103	200	120	95
Certificates of Compliance - commercial	250	350	320	300
City Certification - residential	281	500	300	310
Building permits	2,180	2,750	2,400	2,450
Plumbing permits	1,069	1,700	1,400	1,500
Electrical permits	2,247	2,500	2,500	2,400
Mechanical permits	2,171	2,100	2,200	2,250
Demolition permits	48	65	80	70
Miscellaneous permits	1,772	3,000	2,000	2,100
Building inspections	5,654	9,000	6,500	6,700
Plumbing inspections	4,842	7,000	5,000	5,500
Electrical inspections	5,118	9,000	6,000	6,500
Mechanical inspections	4,358	6,000	5,500	5,600
Zoning inspections	3,157	9,000	5,000	5,500
Zoning Board of Appeals – applications	104	170	150	140
Plan reviews	694	800	750	750
Demolition inspections	84	150	100	125
Court violations	854	1,600	1,000	900
Mobile home park investigations	83	100	90	90
Medical Marihuana (MMMA)	63	100	80	80
Medical Marihuana (MMFLA)	78	220	180	200
Adult Use Marihuana (MRTMA)	19	160	200	300



GENERAL FUND PERSONNEL

<u>BUILDING INSPECTION DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director of Building & Safety Engineering	1	\$ 118,167	1	\$120,530	1	\$120,530		
Building Plan Examiner	1	90,255	1	92,060	1	92,060		
Assistant Plans Examiner - Building	1	73,785	1	75,261	1	75,261		
<u>Chief Inspectors:</u>								
Electrical	1	86,251	1	87,976	1	87,976		
Building	1	86,251	1	87,976	1	87,976		
Plumbing	1	86,251	1	87,976	1	87,976		
Zoning	1	86,251	1	87,976	1	87,976		
Mechanical/Heating Inspector	1	86,251	1	87,976	1	87,976		
<u>Inspectors:</u>								
Zoning	4	73,785	6 (b)	75,261	6 (b)	75,261		
Building	2	73,785	2	75,261	2	75,261		
Plumbing	1	73,785	1	75,261	1	75,261		
Electrical	2	73,785	2	75,261	2	75,261		
Mechanical/Heating Inspector	1	73,785	1	75,261	1	75,261		
<u>Clerical:</u>								
Office Coordinator - Building	1	81,270	1	82,895	1	82,895		
Administrative Clerical Technician	1	59,888	1	61,086	1	61,086		
Administrative Clerk	2	55,799	2	56,915	2	56,915		
Office Assistant	1	40,174	1	40,977	1	40,977		
Temporary Employees - Inspections		175,000		175,000		175,000		
Temporary/Co-op		70,000		70,000		70,000		
Overtime - Clerical		5,000		5,000		5,000		
Overtime - Inspectors	—	29,830	—	40,000	—	40,000		
Total Personnel	<u>23</u>		<u>25</u>		<u>25</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(b) New position.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>BUILDING INSPECTIONS</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 107,932	\$ 53,931	\$ 116,875	\$ 116,875	Supervisory	\$ 121,000	\$ 121,000	
1,098,579	564,098	1,306,523	1,306,523	Inspectors	1,499,042	1,499,042	
248,241	143,368	295,205	295,205	Permanent Employees - Clerical	293,677	293,677	
22,565	26,633	175,000	175,000	Temporary Employees- Inspection	175,000	175,000	
27,112	22,101	70,000	70,000	Temporary/Co-op	70,000	70,000	
25,829	31,475	29,830	29,830	Overtime - Inspectors	40,000	40,000	
431	500	5,000	5,000	Overtime - Clerical	5,000	5,000	
				Employee Benefits:			
116,861	64,504	155,419	155,419	Social Security	176,720	176,720	
468,883	228,870	546,699	546,699	Employee Insurance	594,767	594,767	
446,188	213,353	474,617	474,617	Retiree Health Insurance	288,930	288,930	
-	-	-	-	Bonus/Sick Redemption	71,141	71,141	
30,059	16,963	33,228	33,228	Longevity	33,103	33,103	
-	2,100	2,100	-	Clothing	2,100	2,100	
436,171	220,338	459,070	459,070	Retirement Fund	466,474	466,474	
4,963	2,690	10,000	10,000	Fees and Per Diem	10,000	10,000	
33,810	6,617	34,000	34,000	Office Supplies	34,000	34,000	
				Other Services and Charges:			
7,107	1,829	10,000	10,000	Postage	14,000	14,000	
2,877	668	16,550	16,550	Telephone & Radio	17,363	17,363	
				Nuisance Abatements:		-	
3,910	170	9,500	9,500	Title Search	9,500	9,500	
-	-	25,000	25,000	Demolition Expense	25,000	25,000	
6,145	7,120	68,650	68,650	Contractual Services	196,500	196,500	
51,495	18,418	55,900	55,900	Software Services	12,000	12,000	
29,937	15,008	28,000	28,000	Vehicle Maintenance	37,000	37,000	
				Capital Outlay:			
-	112	80,907	33,750	Equipment - Office	21,000	21,000	
-	-	128,000	128,000	Equipment - Vehicles	128,000	128,000	
\$ 3,169,095	\$ 1,640,866	\$ 4,136,073	\$ 4,086,816	Total Building Inspections	\$ 4,341,317	\$ 4,341,317	

D.P.W. FLEET MAINTENANCE

The D.P.W. Fleet Maintenance Division is now responsible for the maintenance of all motorized equipment for all divisions in the City.

As of June 2008, D.P.W. has absorbed Sanitation and Water along with its mechanics to consolidate all City repairs inside the D.P.W. Garage. In 2010, maintenance of fire apparatus equipment was added. In December 2016 DPW moved the garage from 12801 to 12821 Stephens (in the back of the Water garage). We also added a central lube system for the mechanics, which will streamline repairs and maintenance in the future.

D.P.W. provides the maintenance for over 600 licensed vehicles, such as staff cars, marked and unmarked police units and motorcycles, a variety of trucks and special equipment, such as motor graders, excavators, fire trucks, bulldozers, street sweepers, front end loaders and sewer vector jets.

Fleet Maintenance checks and winterizes the entire fleet of vehicles/equipment each year prior to November 15th, and responding to road calls for service to repair vehicles in the field to minimize down time.

The garage also maintains some 60 small pieces of equipment such as riding and push mowers, weed whips, portable generators and gas-powered pumps, etc. In addition to motorized equipment, the operation maintains over 80 non-motorized units, including snowplows, salt spreaders, flail and rotary deck mowers and utility trailers.

Another responsibility of Fleet Maintenance is to maintain an up-to-date inventory of frequently used parts as well as maintain an up-to-date inventory system that insures sufficient quantities of proper parts, tools, and materials are stocked.

The employees that make up this section have been able to provide on-time preventive maintenance and an improved fleet, while doing the majority of repairs and maintenance in-house.

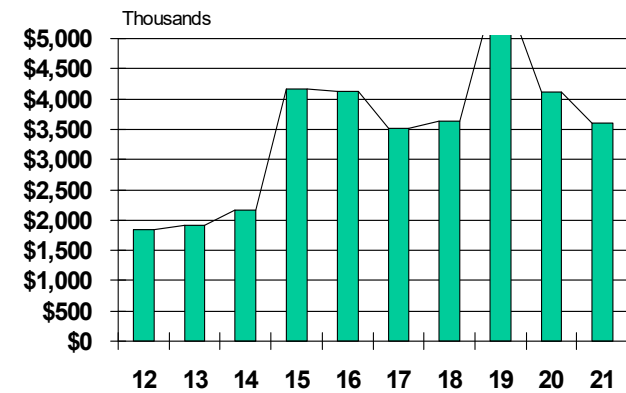
D.P.W. FLEET MAINTENANCE

Fiscal 2023 Performance Objectives

1. To provide and arrange new vehicle technical training for ever-increasing diagnosis changes.
2. To maintain a high level of maintenance at the best price possible through competitive bids.
3. To continue the fleet consolidation program.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
3,000 mile maintenance cycles/Police vehicles	500	505	505	500
6 Months maintenance cycles/all other vehicles	350	390	350	350
Pre-season maintenance street sweepers	4	4	4	4
Pre-season maintenance salt trucks	50	51	50	50
Lube, oil, filter	500	505	500	500
Brakes	600	600	600	600
Tires-occurrences	750	750	750	750
Tune-ups	20	20	30	30
Transmissions	40	40	40	40
Road calls	320	350	350	350
A/C recycling/recovery service	85	85	85	85
Miscellaneous minor repairs	4,975	6,000	6,000	6,000

**Expenditure History
D.P.W. Fleet Maintenance**



GENERAL FUND PERSONNEL

<u>D.P.W. FLEET MAINTENANCE DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Associate Manager	1	\$ 90,715	1	\$ 92,529	1	\$ 92,529		
Fleet Maintenance Mechanic	11	75,046	11	76,544	11	76,544		
Parts Clerk Technician	1	62,421	1	63,669	1	63,669		
General Laborer Tier II	-	-	1 (b)	39,062	1 (b)	39,062		
Temporary Employees		75,000		40,000		40,000		
Overtime - Temporary		1,500		3,500		3,500		
Overtime - Mechanics	—	75,000	—	100,000	—	100,000		
Total Personnel	<u>13</u>		<u>14</u>		<u>14</u>			

(a) Wage rates are based on Local 412 Unit 35 and Local 227 contracts that expires 6/30/23.

(b) New position.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>D. P. W. FLEET MAINTENANCE</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 814,853	\$ 409,704	\$ 988,558	\$ 988,558	Mechanics Wages	\$ 1,051,228	\$ 1,051,228	
47,292	20,358	75,000	75,000	Temporary Employees	40,000	40,000	
29,664	12,523	75,000	75,000	Overtime - Mechanics	100,000	100,000	
-	22	1,500	1,500	Overtime - Clerical/Temporary	3,500	3,500	
				Employee Benefits:			
68,984	33,450	89,698	89,698	Social Security	95,688	95,688	
253,275	117,699	295,403	295,403	Employee Insurance	315,233	315,233	
314,094	149,484	335,389	335,389	Retiree Health Insurance	197,823	197,823	
-	-	-	-	Bonus/Sick Redemption	17,809	17,809	
26,271	6,800	31,193	31,193	Longevity	37,997	37,997	
279,824	141,835	300,671	300,671	Retirement Fund	303,253	303,253	
3,474	2,000	3,600	3,600	Uniforms/Clothing	4,200	4,200	
				Supplies:			
122,417	21,641	232,950	232,950	Operating Supplies	386,850	386,850	
108,611	60,518	135,000	135,000	Gasoline & Diesel Oil	145,000	145,000	
				Other Services and Charges:			
179,316	143,882	366,370	366,370	Contractual Services	489,500	489,500	
420,944	102,945	500,000	500,000	Tree Maintenance	1,000,000	1,000,000	
10,039	4,209	16,500	16,500	Telephone & Radio	18,000	18,000	
632,510	269,173	1,300,000	1,300,000	Vehicle Maintenance Expense	1,500,000	1,500,000	
79,654	23,969	115,000	115,000	Public Utilities	125,000	125,000	
40,547	9,551	100,000	100,000	Building & Grounds Maintenance	150,000	150,000	
54,091	-	68,154	68,154	Reimbursement to Major Streets	74,233	74,233	
54,536	-	88,154	88,154	Reimbursement to Local Streets	104,233	104,233	
				Capital Outlay:			
-	-	700,000	700,000	Capital Improvements	700,000	700,000	
58,942	222,513	2,182,000	2,182,000	Equipment & Machinery	1,835,000	1,835,000	
<u>\$ 3,599,338</u>	<u>\$ 1,752,276</u>	<u>\$ 8,000,140</u>	<u>\$ 8,000,140</u>	Total D.P.W. Fleet Maintenance	<u>\$ 8,694,547</u>	<u>\$ 8,694,547</u>	

BUILDING MAINTENANCE

The Building and Grounds Maintenance Division oversees the maintenance section and janitorial section. It consists of two shifts, the maintenance section along with two janitors works the day shift and the janitorial section works the afternoon shift.

The goal of the Building and Grounds Maintenance Division is to maintain and clean city buildings for the purpose of continuing the efficient operation of city government.

The Building and Grounds Maintenance Superintendent is available on a 24-hour, seven-day basis to handle all emergency situations.

The maintenance section is responsible for the overall operations of the City Hall building, Warren Police Headquarters, 37th District Court building and the parking structure. Maintenance is responsible for the preventative maintenance of over 50 heating, cooling and ventilating units that require quarterly filter changing, lubricating, belt changing and constant monitoring. This includes maintenance and repair of the boilers.

Maintenance is responsible for minor electrical problems, changing light bulbs, minor plumbing problems, minor foundation and roof leaks, lawn irrigation systems, moving furniture, remodeling, painting and assisting with shipping and receiving. Maintenance is also responsible for snow removal, lawn cutting, minor tree trimming and lawn upkeep for the City Hall building, Warren Police Headquarters, the 37th District Court building, the parking structure and the four branch libraries. They also maintain the north east corner lot of Chicago and Van Dyke called the "W".

The Building and Grounds Maintenance Division oversees the city's outside contractors for heating and cooling, electrical work and roof repairs. This includes the Stilwell and Coach Manor complexes, Water Garage, and the D.P.W. buildings.

The Janitorial Section is responsible for cleaning the City Hall building, Warren Police Headquarters building and the 37th District Court as well as the Mayor's office and Police substation at Civic Center South. This section is responsible for cleaning all offices, public areas and restrooms, including the cell blocks at the Warren Police Headquarters building.

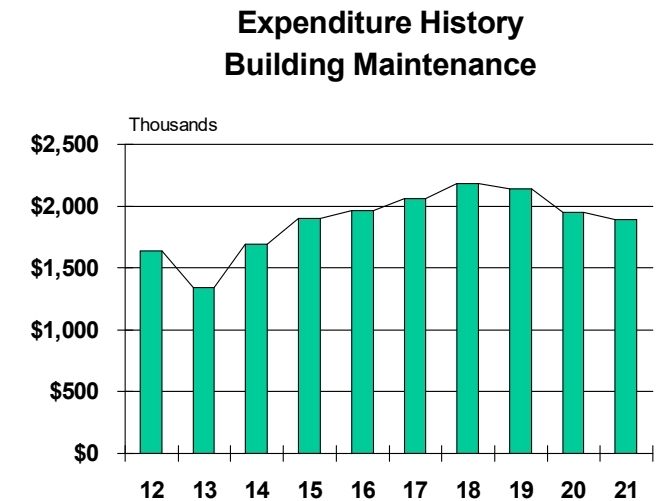
While City Hall, the Warren Police Headquarters, the 37th District Court, parking structure and libraries are the main concern of the Building and Grounds Maintenance Division, this division will also assist in both inside and outside maintenance at other city owned buildings.

BUILDING MAINTENANCE

Fiscal 2023 Performance Objectives

1. To maintain City Hall, parking structure, 37th District Court and the Warren Police headquarters in the most cost effective manner.
2. To promptly respond to emergencies and breakdowns.
3. To continue to make necessary repairs using in-house Maintenance staff.
4. To maintain contracts with vendors to perform technical maintenance and repairs such as HVAC, Electrical and Plumbing.
5. To continue to train Maintenance Tech and Janitors to improve job performance.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Air handler filter change	12	12	12	12
Outside light repairs	50	50	50	50
Parking lot lights maintenance	4	4	4	4
Exhaust fans maintenance	4	4	4	4
Grass cutting	28	28	28	28
Emergency generator exercise	52	52	52	52
Sump pump maintenance	4	4	4	4
Emergency lighting maintenance	4	4	4	4
Fire extinguisher maintenance	12	12	12	12
U.P.S. battery checks	4	4	4	4
Gas tank checks	12	12	12	12
Snow removal	25	25	25	25
Boiler maintenance	25	25	25	25
Boiler pump maintenance	4	4	4	4
U.P.S. battery replacement	-	-	-	-
Ship files to Water Garage storage	15	15	15	15
Work request orders	90	90	120	120



GENERAL FUND PERSONNEL

<u>BUILDING MAINTENANCE</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Building and Grounds Superintendent	1	\$ 90,715	1	\$ 92,529	1	\$ 92,529		
Foreman	1	78,478	1	80,038	1	80,038		
Building Maintenance Specialist	4	63,710	4	64,979	4	64,979		
General Laborer Tier II	11	38,293	12 (b)	39,062	12 (b)	39,062		
Administrative Clerk	<u>1</u>	55,799	<u>1</u>	54,705	<u>1</u>	54,705		
Temporary Employees		25,000		-		-		
Overtime	—	30,000	—	36,000	—	36,000		
Total Personnel	<u>18</u>		<u>19</u>		<u>19</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(b) New position.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

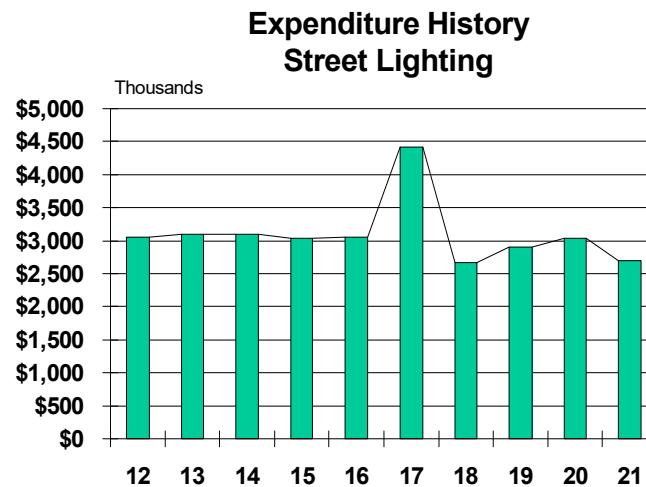
FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>BUILDING MAINTENANCE</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 80,392	\$ 47,456	\$ 89,723	\$ 89,723	Superintendent	\$ 92,890	\$ 92,890	
601,523	374,227	807,662	807,662	Permanent Employees	879,110	879,110	
7,615	-	25,000	25,000	Temporary Employees	-	-	
18,554	6,574	30,000	30,000	Overtime	36,000	36,000	
				Employee Benefits:			
55,077	33,234	74,389	74,389	Social Security	80,445	80,445	
177,080	114,209	322,856	322,856	Employee Insurance	341,210	341,210	
270,357	128,627	288,899	288,899	Retiree Health Insurance	166,935	166,935	
-	-	-	-	Bonus/Sick Redemption	21,877	21,877	
14,905	6,800	20,058	20,058	Longevity	21,183	21,183	
451,786	234,194	458,249	458,249	Retirement Fund	449,660	449,660	
1,196	3,497	1,500	1,500	Uniforms/Clothing	5,700	5,700	
53,384	30,697	81,700	81,700	Operating Supplies	81,700	81,700	
				Other Services and Charges:			
40,943	5,817	95,000	95,000	Maintenance Supplies	95,000	95,000	
121,010	46,975	177,816	177,816	Contractual Services	177,816	177,816	
278	166	830	830	Telephone and Radio	790	790	
2,066	2,013	10,000	10,000	Vehicle Maintenance	10,000	10,000	
				Capital Outlay:			
-	4,750	85,000	85,000	Capital Improvements	-	-	
				Vehicles	60,000	60,000	
-	-	68,000	68,000	Equipment - Maintenance	19,500	19,500	
<u>\$ 1,896,166</u>	<u>\$ 1,039,236</u>	<u>\$ 2,636,682</u>	<u>\$ 2,636,682</u>	Total Building Maintenance	<u>\$ 2,539,816</u>	<u>\$ 2,539,816</u>	

STREET LIGHTING

The City of Warren currently has in excess of 13,600 streetlights throughout our residential neighborhoods and main business thoroughfares, all conforming to the Illuminating Engineering Society of North America (I.E.S.) standards.

This lighting level provides excellent convenience and safety benefits for Warren residents and the public including:

- Aid to police protection.
- Reduction in night accidents and attendant economic losses.
- Facilitation of flow of traffic.
- Promotion of business and industry during night hours.



GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>PUBLIC SERVICES</u> <u>HIGHWAY STREET LIGHTING</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 2,699,282	\$ 1,110,484	\$ 2,875,000	\$ 2,875,000	Street Lighting	\$ 3,000,000	\$ 3,000,000	
<u>\$ 2,699,282</u>	<u>\$ 1,110,484</u>	<u>\$ 2,875,000</u>	<u>\$ 2,875,000</u>	Total Street Lighting	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>	

PLANNING

The Department of Planning provides professional advice and guidance to the Planning Commission, Mayor, City Administration, City Council and the general public on all City general planning matters. The Department prepares plans and studies, and provides information and guidance toward the orderly growth and redevelopment of our City.

City Planners apply sound planning practice and principals and use their professional foresight and skills to coordinate the location, extent and timing of public and private improvements. This professional planning helps prevent the numerous problems that result from unplanned growth and development and the failure to preserve and redevelop existing infrastructure.

The basic tools of the Planning Director are the zoning ordinance (Ordinance No. 30, as amended), the Master Plan, Subdivision Regulations, other related city codes and ordinances, and State of Michigan enabling laws, as well as resources such as APA, MAP, the United States Census, SEMCOG and other similar statistical, marketing and economic development resources.

The Planning Director and staff serve as technical advisors to the Planning Commission regarding all business and communication involving zoning, land use and site development, and planning related matters. They provide professional recommendations to aid the Planning Commission in its decisions.

The public, including residents, developers and business owners, regularly call upon the Department of Planning for advice about zoning and land use, site planning, land divisions, housing assistance, and community development concerns. All requests for the rezoning of property, subdivision of land, site plan approval, splitting and/or combination of lots, and vacating of streets and alleys are first referred to the Department of Planning. Available reference documents for public use include zoning ordinance, zoning maps, City and many other maps and studies which are on file.

The Department of Planning also works with other City departments, boards, and commissions, as well as with many community, private sector, state and federal agencies on City planning, housing, community/economic development projects and related issues. For example, the department provides staff support for the City of Warren Downtown Development Authority (DDA), the Tax Increment Financing Authority (TIFA), and the Community Development Block Grant (CDBG) Technical Committee. The department also provides technical expertise and staff assistance to the City's Economic Development Director and, occasionally, works with the 8 Mile Boulevard Association. The department has assisted in the preparation of the Parks & Recreation Master Plan, which will guide its programming and land adjustments for the next few years.

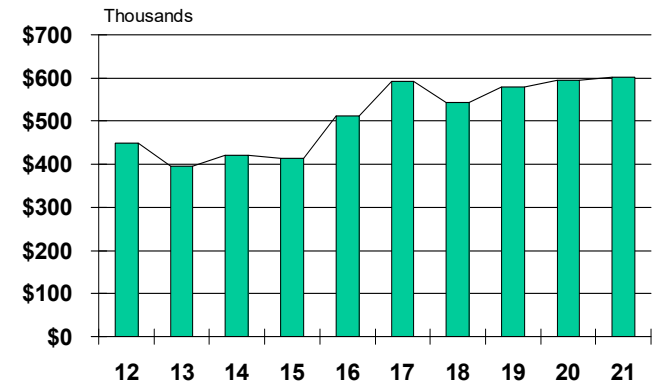
PLANNING

Fiscal 2023 Performance Objectives

1. To continue working on the zoning ordinance, zoning maps, and zoning atlas updates.
2. To begin working on a housing study.
3. To continue working in coordination with Economic Development and MEDC until the City obtains RRC Certification.
4. To begin work on a non-motorized transportation plan & a green space conservation plan.
5. To continue to improve site plan review and recommendation process and update applications.
6. To work on developing and implementing a plan in reference to the new Master Plan for the city's older areas.
7. To assist in the coordination of the G.I.S./database/computer technology development with the Engineering Division and ESRI.
8. To provide planning information and assistance to the Mayor's office and other departments and boards (e.g. providing ZBA Zoning Impact Statements).
9. To assist DDA and TIFA with planning and implementing their tax increment finance and development plans, and CDBG in their economic development efforts in South Warren.
10. To use the new Master Plan, and its action plan when reviewing new projects.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Planning Commission public meetings	22	19	24	24
Site plan/minor amendments reviewed	54	90	95	90
Rezoning and conditional rezoning petitions reviewed	5	15	12	12
Lot splits reviewed for PC/City Council	2	6	3	3
Tabled items reviewed and submitted more than once	22	60	19	18
Bond release inspections	16	44	48	50
Bond releases processed	9	24	40	45
Amendments to zoning ordinance	2	2	2	2
Public Hearing notices mailed	8,514	9,671	10,500	9,671
Alley and street vacations reviewed	2	4	4	4
Lot splits & combinations approved	2	21	36	21
Special land use permits reviewed	2	2	2	2
Office customers served	1,200	1,000	1,200	1,200
City Council meetings attended by Director or staff planner	10	15	15	15
DDA meetings	10	8	8	8
General public inquires	9,516	6,000	9,800	10,000
Impact statements for ZBA	9	40	14	14
CDBG Technical Committee meetings	15	16	16	16
TIFA meetings	10	12	12	12
Acreage parcel splits approved	1	1	1	1
Planned unit development meetings	1	1	1	1
Environmental Advisory Committee	-	-	-	-
Regional planning meetings attended	10	10	10	10
Easement Vacations and Site Condos	1	4	4	4
Miscellaneous	50	61	60	60

Expenditure History Planning



GENERAL FUND PERSONNEL

<u>PLANNING COMMISSION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Planning Director	1	\$ 107,714	1	\$ 109,868	1	\$ 109,868		
Planner III			1 (c)	97,590	1 (c)	97,590		
Planner II	1	86,267	-	-	-	-		
Assistant Planner	1	75,461	1	76,970	1	76,970		
Office Coordinator	1	81,270	1	82,895	1	82,895		
Office Assistant	1	40,174	1	40,977	1	40,977		
Temporary/Co-op - Planning Aide		29,120		35,360		35,360		
Overtime	—	4,000	—	5,000	—	5,000		
Total Personnel	<u>5</u>		<u>5</u>		<u>5</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(c) Reclassification of Planner II to Planner III.

GENERAL FUND APPROPRIATIONS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31		FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				PLANNING			
				Personnel Services:			
\$ 104,441	\$ 58,093	\$ 106,536	\$ 106,536	Appointed Official	\$ 110,296	\$ 110,296	
204,148	155,931	270,178	270,178	Permanent Employees	296,197	296,197	
24,115	10,430	29,120	29,120	Co-op Employee - Planning Aide	35,360	35,360	
1,437	2,636	4,000	4,000	Overtime	5,000	5,000	
11,850	5,250	18,900	18,900	Meeting Allowance	18,975	18,975	
				Employee Benefits:			
26,374	17,840	32,002	32,002	Social Security	36,329	36,329	
62,715	39,852	129,945	129,945	Employee Insurance	132,351	132,351	
79,339	38,509	84,780	84,780	Retiree Health Insurance	52,083	52,083	
-	-	-	-	Bonus/Sick Redemption	18,688	18,688	
8,446	4,250	8,525	8,525	Longevity	8,752	8,752	
-	600	600	-	Clothing	600	600	
37,767	25,446	44,421	44,421	Retirement Fund	49,906	49,906	
10,392	5,618	19,660	19,660	Office Supplies	17,060	17,060	
				Other Services and Charges:			
4,621	2,789	7,000	7,000	Postage	7,000	7,000	
6,600	2,100	70,725	70,725	Contractual Services	140,800	140,800	
25	245	1,170	1,170	Mileage	1,170	1,170	
1,831	756	7,300	7,300	Printing & Publishing	12,000	12,000	
18,365	17,464	18,500	18,500	Membership & Dues	20,950	20,950	
				Capital Outlay:			
-	-	-	-	Office Equipment	22,000	22,000	
<u>\$ 602,466</u>	<u>\$ 387,809</u>	<u>\$ 853,362</u>	<u>\$ 852,762</u>	Total Planning	<u>\$ 985,517</u>	<u>\$ 985,517</u>	

Special Revenue Funds

Special Revenue Funds are self-balancing funds which are used to record events and to exhibit results for a specific area of responsibility. The proceeds of specific revenue sources (excluding special assessments and expendable trusts) that are legally restricted to expenditures for specific purposes are accounted for in Special Revenue Funds.

The Special Revenue Funds of the City are:

- Michigan Transportation Operating Funds Major and Local Roads
- Library Special Revenue Fund
- Recreation Special Revenue Fund
- Communications Special Revenue Fund
- Sanitation Special Revenue Fund
- Rental Ordinance Fund
- Vice Crime Confiscation Fund
- Drug Forfeiture Fund
- Act 302 Police Training Fund
- Downtown Development Authority Fund
- 2011 Local Street Road Repair & Replacement Fund
- Indigent Defense Fund

STREET MAINTENANCE DIVISION

The Street Maintenance Division is responsible for the maintenance of the City's roadways and related utilities. Street Maintenance provides a safe and clean road surface for vehicular traffic, adequate visual direction and a safe, maintained and unobstructed roadside environment. In part, these include 335 miles of local roads, 65 miles of major roads, 17,500 catch basins and manholes, 14 bridges, and numerous other common roadside appurtenances such as guardrails and culverts.

Programs executed by this division annually include a catch basin cleaning program which purges and cleans catch basins that allows the rapid disposal of storm water runoff and drainage. Drainage ditches are cleaned and the culverts are maintained to insure adequate capacity for storm runoff. Street sweeping of paved road surfaces occurs at least four times per year on all major and local roads. In order to maintain safe roads, this activity engages in road patching, alley and shoulder grading and maintenance. Other important programs of the street maintenance division are mowing and weed control, traffic and street sign installation and maintenance, snow and ice removal, and pavement repair and maintenance.

The division uses hot seal patching to repair potholes throughout the City. This system uses forced air to clean pothole surfaces and then fills the void with heated tar and stone aggregate driven through a single pneumatic tube. The tar coated product is applied at such force that it compacts uniformly in the hole. This technology requires fewer maintenance workers, less follow up operations, and reduces waste.

In our concerted effort to improve our City's appearance, road crews will continue this spring to police and oversee the mowing of the median on Mound Road from Eight Mile to Fourteen Mile under an existing contract with Macomb County.

The employees who make up this division's road crews are also called upon to install and remove snow fencing for drift containment, set up crowd control devices at official functions, parades, festivals and disaster sites, and support Police and Fire emergencies as requested.

This division is committed to its residents and endeavors to provide superior service uniformly throughout the community in a timely fashion.

STREET MAINTENANCE DIVISION

Fiscal 2023 Performance Objectives

1. To maintain accurate records of street maintenance work and minimize the number of citizen complaints.
2. To continue an aggressive street sweeping program.
3. To continue an aggressive catch basin cleaning and inspection program.
4. To continue an aggressive road patching program.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Debris & branch pick ups	686	750	750	750
Catch basin inspection/repairs	62	125	125	125
Catch basin cleaning/jetting	160	275	275	275
Chloride	27	35	35	35
Potholes	252	375	375	375
Catch basin covers	29	65	65	65
Ditching	2	25	25	25
Grading/gravel	45	75	75	75
Pavement problems	45	250	225	225
Snowplowing/salting	586	500	700	650
Street stop signs	23	50	50	50
Sweeping	20	30	30	30
Street traffic Signs	174	250	250	250
Sidewalk cold patch/milling	83	80	90	90
Rear yard drainage repair	51	75	75	75
Flooding problems	36	40	40	40
Graffiti location	4	20	20	20
Culvert jetting/repairs	8	15	15	15
Weed spraying	2	10	10	10
Pavement seal patching	-	20	20	20
Tree trimming/stumping/tree removal	1,327	1,000	1,400	1,500
Mosquito pellets	31	50	50	50
Miscellaneous	44	75	75	75

SPECIAL REVENUE FUND PERSONNEL

<u>STREET MAINTENANCE DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Public Works Superintendent	1	\$ 106,012	1	\$ 108,132	1	\$ 108,132		
DPW Associate Manager	1	90,715	1	92,529	1	92,529		
Foreman	2	80,246	2	81,848	2	81,848		
General Maintenance Specialist	21	65,520	21	66,830	21	66,830		
Account Technician	1	62,610	1	63,862	1	63,862		
Fleet Assistant	1	48,939	1	49,918	1	49,918		
Temporary/Co-op	-	-		30,000		30,000		
Seasonal Employees		35,000		40,000		40,000		
Overtime	—	125,000	—	150,000	—	150,000		
Total Personnel	<u>27</u>		<u>27</u>		<u>27</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

Note: The personnel costs for the above employees are reflected in the Michigan Transportation Major and Local Road Funds.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MAJOR & LOCAL ROADS STREET MAINTENANCE OPERATING COSTS	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 172,006	\$ 78,308	\$ 194,575	\$ 194,575	Supervision	\$ 201,444	\$ 201,444	
1,421,013	736,768	1,720,879	1,720,879	Permanent Employees	1,761,675	1,761,675	
29,972	13,913	35,000	35,000	Seasonal Employees	40,000	40,000	
-	-	-	-	Temporary Clerical/Co-op	30,000	30,000	
84,351	26,906	125,000	125,000	Overtime	150,000	150,000	
				Employee Benefits:			
2,056	1,300	5,000	5,000	Education Allowance	5,700	5,700	
134,836	67,507	165,353	165,353	Social Security	180,358	180,358	
487,248	295,837	599,935	599,935	Employee Insurance	640,691	640,691	
811,422	384,842	904,307	904,307	Retiree Health Insurance	500,207	500,207	
-	-	-	-	Bonus/Sick Redemption	86,832	86,832	
70,067	32,345	80,917	80,917	Longevity	80,691	80,691	
925,631	454,752	1,029,706	1,029,706	Retirement Fund	919,822	919,822	
5,846	4,356	7,200	7,200	Uniforms/Clothing	7,500	7,500	
				Supplies:			
480,040	51,027	740,000	740,000	Materials and Supplies	820,000	820,000	
				Other Services and Charges:			
921,919	495,696	991,400	991,400	Administrative Expense	1,021,100	1,021,100	
1,036,025	521,871	1,451,000	1,451,000	Equipment Rental	1,486,000	1,486,000	
5,000	5,000	5,000	5,000	Salt Dome Rental	5,000	5,000	
126,160	91,760	594,413	594,413	Contractual Services	952,630	952,630	
296,578	277,984	400,000	400,000	Joint Sealing	400,000	400,000	
181,301	183,339	875,000	875,000	Pavement repairs	4,875,000	4,875,000	
5,495	-	-	-	Bridge repairs	900,000	900,000	
2,402	2,451	10,000	10,000	Traffic & Street Signs	10,000	10,000	
-	420	65,000	65,000	Traffic Signals	65,000	65,000	
287,247	101,424	360,000	360,000	Traffic Signal Maintenance	360,000	360,000	
182,427	228,356	300,000	300,000	Pavement Markings	300,000	300,000	
70,261	32,448	64,884	64,884	Transfer to Water System/Engineering Svcs.	73,644	73,644	
<u>\$ 7,739,303</u>	<u>\$ 4,088,610</u>	<u>\$ 10,724,569</u>	<u>\$ 10,724,569</u>	Total Street Maintenance Operating	<u>\$ 15,873,294</u>	<u>\$ 15,873,294</u>	

Major Streets:

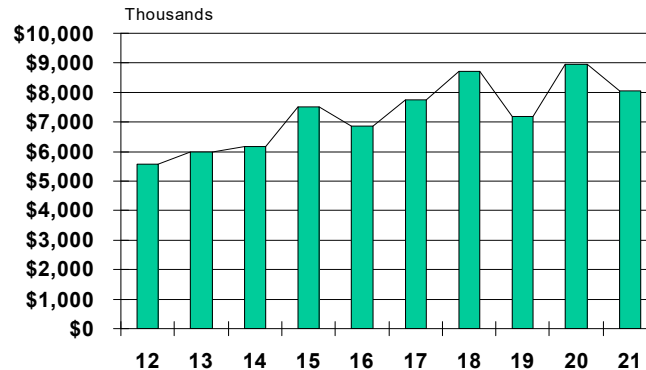
The Major Streets Fund is a Special Revenue Fund because it is used to control the expenditure of motor fuel taxes. The motor fuel taxes are earmarked, by law and State Constitution, for street and highway purposes, which are described in detail by the Michigan Department of Transportation.

This fund is used to receive all Major Street Funds paid to Warren by the State, as well as to account for the construction, maintenance, and other authorized operations pertaining to all streets classified as major streets within the City of Warren.

This fund has been established to make it possible to show that all legal provisions of Act 51 of the Public Acts of 1951, as amended, have been complied with and to determine, fairly and with full disclosure, the financial position and results of operations as set forth in the Michigan Department of Transportation's instructions for preparing the annual street financial report.

The city's share of the construction of State and County road improvements and the cost of city major road capital improvements, including the payment of debt, are paid through the Major Road Fund.

**Expenditure History
Major Streets**



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	SUMMARY	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>MICHIGAN TRANSPORTATION OPERATING FUNDS - MAJOR STREETS</u>			
				<u>REVENUES:</u>			
\$ 11,626,040	\$ 4,163,098	\$ 12,091,915	\$ 12,091,915	State Shared Weight & Gas Tax	\$ 12,947,000	\$ 12,947,000	
-	-	-	-	- Median Maintenance - State	-	-	
2,798	2,481	25,000	25,000	Interest on Investments	5,000	5,000	
54,091	-	68,154	68,154	Contribution from General Fund	74,233	74,233	
14,510	-	14,510	14,510	Weed Mowing - Macomb County	14,510	14,510	
9,291	-	9,291	9,291	Winter Maintenance - Macomb County	9,291	9,291	
-	-	4,070,556	2,401,237	Fund Balance Appropriated	7,086,192	7,086,192	
<u>\$ 11,706,730</u>	<u>\$ 4,165,579</u>	<u>\$ 16,279,426</u>	<u>\$ 14,610,107</u>	Total Major Street Revenues	<u>\$ 20,136,226</u>	<u>\$ 20,136,226</u>	
				<u>EXPENDITURES:</u>			
\$ 1,483,640	\$ 2,787,695	\$ 7,118,206	\$ 5,448,887	Transfer to Construction Project Funds	\$ 6,315,000	\$ 6,315,000	
3,728,211	1,789,566	5,043,639	5,043,639	Operating Costs	8,443,596	8,443,596	
1,852,739	1,174,976	3,107,944	3,117,581	Transfer to Debt Service Funds	2,877,630	2,877,630	
1,000,000	1,000,000	1,000,000	1,000,000	Transfer to Local Street Fund	2,500,000	2,500,000	
<u>\$ 8,064,590</u>	<u>\$ 6,752,237</u>	<u>\$ 16,269,789</u>	<u>\$ 14,610,107</u>	Total Major Street Expenditures	<u>\$ 20,136,226</u>	<u>\$ 20,136,226</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
15,442,879	19,085,019	19,085,019	19,085,019	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	15,024,100	15,024,100	
(127,832)	(127,832)	(127,832)	(127,832)	RESERVE FOR: COMPENSATED ABSENCES	(127,832)	(127,832)	
-	-	(4,070,556)	(2,401,237)	LESS: FUND BALANCE APPROPRIATED	(7,086,192)	(7,086,192)	
<u>\$ 18,957,187</u>	<u>\$ 16,370,529</u>	<u>\$ 14,896,268</u>	<u>\$ 16,555,950</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 7,810,076</u>	<u>\$ 7,810,076</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS ROUTINE MAINTENANCE:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 360,881	\$ 226,893	\$ 475,525	\$ 475,525	Permanent Employees	\$ 468,041	\$ 468,041	
4,542	1,411	8,944	8,944	Overtime	42,615	42,615	
11,514	5,040	15,750	15,750	Seasonal Employees	18,000	18,000	
				Employee Benefits:			
584	1,300	1,478	1,478	Education/Certification	1,620	1,620	
31,046	15,915	39,977	39,977	Social Security	43,646	43,646	
124,962	78,283	260,143	260,143	Employee Insurance	161,839	161,839	
234,626	103,181	242,572	242,572	Retiree Health Insurance	128,251	128,251	
-	-	-	-	Bonus/Sick Redemption	20,546	20,546	
17,205	26,987	20,800	20,800	Longevity	19,460	19,460	
266,315	120,739	276,843	276,843	Retirement Fund	235,799	235,799	
1,661	3,756	2,128	2,128	Uniforms/Clothing	1,960	1,960	
32,297	13,552	70,000	70,000	Repairs & Maintenance Supplies	100,000	100,000	
				Other Services and Charges:			
95,604	73,336	160,413	160,413	Contractual Services	277,630	277,630	
223,577	208,488	300,000	300,000	Joint Sealing	300,000	300,000	
106,397	7,064	575,000	575,000	Pavement repairs	3,075,000	3,075,000	
5,495	-	-	-	Bridge repairs	900,000	900,000	
142,817	67,760	305,000	305,000	Equipment Rental	305,000	305,000	
<u>\$ 1,659,523</u>	<u>\$ 953,705</u>	<u>\$ 2,754,573</u>	<u>\$ 2,754,573</u>	Total Routine Maintenance	<u>\$ 6,099,407</u>	<u>\$ 6,099,407</u>	
62,192	-	113,468	113,468	Supervisory wage & benefit allocation	108,852	108,852	
<u>\$ 1,721,715</u>	<u>\$ 953,705</u>	<u>\$ 2,868,041</u>	<u>\$ 2,868,041</u>	Net Routine Maintenance	<u>\$ 6,208,259</u>	<u>\$ 6,208,259</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS TRAFFIC SERVICES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 23,115	\$ 9,446	\$ 27,480	\$ 27,480	Permanent Employees	\$ 26,524	\$ 26,524	
163	-	135	135	Overtime	2,415	2,415	
				Employee Benefits:			
33	-	85	85	Education/Certification	92	92	
1,854	851	2,211	2,211	Social Security	2,395	2,395	
7,082	3,742	12,789	12,789	Employee Insurance	9,171	9,171	
87,383	5,886	14,018	14,018	Retiree Health Insurance	7,268	7,268	
-	-	-	-	Bonus/Sick Redemption	1,164	1,164	
977	-	1,202	1,202	Longevity	1,103	1,103	
92,115	6,405	15,998	15,998	Retirement Fund	13,363	13,363	
94	-	123	123	Uniforms/Clothing	111	111	
				Other Services and Charges:			
820	1,372	5,000	5,000	Traffic & Street Signs	5,000	5,000	
-	420	65,000	65,000	Traffic Signals	65,000	65,000	
237,590	84,182	300,000	300,000	Traffic Signal Maintenance	300,000	300,000	
133,712	171,267	225,000	225,000	Pavement Markings	225,000	225,000	
20,471	7,925	25,000	25,000	Equipment Rental	28,000	28,000	
<u>\$ 605,409</u>	<u>\$ 291,496</u>	<u>\$ 694,041</u>	<u>\$ 694,041</u>	Total Traffic Services	<u>\$ 686,606</u>	<u>\$ 686,606</u>	
3,532	-	6,557	6,557	Supervisory wage & benefit allocation	6,169	6,169	
<u>\$ 608,941</u>	<u>\$ 291,496</u>	<u>\$ 700,598</u>	<u>\$ 700,598</u>	Net Traffic Services	<u>\$ 692,775</u>	<u>\$ 692,775</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS SNOW AND ICE CONTROL:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 21,360	\$ -	\$ 45,596	\$ 45,596	Permanent Employees	\$ 57,496	\$ 57,496	
48,055	4,583	33,543	33,543	Overtime	5,235	5,235	
				Employee Benefits:			
72	-	141	141	Education/Certification	199	199	
5,633	445	6,217	6,217	Social Security	5,192	5,192	
14,058	1,572	14,965	14,965	Employee Insurance	19,881	19,881	
23,685	9,770	23,259	23,259	Retiree Health Insurance	15,755	15,755	
-	-	-	-	Bonus/Sick Redemption	2,524	2,524	
2,115	-	1,994	1,994	Longevity	2,390	2,390	
28,915	10,725	26,545	26,545	Retirement Fund	28,967	28,967	
204	-	204	204	Uniforms/Clothing	241	241	
274,153	16,925	305,000	305,000	Repairs & Maintenance Supplies	315,000	315,000	
				Other Services and Charges:			
-	-	25,000	25,000	Contractual Services	25,000	25,000	
101,611	6,129	90,000	90,000	Equipment Rental	120,000	120,000	
2,500	2,500	2,500	2,500	Salt Dome Rental	2,500	2,500	
<u>\$ 522,361</u>	<u>\$ 52,649</u>	<u>\$ 574,964</u>	<u>\$ 574,964</u>	Total Snow & Ice Control	<u>\$ 600,380</u>	<u>\$ 600,380</u>	
7,643	-	10,880	10,880	Supervisory wage & benefit allocation	13,372	13,372	
<u>\$ 530,004</u>	<u>\$ 52,649</u>	<u>\$ 585,844</u>	<u>\$ 585,844</u>	Net Snow & Ice Control	<u>\$ 613,752</u>	<u>\$ 613,752</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS ADMINISTRATION:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 86,003	\$ 39,154	\$ 97,288	\$ 97,288	Supervision	\$ 100,722	\$ 100,722	
57,123	29,661	55,992	55,992	Clerical	57,112	57,112	
-	-	-	-	Temporary Clerical/Co-op	15,000	15,000	
				Employee Benefits:			
-	-	-	-	Education/Certification	-	-	
11,190	5,441	12,130	12,130	Social Security	14,266	14,266	
24,467	11,203	34,626	34,626	Employee Insurance	35,519	35,519	
39,619	18,647	41,793	41,793	Retiree Health Insurance	24,389	24,389	
-	-	-	-	Bonus/Sick Redemption	7,257	7,257	
4,754	2,679	5,273	5,273	Longevity	6,099	6,099	
-	300	-	-	Clothing	300	300	
44,866	21,409	46,517	46,517	Retirement Fund	44,917	44,917	
				Other Services and Charges:			
35,131	16,224	32,442	32,442	Transfer to Water System/Engineering Svcs.	36,822	36,822	
673,800	346,998	694,000	694,000	Administrative Expense	714,800	714,800	
<u>\$ 976,953</u>	<u>\$ 491,716</u>	<u>\$ 1,020,061</u>	<u>\$ 1,020,061</u>	Total Administration	<u>\$ 1,057,203</u>	<u>\$ 1,057,203</u>	
(109,402)	-	(130,905)	(130,905)	Supervisory wage & benefit allocation	(128,393)	(128,393)	
<u>\$ 867,551</u>	<u>\$ 491,716</u>	<u>\$ 889,156</u>	<u>\$ 889,156</u>	Net Administration	<u>\$ 928,810</u>	<u>\$ 928,810</u>	
				Summary of Operating Costs:			
\$ 1,721,715	\$ 953,705	\$ 2,868,041	\$ 2,868,041	Routine Maintenance	\$ 6,208,259	\$ 6,208,259	
608,941	291,496	700,598	700,598	Traffic Services	692,775	692,775	
530,004	52,649	585,844	585,844	Snow and Ice Control	613,752	613,752	
867,551	491,716	889,156	889,156	Administration	928,810	928,810	
<u>\$ 3,728,211</u>	<u>\$ 1,789,566</u>	<u>\$ 5,043,639</u>	<u>\$ 5,043,639</u>	Total Operating Costs	<u>\$ 8,443,596</u>	<u>\$ 8,443,596</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS DEBT SERVICE TRANSFER TO:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ -	\$ 285,975	\$ 1,256,201	\$ 1,256,201	2021 Michigan Transportation Debt Retirement	\$ 1,258,700	\$ 1,258,700	
528,281	528,557	538,331	547,968	2021A Capital Improvement Refunding	322,266	322,266	
213,840	191,135	205,294	205,294	2015 Capital Improvement Refunding	191,646	191,646	
<u>1,110,618</u>	<u>169,309</u>	<u>1,108,118</u>	<u>1,108,118</u>	2018 Michigan Transportation Debt Retirement	<u>1,105,018</u>	<u>1,105,018</u>	
<u>\$ 1,852,739</u>	<u>\$ 1,174,976</u>	<u>\$ 3,107,944</u>	<u>\$ 3,117,581</u>	Total Debt Service Costs	<u>\$ 2,877,630</u>	<u>\$ 2,877,630</u>	
				 <u>LOCAL STREET TRANSFER:</u>			
<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	Total Local Street Transfer	<u>\$ 2,500,000</u>	<u>\$ 2,500,000</u>	
				 <u>CONSTRUCTION PROJECTS</u>			
				Other Services and Charges:			
<u>\$ 1,483,640</u>	<u>\$ 2,787,695</u>	<u>\$ 7,118,206</u>	<u>\$ 5,448,887</u>	Capital Improvements	<u>6,315,000</u>	<u>6,315,000</u>	
<u>\$ 1,483,640</u>	<u>\$ 2,787,695</u>	<u>\$ 7,118,206</u>	<u>\$ 5,448,887</u>		<u>\$ 6,315,000</u>	<u>\$ 6,315,000</u>	

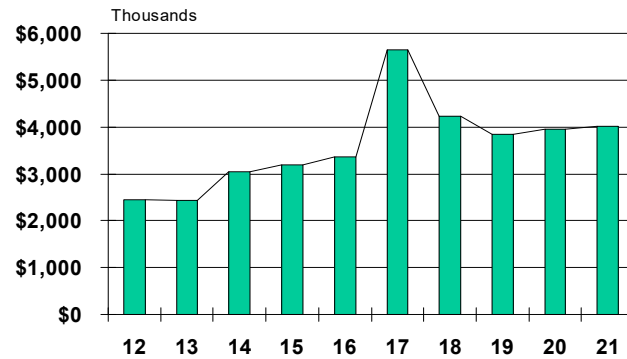
Local Streets:

The Local Streets Fund is a Special Revenue Fund because it is used to control the expenditure of motor fuel taxes. The motor fuel taxes are earmarked, by law and State Constitution, for street and highway purposes, which are described in detail by the Michigan Department of Transportation.

This fund is used to receive all Local Street Funds paid to Warren by the State, as well as to account for the construction, maintenance, and other authorized operations pertaining to all streets classified as local streets within the City of Warren.

This fund has been established to make it possible to show that all legal provisions of Act 51 of the Public Acts of 1951, as amended, have been complied with and to determine, fairly and with full disclosure, the financial position and results of operations as set forth in the Michigan Department of Transportation's instructions for preparing the annual street financial report.

**Expenditure History
Local Streets**



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	SUMMARY	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>MICHIGAN TRANSPORTATION OPERATING FUNDS - LOCAL STREETS</u>			
				<u>REVENUES:</u>			
\$ 3,877,751	\$ 1,388,378	\$ 4,032,766	\$ 4,032,766	State Shared Weight & Gas Tax	\$ 4,314,000	\$ 4,314,000	
864	919	15,000	15,000	Interest on Investments	2,500	2,500	
54,536	-	88,154	88,154	Contribution from General Fund	104,233	104,233	
1,000,000	1,000,000	1,000,000	1,000,000	Contribution from Major Street Fund	2,500,000	2,500,000	
518,511	-	475,000	475,000	P.A. 48 - Metro Act	520,000	520,000	
-	-	690,010	690,010	Fund Balance Appropriated	188,965	188,965	
<u>\$ 5,451,662</u>	<u>\$ 2,389,297</u>	<u>\$ 6,300,930</u>	<u>\$ 6,300,930</u>	Total Local Street Revenues	<u>\$ 7,629,698</u>	<u>\$ 7,629,698</u>	
				<u>EXPENDITURES:</u>			
\$ -	\$ 417,604	\$ 620,000	\$ 620,000	Transfer to Construction Project Funds	\$ 200,000	\$ 200,000	
4,011,092	2,299,044	5,680,930	5,680,930	Operating Costs	7,429,698	7,429,698	
<u>\$ 4,011,092</u>	<u>\$ 2,716,648</u>	<u>\$ 6,300,930</u>	<u>\$ 6,300,930</u>	Total Local Street Expenditures	<u>\$ 7,629,698</u>	<u>\$ 7,629,698</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
3,334,400	4,774,970	4,774,970	4,774,970	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	4,084,960	4,084,960	
(189,220)	(189,220)	(189,220)	(189,220)	RESERVE FOR: COMPENSATED ABSENCES	(189,220)	(189,220)	
-	-	(690,010)	(690,010)	LESS: FUND BALANCE APPROPRIATED	(188,965)	(188,965)	
<u>\$ 4,585,750</u>	<u>\$ 4,258,399</u>	<u>\$ 3,895,740</u>	<u>\$ 3,895,740</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 3,706,775</u>	<u>\$ 3,706,775</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS ROUTINE MAINTENANCE:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 785,285	\$ 412,562	\$ 931,502	\$ 931,502	Permanent Employees	\$ 948,108	\$ 948,108	
18,009	20,681	27,371	27,371	Overtime	86,325	86,325	
18,458	8,873	19,250	19,250	Seasonal Employees	22,000	22,000	
				Employee Benefits:			
1,183	-	2,895	2,895	Education/Certification	3,280	3,280	
63,602	36,823	78,165	78,165	Social Security	87,294	87,294	
254,099	178,246	212,857	212,857	Employee Insurance	327,835	327,835	
322,414	201,112	475,173	475,173	Retiree Health Insurance	259,798	259,798	
-	-	-	-	Bonus/Sick Redemption	41,620	41,620	
34,849	-	40,743	40,743	Longevity	39,418	39,418	
377,916	244,054	542,306	542,306	Retirement Fund	477,658	477,658	
3,364	-	4,169	4,169	Uniforms/Clothing	3,971	3,971	
41,484	20,550	110,000	110,000	Repairs & Maintenance Supplies	150,000	150,000	
				Other Services and Charges:			
30,556	18,424	389,000	389,000	Contractual Services	630,000	630,000	
73,001	69,496	100,000	100,000	Joint Sealing	100,000	100,000	
74,904	176,275	300,000	300,000	Pavement repairs	1,800,000	1,800,000	
654,512	433,301	850,000	850,000	Equipment Rental	850,000	850,000	
<u>\$ 2,753,636</u>	<u>\$ 1,820,397</u>	<u>\$ 4,083,431</u>	<u>\$ 4,083,431</u>	Total Routine Maintenance	<u>\$ 5,827,307</u>	<u>\$ 5,827,307</u>	
125,975	-	222,271	222,271	Supervisory wage & benefit allocation	220,501	220,501	
<u>\$ 2,879,611</u>	<u>\$ 1,820,397</u>	<u>\$ 4,305,702</u>	<u>\$ 4,305,702</u>	Net Routine Maintenance	<u>\$ 6,047,808</u>	<u>\$ 6,047,808</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS TRAFFIC SERVICES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 71,507	\$ 28,545	\$ 75,087	\$ 75,087	Permanent Employees	\$ 81,878	\$ 81,878	
169	-	1,834	1,834	Overtime	7,455	7,455	
				Employee Benefits:			
102	-	234	234	Education/Certification	283	283	
5,697	2,573	6,154	6,154	Social Security	7,393	7,393	
21,897	11,488	14,912	14,912	Employee Insurance	28,312	28,312	
32,257	16,103	38,303	38,303	Retiree Health Insurance	22,436	22,436	
-	-	-	-	Bonus/Sick Redemption	3,594	3,594	
3,011	-	3,284	3,284	Longevity	3,404	3,404	
34,084	17,565	43,715	43,715	Retirement Fund	41,250	41,250	
291	-	336	336	Uniforms/Clothing	343	343	
				Other Services and Charges:			
1,582	1,079	5,000	5,000	Traffic & Street Signs	5,000	5,000	
49,657	17,242	60,000	60,000	Traffic Signal Maintenance	60,000	60,000	
48,715	57,089	75,000	75,000	Pavement Markings	75,000	75,000	
20,660	6,756	26,000	26,000	Equipment Rental	28,000	28,000	
<u>\$ 289,629</u>	<u>\$ 158,440</u>	<u>\$ 349,859</u>	<u>\$ 349,859</u>	Total Traffic Services	<u>\$ 364,348</u>	<u>\$ 364,348</u>	
10,780	-	17,917	17,917	Supervisory wage & benefit allocation	19,042	19,042	
<u>\$ 300,409</u>	<u>\$ 158,440</u>	<u>\$ 367,776</u>	<u>\$ 367,776</u>	Net Traffic Services	<u>\$ 383,390</u>	<u>\$ 383,390</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS SNOW AND ICE CONTROL:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 44,619	\$ -	\$ 53,705	\$ 53,705	Permanent Employees	\$ 65,404	\$ 65,404	
13,413	231	53,173	53,173	Overtime	5,955	5,955	
				Employee Benefits:			
82	-	167	167	Education/Certification	226	226	
4,624	19	8,369	8,369	Social Security	5,906	5,906	
16,216	100	15,018	15,018	Employee Insurance	22,615	22,615	
31,821	11,496	27,396	27,396	Retiree Health Insurance	17,922	17,922	
-	-	-	-	Bonus/Sick Redemption	2,871	2,871	
2,402	-	2,349	2,349	Longevity	2,719	2,719	
36,554	12,446	31,266	31,266	Retirement Fund	32,951	32,951	
232	-	240	240	Uniforms/Clothing	274	274	
132,106	-	255,000	255,000	Repairs & Maintenance Supplies	255,000	255,000	
				Other Services and Charges:			
-	-	20,000	20,000	Contractual Services	20,000	20,000	
95,954	-	155,000	155,000	Equipment Rental	155,000	155,000	
2,500	2,500	2,500	2,500	Salt Dome Rental	2,500	2,500	
<u>\$ 380,523</u>	<u>\$ 26,792</u>	<u>\$ 624,183</u>	<u>\$ 624,183</u>	Total Snow & Ice Control	<u>\$ 589,343</u>	<u>\$ 589,343</u>	
8,682	-	12,815	12,815	Supervisory wage & benefit allocation	15,211	15,211	
<u>\$ 389,205</u>	<u>\$ 26,792</u>	<u>\$ 636,998</u>	<u>\$ 636,998</u>	Net Snow & Ice Control	<u>\$ 604,554</u>	<u>\$ 604,554</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS ADMINISTRATION:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 86,003	\$ 39,154	\$ 97,287	\$ 97,287	Supervision	\$ 100,722	\$ 100,722	
57,123	29,661	55,992	55,992	Clerical	57,112	57,112	
-	-	-	-	Temporary Clerical/Co-op	15,000	15,000	
				Employee Benefits:			
11,190	5,440	12,130	12,130	Social Security	14,266	14,266	
24,467	11,203	34,625	34,625	Employee Insurance	35,519	35,519	
39,617	18,647	41,793	41,793	Retiree Health Insurance	24,388	24,388	
-	-	-	-	Bonus/Sick Redemption	7,256	7,256	
4,754	2,679	5,272	5,272	Longevity	6,098	6,098	
-	300	-	-	Clothing	300	300	
44,866	21,409	46,516	46,516	Retirement Fund	44,917	44,917	
				Other Services and Charges:			
35,130	16,224	32,442	32,442	Transfer to Water System/Engineering Svcs.	36,822	36,822	
248,119	148,698	297,400	297,400	Administrative Expense	306,300	306,300	
<u>\$ 551,269</u>	<u>\$ 293,415</u>	<u>\$ 623,457</u>	<u>\$ 623,457</u>	Total Administration	<u>\$ 648,700</u>	<u>\$ 648,700</u>	
(109,402)	-	(253,003)	(253,003)	Supervisory wage & benefit allocation	(254,754)	(254,754)	
<u>\$ 441,867</u>	<u>\$ 293,415</u>	<u>\$ 370,454</u>	<u>\$ 370,454</u>	Net Administration	<u>\$ 393,946</u>	<u>\$ 393,946</u>	
				Summary of Operating Costs:			
\$ 2,879,611	\$ 1,820,397	\$ 4,305,702	\$ 4,305,702	Routine Maintenance	\$ 6,047,808	\$ 6,047,808	
300,409	158,440	367,776	367,776	Traffic Services	383,390	383,390	
389,205	26,792	636,998	636,998	Snow and Ice Control	604,554	604,554	
441,867	293,415	370,454	370,454	Administration	393,946	393,946	
<u>\$ 4,011,092</u>	<u>\$ 2,299,044</u>	<u>\$ 5,680,930</u>	<u>\$ 5,680,930</u>	Total Operating Costs	<u>\$ 7,429,698</u>	<u>\$ 7,429,698</u>	
				CONSTRUCTION PROJECTS			
				Other Services and Charges:			
-	417,604	620,000	620,000	Capital Improvements	200,000	200,000	
<u>\$ -</u>	<u>\$ 417,604</u>	<u>\$ 620,000</u>	<u>\$ 620,000</u>		<u>\$ 200,000</u>	<u>\$ 200,000</u>	

LIBRARY

The Library Special Revenue Fund accounts for the receipt of specific property taxes, State Aid, user fees and special grants that are used to provide library materials and services at the Warren Public Library. Fines for overdue materials and penal fines collected on state code violations also provide some revenue to operate the library.

In August 2010, the residents of Warren overwhelmingly approved a millage increase of .85 for the next 20 years. This revenue will allow each of the four branches to remain open, maintain adequate staffing levels, and provide substantial funding to increase collections and to upgrade each branch to a state of the art facility.

The Warren Public Library is a member of the Suburban Library Cooperative and participates in the Michigan eLibrary (MeL). Participation in the collaborative provides Warren residents interlibrary loan privileges from library collections throughout the state. The Warren Public Library is also a member of the MiLibraryCard program which gives Warren residents the ability to obtain material from over 70 participating Michigan libraries while traveling throughout the state.

The Warren Public Library continued to adapt its services as the COVID-19 pandemic continued throughout 2021. The library offered curbside service for physical items while it was closed to the public from January through February. All locations opened for limited hours to the public in March, with regular hours (with exception of Sundays) returning in July. In another year affected by COVID-19, library eResources continued to be heavily used by the public. While OverDrive saw a modest increase in circulation of 1.2%, Hoopla saw a 20% increase compared to 2020. The library also expanded its lineup of eResources, offering CreativeBug (on-demand, award-winning art and craft video classes) and Mango Languages (online language learning) to residents.

In 2021, the library continued to offer the majority of its programs virtually, though some in-person programming did occur during the summer months and later as restrictions lifted. Highlights from 2021 included the "Tails and Tales" 2021 Summer Reading Club program which had 976 participants, a 56% increase compared to last year. The library continued its presence on social media platforms. On Facebook, library staff has been regularly posting story times for children. Author visits continued with mystery author Stephen Mack Jones and thriller author Deborah Goodrich Royce making return appearances. Take-and-make craft kits for all ages continued to be popular in 2021.

Additionally, in 2021 the library was able to provide added services through grant funding. The library hosted a Zoom call with children's author Jeffrey where we were able to have multiple classrooms attend. In March, the Busch Branch and Burnette Branch began lending laptops to residents as part of a Library Services and Technology Act grant. During June through August the library provided Outreach computer classes to senior citizens at Stilwell Manor as part of a Library Services and Technology Act grant. Grab-and-Go science kits comprised of books and activities around different science topics were introduced to the Busch branch, courtesy of the Institute of Electrical and Electronics Engineers grant. Music kits consisting of books and various musical instruments are now available through a James C. Dance Award for the Performing Arts from the Metro Detroit Book and Author Society. Early literacy kits were made available for children between the ages of 3-5 through a Library Services and Technology Act grant, beginning in July.

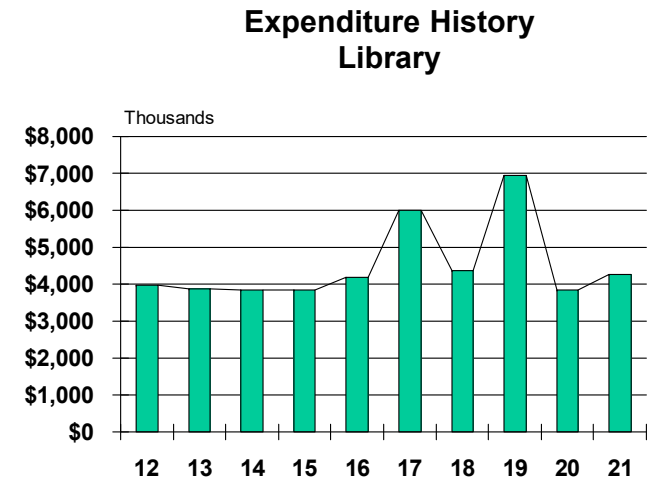
A brief review of 2021 indicates that the Warren Public Library has 64,591 registered borrowers. While patron visits were down due to closures at the beginning of the year with the advent of curbside pickup, the library was still able to provide physical item circulation to its patrons. The library circulated 498,687 items.

LIBRARY

Fiscal 2023 Performance Objectives

1. To provide the best selection of current books, periodicals, talking books, electronic books, music CD's, DVD's, and digital access to a variety of materials.
2. To provide residents with the best reference service that the Library can offer through hard copy, on-line databases, eBooks, and the Internet.
3. To provide quality educational, informational and recreational programs for children and adults to enhance quality of life.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Annual Library visits	52,872	421,000	62,000	424,000
Total circulation including digital	498,697	909,000	510,000	913,000
Reference information requests	41,270	51,900	49,000	52,500
Total registered borrowers	64,591	78,000	67,000	79,000
Items loaned to other libraries	55,724	39,000	59,000	40,000
Items received from other libraries	29,524	46,000	33,100	47,000
Total circulation of children's materials	76,224	202,999	81,000	204,000
Materials added to the collection	28,871	28,000	30,000	29,000
Materials deleted from the collection	12,907	20,000	14,000	20,000
Children's story hour attendance	5,094	7,500	6,200	7,500
Computer sessions, incl. wireless	6,581	216,000	7,200	217,000
Attendance-children programs	3,502	21,000	4,100	22,000
Virtual visits to Library website	91,888	366,000	99,000	368,000
Early Literacy attendance	1,302	7,900	1,600	8,000
School visits to library	40	115	50	120
Grant received	4	-	-	-
Attendance-adult special programs	699	7,200	800	7,500



SPECIAL REVENUE FUND PERSONNEL

<u>LIBRARY</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Library Director	1	\$ 107,714	1	\$ 109,868	1	\$ 109,868		
Senior Administrative Secretary	1	64,970	1	66,269	1	66,269		
Branch Library Supervisor	4	85,813	4	87,529	4	87,529		
Branch Librarian	5	69,332	6 (b)	70,719	6 (b)	70,719		
Library Technician	6	59,230	7 (b)	60,415	7 (b)	60,415		
Office Assistant	5	40,174	5	40,977	5	40,977		
Library Asst - Outreach Grant	1	63,085	1	64,347	1	64,347		
Library Building & Grounds Maintenance Specialist	1	63,066	1	64,327	1	64,327		
Bookmobile Driver			1 (b)	37,697	1 (b)	37,697		
Library Pages and Assistant Librarians (Substitutes)		200,000		220,000		220,000		
Overtime	—	15,000	—	20,000	—	20,000		
Total Personnel	<u>24</u>		<u>27</u>		<u>27</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(b) New position.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	LIBRARY SPECIAL REVENUE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 3,713,962	\$ 1,948,493	\$ 3,885,432	\$ 3,885,432	Property Tax Revenue	\$ 4,093,841	\$ 4,093,841	
16,637	14,208	28,417	28,417	Industrial Facilities Tax	33,054	33,054	
242,314	185,627	250,000	250,000	Reimbursement for Personal Property Loss	250,000	250,000	
93,768	-	100,000	117,000	Penal Fines	117,000	117,000	
10,674	6,662	15,000	25,000	Over the Counter Fines	25,000	25,000	
677	507	1,500	40,000	Interest on Investments	15,000	15,000	
-	-	-	-	Other Federal Grants - ARPA	300,000	300,000	
116,267	-	90,000	90,000	State Aid	90,000	90,000	
3,358	1,298	12,000	17,000	Renaissance Zone Reimbursement	17,000	17,000	
8,889	9,726	15,000	30,000	Copy Machine User Fees	30,000	30,000	
7,460	4,271	11,000	11,000	Lost Book Fees	11,000	11,000	
418	577	1,200	2,000	Video User Fees	2,000	2,000	
1,194	2,009	6,200	8,000	Non-Resident Internet Fees/Room Use	8,000	8,000	
41,306	22,112	27,000	10,500	Miscellaneous	10,500	10,500	
-	-	950,358	908,741	Fund Balance Appropriated	1,075,025	1,075,025	
<u>\$ 4,256,924</u>	<u>\$ 2,195,490</u>	<u>\$ 5,393,107</u>	<u>\$ 5,423,090</u>	Total Revenues	<u>\$ 6,077,420</u>	<u>\$ 6,077,420</u>	
				EXPENDITURES:			
\$ 1,404,614	\$ 789,879	\$ 1,771,407	\$ 1,742,338	Personnel Services	\$ 1,999,694	\$ 1,999,694	
1,339,613	707,170	1,527,741	1,515,193	Employee Benefits	1,547,043	1,547,043	
78,920	8,330	82,000	82,000	Supplies	90,000	90,000	
1,083,462	594,519	1,438,300	1,430,291	Other Services and Charges	1,454,783	1,454,783	
349,685	123,385	653,268	653,268	Capital Outlay	985,900	985,900	
<u>\$ 4,256,294</u>	<u>\$ 2,223,283</u>	<u>\$ 5,472,716</u>	<u>\$ 5,423,090</u>	Total Expenditures	<u>\$ 6,077,420</u>	<u>\$ 6,077,420</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	3,529,540	3,529,540	
				RESERVE FOR: COMPENSATED ABSENCES	(243,943)	(243,943)	
				LESS: FUND BALANCE APPROPRIATED	(1,075,025)	(1,075,025)	
<u>\$ 4,315,564</u>	<u>\$ 4,287,771</u>	<u>\$ 3,285,597</u>	<u>\$ 3,406,823</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 2,210,572</u>	<u>\$ 2,210,572</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	LIBRARY SPECIAL REVENUE FUND EXPENDITURES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 109,243	\$ 56,021	\$ 114,855	\$ 106,536	Appointed Official	\$ 110,296	\$ 110,296	
1,196,754	659,553	1,426,052	1,405,302	Permanent Employees	1,633,898	1,633,898	
88,936	71,983	200,000	200,000	Permanent Part-time Employees - Pages	220,000	220,000	
715	97	15,000	15,000	Overtime	20,000	20,000	
8,966	2,225	15,500	15,500	Shift Premium	15,500	15,500	
				Employee Benefits:			
11,600	16,300	16,300	12,000	Education Allowance	20,200	20,200	
109,084	62,888	139,972	137,256	Social Security	162,482	162,482	
323,319	175,249	428,239	427,780	Employee Insurance	498,844	498,844	
326,143	156,045	347,428	347,152	Retiree Health Insurance	212,538	212,538	
-	-	-	-	Bonus/Sick Redemption	54,289	54,289	
29,986	23,655	40,497	39,911	Longevity	48,261	48,261	
539,181	271,014	553,505	550,794	Retirement Fund	548,629	548,629	
300	2,019	1,800	300	Uniforms/Clothing	1,800	1,800	
78,920	8,330	82,000	82,000	Office Supplies	90,000	90,000	
				Other Services and Charges:			
6,500	2,884	20,000	20,000	Copy Machine Expense	20,000	20,000	
145,149	64,303	275,340	275,340	Contractual Services	263,950	263,950	
163,152	121,232	193,000	193,000	Cooperative Services	212,000	212,000	
58,135	-	55,000	55,000	Library Cooperative-Indirect Aid	65,000	65,000	
266	53	3,000	3,000	Postage	3,000	3,000	
-	-	-	-	Unemployment Costs	125	125	
15,563	5,965	16,100	16,100	Digital Video Discs	16,100	16,100	
68,195	21,910	101,000	101,000	Library Circulating Materials	101,000	101,000	
23,891	1,718	21,500	21,500	Periodicals	21,500	21,500	
11,398	7,265	25,000	25,000	Telephone	25,000	25,000	
-	7	200	200	Mileage	200	200	
123	340	3,000	3,000	Auto Expense	3,000	3,000	
5,743	5,398	15,000	15,000	Training & Workshops	15,000	15,000	
-	-	100	100	Book Binding	100	100	
160,775	87,195	215,000	215,000	Public Utilities	215,000	215,000	
4,561	8,240	59,500	59,500	Repairs & Maintenance	72,500	72,500	
122,911	114,811	129,160	121,151	Cap Imprvmt Refunding Bonds, Series 2021C	105,308	105,308	
43,400	22,548	45,100	45,100	Insurance and Bonds	46,900	46,900	
253,700	130,650	261,300	261,300	Administrative Expense	269,100	269,100	

(Continued)

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>LIBRARY</u> <u>SPECIAL REVENUE FUND</u> <u>EXPENDITURES (Continued):</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Capital Outlay:			
\$ 23,123	\$ -	\$ 224,769	\$ 224,769	Improvements	\$ 248,000	\$ 248,000	
-	-	-	-	Vehicles	28,000	28,000	
8,582	17,233	113,499	113,499	Equipment	94,900	94,900	
317,980	106,152	315,000	315,000	Books	315,000	315,000	
-	-	-	-	ARPA Expenditures	300,000	300,000	
<u>-\$ 4,256,294</u>	<u>\$ 2,223,283</u>	<u>\$ 5,472,716</u>	<u>\$ 5,423,090</u>	Total Expenditures	<u>\$ 6,077,420</u>	<u>\$ 6,077,420</u>	

RECREATION

The Recreation Special Revenue Fund accounts for specific property taxes, grants and user fees that are used to operate the Warren Community Center, activities, parks, playgrounds and other facilities. The revenues received in this fund can only be used for recreation purposes.

The City of Warren is gifted with 30 City parks. While the land acreage may not meet the needs of the community, the locations of the 30 parks play a vital role in the community, especially since numerous schools have closed in the past 25 years. The total parkland is 370 acres and the department will continue to focus on opportunities to increase parkland whenever feasible. We want to continue to replace and update equipment in our parks including play structures, comfort stations and roller rinks. We have many calls from residents looking for improvements from new swings, to improvements in the play structures, updating comfort stations to be ADA compliant, and improving and or removing roller rinks for resident use. We would also like to create "themed" parks such as, Disc Golf and a BMX Park.

The Parks and Recreation Department is very fortunate to have the support of the citizens of Warren. The approval of one mill dedicated to the operation and improvement to the Parks and Recreation Department has proven to be a major accomplishment for the City of Warren. The intention of the department is to make continuing improvements in programs, staffing, facilities and parks wherever necessary. The stability of dependable funding will provide flexibility and latitude to make appropriate changes. The department offers year-round recreation programs, including baseball, ice skating, softball, basketball, volleyball, swimming, arts and crafts, music, theater, dancing, and special events. All of the special events held in the past year have been a huge success with residents. The department also has indoor facilities at Owen Jax Recreation Center, Fitzgerald Recreation Center, Stilwell Manor, City Square and the Warren Community Center.

The Warren Community Center houses the Parks & Recreation Department, the Miller Branch Library and the Warren Communications Department. The recreation area offers a Family Leisure Pool which has a 150-foot slide, a play structure with a 500 gallon dumping bucket, zero entry, and a lazy river. The Activity Pool offers lap swimming, exercise classes, water aerobics, and open swim. There is a 5,000 square foot fitness center, three gymnasiums, and a senior citizen wing. The center has been very successful and widely used with over 4,700 memberships at this time. We had almost 260,000 visitors to the community center in the past year. We anticipate continuing to improve our services at the Warren Community Center. We wish to continue to improve the fitness room by replacing 1/3 of the cardio equipment and at least two weight machines. We have found that a scheduled replacement program for the cardio equipment is the best way to keep our users satisfied with our equipment. We have built into the bid that the equipment has bumper to bumper warranty and the winning bidder has also given us a price to purchase the equipment back. We believe by doing this, the bidder takes better care of the equipment which betters our users. Play structure replacements and water park improvements are currently in progress.

We operate most of our programs and activities with use of part time staff supervised by full time employees. Part time staff hours vary throughout the year as programs start and stop as the year goes on. We have more staff hired for programs like our day camp program in the summer and the Ice Rink in the winter months.

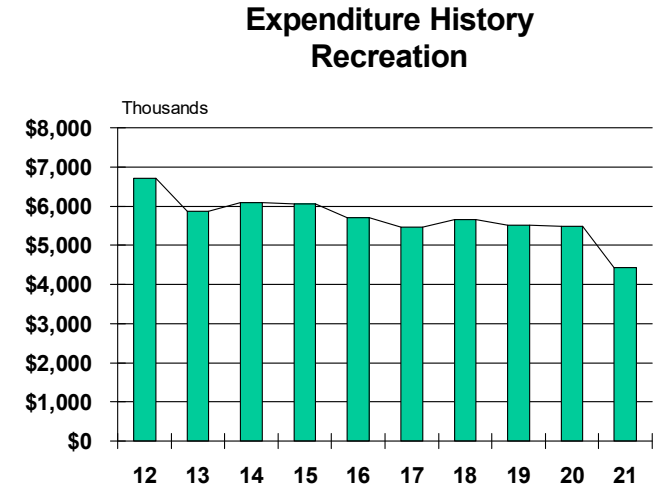
Public transportation demands continue to grow with the older population in Warren. The Parks and Recreation Department has established and provides transportation for numerous older citizens. Funding is primarily secured through the Michigan Department of Transportation, Smart Grants and the Parks and Recreation Special Revenue Fund.

RECREATION

Fiscal 2023 Performance Objectives

1. To increase participation at all Special Events and attain corporate co-sponsorship of all Special Events.
2. To increase senior citizen and handicap transportation service to our community.
3. To continue to develop all city parks and enhance the physical appearance of the parks to increase family usage.
4. To continue to develop teen programs and family activities at all facilities.
5. To continue to promote membership growth and total usage of the Warren Community Center.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Pavilion rentals	197	300	284	300
Bus transportation	1,200	1,400	1,400	1,400
Special event youth participation	-	-	1,000	1,500
Day camp registration	-	260	-	250
Senior special events	-	800	-	800
Adult & youth sports participants	2,500	10,000	2,500	5,000
Senior programs	-	10,000	150	500
Senior sports programs	200	5,000	200	500
WCC pool attendance	40,000	5,000	40,000	40,000
Swim lesson registration	-	2,000	-	500
Yearly pass registration	485	500	1,000	1,500



SPECIAL REVENUE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>PARKS AND RECREATION</u>								
Parks and Recreation Director	1	\$ 115,362	1	\$ 117,669	1	\$ 117,669		
Assistant Director Parks & Recreation	1	97,364	1	99,311	1	99,311		
Parks & Forestry Supervisor	1	77,552	1	79,103	1	79,103		
Program Supervisor	2	75,576	1 (d)	77,088	1 (d)	77,088		
Event & Sports Supervisor	-	-	1 (b)	46,288	1 (b)	46,288		
Aquatics Supervisor	1	75,576	1	77,088	1	77,088		
Seasonal Employees		\$ 1,000,000		\$ 950,000		\$ 950,000		
Seasonal Employees - Transportation		140,000		140,000		140,000		
<u>MAINTENANCE</u>								
Parks and Recreation Maintenance Assistant	3	\$ 40,186	4 (b)	\$ 40,997	4 (b)	\$ 40,997		
Overtime - Supervision	-	40,000	-	5,000	-	5,000		
Overtime - Maintenance	-	-	-	20,000	-	20,000		
Total Personnel	<u>9</u>		<u>10</u>		<u>10</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(b) New position.

(d) Position deleted.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 3,277,043	\$ 1,708,545	\$ 3,408,413	\$ 3,408,413	Property Tax Revenue	\$ 3,559,209	\$ 3,559,209	
14,674	12,468	24,930	24,930	Industrial Facilities Tax	28,735	28,735	
176,597	163,729	163,729	155,000	Reimbursement for Personal Property Loss	150,000	150,000	
74,285	2,500	74,285	74,285	MDOT Grant	74,285	74,285	
111,438	67,318	193,000	193,000	S.M.A.R.T. Community Credit Grant	193,000	193,000	
-	-	-	-	Other Federal Grants - ARPA	1,700,000	1,700,000	
83,715	52,911	250,000	250,000	Recreation Fees	100,000	100,000	
100,445	106,251	180,000	1,250,000	Warren Community Center Fees	950,000	950,000	
7,676	-	25,000	25,000	Downtown Ice Rink Fees	15,000	15,000	
115	-	20,000	20,000	Senior Transportation	20,000	20,000	
570	502	12,000	12,000	Special Events	60,000	60,000	
2,200	10,150	50,000	50,000	Sponsored Events	35,000	35,000	
12	-	350	350	Bingo Fees	350	350	
538	354	1,200	1,200	Interest on Investments	1,200	1,200	
55,648	63,573	55,000	55,000	Tower/Lease Proceeds	55,000	55,000	
890	6,300	6,300	-	Sale of Property/Equipment	-	-	
2,825	14,800	14,800	50	Miscellaneous	50	50	
-	-	2,227,268	1,014,104	Fund Balance Appropriated	89,357	89,357	
<u>\$ 3,908,671</u>	<u>\$ 2,209,401</u>	<u>\$ 6,706,275</u>	<u>\$ 6,533,332</u>	Total Revenues	<u>\$ 7,031,186</u>	<u>\$ 7,031,186</u>	
				EXPENDITURES:			
\$ 1,009,458	\$ 622,715	\$ 1,442,948	\$ 1,824,051	Personnel Services	\$ 1,778,713	\$ 1,778,713	
993,566	494,247	1,219,296	1,213,348	Employee Benefits	1,051,457	1,051,457	
70,945	39,707	181,700	181,700	Supplies	172,200	172,200	
1,789,264	1,067,536	2,497,921	2,534,233	Other Services and Charges	2,233,816	2,233,816	
574,776	159,364	2,004,631	780,000	Capital Outlay	1,795,000	1,795,000	
<u>\$ 4,438,009</u>	<u>\$ 2,383,569</u>	<u>\$ 7,346,496</u>	<u>\$ 6,533,332</u>	Total Expenditures	<u>\$ 7,031,186</u>	<u>\$ 7,031,186</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	506,532	506,532	
				RESERVE FOR:			
(157,373)	(157,373)	(157,373)	(157,373)	COMPENSATED ABSENCES	(157,373)	(157,373)	
(1,224,631)	(1,224,631)	-	-	CAPITAL OUTLAY	-	-	
				LESS: FUND BALANCE APPROPRIATED	(89,357)	(89,357)	
<u>\$ 1,992,017</u>	<u>\$ 1,817,849</u>	<u>\$ 349,159</u>	<u>\$ 2,202,544</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 259,802</u>	<u>\$ 259,802</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND EXPENDITURES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 117,000	\$ 59,875	\$ 122,686	\$ 114,101	Appointed Official	\$ 118,128	\$ 118,128	
460,067	207,731	413,523	403,211	Permanent Employees	380,357	380,357	
387	20,165	116,739	116,739	Permanent Employees - Maintenance	165,228	165,228	
				Seasonal Employees:			
368,818	-	-	-	Maintenance	-	-	
-	298,056	650,000	1,000,000	Recreation	950,000	950,000	
-	-	-	40,000	Overtime - Supervision	5,000	5,000	
8	-	-	-	Overtime - Maintenance	20,000	20,000	
-	-	-	10,000	Shift Premium	-	-	
				Employee Benefits:			
4,400	3,500	3,500	2,650	Education Allowance	4,500	4,500	
71,581	43,612	131,837	130,188	Social Security	128,758	128,758	
173,881	93,670	307,673	307,162	Employee Insurance	328,015	328,015	
426,135	202,659	452,068	451,830	Retiree Health Insurance	261,464	261,464	
-	-	-	-	Bonus/Sick Redemption	22,918	22,918	
23,203	6,800	15,112	15,112	Longevity	15,142	15,142	
288,307	138,452	292,385	292,385	Retirement Fund	273,639	273,639	
-	1,800	2,700	-	Clothing/Uniforms	3,000	3,000	
				Supplies:			
3,099	822	8,000	8,000	Office Supplies	8,000	8,000	
150	-	200	200	Bingo Operating Supplies	200	200	
2,689	5,188	12,000	12,000	Operating Supplies	12,000	12,000	
14,772	8,826	60,000	60,000	Playground & Athletic Supplies	50,000	50,000	
49,755	24,167	100,000	100,000	Repair & Maintenance Supplies	100,000	100,000	
				Other Services and Charges:			
723,986	353,624	900,000	900,000	Contractual Services	800,000	800,000	
119	120	2,500	2,500	Postage	2,500	2,500	
2,857	-	5,100	5,100	Unemployment Costs	6,000	6,000	
57,926	40,073	100,000	100,000	Building Maintenance	100,000	100,000	
9,010	-	25,000	25,000	Tree Maintenance	25,000	25,000	
19,651	13,181	32,000	32,000	Telephone	32,000	32,000	
27,964	15,674	25,000	25,000	Vehicle Maintenance Expense	35,000	35,000	
11,789	6,598	50,000	50,000	Marketing and Promotions	40,000	40,000	
150,100	78,048	156,100	156,100	Insurance and Bonds	162,300	162,300	
303,769	180,886	550,000	550,000	Public Utilities	450,000	450,000	
-	-	-	55,000	Horticulture Consultant	-	-	
-	-	5,000	5,000	Rentals & Janitorial Service	5,000	5,000	

(Continued)

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND EXPENDITURES (Continued):	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Other Services and Charges:			
\$ 5,419	\$ 8,054	\$ 80,000	\$ 80,000	Special Events	\$ 60,000	\$ 60,000	
3,835	6,782	35,000	35,000	Sponsored Events	35,000	35,000	
9,047	1,118	15,000	15,000	Downtown Ice Rink Expense	15,000	15,000	
286,792	267,893	301,371	282,683	Cap Imprvmt Refunding Bonds, Series 2021C	245,716	245,716	
131,700	67,800	135,600	135,600	Administrative Expense	139,600	139,600	
				Capital Outlay:			
523,426	158,884	1,954,631	730,000	Capital Improvements	-	-	
-	-	-	-	Equipment - Vehicle	45,000	45,000	
51,350	480	50,000	50,000	Equipment - Recreation	50,000	50,000	
-	-	-	-	ARPA Expenditures	1,700,000	1,700,000	
<u>\$ 4,322,992</u>	<u>\$ 2,314,538</u>	<u>\$ 7,110,725</u>	<u>\$ 6,297,561</u>	Total Expenditures	<u>\$ 6,794,465</u>	<u>\$ 6,794,465</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	RECREATION SPECIAL REVENUE FUND TRANSPORTATION EXPENDITURES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 63,178	\$ 36,888	\$ 140,000	\$ 140,000	Seasonal Employees	\$ 140,000	\$ 140,000	
				Employee Benefits:			
4,833	2,822	10,710	10,710	Social Security	10,710	10,710	
1,226	932	3,311	3,311	Employee Insurance	3,311	3,311	
				Supplies:			
480	704	1,000	1,000	Office Supplies	2,000	2,000	
-	-	500	500	Operating Supplies	-	-	
				Other Services and Charges:			
1,208	1,417	5,000	5,000	Contractual Services	15,000	15,000	
-	-	100	100	Postage	100	100	
2,867	4,426	15,000	15,000	Building Maintenance	15,000	15,000	
767	297	1,000	1,000	Telephone	1,000	1,000	
7,244	7,062	20,000	20,000	Vehicle Maintenance Expense	10,000	10,000	
15,014	5,033	17,000	17,000	Public Utilities	17,000	17,000	
-	-	250	250	Conferences and Workshops	-	-	
18,200	9,450	18,900	18,900	Insurance and Bonds	19,600	19,600	
-	-	3,000	3,000	Bus Rental	3,000	3,000	
<u>\$ 115,017</u>	<u>\$ 69,031</u>	<u>\$ 235,771</u>	<u>\$ 235,771</u>	Total Expenditures	<u>\$ 236,721</u>	<u>\$ 236,721</u>	

COMMUNICATIONS

The Communications Special Revenue Fund was established to account for fees received under provisions of the cable television franchise agreements. The Warren Communications Department operates from franchise fees received from Comcast, Wide Open West and AT&T. Historically, Comcast has generated the largest and most significant revenue through their subscribers.

This Special Revenue Fund has been established to assure that a thorough cable television based infrastructure is maintained throughout the franchise's life in order to serve the City of Warren's public and government. The revenues received in this fund can only be used for communication purposes.

The department currently operates with a director, five full-time and twelve part-time team members.

The Communications Department currently generates two channels of access cable television programming (Comcast channels 5 and 12, WOW channels 10 and 18, and AT&T channel 99). We also create all cable bulletin board notices, provide maintenance and operation of the City websites (www.cityofwarren.org), produce the City newsletter (Newsbeat), and the City calendar.

The department also partners with the Parks and Recreation Department in the operation and maintenance of the Warren Community Center auditorium while providing production assistance and coverage of official city meetings like City Council, Zoning Board of Appeals and Planning Commission.

Additionally, the Communications Department assists other city departments with projects such as marketing plans, training, informational videos for employees and residents. Another service provided to residents is posting emergency alerts and bulletins, using every tool available to notify residents of severe weather, snow emergencies and other emergencies.

We continually replace antiquated equipment and are currently making necessary upgrades to our auditorium. These upgrades will enhance our audio and video quality operation for our meetings, improve our workflow and help Warren residents stay informed.

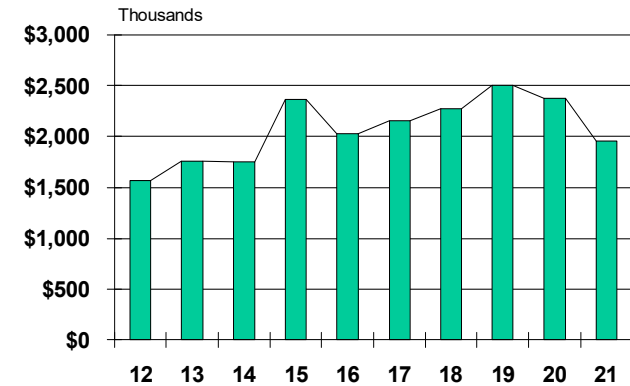
COMMUNICATIONS

Fiscal 2023 Performance Objectives

1. To establish an effective brand strategy that gives Warren a competitive edge over other metro area cities.
2. To generate more revenue for the Communications Department by providing services to the public.
3. To create new award-winning programming.
4. Continue to enhance our new branding/promotions tier of the Communications Department.
5. To increase interactive productions with the community amid the COVID Pandemic.
6. To enhance the look and performance of the digital Newsbeat Magazine and Calendar.
7. To enhance our partnership with the DDA and expand the "MI Warren" campaign while enhancing new business ventures.
8. To continue to support city departments with their communication needs.
9. To work with the City of Warren to foster better relationships with its residents and enhance 2030 Census numbers.
10. To expand emergency communications to residents via partnering with Police & Fire Departments.
11. To expand on our current ADA communication services with the public.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Meeting coverage (City Council, Zoning Board, Planning Commission)	68	68	80	80
Newsbeat magazine	4	4	4	4
Annual calendar	1	1	1	1
Original programs (sporting events, concerts, talk shows, etc.)	270	270	230	240
Auditorium support (plays, rentals, recitals, meetings, etc.)	182	182	100	200
Bulletin board postings (garage sales, non-profit ads, city information, etc.)	1,500	1,500	1,550	1,600
Snow and storm alerts (emergency information crawl on channels)	10	10	10	10
Website postings and updates (community events, department services)	3,000	3,700	3,850	3,850
Internship program (number of interns)	5	5	5	5
Public service announcements	60	60	65	60
Truck Productions	60	60	60	72

**Expenditure History
Communications**



SPECIAL REVENUE FUND PERSONNEL

<u>COMMUNICATIONS</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Communications Director	1	\$ 90,715	1	\$ 92,529	1	\$ 92,529		
Communications Specialist	1	74,018	1	75,498	1	75,498		
Media Specialist 1	1	66,647	1	67,980	1	67,980		
Broadcast Engineer	1	63,684	1	64,958	1	64,958		
Videographer/Editor	1	58,704	1	59,878	1	59,878		
Administrative Clerk	1	55,799	1	56,915	1	56,915		
Part-time Employees		275,000		300,000		300,000		
Overtime	—	7,613	—	7,613	—	7,613		
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>			

(a) Wage rates are based on Local 412 Unit 35, Local 412 Unit 59 and Local 227 contracts that expire 6/30/23.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	COMMUNICATIONS SPECIAL REVENUE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 2,018,162	\$ 491,774	\$ 1,968,162	\$ 2,100,000	Cable TV Franchise Fees	\$ 1,975,000	\$ 1,975,000	
336	253	1,500	30,000	Interest on Investments	1,500	1,500	
-	-	-	-	Lease Proceeds	-	-	
1,914	4,100	200	200	Miscellaneous	200	200	
-	-	509,694	354,544	Fund Balance Appropriated	683,939	683,939	
<u>\$ 2,020,412</u>	<u>\$ 496,127</u>	<u>\$ 2,479,556</u>	<u>\$ 2,484,744</u>	Total Revenues	<u>\$ 2,660,639</u>	<u>\$ 2,660,639</u>	
				EXPENDITURES:			
\$ 507,071	\$ 280,096	\$ 704,024	\$ 690,949	Personnel Services	\$ 727,000	\$ 727,000	
408,157	194,458	480,306	474,927	Employee Benefits	454,043	454,043	
11,109	5,775	25,500	25,500	Supplies	25,500	25,500	
994,513	686,214	1,355,064	1,218,368	Other Services and Charges	1,289,096	1,289,096	
37,222	23,611	75,000	75,000	Capital Outlay	165,000	165,000	
<u>\$ 1,958,072</u>	<u>\$ 1,190,154</u>	<u>\$ 2,639,894</u>	<u>\$ 2,484,744</u>	Total Expenditures	<u>\$ 2,660,639</u>	<u>\$ 2,660,639</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	2,259,542	2,259,542	
				RESERVE FOR: COMPENSATED ABSENCES	(62,705)	(62,705)	
(62,705)	(62,705)	(62,705)	(62,705)				
				LESS: FUND BALANCE APPROPRIATED	(683,939)	(683,939)	
-	-	(509,694)	(354,544)				
<u>\$ 2,866,869</u>	<u>\$ 2,172,842</u>	<u>\$ 2,196,837</u>	<u>\$ 2,512,325</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 1,512,898</u>	<u>\$ 1,512,898</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	COMMUNICATIONS SPECIAL REVENUE FUND EXPENDITURES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 388,588	\$ 208,241	\$ 421,411	\$ 408,336	Personnel Services:	\$ 419,387	\$ 419,387	
117,727	70,824	275,000	275,000	Permanent Employees	300,000	300,000	
756	1,031	7,613	7,613	Part-time Employees	7,613	7,613	
				Overtime			
				Employee Benefits:			
1,150	1,400	1,634	1,150	Education Allowance	3,500	3,500	
38,705	21,705	54,461	53,289	Social Security	58,052	58,052	
133,239	51,995	178,301	178,161	Employee Insurance	179,867	179,867	
121,430	57,920	128,386	128,110	Retiree Health Insurance	76,166	76,166	
-	-	-	-	Bonus/Sick Redemption	16,519	16,519	
4,431	4,486	4,759	4,486	Longevity	10,337	10,337	
-	1,500	1,500	-	Clothing Allowance	1,500	1,500	
109,202	55,452	111,265	109,731	Retirement Fund	108,102	108,102	
				Supplies:			
290	1,883	3,500	3,500	Office	3,500	3,500	
9,686	3,892	20,000	20,000	Operating	20,000	20,000	
1,133	-	2,000	2,000	Tapes/DVD's	2,000	2,000	
				Other Services and Charges:			
18,856	14,695	27,600	27,600	Contractual Services	32,500	32,500	
12,107	10	70,000	70,000	Postage	70,000	70,000	
3,487	2,337	3,200	3,200	Telephone	5,000	5,000	
-	-	200	200	Mileage	-	-	
2,227	1,311	3,500	3,500	Vehicle Maintenance	3,500	3,500	
10	195	3,000	3,000	Conferences & Workshops	3,500	3,500	
17,004	4,413	15,000	15,000	Community Promotions	15,000	15,000	
43,400	22,548	45,100	45,100	Insurance and Bonds	46,900	46,900	
63,695	42,468	125,000	125,000	Public Utilities	100,000	100,000	
630	-	13,700	13,700	Memberships & Dues	13,700	13,700	
-	-	2,000	2,000	Sets and Design	2,000	2,000	
11,250	3,750	20,000	20,000	Web site	29,500	29,500	
25,158	-	33,730	33,730	City Calendar	40,000	40,000	
2,000	-	2,000	2,000	Music Library	2,000	2,000	
-	-	110,000	-	City Newsletter	120,000	120,000	
29,705	27,127	55,006	55,006	Software & Contractual Service	48,175	48,175	
5,280	4,410	35,000	35,000	Auditorium Expense	35,000	35,000	
350,000	180,246	360,500	360,500	Administrative Expense	371,300	371,300	
409,704	382,704	430,528	403,832	Cap Imprvmt Refunding Bonds, Series 2021C	351,021	351,021	
				Capital Outlay:			
37,222	23,611	75,000	75,000	Equipment - Cable TV	165,000	165,000	
<u>\$ 1,958,072</u>	<u>\$ 1,190,154</u>	<u>\$ 2,639,894</u>	<u>\$ 2,484,744</u>	Total Expenditures	<u>\$ 2,660,639</u>	<u>\$ 2,660,639</u>	

SANITATION DIVISION

The Sanitation Special Revenue Fund accounts for specific property taxes that are used to operate the Sanitation Division.

The Sanitation Division is responsible for picking up refuse, recyclables, compost and appliances in a prompt, reliable, and efficient manner from approximately 56,000 homes per week, which equates to over seven million individual pick up stops annually. In addition, the division provides a curbside recycle program for 44 schools, 16 churches and 26 miscellaneous buildings including all city libraries, fire stations, senior centers and many other city buildings. We average over 200 move ins, move outs, and evictions over the last ten years.

In conjunction with other departments, we participate in all blight sweep clean ups and other special projects including landlord/renters move outs and tenant evictions ordered from the 37th District Court. We have one Hazardous Waste Drop Off Day per year that generated over 36,000 pounds of hazardous waste last year.

The Sanitation Division is also responsible for operating and maintaining the recycling center, which provides additional recycling options to the community. The recycling center now recycles all electronics including computers, Styrofoam, cell phones, cardboard, non-ferrous metals, metal, concrete, newspaper, plastic, motor oil, antifreeze, and car batteries. In addition to picking up all appliances, metal, and concrete at the curb, the Sanitation Division also recovers Freon from refrigerators and freezers.

The Division is also responsible for the general maintenance of the building, offices, and grounds of the Sanitation complex. Our regular inspections of the transfer station to insure it is kept in good repair and operating condition have expanded in scope to include overseeing major renovations and coordinating downtimes to insure no breaks in service to residents.

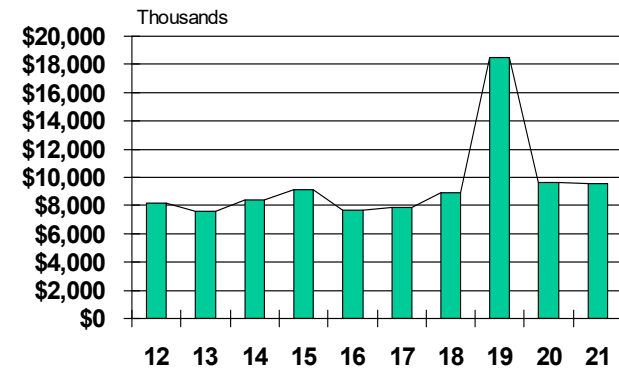
SANITATION DIVISION

Fiscal 2023 Performance Objectives

1. To continue to provide the best sanitation service in the County and quickly respond to requests of residents.
2. To increase homeowner awareness of the recycling and compost programs.
3. To correlate a Fine System for habitual violations of ordinances.
4. To increase the number of schools and churches involved in the recycling program.
5. To expand participation in the Hazardous Waste Drop-Off Day.
6. To increase the revenues from when Sanitation provides a roll-off container for landlords and court ordered evictions (for a fee) as tenants move in/out of rental properties.
7. To continue implementation of one-man trucks for refuse, compost and recycling.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Collection points (per week)	56,000	56,000	56,000	56,000
Refuse collection at curb (tons)	59,500	52,000	52,000	52,000
Citizen complaints received	974	3,500	3,500	3,500
Number of refuse collection routes	12	12	12	12
Curbside recycling collected (tons)	6,100	5,000	5,000	5,000
Number of recycle routes	10	10	10	10
Curbside compost collected (tons)	15,300	15,000	15,000	15,000
Number of compost routes	12	12	12	12
Recycling center drop offs (tons)	450	600	600	600
Car batteries dropped off	444	3,500	3,500	3,500
Non-ferrous metal dropped off (tons)	2	10	10	10
Cardboard dropped off (tons)	65	75	75	75
Metals (tons)	135	200	200	200
Newspapers (tons)	24	25	25	25
Computers/electronics (tons)	20	30	30	30
Plastic (tons)	25	30	30	30
Styrofoam (44 gallon bags)	185	500	500	500
Concrete dropped off (tons)	48	100	100	100
Motor oil dropped off (gallons)	4,550	5,000	5,000	5,000
Antifreeze dropped off (gallons)	775	600	600	600

**Expenditure History
Sanitation**



SPECIAL REVENUE FUND PERSONNEL

<u>SANITATION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Sanitation Superintendent	1	\$ 106,012	1	\$ 108,132	1	\$ 108,132		
Assistant Superintendent	1	85,186	1	86,890	1	86,890		
Sanitation Associate Manager	1	81,196	1	82,820	1	82,820		
Administrative Clerical Technician	-	-	1 (c)	61,086	1 (c)	61,086		
Administrative Clerk	1	55,799	- (c)	-	- (c)	-		
Office Assistant	-	-	1 (b)	40,977	1 (b)	40,977		
<u>Rubbish Pick-up:</u>								
Foreman	3	78,395	3	79,963	3	79,963		
Sanitation Operator Technician	1	65,520	1	66,830	1	66,830		
Sanitation Operator Specialist	5	63,835	5	65,112	5	65,112		
General Laborer Tier II	25	49,254	25	50,232	25	50,232		
Temporary Employees - Clerical		35,100	(d)	-	(d)	-		
Temporary Employees - Rubbish Collection		336,000		336,000		336,000		
<u>Overtime:</u>								
Rubbish Pick-up		450,000		475,000		475,000		
Clerical		13,000		13,000		13,000		
Total Personnel	<u>38</u>		<u>39</u>		<u>39</u>			

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(b) New position.

(c) Reclassifications of Administrative Clerk to Administrative Clerical Technician.

(d) Position deleted.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	SANITATION SPECIAL REVENUE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 8,819,569	\$ 5,125,635	\$ 10,228,141	\$ 10,228,141	Property Tax Revenue	\$ 10,681,092	\$ 10,681,092	
39,517	37,404	74,812	74,812	Industrial Facilities Tax	86,241	86,241	
470,987	440,900	440,900	450,000	Reimbursement for Personal Property Loss	440,000	440,000	
374	312	1,000	20,000	Interest on Investments	5,000	5,000	
53,364	12,540	50,785	49,306	Lease Proceeds	52,305	52,305	
94,376	47,155	80,000	80,000	Miscellaneous Revenue	80,000	80,000	
135,288	38,881	150,000	150,000	Transfer Station Royalties	145,000	145,000	
51,838	21,493	35,000	35,000	Recycling Revenue	35,000	35,000	
25,000	-	-	-	Recycling Infrastructure Grant	-	-	
24,600	13,300	13,300	-	Sale of Equipment	-	-	
-	-	605,191	605,191	Fund Balance Appropriated	813,107	813,107	
<u>\$ 9,714,913</u>	<u>\$ 5,737,620</u>	<u>\$ 11,679,129</u>	<u>\$ 11,692,450</u>	Total Revenues	<u>\$ 12,337,745</u>	<u>\$ 12,337,745</u>	
				EXPENDITURES:			
\$ 2,050,838	\$ 1,201,729	\$ 2,756,954	\$ 2,756,954	Personnel Services	\$ 3,017,898	\$ 3,017,898	
2,245,609	1,158,870	2,870,461	2,868,961	Employee Benefits	2,579,639	2,579,639	
260,673	179,074	485,000	485,000	Supplies	538,000	538,000	
4,543,349	2,806,216	4,881,336	4,881,336	Other Services and Charges	5,442,238	5,442,238	
497,759	380,626	724,526	700,199	Capital Outlay	759,970	759,970	
<u>\$ 9,598,228</u>	<u>\$ 5,726,515</u>	<u>\$ 11,718,277</u>	<u>\$ 11,692,450</u>	Total Expenditures	<u>\$ 12,337,745</u>	<u>\$ 12,337,745</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	2,231,524	2,231,524	
				RESERVE FOR: COMPENSATED ABSENCES	(131,728)	(131,728)	
				LESS: FUND BALANCE APPROPRIATED	(813,107)	(813,107)	
<u>\$ 2,744,135</u>	<u>\$ 2,755,240</u>	<u>\$ 2,099,796</u>	<u>\$ 2,138,944</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 1,286,689</u>	<u>\$ 1,286,689</u>	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	SANITATION SPECIAL REVENUE FUND EXPENDITURES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 182,183	\$ 92,694	\$ 271,883	\$ 271,883	Personnel Services:	\$ 278,926	\$ 278,926	
1,150,089	559,018	1,600,897	1,600,897	Supervisory	1,823,360	1,823,360	
47,313	26,100	50,074	50,074	Permanent Employees - Rubbish Collection	91,612	91,612	
232,453	86,258	336,000	336,000	Permanent Employees - Clerical	336,000	336,000	
27,808	14,950	35,100	35,100	Temporary Employees - Rubbish Collection	-	-	
404,844	421,642	450,000	450,000	Temporary Employee - Clerical	475,000	475,000	
6,148	1,067	13,000	13,000	Overtime - Rubbish Collection	13,000	13,000	
				Overtime - Clerical			
				Employee Benefits:			
1,033	1,208	1,200	1,200	Education Allowance	1,500	1,500	
159,945	94,119	213,848	213,848	Social Security	234,902	234,902	
440,065	237,960	890,350	890,350	Employee Insurance	923,140	923,140	
843,862	400,156	900,093	900,093	Retiree Health Insurance	518,548	518,548	
-	-	-	-	Bonus/Sick Redemption	8,813	8,813	
31,223	18,535	37,154	37,154	Longevity	40,817	40,817	
766,750	403,542	823,616	823,616	Retirement Fund	840,819	840,819	
2,731	3,350	4,200	2,700	Uniforms/Clothing	11,100	11,100	
				Supplies:			
11,971	1,901	35,000	35,000	Office Supplies	38,000	38,000	
248,702	177,173	450,000	450,000	Gasoline & Diesel Oil	500,000	500,000	
				Other Services and Charges:			
1,208,449	1,208,449	1,208,449	1,208,449	Capital Equipment Lease Payment	1,208,449	1,208,449	
-	918	10,000	10,000	Notifications	10,000	10,000	
4,335	1,883	21,000	21,000	Contractual Services	28,500	28,500	
				Contractual Services:			
1,795,596	823,131	1,900,000	1,900,000	Rubbish Hauling	2,400,000	2,400,000	
573,845	316,546	700,000	700,000	Recycling & Compost Disposal	770,000	770,000	
14,257	-	40,000	40,000	Hazardous Waste Collection	45,000	45,000	
9,400	4,700	20,000	20,000	SMDA Closure Costs	20,000	20,000	
37,600	18,800	50,000	50,000	SMDA Legal/Engineering Costs	50,000	50,000	
16,226	2,787	11,916	11,916	Unemployment Costs	2,800	2,800	
-	-	1,000	1,000	Postage	1,000	1,000	
7,464	1,474	13,000	13,000	Telephone	13,000	13,000	
834,428	420,809	840,971	840,971	Vehicle Maintenance	828,489	828,489	
22,142	4,117	40,000	40,000	Public Utilities	40,000	40,000	
19,607	2,602	25,000	25,000	Building & Grounds Maintenance	25,000	25,000	

(Continued)

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>SANITATION</u> <u>SPECIAL REVENUE FUND</u> <u>EXPENDITURES (Continued):</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ -	\$ -	\$ -	\$ -	Administrative Expense	\$ -	\$ -	
				Capital Outlay:			
-	351,126	351,126	326,799	Capital Improvements	31,370	31,370	
285,000	-	47,000	47,000	Vehicles	612,000	612,000	
212,759	29,500	326,400	326,400	Equipment	116,600	116,600	
<u>\$ 9,598,228</u>	<u>\$ 5,726,515</u>	<u>\$ 11,718,277</u>	<u>\$ 11,692,450</u>	Total Expenditures	<u>\$ 12,337,745</u>	<u>\$ 12,337,745</u>	

RENTAL ORDINANCE FUND

The Rental Division is charged with the enforcement of the city's rental ordinances which were created to provide regulations and enforcements to protect the health, welfare and safety of occupants and owners of rental properties. In particular, the Rental Division administers the licensing and inspection of both residential, multi-family and apartment income producing properties on a biennial basis.

The Rental Division is currently monitoring over 8,200 licensed properties. In Fiscal 2021, the Rental Division performed over 7,100 inspections, re-inspections and investigations.

The Rental Program is funded by fees collected for license applications and inspections which generated \$1,022,005 in Fiscal 2021. The rental Program for 2022 is projected to be over \$1,000,000.

The largest expense in the Rental Division is Personnel Services. The Rental Division staff currently includes a Senior Rental Coordinator, a Chief Code Enforcement Officer, two Rental Code Inspectors and two Office Assistants. The program is additionally supported by three part-time rental inspectors and one temporary clerical employee.

In 2006, City Council amended the Rental Ordinance to include the licensing and inspection of multi-family (apartment) rentals in the City. An apartment licensing program was implemented in fiscal year 2010. The apartment-licensing program generated \$10,945 in Fiscal 2021 and is projected to generate \$121,030 for Fiscal 2022.

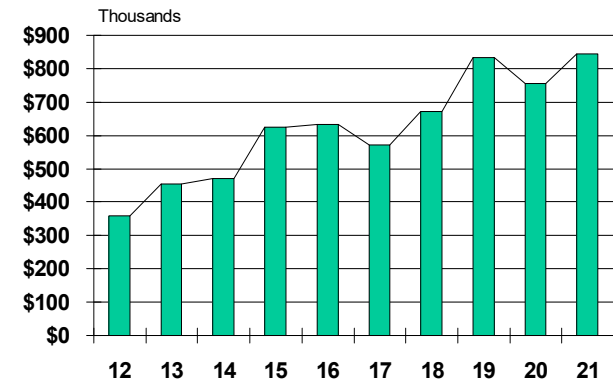
RENTAL

Fiscal 2023 Performance Objectives

1. To register and inspect all rental properties/condominiums/air bnb's/apartment complexes and bring them into compliance with city codes.
2. Continue to work with Property Maintenance / Building Inspectors during sweeps to locate unregistered rental properties.
3. To continue to cross-train our staff/personnel to interact with other departments enabling them to better assist residents and investors.
4. To update the division's website to make it more user friendly for the landlords to obtain vital information such as accessing registration forms, inspection information and the division's policies and procedures.
5. To continue to take an aggressive approach toward marihuana grow houses and work with code enforcement and the Building Department to ensure the rental dwelling(s) are in compliance with the Medical Marihuana Ordinance.
6. To ensure all Group Homes registered with the city have current licenses with the State of Michigan.
7. To work with Animal Control to ensure all dogs in rental properties are licensed with the City of Warren.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Registration/licensing of rental properties	8,200	8,000	8,200	8,200
Rental inspections	7,168	7,000	7,000	7,000
Court violations issued	700	1,500	1,500	1,500
Apartment registrations	95	95	95	95

**Expenditure History
Rental Ordinance Fund**



SPECIAL REVENUE FUND PERSONNEL

<u>RENTAL ORDINANCE</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Chief Code Enforcement Officer	1	\$ 86,251	1	\$ 87,976	1	\$ 87,976		
Rental Code Inspector	2	65,537	2	66,848	2	66,848		
Senior Office Coordinator	1	81,270	1	82,895	1	82,895		
Office Assistant	2	40,174	2	40,977	2	40,977		
Temporary Employees - Inspections		150,000		168,480		168,480		
Temporary/Co-op		40,000		80,000		80,000		
Overtime - Clerical	—	2,000	—	5,000	—	5,000		
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>			

(a) Wage rates are based on Warren Supervisors and Local 227 contracts that expire 6/30/23.

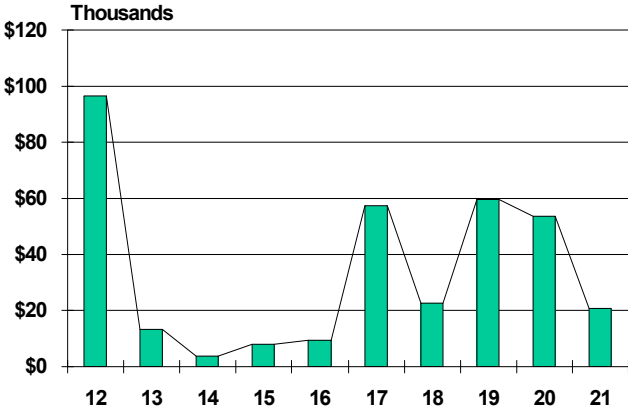
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	RENTAL ORDINANCE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 1,022,005	\$ 539,615	\$ 850,000	\$ 850,000	Residential Inspection Fees	\$ 850,000	\$ 850,000	
10,945	16,745	121,030	140,000	Apartment Inspection Fee	12,000	12,000	
7,035	-	-	-	Miscellaneous	-	-	
237	202	1,200	10,000	Interest on Investments	1,200	1,200	
-	-	1,282	1,282	Fund Balance Appropriated	294,925	294,925	
<u>\$ 1,040,222</u>	<u>\$ 556,562</u>	<u>\$ 973,512</u>	<u>\$ 1,001,282</u>	Total Revenues	<u>\$ 1,158,125</u>	<u>\$ 1,158,125</u>	
				EXPENDITURES:			
				Personnel Services:			
\$ 357,282	\$ 192,231	\$ 374,829	\$ 374,829	Permanent Employees	\$ 384,630	\$ 384,630	
-	1,124	2,000	2,000	Overtime	5,000	5,000	
148,694	72,303	150,000	150,000	Temporary Employees - Inspection	168,480	168,480	
38,600	12,186	40,000	40,000	Temporary/Co-op	80,000	80,000	
				Employee Benefits:			
41,700	21,233	43,822	43,822	Social Security	50,612	50,612	
63,045	44,794	164,568	164,568	Employee Insurance	180,937	180,937	
45,463	22,209	48,025	48,025	Retiree Health Insurance	31,100	31,100	
-	-	-	-	Bonus/Sick Redemption	15,947	15,947	
6,587	1,311	6,022	6,022	Longevity	7,233	7,233	
-	300	300	-	Clothing	300	300	
37,368	19,743	41,641	41,641	Retirement Fund	41,311	41,311	
8,281	2,397	11,500	11,500	Office Supplies	11,500	11,500	
				Other Services and Charges:			
11,600	5,495	9,500	9,500	Postage	11,600	11,600	
-	-	1,800	1,800	IPMC Board of Review	1,800	1,800	
-	-	5,000	5,000	Contractual Services - Process Servers	5,000	5,000	
1,022	385	1,275	1,275	Telephone	1,275	1,275	
-	-	4,500	4,500	Vehicle Maintenance	15,000	15,000	
85,300	43,896	87,800	87,800	Administrative Expense	90,400	90,400	
				Capital Outlay:			
-	-	9,000	9,000	Equipment - Office/Vehicles	56,000	56,000	
<u>\$ 844,942</u>	<u>\$ 439,607</u>	<u>\$ 1,001,582</u>	<u>\$ 1,001,282</u>	Total Expenditures	<u>\$ 1,158,125</u>	<u>\$ 1,158,125</u>	
				NET INCREASE (DECREASE) IN FUND			
\$ 195,280	\$ 116,955	\$ (28,070)	\$ -	BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE			
1,580,014	1,775,294	1,775,294	1,775,294	BEGINNING OF PERIOD	1,745,942	1,745,942	
				RESERVE FOR:			
(38,499)	(38,499)	(38,499)	(38,499)	COMPENSATED ABSENCES	(38,499)	(38,499)	
				LESS: FUND BALANCE			
-	-	(1,282)	(1,282)	APPROPRIATED	(294,925)	(294,925)	
				ESTIMATED FUND BALANCE			
<u>\$ 1,736,795</u>	<u>\$ 1,853,750</u>	<u>\$ 1,707,443</u>	<u>\$ 1,735,513</u>	(DEFICIT) END OF PERIOD	<u>\$ 1,412,518</u>	<u>\$ 1,412,518</u>	

VICE CRIME CONFISCATION FUND

The Vice Crime Confiscation Fund is used to account for revenues seized under local nuisance abatement ordinances against gambling and vice crimes. These funds may only be used for law enforcement purposes.

**Expenditure History
Vice Crime Confiscation**



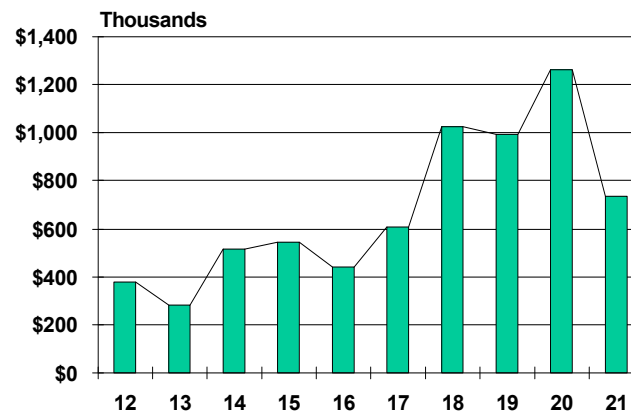
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>VICE CRIME CONFISCATION FUND</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>REVENUES:</u>			
\$ 75,562	\$ -	\$ -	\$ 20,000	Vice Crime Confiscation's	\$ 20,000	\$ 20,000	
46	36	50	1,500	Interest on Investments	150	150	
-	-	38,500	38,500	Fund Balance Appropriated	39,850	39,850	
<u>\$ 75,608</u>	<u>\$ 36</u>	<u>\$ 38,550</u>	<u>\$ 60,000</u>	Total Revenues	<u>\$ 60,000</u>	<u>\$ 60,000</u>	
				<u>EXPENDITURES:</u>			
				Other Services and Charges:			
\$ 20,812	\$ 26,918	\$ 60,000	\$ 60,000	Vice Crime Expenditures	\$ 60,000	\$ 60,000	
<u>\$ 20,812</u>	<u>\$ 26,918</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	Total Expenditures	<u>\$ 60,000</u>	<u>\$ 60,000</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
301,189	355,985	355,985	355,985	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	296,035	296,035	
-	-	(38,500)	(38,500)	LESS: FUND BALANCE APPROPRIATED	(39,850)	(39,850)	
<u>\$ 355,985</u>	<u>\$ 329,103</u>	<u>\$ 296,035</u>	<u>\$ 317,485</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 256,185</u>	<u>\$ 256,185</u>	

DRUG FORFEITURE FUND

The Drug Forfeiture Fund is used to account for revenues generated by drug forfeitures and expenditures related to the enforcement of drug laws per Public Act 251 of 1982. The funds can only be used for the enhancement of drug enforcement.

**Expenditure History
Drug Forfeiture**

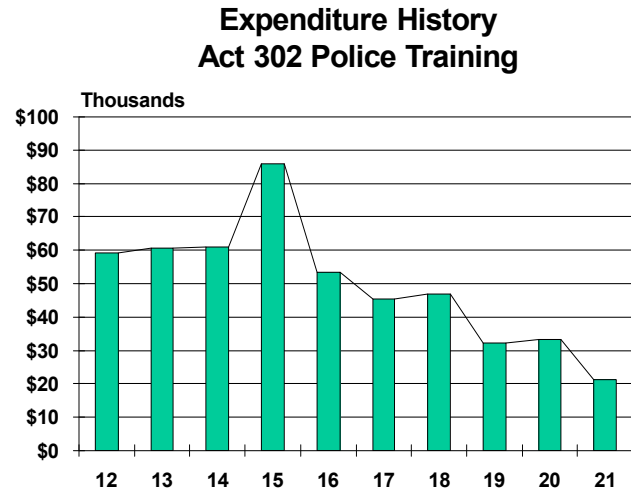


SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>DRUG FORFEITURE FUND</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>REVENUES:</u>			
\$ 773,633	\$ 113,843	\$ 250,000	\$ 500,000	Drug Forfeitures	\$ 500,000	\$ 500,000	
371	243	500	15,000	Interest on Investments	5,000	5,000	
-	-	695,993	673,266	Fund Balance Appropriated	170,000	170,000	
<u>\$ 774,004</u>	<u>\$ 114,086</u>	<u>\$ 946,493</u>	<u>\$ 1,188,266</u>	Total Revenues	<u>\$ 675,000</u>	<u>\$ 675,000</u>	
				<u>EXPENDITURES:</u>			
				Other Services and Charges:			
\$ 370,979	\$ 554,876	\$ 600,000	\$ 600,000	Federal Drug Forfeiture Expense	\$ 130,000	\$ 130,000	
364,060	96,363	610,993	588,266	Local Drug Forfeiture Expense	545,000	545,000	
<u>\$ 735,039</u>	<u>\$ 651,239</u>	<u>\$ 1,210,993</u>	<u>\$ 1,188,266</u>	Total Expenditures	<u>\$ 675,000</u>	<u>\$ 675,000</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	1,665,227	1,665,227	
				LESS: FUND BALANCE APPROPRIATED	(170,000)	(170,000)	
<u>\$ 2,625,720</u>	<u>\$ 2,088,567</u>	<u>\$ 1,665,227</u>	<u>\$ 1,952,454</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 1,495,227</u>	<u>\$ 1,495,227</u>	

ACT 302 POLICE TRAINING FUND

This fund represents special training funds received from the State of Michigan, which must be used exclusively for the training of sworn police personnel. To qualify for these funds, the City must allocate a certain level of funding for police training, which is budgeted in the City's General Fund. These training funds are established according to Public Act 302 of the Public Acts of 1965, as amended (MCL28.613).



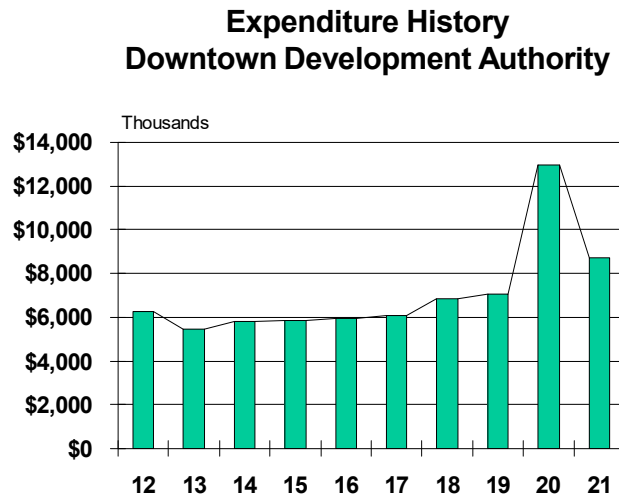
SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	ACT 302 POLICE TRAINING FUND	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				REVENUES:			
\$ 22,136	\$ 13,537	\$ 22,000	\$ 24,000	State Grant - Police Training	\$ 22,000	\$ 22,000	
3	1	2	100	Interest on Investments	10	10	
-	-	-	-	Fund Balance Appropriated	3,990	3,990	
<u>\$ 22,139</u>	<u>\$ 13,538</u>	<u>\$ 22,002</u>	<u>\$ 24,100</u>	Total Revenues	<u>\$ 26,000</u>	<u>\$ 26,000</u>	
				EXPENDITURES:			
				Other Services and Charges:			
\$ 21,262	\$ 13,220	\$ 24,100	\$ 24,100	Conferences & Workshops	\$ 26,000	\$ 26,000	
<u>\$ 21,262</u>	<u>\$ 13,220</u>	<u>\$ 24,100</u>	<u>\$ 24,100</u>	Total Expenditures	<u>\$ 26,000</u>	<u>\$ 26,000</u>	
				NET INCREASE (DECREASE) IN FUND			
\$ 877	\$ 318	\$ (2,098)	\$ -	BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE			
13,975	14,852	14,852	14,852	BEGINNING OF PERIOD	12,754	12,754	
-	-	-	-	APPROPRIATED	(3,990)	(3,990)	
				ESTIMATED FUND BALANCE			
<u>\$ 14,852</u>	<u>\$ 15,170</u>	<u>\$ 12,754</u>	<u>\$ 14,852</u>	(DEFICIT) END OF PERIOD	<u>\$ 8,764</u>	<u>\$ 8,764</u>	

DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS FUND

The State of Michigan passed the Downtown Development Authority Act (PA 197 of 1975) to give municipalities a tool for improving the quality of downtown areas.

The Downtown Development Board consists of the Mayor plus eight members appointed by the Mayor, subject to approval by City Council. The DDA Director is hired by the DDA Board and serves as their day-to-day liaison for all downtown activities.



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>DOWNTOWN DEVELOPMENT AUTHORITY REVENUES:</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 6,438,128	\$ 3,181,998	\$ 6,364,000	\$ 6,364,000	Property Tax Revenue	\$ 7,100,000	\$ 7,100,000	
4,463,734	4,466,038	3,925,000	3,925,000	Other Income	4,265,000	4,265,000	
-	-	4,325,153	2,789,540	Fund Balance Appropriated	10,848,917	10,848,917	
<u>\$ 10,901,862</u>	<u>\$ 7,648,036</u>	<u>\$ 14,614,153</u>	<u>\$ 13,078,540</u>	Total Revenues	<u>\$ 22,213,917</u>	<u>\$ 22,213,917</u>	
				<u>EXPENDITURES:</u>			
\$ 130,954	\$ 105,413	\$ 146,230	\$ 146,230	Personnel Services	\$ 253,836	\$ 253,836	
72,176	45,083	107,303	107,303	Employee Benefits	153,692	153,692	
57	84	3,000	3,000	Supplies	3,000	3,000	
7,608,137	6,400,925	7,517,784	6,937,007	Other Services and Charges	7,508,389	7,508,389	
925,036	496,699	6,740,613	5,885,000	Capital Outlay	14,295,000	14,295,000	
<u>\$ 8,736,360</u>	<u>\$ 7,048,204</u>	<u>\$ 14,514,930</u>	<u>\$ 13,078,540</u>	Total Expenditures	<u>\$ 22,213,917</u>	<u>\$ 22,213,917</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE FOR PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	16,654,496	16,654,496	
				LESS: FUND BALANCE APPROPRIATED	<u>(10,848,917)</u>	<u>(10,848,917)</u>	
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 5,805,579</u>	<u>\$ 5,805,579</u>	

SPECIAL REVENUE FUND PERSONNEL

<u>DOWNTOWN DEVELOPMENT AUTHORITY</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director	1	\$ 56,942	1 (e)	\$ 93,269	1 (e)	\$ 93,269		
DDA Assistant	1	65,629	1	66,942	1	66,942		
Temporary Clerical		25,000		25,000		25,000		
Temporary Blight	—	-	—	68,000	—	68,000		
Total Personnel	<u>2</u>		<u>2</u>		<u>2</u>			

(a) Wage rates are based on Local 412 Unit 35 contract that expire 6/30/23.

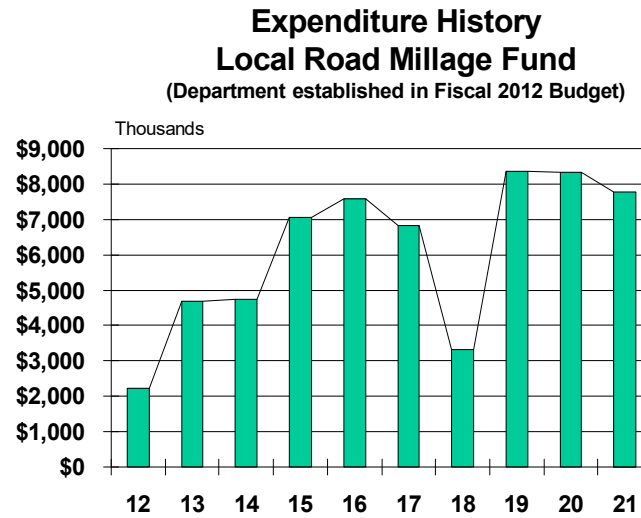
(e) Correct wage to bring in line with Pay Plan.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>DOWNTOWN DEVELOPMENT AUTHORITY REVENUES:</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 6,438,128	\$ 3,181,998	\$ 6,364,000	\$ 6,364,000	Property Tax Revenue	\$ 7,100,000	\$ 7,100,000	
4,454,794	4,463,571	3,800,000	3,800,000	Reimbursement for Personal Property Loss	4,200,000	4,200,000	
8,940	2,467	75,000	75,000	Interest on Investments	15,000	15,000	
-	-	50,000	50,000	Donations/ Miscellaneous Revenue	50,000	50,000	
-	-	4,325,153	2,789,540	Fund Balance Appropriated	10,848,917	10,848,917	
<u>\$ 10,901,862</u>	<u>\$ 7,648,036</u>	<u>\$ 14,614,153</u>	<u>\$ 13,078,540</u>	Total Revenues	<u>\$ 22,213,917</u>	<u>\$ 22,213,917</u>	
				<u>EXPENDITURES:</u>			
				Personnel Services:			
\$ 105,263	\$ 56,377	\$ 121,230	\$ 121,230	Permanent Employees	\$ 160,836	\$ 160,836	
25,691	48,220	25,000	25,000	Temporary Employees	93,000	93,000	
-	816	-	-	Overtime	-	-	
				Employee Benefits:			
10,559	8,518	11,301	11,301	Social Security	19,863	19,863	
7,270	9,258	39,408	39,408	Employee Insurance	85,188	85,188	
40,609	19,404	42,821	42,821	Retiree Health Insurance	26,170	26,170	
-	-	-	-	Bonus/Sick Redemption	2,153	2,153	
2,245	1,061	1,500	1,500	Longevity	3,204	3,204	
-	450	-	-	Clothing	450	450	
11,493	6,392	12,273	12,273	Retirement Fund	16,664	16,664	
57	84	3,000	3,000	Office Supplies	3,000	3,000	
				Other Services and Charges:			
692,013	125,037	615,000	-	Contractual Services	820,000	820,000	
40	23	150	150	Postage	150	150	
378	188	700	700	Telephone	700	700	
-	-	800	800	Mileage	800	800	
-	2,921	7,800	7,800	Conferences & Workshops	7,800	7,800	
12,300	60,000	75,000	10,000	Community Promotions	90,000	90,000	
237	69	3,000	3,000	Public Utilities	3,000	3,000	
395,200	203,496	407,000	407,000	Administrative Expense	419,200	419,200	
-	-	20,000	20,000	City Flower Plantings	30,000	30,000	
9,312	300	9,500	9,500	Membership and Dues	12,000	12,000	
6,498,657	6,008,891	6,378,834	6,478,057	Transfer to DDA Debt Retirement Funds	6,124,739	6,124,739	
				Capital Outlay:			
-	-	4,595,000	4,415,000	Capital Equipment	2,215,000	2,215,000	
925,036	496,699	2,145,613	1,470,000	Capital Improvements	12,080,000	12,080,000	
<u>\$ 8,736,360</u>	<u>\$ 7,048,204</u>	<u>\$ 14,514,930</u>	<u>\$ 13,078,540</u>	Total Expenditures	<u>\$ 22,213,917</u>	<u>\$ 22,213,917</u>	

2011 LOCAL STREET ROAD REPAIR & REPLACEMENT FUND

This fund was established in December 2011 to account for the Revenues and Expenditures of a voter approved millage lasting five years and was renewed for another five years in August of 2016. These funds are used to repair and improve local streets and roads within the City of Warren.



SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	LOCAL STREET ROAD REPAIR & REPLACEMENT FUND	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				REVENUES:			
\$ 7,082,867	\$ 3,700,632	\$ 7,382,356	\$ 7,382,356	Property Tax Revenue	\$ 7,709,246	\$ 7,709,246	
31,782	27,000	53,994	53,994	Industrial Facilities Tax	62,243	62,243	
382,485	354,601	200,000	200,000	Reimbursement for Personal Property Loss	200,000	200,000	
1,331	966	5,000	25,000	Interest on Investments	5,000	5,000	
-	-	6,189,733	1,253,962	Fund Balance Appropriated	910,971	910,971	
\$ 7,498,465	\$ 4,083,199	\$ 13,831,083	\$ 8,915,312	Total Revenues	\$ 8,887,460	\$ 8,887,460	
				EXPENDITURES:			
\$ 7,505,183	\$ 4,270,237	\$ 13,546,025	\$ 8,635,112	Capital Improvements	\$ 8,598,860	\$ 8,598,860	
272,100	140,100	280,200	280,200	Administrative Expense	288,600	288,600	
\$ 7,777,283	\$ 4,410,337	\$ 13,826,225	\$ 8,915,312	Total Expenditures	\$ 8,887,460	\$ 8,887,460	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	1,933,673	1,933,673	
-	-	(6,189,733)	(1,253,962)	LESS: FUND BALANCE APPROPRIATED	(910,971)	(910,971)	
\$ 8,118,548	\$ 7,791,410	\$ 1,933,673	\$ 6,864,586	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	\$ 1,022,702	\$ 1,022,702	

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	LOCAL STREET ROAD REPAIR & REPLACEMENT FUND Capital Improvements:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 1,993,887	\$ 1,474,460	\$ 3,693,650	\$ 2,400,000	Concrete Pavement Repr Program (City Wide)	\$ -	\$ -	
549,999	11,404	11,404	-	Girard (Warner to Dell)	-	-	
521,150	-	-	-	Racine (Dover to Schoenherr)	-	-	
125,127	-	-	-	Frazho (Ryan to Mound)	-	-	
49,155	-	-	-	Bruce (Rome to Pearl)	-	-	
8,758	-	-	-	Continental (Marmon to Hoover)	-	-	
1,266,471	11,237	11,237	-	Eureka (Stephens to 10 Mile)	-	-	
1,202,929	5,250	5,250	-	MacArthur (9 Mile to Stephens)	-	-	
964,599	14,384	14,384	-	Martin (Schoenherr Hayes)	-	-	
288,911	-	-	-	Lefever (8 Mile to 300' S of Hayden)	-	-	
407,359	-	-	-	Audrey (Toepfer to Hudson)	-	-	
-	837,430	874,315	-	Frazho (Warner to Wexford)	-	-	
64,430	871,809	1,282,562	-	Panama (Stephens to 10 Mile)	-	-	
-	575,704	654,414	-	Alvin (Firwood to Hayes)	-	-	
62,407	-	1,800,000	1,800,000	Beierman (9 Mile to Stephens)	-	-	
-	-	557,168	432,300	Arden (Chalfonte to Exeter)	-	-	
-	-	700,000	-	Dawson (Ryan-Chalfonte)/Berwyn/Chalfonte	-	-	
-	-	1,002,672	1,002,672	Cosgrove (Fenwick to Martin)	-	-	
-	468,559	516,903	500,000	Knollwood	-	-	
-	-	1,668,540	1,668,540	Warner (Stephens to 10 Mile)	-	-	
-	-	743,526	831,600	Yvonne and Yvette (Schoenherr to DeMott)	-	-	
-	-	-	-	Hayman (Orville to Runey)	780,500	780,500	
-	-	-	-	Cromie/Dover (Iroquios-Moulin/Common-Iowa)	950,000	950,000	
-	-	-	-	Palomino (Champaign to Potomac)	667,000	667,000	
-	-	-	-	Roseberry (9 Mile to Stephens)	1,620,000	1,620,000	
-	-	-	-	Lyon's Circle W (Pagels to Buchanan)	800,000	800,000	
-	-	10,000	-	City/Park Parking Lot Pavement	2,860,000	2,860,000	
-	-	-	-	Mullin (Sherman to Toepfer)	921,360	921,360	
\$ 7,505,183	\$ 4,270,237	\$ 13,546,025	\$ 8,635,112	Total Capital Improvements	\$ 8,598,860	\$ 8,598,860	

INDIGENT DEFENSE FUND

In October 2011, Governor Snyder issued Executive Order 2011-12, establishing the initial Indigent Defense Advisory Commission, which was responsible for recommending improvements to indigent defense. As a result of these recommendations, several laws were passed in July of 2013 with the intent on improving indigent defense.

The new legislation created a 15-member Indigent Defense Commission known as the Michigan Indigent Defense Commission (MIDC).

The MIDC is charged with developing and overseeing the implementation, enforcement, and modification of minimum standards, rules, and procedures to ensure that indigent criminal defense services provide effective assistance of counsel.

Each year, the Managed Assigned Council Coordinator (MACC) is required to submit a compliance plan/budget to the MIDC in order to receive grant funds to help fund the costs of indigent defense. The City of Warren is required by law to support the costs of indigent defense by paying its local share. The grant is conditioned upon funds being available through the State of Michigan.

SPECIAL REVENUE FUND
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	INDIGENT DEFENSE FUND	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				REVENUES:			
\$ 462,627	\$ 205,879	\$ -	\$ -	State Grant - Indigent Defense	\$ -	\$ -	
146	110	110	25	Interest on Investments	-	-	
-	-	-	-	District Court Fines & Fees	-	-	
122,688	121,606	121,606	121,606	Contribution from General Fund	-	-	
-	-	1,034,263	1,034,263	Fund Balance Appropriated	-	-	
<u>\$ 585,461</u>	<u>\$ 327,595</u>	<u>\$ 1,155,979</u>	<u>\$ 1,155,894</u>	Total Revenues	<u>\$ -</u>	<u>\$ -</u>	
				EXPENDITURES:			
				Personnel Services:			
\$ 15,605	\$ 20,016	\$ 58,420	\$ 58,420	Permanent Employees	\$ -	\$ -	
\$ 594	\$ -	-	-	Temporary Employees	-	-	
				Employee Benefits:			
1,201	1,583	4,437	4,437	Social Security	-	-	
75	1,746	19,864	19,864	Employee Insurance	-	-	
212	430	1,168	1,168	Retiree Health Insurance	-	-	
1,022	2,152	5,842	5,842	Retirement Fund	-	-	
2,795	834	3,623	3,623	Office Supplies	-	-	
				Other Services and Charges:			
-	-	-	-	State of Michigan	-	-	
617	-	10,250	10,250	Contractual Services	-	-	
-	-	480	480	Unemployment Costs	-	-	
488,442	273,274	1,025,753	1,025,753	Counsel for Indigent Defendants	-	-	
-	-	-	-	Conferences & Workshops	-	-	
				Capital Outlay:			
88,551	-	-	-	Construction Contracts	-	-	
18,787	26,057	26,057	26,057	Equipment	-	-	
<u>\$ 617,901</u>	<u>\$ 326,092</u>	<u>\$ 1,155,894</u>	<u>\$ 1,155,894</u>	Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	
				NET INCREASE (DECREASE) IN FUND			
\$ (32,440)	\$ 1,503	\$ 85	\$ -	BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE			
1,098,593	1,066,153	1,066,153	1,066,153	BEGINNING OF PERIOD	31,975	31,975	
				LESS: FUND BALANCE			
-	-	(1,034,263)	(1,034,263)	APPROPRIATED	-	-	
<u>\$ 1,066,153</u>	<u>\$ 1,067,656</u>	<u>\$ 31,975</u>	<u>\$ 31,890</u>	ESTIMATED FUND BALANCE	<u>\$ 31,975</u>	<u>\$ 31,975</u>	
				(DEFICIT) END OF PERIOD			

Enterprise Funds

Enterprise Funds account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the City is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

The Enterprise Funds of the City are:

- Senior Housing
- Water and Sewer System

STILWELL MANOR

Harold Stilwell Manor, Warren's Senior Citizen Housing Project on Burg Road was built to accommodate Warren-area seniors. Stilwell Manor consists of 24 efficiency apartments, 90 one-bedroom apartments, and 28 two-bedroom apartments that became operational in October 1975.

The cost of the Stilwell Manor was 100% financed through the Federal Revenue Sharing Program and has no debt outstanding. The rental rate structure is based entirely upon self-supporting user charges which includes maintenance of an adequate replacement reserve.

Stilwell Manor is intended for City of Warren residents, 60 and older. Stilwell Manor is designated for seniors that are considered very-low income, 30-80% of Macomb County Median Income. Specifically, seniors with an annual income between \$9,671 and \$25,790. All utilities are included in the rental rate.

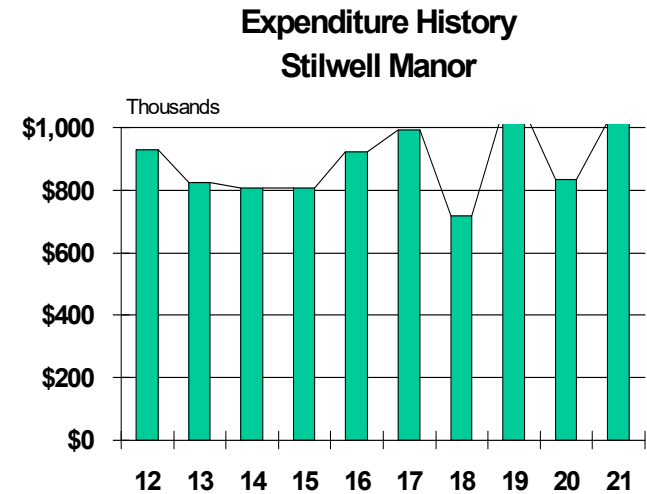
The goal of the Warren Senior Housing staff is to be of assistance to residents when needed, and instill an atmosphere of comfort, security and well-being. The residents are kept up to date on current information that applies to senior citizens, assisted with repair work, and social and educational events are arranged throughout the year. The Warren Senior Housing staff also coordinates food assistance support for residents that includes, meal delivery, in-person dining, and grocery delivery services.

STILWELL MANOR

Fiscal 2023 Performance Objectives

1. Increase preventative maintenance programs.
2. Provide a clean and safe independent living facility.
3. Advocate on behalf of tenants with local, state, and national social agencies.
4. Increase the number of social programs accessible to our tenants.
5. Maintain a 95% occupancy rate.
6. Replace resident hallway carpeting.
7. Replace first-floor patio doors.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Apartment painting	27	30	30	30
Appliance replacement – A/C unit	11	10	10	10
Appliance replacement - Fridge	9	10	10	10
Appliance replacement – Stove	9	10	10	10
Applications mailed	120	125	150	150
Carpet replacement	29	30	30	30
Countertop replacement	12	12	12	12
Inspection – Boilers	2	2	2	2
Inspection – Elevators	2	2	2	2
Inspection – Fire Extinguishers	10	10	10	10
Inspection – Fire panel	1	1	1	1
Inspection – Fire Suppression System	1	1	1	1
Inspection – Generator	1	1	1	1
Linoleum replacement	16	15	15	15
Maintenance service requests	423	400	450	450
Phone calls to perspective tenants	150	150	200	200
Resident assistance – Family	60	50	75	75
Resident assistance – Social agencies	65	50	75	75



ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	SENIOR CITIZENS' HOUSING STILWELL MANOR	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>REVENUES:</u>			
\$ 540,889	\$ 279,351	\$ 554,502	\$ 554,502	Rental Revenues	\$ 562,488	\$ 562,488	
384,445	216,170	421,914	421,914	Other Income	473,149	473,149	
-	-	239,725	201,077	Appropriation of Retained Earnings	224,513	224,513	
<u>\$ 925,334</u>	<u>\$ 495,521</u>	<u>\$ 1,216,141</u>	<u>\$ 1,177,493</u>	Total Revenues	<u>\$ 1,260,150</u>	<u>\$ 1,260,150</u>	
				<u>EXPENDITURES:</u>			
\$ 319,741	\$ 188,408	\$ 325,277	\$ 325,277	Personnel Services	\$ 398,056	\$ 398,056	
202,547	116,422	209,441	207,941	Employee Benefits	207,519	207,519	
10,949	3,745	25,700	25,700	Supplies	17,500	17,500	
378,945	155,255	424,275	424,275	Other Services and Charges	468,875	468,875	
5,577	78,068	232,948	194,300	Capital Outlay	168,200	168,200	
<u>\$ 917,759</u>	<u>\$ 541,898</u>	<u>\$ 1,217,641</u>	<u>\$ 1,177,493</u>	Total Expenditures	<u>\$ 1,260,150</u>	<u>\$ 1,260,150</u>	
				NET INCREASE (DECREASE) IN RETAINED EARNINGS FOR PERIOD			
\$ 7,575	\$ (46,377)	\$ (1,500)	\$ -		\$ -	\$ -	
				OTHER DIRECT ADJUSTMENTS TO RETAINED EARNINGS:			
(98,542)	(110,000)	(110,000)	(110,000)	DEPRECIATION	(110,000)	(110,000)	
				ESTIMATED RETAINED EARNINGS BEGINNING OF PERIOD			
1,707,982	1,617,015	1,617,015	1,617,015		1,265,790	1,265,790	
				LESS: APPROPRIATION OF RETAINED EARNINGS			
-	-	(239,725)	(201,077)		(224,513)	(224,513)	
				ESTIMATED RETAINED EARNINGS END OF PERIOD			
<u>\$ 1,617,015</u>	<u>\$ 1,460,638</u>	<u>\$ 1,265,790</u>	<u>\$ 1,305,938</u>		<u>\$ 931,277</u>	<u>\$ 931,277</u>	

ENTERPRISE FUND PERSONNEL

<u>SENIOR CITIZEN HOUSING</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director of Operations - Administration	1	\$ 98,825	1	\$ 100,802	1	\$ 100,802		
Director of Operations - Maintenance	1	93,670	1	95,543	1	95,543		
Deputy Director of Operations	1	69,365	1	70,752	1	70,752		
Maintenance Specialist	2	47,624	2	48,576	2	48,576		
Senior Citizen Housing Clerk	1	40,331	1	41,138	1	41,138		
Housekeeper	2	35,726	2	36,441	2	36,441		
Part-time Employees - Stilwell		25,000		25,000		25,000		
Part-time Employees - Coach		25,000		25,000		25,000		
Overtime	—	5,000	—	10,000	—	10,000		
Total Personnel	<u>8</u>		<u>8</u>		<u>8</u>			

(a) Wage rates are based on Local 412 Unit 35 contract that expires 6/30/23.

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	SENIOR CITIZENS' HOUSING STILWELL MANOR	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				REVENUES:			
\$ 540,889	\$ 279,351	\$ 554,502	\$ 554,502	Rental Revenues	\$ 562,488	\$ 562,488	
657	199	2,000	2,000	Interest on Investments	1,500	1,500	
368,882	199,956	399,914	399,914	Administrative Fee - Coach Manor	451,649	451,649	
14,906	16,015	20,000	20,000	Miscellaneous	20,000	20,000	
-	-	239,725	201,077	Appropriation of Retained Earnings	224,513	224,513	
<u>\$ 925,334</u>	<u>\$ 495,521</u>	<u>\$ 1,216,141</u>	<u>\$ 1,177,493</u>	Total Revenues	<u>\$ 1,260,150</u>	<u>\$ 1,260,150</u>	
				EXPENDITURES:			
				Personnel Services:			
\$ 283,248	\$ 179,588	\$ 295,277	\$ 295,277	Permanent Employees	\$ 353,487	\$ 353,487	
4,884	2,289	5,000	5,000	Overtime	5,000	5,000	
31,609	6,531	25,000	25,000	Part-time Employees	25,000	25,000	
				Employee Benefits:			
23,975	14,060	25,144	25,144	Social Security	30,722	30,722	
101,380	60,730	102,339	102,339	Employee Insurance	105,005	105,005	
46,155	21,794	46,441	46,441	Retiree Health Insurance	30,369	30,369	
-	-	-	-	Bonus/Sick Redemption	14,569	14,569	
1,753	-	3,400	3,400	Longevity	2,016	2,016	
-	1,500	1,500	-	Clothing Allowance	1,500	1,500	
29,284	18,338	30,617	30,617	Retirement Fund	37,907	37,907	
				Supplies:			
1,503	577	3,700	3,700	Office Supplies	1,500	1,500	
591	294	2,000	2,000	Program Activity Supplies	1,000	1,000	
8,855	2,874	20,000	20,000	Maintenance Supplies	15,000	15,000	
				Other Services and Charges:			
52,795	18,192	57,300	57,300	Contractual Services	95,150	95,150	
-	3,077	9,050	9,050	Unemployment Costs	-	-	
-	-	500	500	Postage	500	500	
5,201	3,093	9,200	9,200	Telephone	10,800	10,800	
173	739	2,000	2,000	Vehicle Maintenance	500	500	
34,600	17,946	35,900	35,900	Insurance and Bonds	37,300	37,300	
144,311	62,343	140,000	140,000	Public Utilities	155,000	155,000	
35,415	9,065	61,000	61,000	Building Maintenance	57,500	57,500	
27,150	-	27,725	27,725	Payment to City in Lieu of Taxes	28,125	28,125	
79,300	40,800	81,600	81,600	Administrative Expense - General Fund	84,000	84,000	
				Capital Outlay:			
1,078	75,117	218,348	179,700	Equipment - Maintenance	150,000	150,000	
4,499	2,951	14,600	14,600	Equipment - Appliances	18,200	18,200	
<u>\$ 917,759</u>	<u>\$ 541,898</u>	<u>\$ 1,217,641</u>	<u>\$ 1,177,493</u>	Total Expenditures	<u>\$ 1,260,150</u>	<u>\$ 1,260,150</u>	

COACH MANOR

Joseph Coach Manor, Warren's second Senior Citizen Housing Project was built in order to accommodate 216 one-bedroom and 28 two-bedroom units of Senior Housing that became available during Fiscal 1992. Joseph Coach Manor consists of three apartment buildings adjacent to the Stilwell Manor, on Burg Road.

Joseph Coach Manor is intended to serve City of Warren, Macomb County, and local-area residents, 60 and older. Joseph Coach Manor is designated for seniors that are considered low income, 50-100% of Macomb County Median Income. Specifically, seniors with an annual income between \$16,119 and \$32,238. In addition to rent, all tenants pay for their own gas and electric service.

The goal of the Warren Senior Housing staff is to be of assistance to residents when needed, and instill an atmosphere of comfort, security and well-being. The residents are kept up to date on current information that applies to senior citizens, assisted with repair work, and social and educational events are arranged throughout the year. The Warren Senior Housing staff also coordinates food assistance support for residents that includes meal delivery, in-person dining, and grocery delivery services.

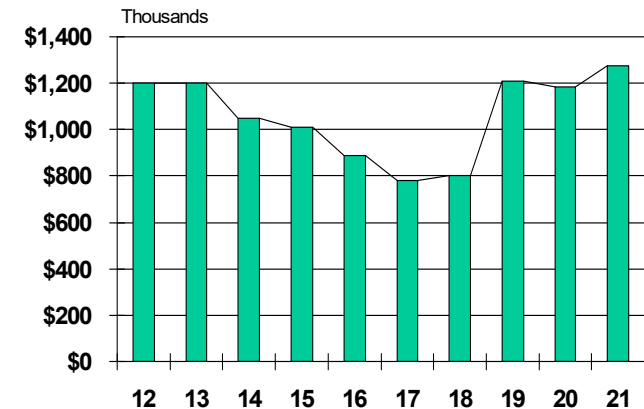
COACH MANOR

Fiscal 2023 Performance Objectives

1. Increase the preventative maintenance programs.
2. Provide a clean and safe independent living facility.
3. Advocate on behalf of our tenants with local, state, and national agencies.
4. Increase the number of social programs accessible to our residents.
5. Maintain a 95% occupancy rate.
6. Alleviate ground water issue within Buildings B and C's courtyard.
7. Update all resident hallway carpeting.
8. Continue to replace door walls, furnace room doors, deck boards, and patio concrete.
9. Update fire suppression system.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Apartment painting	39	40	40	40
Appliance replacement – Dishwasher	18	20	20	20
Appliance replacement – Fridge	21	20	20	20
Appliance replacement – Stove	19	20	20	20
Appliance replacement – Washer/Dryer	17	2	20	20
Applications mailed	135	125	125	150
Carpet replacement	41	40	40	40
Countertop replacement	28	20	20	20
Inspection – Elevator	5	5	5	5
Inspection – Fire extinguisher	30	30	30	30
Inspection – Fire panel	3	3	3	3
Inspection – Fire suppression system	3	3	3	3
Inspection – Generator	3	3	3	3
Linoleum replacement	18	20	20	20
Maintenance service requests	920	900	900	1000
Phone calls to perspective tenants	175	100	200	250
Resident assistance – Family	65	60	75	60
Resident assistance – Social agencies	60	60	60	60

**Expenditure History
Coach Manor**



ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	SENIOR CITIZENS' HOUSING COACH MANOR REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 1,527,591	\$ 799,290	\$ 1,626,925	\$ 1,626,925	Rental Revenues	\$ 1,650,539	\$ 1,650,539	
33,779	10,438	20,500	20,500	Other Income	20,500	20,500	
-	-	83,387	24,919	Appropriation of Retained Earnings	117,957	117,957	
<u>\$ 1,561,370</u>	<u>\$ 809,728</u>	<u>\$ 1,730,812</u>	<u>\$ 1,672,344</u>	Total Revenues	<u>\$ 1,788,996</u>	<u>\$ 1,788,996</u>	
				EXPENDITURES:			
\$ 20,338	\$ 21,987	\$ 60,334	\$ 60,334	Personnel Services	\$ 160,227	\$ 160,227	
1,984	8,536	29,624	29,624	Employee Benefits	92,550	92,550	
26,099	13,316	41,000	41,000	Supplies	52,500	52,500	
1,161,328	763,500	1,338,586	1,338,586	Other Services and Charges	1,134,419	1,134,419	
239,005	50,573	261,268	202,800	Capital Outlay	349,300	349,300	
<u>\$ 1,448,754</u>	<u>\$ 857,912</u>	<u>\$ 1,730,812</u>	<u>\$ 1,672,344</u>	Total Expenditures	<u>\$ 1,788,996</u>	<u>\$ 1,788,996</u>	
				NET INCREASE (DECREASE) IN RETAINED EARNINGS FOR PERIOD	\$ -	\$ -	
				OTHER DIRECT ADJUSTMENTS TO RETAINED EARNINGS:			
390,000	395,000	395,000	395,000	BOND PRINCIPAL PAYMENT	150,000	150,000	
(216,755)	(220,000)	(220,000)	(220,000)	DEPRECIATION	(220,000)	(220,000)	
6,897,482	7,183,343	7,183,343	7,183,343	ESTIMATED RETAINED EARNINGS BEGINNING OF PERIOD	7,274,956	7,274,956	
-	-	(83,387)	(24,919)	LESS: APPROPRIATION OF RETAINED EARNINGS	(117,957)	(117,957)	
<u>\$ 7,183,343</u>	<u>\$ 7,310,159</u>	<u>\$ 7,274,956</u>	<u>\$ 7,333,424</u>	ESTIMATED RETAINED EARNINGS END OF PERIOD	<u>\$ 7,086,999</u>	<u>\$ 7,086,999</u>	

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	SENIOR CITIZENS' HOUSING COACH MANOR	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				REVENUES:			
\$ 1,527,591	\$ 799,290	\$ 1,626,925	\$ 1,626,925	Rental Revenues	\$ 1,650,539	\$ 1,650,539	
1,392	421	3,000	3,000	Interest on Investments	3,000	3,000	
32,387	10,017	17,500	17,500	Miscellaneous	17,500	17,500	
-	-	83,387	24,919	Appropriation of Retained Earnings	117,957	117,957	
<u>\$ 1,561,370</u>	<u>\$ 809,728</u>	<u>\$ 1,730,812</u>	<u>\$ 1,672,344</u>	Total Revenues	<u>\$ 1,788,996</u>	<u>\$ 1,788,996</u>	
				EXPENDITURES:			
				Personnel Services:			
\$ -	\$ 14,903	\$ 35,334	\$ 35,334	Permanent Employees	\$ 126,646	\$ 126,646	
-	-	-	-	Overtime	5,000	5,000	
20,338	7,084	25,000	25,000	Part-time Employees	25,000	25,000	
				Employee Benefits:			
1,556	1,659	4,616	4,616	Social Security	12,327	12,327	
428	5,089	20,768	20,768	Employee Insurance	62,737	62,737	
-	298	707	707	Retiree Health Insurance	2,722	2,722	
-	-	-	-	Bonus/Sick Redemption	3,581	3,581	
-	-	-	-	Clothing Allowance	900	900	
-	1,490	3,533	3,533	Retirement Fund	13,864	13,864	
				Supplies:			
2,878	544	4,000	4,000	Office Supplies	4,500	4,500	
548	706	2,000	2,000	Program Activity Supplies	3,000	3,000	
22,673	12,066	35,000	35,000	Maintenance Supplies	45,000	45,000	
				Other Services and Charges:			
210	106	500	500	Postage	1,500	1,500	
68,366	31,102	138,650	138,650	Contractual Services	158,100	158,100	
4,454	2,173	5,500	5,500	Telephone	5,500	5,500	
-	-	-	-	Vehicle Maintenance	1,500	1,500	
25,000	12,996	26,000	26,000	Insurance and Bonds	27,000	27,000	
107,424	40,016	115,000	115,000	Public Utilities	125,000	125,000	
89,130	24,921	148,000	148,000	Building Maintenance	104,500	104,500	
390,000	395,000	395,000	395,000	Bond Principal	150,000	150,000	
8,312	5,884	7,572	7,572	Bond Interest	1,688	1,688	
250	250	250	250	Bond Agent Fees	250	250	
368,882	199,952	399,914	399,914	Administrative Expense - Stilwell	454,181	454,181	
99,300	51,100	102,200	102,200	Administrative Expense - General Fund	105,200	105,200	
				Capital Outlay:			
224,312	41,978	216,468	158,000	Equipment - Maintenance	295,000	295,000	
14,693	8,595	44,800	44,800	Equipment - Appliances	54,300	54,300	
<u>\$ 1,448,754</u>	<u>\$ 857,912</u>	<u>\$ 1,730,812</u>	<u>\$ 1,672,344</u>	Total Expenditures	<u>\$ 1,788,996</u>	<u>\$ 1,788,996</u>	

WATER & SEWER SYSTEM

The Water & Sewer System's functions include the financing, acquisition, operation and maintenance of an adequate water supply and a waste water treatment facility for the benefit of the citizens and business community in the City of Warren.

Water Maintenance services include the maintenance and repair of the water mains throughout the City, water service installation, service repairs, responses to requests from the Miss Dig system, gate valve maintenance, hydrant repair and maintenance. Sewer Maintenance services include televising, cleaning, jetting and vactoring of the main sewers.

Shared Services consists of accounting, engineering and customer service personnel which provides support to the Water & Sewer Maintenance and Waste Water Treatment Plant. The accounting function is responsible for verifying that all financial activities for the Water & Sewer System are accurately entered in the System's financial records. Engineering personnel draft, inspect and implement infrastructure projects throughout the City that are related to the Water & Sewer System. Customer Service handles all questions regarding water bills, landlord and tenant arrangements, and bankruptcies as it relates to customer accounts, water taps, meter installations, repairing or replacing stop boxes, plugged main sewers and the availability of water and sewer service.

The Waste Water Treatment Plant staff's responsibilities include plant operations, plant maintenance, laboratory operations, the Industrial Pretreatment Monitoring and Enforcement, employee safety, grounds maintenance and administrative support.

The 2023 Water & Sewer System Budget is presented with an increase in the consumption-based water rate for City of Warren Water Utility customers from \$4.343 per 100 cubic feet {approximately 750 gallons} to \$4.352 per 100 cubic feet. The consumption-based waste water treatment rate for the City of Warren Water Utility customers will remain the same at \$3.442 per 100 cubic feet {approximately 750 gallons}. The consumption-based rate for sanitary sewer improvements will decrease from \$0.969 per 100 cubic feet {approximately 750 gallons} to \$0.960.

The fixed rate meter service charge will remain the same at \$0.84 per month for accounts with a 5/8" service meter. The fixed rate sewer service charge will remain the same at \$2.03 per month for accounts with a 5/8" service meter.

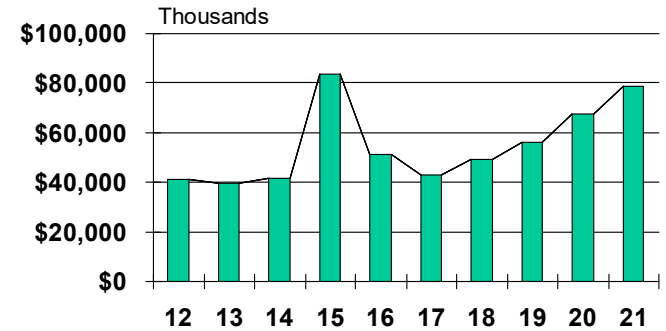
WATER AND SEWER SYSTEM

Fiscal 2023 Performance Objectives

1. To continue to maintain and replace water and sewer line.
2. To continue to meet the stringent discharge limitations at the treatment plant imposed by the State and Federal authorities.
3. To establish storm water management plan meeting government standards.
4. To minimize power usage while maximizing treatment efficiency.
5. To implement a recently mandated asset management program (CMMS) and purchase ESRI GIS Software.
6. To maintain delinquent receivables at three million dollars or less.
7. To automate the Work Order process, implement Paperless billing, Bill Presentment and Customer Meter-Read access.
8. To maintain water loss at 10% or less.

Performance Indicators	Fiscal 2021 Actual	Fiscal 2022 Budget	Fiscal 2022 Estimated	Fiscal 2023 Budget
Water utility accounts	49,229	49,229	49,450	49,450
Sewer utility accounts	49,045	49,045	49,260	49,260
Second meter accounts	683	683	750	750
Water sold (thousand cu. ft.)	575,955	619,163	619,163	619,163
Water purchased	642,032	666,731	666,731	666,731
Broken water main repairs	191	180	190	190
Customer Inquiries	41,013	58,500	58,500	58,500
Sewage treated	8.6	8.4	8.1	8.1
Sludge solids removed	31.2	30	30	30
Power consumption	13.8	13	13	13
Natural gas for incinerator	72	70	72	72
Laboratory samples taken	7,905	7,950	7,900	7,900
Analytical lab tests run	38,669	39,000	38,000	38,000
Dye tests performed	12	9	15	15
Storm water samples collected	462	500	500	500
Illicit discharges identified	3	2	3	3
Illicit discharges removed	4	3	4	4

**Expenditure History
Water and Sewer System**



ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31		FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				WATER & SEWER SYSTEM REVENUES:			
\$ 51,430,436	\$ 27,831,213	\$ 55,363,100	\$ 55,363,100	Water & Sewer Charges	\$ 55,368,790	\$ 55,368,790	
22,033	8,165	25,000	30,000	Water Sales-Unmetered	30,000	30,000	
90,000	45,000	90,000	90,000	Public Fire Protection	90,000	90,000	
1,158,706	524,231	1,000,000	800,000	Penalties	1,000,000	1,000,000	
413,093	334,805	580,000	615,000	Other Income	610,000	610,000	
65,604	32,802	65,604	65,604	Building Rental	65,604	65,604	
79,401	34,500	65,000	55,000	Meter Sales/Repairs	65,000	65,000	
1,077,375	629,598	1,262,467	1,262,467	Pre-Treatment/Cross Connection Charges	1,262,467	1,262,467	
55,660	9,290	15,000	15,000	Gain (Loss) On Asset Conversion	15,000	15,000	
85,789	14,584	30,070	115,070	Interest On Investments	30,381	30,381	
760,180	680,796	14,876,162	14,876,162	Grant Revenue	500,000	500,000	
9,416,748	-	-	-	Financing Proceeds	20,000,000	20,000,000	
-	16,337,979	28,092,668	27,980,329	Fund Balance Appropriated	8,481,043	8,481,043	
<u>\$ 64,655,025</u>	<u>\$ 46,482,963</u>	<u>\$ 101,465,071</u>	<u>\$ 101,267,732</u>	Total Revenues	<u>\$ 87,518,285</u>	<u>\$ 87,518,285</u>	
				EXPENDITURES:			
\$ 7,016,782	\$ 3,560,677	\$ 7,591,579	\$ 8,036,803	Personnel Services	\$ 8,335,965	\$ 8,335,965	
7,526,763	4,133,999	8,697,979	8,690,744	Employee Benefits	7,736,543	7,736,543	
34,317,784	16,189,892	35,219,201	34,938,875	Other Services and Charges	35,256,777	35,256,777	
29,876,115	19,619,376	49,762,648	49,762,648	Capital Outlay	36,189,000	36,189,000	
<u>\$ 78,737,444</u>	<u>\$ 43,503,944</u>	<u>\$ 101,271,407</u>	<u>\$ 101,429,070</u>	Total Expenditures	<u>\$ 87,518,285</u>	<u>\$ 87,518,285</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
94,293,247	80,210,828	80,210,828	80,210,828	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	52,311,824	52,311,824	
(442,722)	(442,722)	(442,722)	(442,722)	RESERVE FOR:			
(66,523,491)	(50,185,511)	(38,430,823)	(38,543,162)	COMPENSATED ABSENCES	(442,722)	(442,722)	
				CAPITAL OUTLAY	(29,949,780)	(29,949,780)	
				LESS: FUND BALANCE APPROPRIATED	(8,481,043)	(8,481,043)	
<u>\$ 13,244,615</u>	<u>\$ 16,223,635</u>	<u>\$ 13,438,279</u>	<u>\$ 13,083,277</u>	EST. UNRESTRICTED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 13,438,279</u>	<u>\$ 13,438,279</u>	

ENTERPRISE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>WATER & SEWER SYSTEM</u>								
<u>Water & Sewer Maintenance</u>								
Deputy Superintendent	1	\$ 103,611	1 (e)	\$ 107,100	1 (e)	\$ 107,100		
Water Operations Manager	1	98,442	1	100,411	1	100,411		
Water Division Supervisor	3	82,077	3	83,720	3	83,720		
Water Utilities Operator	27	65,957	27	67,267	27	67,267		
Senior Water Systems Monitor	1	85,395	1	87,103	1	87,103		
Water Systems Monitor	1	73,785	1	75,261	1	75,261		
Water Maintenance Operation Coordinator	-	-	1 (c)	81,600	1 (c)	81,600		
Water Maintenance Adminstrator	1	67,302	- (c)	-	- (c)	-		
Stock Clerk	1	61,589	1	62,821	1	62,821		
Account Specialist	-	-	1 (c)	58,385	1 (c)	58,385		
<u>Shared Services</u>								
Superintendent	1	\$ 109,359	1 (f)	\$ 123,187	1 (f)	\$ 123,187		
Accounting Supervisor	1	100,906	1	102,924	1	102,924		
Coordinator-Water Customer Service/Accounting	1	81,270	1	82,895	1	82,895		
Software Maintenance Technician	-	-	1 (c)	71,400	1 (c)	71,400		
Account Technician	7	62,610	6 (c)	63,862	6 (c)	63,862		
Office Assistant	1	40,174	- (c)	-	- (c)	-		
Office Coordinator-Engineering	1	81,270	1	82,895	1	82,895		
GIS Coordinator	1	86,327	1	88,054	1	88,054		
City Engineer	1	131,257	1	133,882	1	133,882		
Assistant City Engineer	-	-	1 (b)	107,100	1 (b)	107,100		
Civil Engineer II	1	96,334	1	98,261	1	98,261		
Civil Engineer	2	91,913	1 (d)	93,751	1 (d)	93,751		
CAD Design Specialist	1	74,600	1	76,092	1	76,092		
Construction Specialist	3	72,488	3	73,944	3	73,944		
<u>Waste Water Treatment Plant</u>								
Sanitary Engineer	1	\$ 118,853	1 (g)	\$ 133,882	1 (g)	\$ 133,882		
Wastewater Specialist	1	98,188	1	100,152	1	100,152		
Facility Engineer	2	100,534	2	102,545	2	102,545		

(a) Wage rates are based on Local 412 Unit 59 and Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(b) New position.

(c) Reclassifications of Water Maintenance Adminstrator to Water Maintenance Operation Coordinator, Office Assistant to Account Specialist and Account Technician to Software Maintenance Technician.

(d) Position deleted.

(e) Reflects additional wage increase of \$1,417 (1.34%) after 7/1/22 contractual raise.

(f) Reflects additional wage increase of \$11,641 (10.43%) after 7/1/22 contractual raise.

(g) Reflects additional wage increase of \$12,652 (10.43%) after 7/1/22 contractual raise.

ENTERPRISE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>WATER & SEWER SYSTEM</u>								
<u>Waste Water Treatment Plant (continued)</u>								
Environmental Compliance Engineer	2	\$ 100,361	2	\$ 102,368	2	\$ 102,368		
Laboratory Director	1	93,892	1	95,770	1	95,770		
Junior Chemist	2	73,570	2	75,041	2	75,041		
Laboratory Technician	1	65,499	1	66,810	1	66,810		
Maintenance M&P Manager	1	85,841	1 (e)	92,658	1 (e)	92,658		
Mechanic Technician	3	72,545	3	73,996	3	73,996		
Mechanic Specialist	1	66,472	1	67,801	1	67,801		
Master Electrician	1	80,425	1	82,034	1	82,034		
WWTP Electrician	1	77,439	1	78,988	1	78,988		
Electrician/Instrumentation Technical Spec.	1	88,645	1	90,418	1	90,418		
Industrial Services Manager	1	93,645	1	95,518	1	95,518		
Industrial Waste Senior Specialist	-	-	1 (c)	76,639	1 (c)	76,639		
Industrial Waste Specialist	2	70,136	1 (c)	71,539	1 (c)	71,539		
Industrial Waste Technician	1	62,179	1	63,423	1	63,423		
I & C System Manager	1	94,010	1	95,890	1	95,890		
I & C System Technician	1	79,155	1	80,738	1	80,738		
Chief Operator	1	100,361	1	102,368	1	102,368		
Operations Supervisor	3	89,149	3	90,938	3	90,938		
Treatment Specialist	9	70,450	9	71,864	9	71,864		
WWTP Trainee	2	51,626	2	52,666	2	52,666		
Senior Administrative Secretary-WWTP	2	64,970	2	66,269	2	66,269		
<u>Temporary Employees</u>								
Water & Sewer Maintenance		170,560		177,861		177,861		
Shared Services		-		-		-		
Waste Water Treatment Plant		80,000		80,000		80,000		
<u>Overtime</u>								
Water & Sewer Maintenance		120,000		120,000		120,000		
Shared Services		120,000		120,000		120,000		
Waste Water Treatment Plant		250,000		250,000		250,000		
Total Personnel	<u>98</u>		<u>98</u>		<u>98</u>			

(a) Wage rates are based on Local 412 Unit 59 and Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/23.

(c) Reclassifications of Industrial Waste Specialist to Industrial Waster Senior Specialist

(e) Reflects additional wage increase of \$5,100 (5.82%) after 7/1/22 contractual raise.

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>WATER & SEWER SYSTEM EXPENDITURES:</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Personnel Services:			
\$ 6,441,771	\$ 3,275,990	\$ 6,924,112	\$ 7,296,243	Permanent	\$ 7,588,104	\$ 7,588,104	
135,961	52,187	177,467	250,560	Temporary Labor	257,861	257,861	
439,050	232,500	490,000	490,000	Overtime	490,000	490,000	
				Employee Benefits:			
50,241	35,817	85,350	85,350	Education Allowance	88,600	88,600	
551,080	281,424	641,178	640,543	Social Security	664,005	664,005	
1,163,997	983,432	2,012,271	2,012,271	Employee Insurance	2,040,514	2,040,514	
1,941,825	920,748	2,051,947	2,051,947	Retiree Health Insurance	1,221,692	1,221,692	
172,499	72,144	185,711	185,711	Longevity	187,759	187,759	
3,520,172	1,743,895	3,568,285	3,568,285	Retirement Fund	3,381,881	3,381,881	
50,258	49,778	58,000	58,000	Certification Bonuses	58,000	58,000	
60,422	28,902	69,137	69,137	Holiday Pay	66,692	66,692	
	6,600	6,600		Cleaning/Clothing Allowance	7,900	7,900	
16,269	11,259	19,500	19,500	Uniforms	19,500	19,500	
				Supplies and Other Charges:			
463,240	228,292	495,000	495,000	Operating Supplies	520,000	520,000	
1,126,016	299,863	934,000	934,000	Professional Services	1,215,000	1,215,000	
237,639	51,891	80,000	50,000	Materials	100,000	100,000	
51,388	31,860	137,000	137,000	Meter Replacement	150,000	150,000	
163,580	46,560	300,000	300,000	Dirt Removal	200,000	200,000	
641,330	898,997	1,000,000	750,000	Concrete, Lawn & Manhole Repairs	1,139,842	1,139,842	
161,179	168,280	250,000	250,000	Lead and Copper Rule Replacements	500,000	500,000	
164,809	60,473	175,000	175,000	Chemicals	300,000	300,000	
18,944	5,815	25,000	25,000	Odor Control	50,000	50,000	
195,223	52,263	300,000	300,000	Ash Removal Contract	300,000	300,000	
58,525	47,545	83,000	83,000	Telephone	88,000	88,000	
467,083	241,139	499,921	499,721	Auto Expense	492,362	492,362	
679,121	263,490	560,800	560,800	Utilities	710,800	710,800	
1,082,595	598,719	935,000	935,000	Electric Power	1,000,000	1,000,000	
556,439	243,769	650,000	650,000	Repairs & Maintenance	650,000	650,000	
208,426	70,692	250,000	250,000	Health, Safety & Security	250,000	250,000	
28,460	20,362	25,000	25,000	Management Agency Fee	25,000	25,000	
28,276	29,150	29,500	29,500	M.S.D.W.A. Annual Fee	29,500	29,500	
17,100	17,400	17,400	17,400	Auditing	18,270	18,270	
588,378	126	126	-	Grant Expenses	500,000	500,000	

(Continued)

ENTERPRISE FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>WATER & SEWER SYSTEM</u> <u>EXPENDITURES (Continued):</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Other Services and Charges:			
\$ 6,043	\$ 5,751	\$ 100,000	\$ 100,000	Facility Maintenance	\$ 75,000	\$ 75,000	
226,279	140,750	250,000	250,000	Postage	250,000	250,000	
10,625,676	3,772,569	11,206,000	11,206,000	Water Purchases	11,546,000	11,546,000	
-	-	5,000	5,000	Unemployment Benefits	5,000	5,000	
600,000	300,000	600,000	600,000	General Insurance	600,000	600,000	
(3,405)	-	100,000	100,000	Uncollectible Debt	100,000	100,000	
2,711,901	1,396,596	2,793,200	2,793,200	Administrative Expense	2,876,900	2,876,900	
13,213,539	7,197,540	13,418,254	13,418,254	Debt Payments	11,565,103	11,565,103	
				Capital Outlay:			
2,823,442	896,076	4,564,900	4,564,900	Capital Improvements-Equipment	5,149,000	5,149,000	
27,052,673	18,723,300	45,197,748	45,197,748	Capital Improvements-Infrastructure	31,040,000	31,040,000	
<u>\$ 78,737,444</u>	<u>\$ 43,503,944</u>	<u>\$ 101,271,407</u>	<u>\$ 101,429,070</u>	Total Expenditures	<u>\$ 87,518,285</u>	<u>\$ 87,518,285</u>	

Capital Project Funds

Capital Project Funds are used to account for the acquisition or construction of major capital facilities that benefit the general public.

The Capital Project Funds of the City are:

- 37th District Court Building Renovation Fund

37TH DISTRICT COURT BUILDING RENOVATION FUND

This fund was established in October 2003 to account for fees collected by the 37th District Court to be used for future renovation of the 37th District Court Building.

**Expenditure History
37th District Court Building Renovation**



CAPITAL PROJECT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	37th DISTRICT COURT BUILDING RENOVATION REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 648,484	\$ 274,335	\$ 500,000	\$ 500,000	Court Building Renovation Fee	\$ 500,000	\$ 500,000	
1,355	1,091	2,800	15,000	Interest on Investments	5,000	5,000	
<u>-</u>	<u>-</u>	400,000	400,000	Fund Balance Appropriated	<u>-</u>	<u>-</u>	
<u>\$ 649,839</u>	<u>\$ 275,426</u>	<u>\$ 902,800</u>	<u>\$ 915,000</u>	Total Revenues	<u>\$ 505,000</u>	<u>\$ 505,000</u>	
				EXPENDITURES:			
<u>\$ 131,762</u>	<u>\$ 5,844</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	Capital Improvements	<u>\$ 500,000</u>	<u>\$ 500,000</u>	
<u>\$ 131,762</u>	<u>\$ 5,844</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	Total Expenditures	<u>\$ 500,000</u>	<u>\$ 500,000</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ 5,000	\$ 5,000	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	9,472,024	9,472,024	
<u>-</u>	<u>-</u>	<u>(400,000)</u>	<u>(400,000)</u>	LESS: FUND BALANCE APPROPRIATED	<u>-</u>	<u>-</u>	
<u>\$ 9,869,224</u>	<u>\$ 10,138,806</u>	<u>\$ 9,472,024</u>	<u>\$ 9,484,224</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 9,477,024</u>	<u>\$ 9,477,024</u>	

Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources and payments of general long-term debt principal and interest. Debt Service Funds are not involved with the long-term debt of proprietary funds, which are responsible for redeeming their own obligations. Debt Service Funds are required when legally mandated and/or if revenues are being accumulated for general obligation long term debt principal and interest payments maturing in future years.

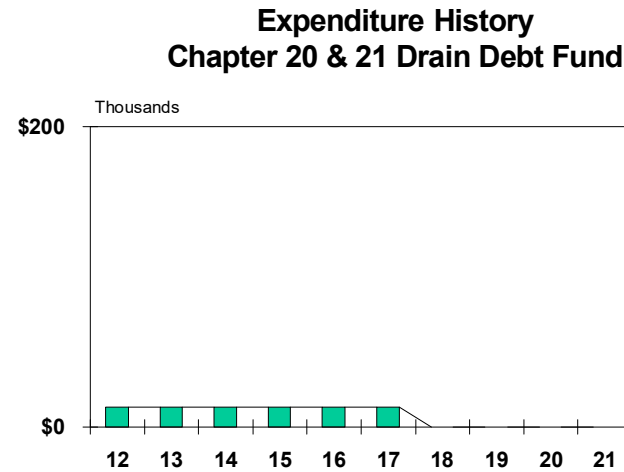
The following are Debt Funds of the City:

- Chapter 20 and 21 Drain Debt
- Michigan Transportation Debt Funds
- Capital Improvement Debt Funds
- Downtown Development Authority Debt Funds

CHAPTER 20 AND 21 DRAIN DEBT FUND

Under State law, the County has the authority and control to obtain the necessary bonding, bidding, debt service, apportionment, etc., for intra-county and inter-county drain projects that are vital to the public health.

The City's Chapter 20 and 21 drain funds reflect Warren's drain debt requirements and maintenance costs as indicated by Macomb County Drain Commissioners. The full faith and credit of the County has been pledged under provisions of Chapter 20 and 21 Drain and Public Works Act 342.



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

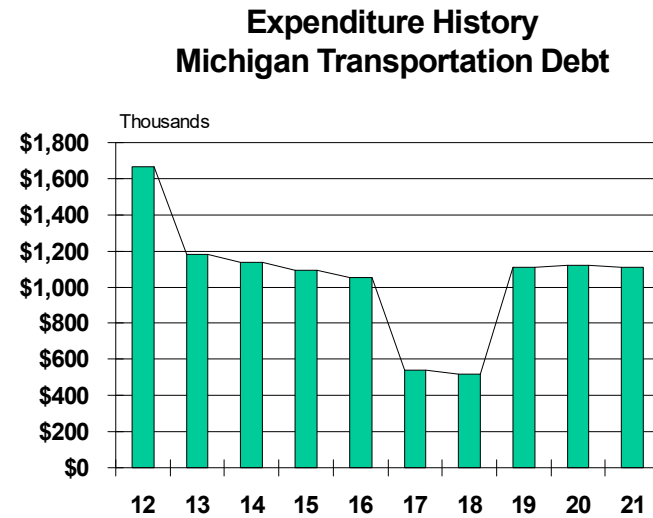
FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>CHAPTER 20 AND 21 DRAINS</u> <u>DEBT FUND</u> <u>REVENUES:</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
\$ 7	\$ 5	\$ 10	\$ 50	Interest on Investments	\$ 10	\$ 10	
<u>\$ 7</u>	<u>\$ 5</u>	<u>\$ 10</u>	<u>\$ 50</u>	Total Revenues	<u>\$ 10</u>	<u>\$ 10</u>	
				<u>EXPENDITURES:</u>			
\$ -	\$ -	\$ -	\$ -	Maintenance Fees	\$ -	\$ -	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ 10	\$ 10	
50,126	50,133	50,133	50,133	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	50,143	50,143	
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	LESS: FUND BALANCE APPROPRIATED	<u>-</u>	<u>-</u>	
<u>\$ 50,133</u>	<u>\$ 50,138</u>	<u>\$ 50,143</u>	<u>\$ 50,183</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ 50,153</u>	<u>\$ 50,153</u>	

MICHIGAN TRANSPORTATION DEBT FUNDS

Michigan Transportation Bonds are issued pursuant to the provisions of Act 175, Public Acts of Michigan 1952 as amended, for the purpose of defraying part of the cost of constructing major and local street improvements in the City of Warren. These bonds are issued in anticipation of state shared Michigan Transportation Fund payments from the State of Michigan to be received by the City. The bonds pledge the full faith and credit of the City of Warren as additional security for payment of the principal and interest.

The following schedules reflect existing debts only and do not include any proposed bond issues.

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 1,430,000	\$ 932,718	\$ 2,362,718
2024	1,480,000	877,018	2,357,018
2025	1,540,000	819,218	2,359,218
2026	1,600,000	758,918	2,358,918
2027	1,665,000	696,118	2,361,118
2028	1,730,000	630,568	2,360,568
2029	1,800,000	562,368	2,362,368
2030	1,870,000	490,228	2,360,228
2031	1,950,000	414,673	2,364,673
2032	2,035,000	335,263	2,370,263
2033	2,105,000	261,657	2,366,657
2034	1,065,000	194,750	1,259,750
2035	1,095,000	162,800	1,257,800
2036	1,115,000	140,900	1,255,900
2037	1,140,000	118,600	1,258,600
2038	1,160,000	95,800	1,255,800
2039	1,185,000	72,600	1,257,600
2040	1,210,000	48,900	1,258,900
2041	1,235,000	24,700	1,259,700
	<u>\$ 28,410,000</u>	<u>\$ 7,637,797</u>	<u>\$ 36,047,797</u>



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>SUMMARY</u> <u>MICHIGAN TRANSPORTATION</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor
				<u>Transfer from Michigan Transportation</u> <u>Operating Fund:</u>		
\$ 1,110,618	\$ 455,284	\$ 2,364,319	\$ 2,364,319	Major Streets	\$ 2,363,718	\$ 2,363,718
<u>\$ 1,110,618</u>	<u>\$ 455,284</u>	<u>\$ 2,364,319</u>	<u>\$ 2,364,319</u>	Total Revenues	<u>\$ 2,363,718</u>	<u>\$ 2,363,718</u>
				<u>EXPENDITURES:</u> Debt Service Payments:		
				Principal:		
\$ 750,000	\$ -	\$ 1,415,000	\$ 1,415,000	Major Streets	\$ 1,430,000	\$ 1,430,000
				Interest:		
360,118	454,284	948,319	948,319	Major Streets	932,718	932,718
				Agent Fees:		
500	1,000	1,000	1,000	Major Streets	1,000	1,000
<u>\$ 1,110,618</u>	<u>\$ 455,284</u>	<u>\$ 2,364,319</u>	<u>\$ 2,364,319</u>	Total Expenditures	<u>2,363,718</u>	<u>\$ 2,363,718</u>
				NET INCREASE (DECREASE) IN FUND		
\$ -	\$ -	\$ -	\$ -	BALANCE DURING THE PERIOD	\$ -	\$ -
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	ESTIMATED FUND BALANCE		
				BEGINNING OF PERIOD	<u>-</u>	<u>-</u>
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE		
				(DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>2021</u> MICHIGAN TRANSPORTATION DEBT SERVICE FUND	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>REVENUES:</u>			
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ -	\$ 285,975	\$ 1,256,201	\$ 1,256,201	Major Streets	\$ 1,258,700	\$ 1,258,700	
<u>\$ -</u>	<u>\$ 285,975</u>	<u>\$ 1,256,201</u>	<u>\$ 1,256,201</u>	Total Revenues	<u>\$ 1,258,700</u>	<u>\$ 1,258,700</u>	
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
				Principal:			
\$ -	\$ -	\$ 645,000	\$ 645,000	Major Streets	\$ 640,000	\$ 640,000	
	-	285,475	610,701	Interest:			
				Major Streets	618,200	618,200	
	-	500	500	Agent Fees:			
				Major Streets	500	500	
<u>\$ -</u>	<u>\$ 285,975</u>	<u>\$ 1,256,201</u>	<u>\$ 1,256,201</u>	Total Expenditures	<u>\$ 1,258,700</u>	<u>\$ 1,258,700</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

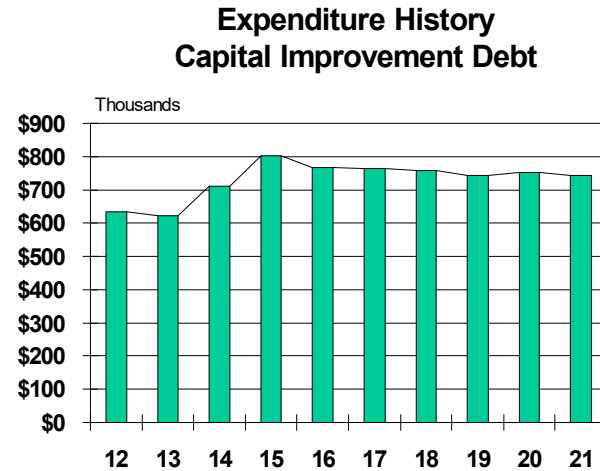
FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>2018</u> <u>MICHIGAN TRANSPORTATION</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>Transfer from Michigan Transportation</u> <u>Operating Fund:</u>			
\$ 1,110,618	\$ 169,309	\$ 1,108,118	\$ 1,108,118	Major Streets	\$ 1,105,018	\$ 1,105,018	
<u>\$ 1,110,618</u>	<u>\$ 169,309</u>	<u>\$ 1,108,118</u>	<u>\$ 1,108,118</u>	Total Revenues	<u>\$ 1,105,018</u>	<u>\$ 1,105,018</u>	
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
				Principal:			
\$ 750,000	\$ -	\$ 770,000	\$ 770,000	Major Streets	\$ 790,000	\$ 790,000	
360,118	168,809	337,618	337,618	Interest:			
				Major Streets	314,518	314,518	
500	500	500	500	Agent Fees:			
				Major Streets	500	500	
<u>\$ 1,110,618</u>	<u>\$ 169,309</u>	<u>\$ 1,108,118</u>	<u>\$ 1,108,118</u>	Total Expenditures	<u>\$ 1,105,018</u>	<u>\$ 1,105,018</u>	
				NET INCREASE (DECREASE) IN FUND			
\$ -	\$ -	\$ -	\$ -	BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE			
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	BEGINNING OF PERIOD	<u>-</u>	<u>-</u>	
				ESTIMATED FUND BALANCE			
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	(DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	

CAPITAL IMPROVEMENT DEBT FUNDS

Capital Improvement Bonds are issued pursuant to the provisions of Act 34, Public Acts of Michigan 2001 as amended, for the purpose of defraying part of the cost of capital improvements in the City of Warren. These bonds are issued in anticipation of state shared Michigan Transportation Fund payments from the State of Michigan to be received by the City. The bonds pledge the full faith and credit of the City of Warren as additional security for payment of the principal and interest.

The following schedule reflects existing debt only that relates to Major Road improvements and does not include any proposed bond issues.

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 470,117	\$ 42,881	\$ 512,998
2024	457,932	35,066	492,998
2025	444,530	27,266	471,796
2026	432,347	19,541	451,888
2027	373,469	12,061	385,530
2028	135,000	6,334	141,334
2029	130,000	2,113	132,113
	<u>\$2,443,395</u>	<u>\$ 145,262</u>	<u>\$2,588,657</u>



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	SUMMARY CAPITAL IMPROVEMENT DEBT SERVICE FUNDS REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 742,121	\$ 719,692	\$ 743,625	\$ 753,262	Major Streets	\$ 513,912	\$ 513,912	
<u>\$ 742,121</u>	<u>\$ 719,692</u>	<u>\$ 743,625</u>	<u>\$ 753,262</u>	Total Revenues	<u>\$ 513,912</u>	<u>\$ 513,912</u>	
				EXPENDITURES:			
				Debt Service Payments:			
				Principal:			
\$ 650,340	\$ 677,668	\$ 677,668	\$ 677,668	Major Streets	\$ 470,117	\$ 470,117	
91,363	41,607	65,040	74,677	Interest:			
				Major Streets	42,882	42,882	
				Agent Fees:			
418	417	917	917	Major Streets	913	913	
<u>\$ 742,121</u>	<u>\$ 719,692</u>	<u>\$ 743,625</u>	<u>\$ 753,262</u>	Total Expenditures	<u>513,912</u>	<u>\$ 513,912</u>	
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	
-	-	-	-	LESS: FUND BALANCE APPROPRIATED	-	-	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	2021A (Refinanced 2013A/2006 Issue) CAPITAL IMPROVEMENT BONDS DEBT SERVICE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 528,281	\$ 528,557	\$ 538,331	\$ 547,968	Major Streets	\$ 322,266	\$ 322,266	
<u>\$ 528,281</u>	<u>\$ 528,557</u>	<u>\$ 538,331</u>	<u>\$ 547,968</u>	Total Revenues	<u>\$ 322,266</u>	<u>\$ 322,266</u>	
				EXPENDITURES:			
				Debt Service Payments:			
				Principal:			
\$ 470,530	\$ 502,857	\$ 502,857	\$ 502,857	Major Streets	\$ 305,306	\$ 305,306	
57,751	25,700	34,974	44,611	Interest: Major Streets	16,460	16,460	
-	-	500	500	Agent Fees: Major Streets	500	500	
<u>\$ 528,281</u>	<u>\$ 528,557</u>	<u>\$ 538,331</u>	<u>\$ 547,968</u>	Total Expenditures	<u>\$ 322,266</u>	<u>\$ 322,266</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	
				LESS: FUND BALANCE APPROPRIATED	-	-	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	2015 (Refinanced 2008 Issue) CAPITAL IMPROVEMENT BONDS DEBT SERVICE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 213,840	\$ 191,135	\$ 205,294	\$ 205,294	Major Streets	\$ 191,646	\$ 191,646	
<u>\$ 213,840</u>	<u>\$ 191,135</u>	<u>\$ 205,294</u>	<u>\$ 205,294</u>	Total Revenues	<u>\$ 191,646</u>	<u>\$ 191,646</u>	
				EXPENDITURES:			
				Debt Service Payments:			
				Principal:			
\$ 179,810	\$ 174,811	\$ 174,811	\$ 174,811	Major Streets	\$ 164,811	\$ 164,811	
33,612	15,907	30,066	30,066	Interest: Major Streets	26,422	26,422	
418	417	417	417	Agent Fees: Major Streets	413	413	
<u>\$ 213,840</u>	<u>\$ 191,135</u>	<u>\$ 205,294</u>	<u>\$ 205,294</u>	Total Expenditures	<u>\$ 191,646</u>	<u>\$ 191,646</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	
				LESS: FUND BALANCE APPROPRIATED	-	-	
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	

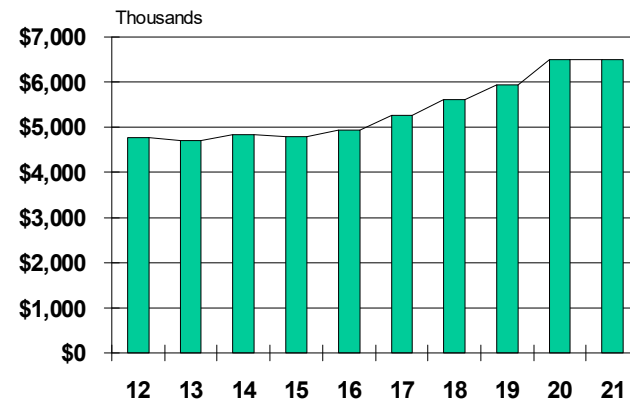
DOWNTOWN DEVELOPMENT AUTHORITY DEBT FUNDS

Downtown Development Authority Bonds are issued pursuant to the provisions of Act 197, Public Acts of Michigan 1975 as amended, for the purpose of funding the cost of capital improvements in the City of Warrens Downtown Development District. These bonds are issued in anticipation of tax revenues generated within the DDA District. The bonds pledge the full faith and credit of the City of Warren as additional security for payment of the principal and interest.

The following schedule reflects existing debt only that relates to Downtown Development Authority improvements and does not include any proposed bond issues.

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2023	\$ 5,445,000	\$ 678,239	\$ 6,123,239
2024	5,555,000	552,509	6,107,509
2025	5,415,000	420,207	5,835,207
2026	5,260,000	290,242	5,550,242
2027	3,930,000	166,950	4,096,950
2028	2,465,000	71,025	2,536,025
2029	1,135,000	17,025	1,152,025
	<u>\$ 29,205,000</u>	<u>\$ 2,196,197</u>	<u>\$ 31,401,197</u>

**Expenditure History
Downtown Development Authority Debt**



DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	<u>SUMMARY</u> <u>DOWNTOWN DEVELOPMENT AUTHORITY</u> <u>DEBT SERVICE FUNDS</u> <u>REVENUES:</u>	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 6,498,657	\$ 6,008,891	\$ 6,378,834	\$ 6,478,057		\$ 6,124,739	\$ 6,124,739	
<u>\$ 6,498,657</u>	<u>\$ 6,008,891</u>	<u>\$ 6,378,834</u>	<u>\$ 6,478,057</u>	Total Revenues	<u>\$ 6,124,739</u>	<u>\$ 6,124,739</u>	
				<u>EXPENDITURES:</u>			
				Debt Service Payments:			
\$ 5,310,000	\$ 5,455,000	\$ 5,455,000	\$ 5,455,000	Principal	\$ 5,445,000	\$ 5,445,000	
1,187,657	552,891	922,584	1,021,807	Interest	678,239	678,239	
1,000	1,000	1,250	1,250	Agent Fees	1,500	1,500	
<u>\$ 6,498,657</u>	<u>\$ 6,008,891</u>	<u>\$ 6,378,834</u>	<u>\$ 6,478,057</u>	Total Expenditures	<u>6,124,739</u>	<u>\$ 6,124,739</u>	
				NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
				ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	
				ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	\$ -	\$ -	

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	2021 (Refinanced 2013/2002 Issue) DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 1,831,982	\$ 1,613,441	\$ 1,633,609	\$ 1,732,832		\$ 1,548,089	\$ 1,548,089	
<u>\$ 1,831,982</u>	<u>\$ 1,613,441</u>	<u>\$ 1,633,609</u>	<u>\$ 1,732,832</u>	Total Revenues	<u>\$ 1,548,089</u>	<u>\$ 1,548,089</u>	
				EXPENDITURES:			
				Debt Service Payments:			
\$ 1,505,000	\$ 1,465,000	\$ 1,465,000	\$ 1,465,000	Principal	\$ 1,515,000	\$ 1,515,000	
326,982	148,441	168,359	267,582	Interest	32,589	32,589	
-	-	250	250	Agent Fees	500	500	
<u>\$ 1,831,982</u>	<u>\$ 1,613,441</u>	<u>\$ 1,633,609</u>	<u>\$ 1,732,832</u>	Total Expenditures	<u>\$ 1,548,089</u>	<u>\$ 1,548,089</u>	
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	2014 (Refinanced 2003 and 2004 Issues) DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 3,341,225	\$ 3,232,775	\$ 3,465,725	\$ 3,465,725		\$ 3,342,600	\$ 3,342,600	
<u>\$ 3,341,225</u>	<u>\$ 3,232,775</u>	<u>\$ 3,465,725</u>	<u>\$ 3,465,725</u>	Total Revenues	<u>\$ 3,342,600</u>	<u>\$ 3,342,600</u>	
				EXPENDITURES:			
				Debt Service Payments:			
\$ 2,745,000	\$ 2,955,000	\$ 2,955,000	\$ 2,955,000	Principal	\$ 2,920,000	\$ 2,920,000	
595,725	277,275	510,225	510,225	Interest	422,100	422,100	
500	500	500	500	Agent Fees	500	500	
<u>\$ 3,341,225</u>	<u>\$ 3,232,775</u>	<u>\$ 3,465,725</u>	<u>\$ 3,465,725</u>	Total Expenditures	<u>\$ 3,342,600</u>	<u>\$ 3,342,600</u>	
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	

DEBT FUNDS
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2021 Actual Year	FY 2022 Actual to December 31	FY 2022 Estimated To June 30	FY 2022 Amended Budget December 31	2015 (Refinanced 2005 Issue) DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUND REVENUES:	FY 2023 Departmental Request	FY 2023 Recommended By Mayor	FY 2023 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 1,325,450	\$ 1,162,675	\$ 1,279,500	\$ 1,279,500		\$ 1,234,050	\$ 1,234,050	
<u>\$ 1,325,450</u>	<u>\$ 1,162,675</u>	<u>\$ 1,279,500</u>	<u>\$ 1,279,500</u>	Total Revenues	<u>\$ 1,234,050</u>	<u>\$ 1,234,050</u>	
				EXPENDITURES:			
				Debt Service Payments:			
\$ 1,060,000	\$ 1,035,000	\$ 1,035,000	\$ 1,035,000	Principal	\$ 1,010,000	\$ 1,010,000	
264,950	127,175	244,000	244,000	Interest	223,550	223,550	
500	500	500	500	Agent Fees	500	500	
<u>\$ 1,325,450</u>	<u>\$ 1,162,675</u>	<u>\$ 1,279,500</u>	<u>\$ 1,279,500</u>	Total Expenditures	<u>\$ 1,234,050</u>	<u>\$ 1,234,050</u>	
\$ -	\$ -	\$ -	\$ -	NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD	\$ -	\$ -	
-	-	-	-	ESTIMATED FUND BALANCE BEGINNING OF PERIOD	-	-	
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD	<u>\$ -</u>	<u>\$ -</u>	

Supplemental Information

The following supplemental information is presented to furnish the reader with a detailed analysis of the 2023 capital outlays for the General Fund, Special Revenue Funds and the Water and Sewer System Enterprise Fund.

GENERAL FUND
CAPITAL OUTLAYS
FISCAL YEAR 2023

Department/Item	Departmental Request		Recommended By Mayor		Adopted By Council		New or Replacement Item
	Qty	Amount	Qty	Amount	Qty	Amount	
<u>Council</u>							
Shredder, I-pads and Small Printers		\$ 3,600		\$ 3,600			Replacement
<u>Clerk</u>							
Precinct Laptops		\$ 11,945		\$ 11,945			Replacement
<u>Treasurer</u>							
Printer - All in One	1	\$ 9,000	1	\$ 9,000			Replacement
Folder/Inserter	1	10,000	1	10,000			Replacement
Desktop Scanners	6	7,200	6	7,200			Replacement
Receipt Printers	2	2,000	2	2,000			Replacement
		\$ 28,200		\$ 28,200			
<u>Information Systems</u>							
Computer Equipment		\$ 5,000		\$ 5,000			Replacement
UPS Battery	4	800	4	800			Replacement
Internet Circuit - Backup Data Center		12,600		12,600			Replacement
Servers	4	75,000	4	75,000			Replacement
Terastations	2	2,000	2	2,000			Replacement
Wi-Fi/Broadband - ARPA Funding		1,000,000		1,000,000			New
Cyber Security - ARPA Funding	2	500,000	2	500,000			New
		\$ 1,595,400		\$ 1,595,400			
<u>Legal</u>							
Conference Room Monitor/TV		\$ 4,000		\$ 4,000			Replacement
<u>Assessing</u>							
GMC Terrain or Chevy Equinox	1	\$ 28,000	1	\$ 28,000			
<u>Property Maintenance</u>							
Plow Blades - Blight	2	\$ 16,000	2	\$ 16,000			New
Zero Turn Lawn Mowers - Blight	2	28,000	2	28,000			New
		\$ 44,000		\$ 44,000			
<u>Public Service</u>							
Printer/Copier		\$ 9,000		\$ 9,000			Replacement
<u>Building Inspections</u>							
Color Printer		\$ 6,000		\$ 6,000			Replacement
Plan Review Table		15,000		15,000			New
Vehicles	4	128,000	4	128,000			Replacement
		\$ 149,000		\$ 149,000			

(Continued)

GENERAL FUND
CAPITAL OUTLAYS
FISCAL YEAR 2023

<u>Department/Item</u>	<u>Departmental Request</u>		<u>Recommended By Mayor</u>		<u>Adopted By Council</u>		<u>New or Replacement Item</u>
	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	
<u>Fire</u>							
PPE Turnout Coats & Bunker Pants		\$ 150,000		\$ 150,000			Replacement
Encapsulating Agent & Misc		46,000		46,000			Replacement
Tech Rescue Equipment		50,000		50,000			Replacement
Helmets, Hoods, Gloves, Suspenders		34,500		34,500			Replacement
SCBA Masks		16,000		16,000			Replacement
MSA Air Bottles		25,000		25,000			Replacement
Base Vehicle Radios		30,000		30,000			Replacement
950 Ash Hydrocarbon Detector		5,000		5,000			Replacement
Confined Space Rescue Kit		11,000		11,000			Replacement
Turnout Gear Lockers		75,000		75,000			New
Fire Blankets - Electric Vehicles		15,000		15,000			Replacement
Station & Admin Renovations		400,000		400,000			Replacement
EMS Squads	1	275,000	1	275,000			Replacement
Fire Trucks	1	850,000	1	850,000			Replacement
Quintuple Combination Pumper - Quint		900,000		900,000			Replacement
Lifepak15 Monitor	3	78,000	3	78,000			Replacement
Power Pro Cots	3	65,000	3	65,000			Replacement
Heavy Tech Rescue - Grant Match		600,000		600,000			Replacement
Air Fill Station		60,000		60,000			Replacement
ARPA Expenditures - Fire Station		6,000,000		6,000,000			New
		<u>\$ 9,685,500</u>		<u>\$ 9,685,500</u>			
<u>DPW - 1442</u>							
Post Lifts	2	\$ 30,000	2	\$ 30,000			Replacement
Zone/Plow/Dump Truck	1	225,000	1	225,000			Replacement
Chipper Truck	1	225,000	1	225,000			Replacement
Truck Hoist	1	20,000	1	20,000			Replacement
Plow/Dump/Salt Truck	2	900,000	2	900,000			Replacement
Scan Tool	1	10,000	1	10,000			Replacement
Tire Balancer	1	10,000	1	10,000			Replacement
Grader/Plow Tractor	1	300,000	1	300,000			Replacement
Hot Box - Cold Patch	1	30,000	1	30,000			Replacement
Fuel Pedestals - All Sites		70,000		70,000			Replacement
Roller Machine - Sign Making		15,000		15,000			New
Storm Drain Relief Sewer		700,000		700,000			Replacement
		<u>\$ 2,535,000</u>		<u>\$ 2,535,000</u>			

(Continued)

GENERAL FUND
CAPITAL OUTLAYS
FISCAL YEAR 2023

<u>Department/Item</u>	<u>Departmental Request</u>		<u>Recommended By Mayor</u>		<u>Adopted By Council</u>		<u>New or Replacement Item</u>
	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	
<u>Police</u>							
Spray Patch - East Parking Lot		\$ 27,730		\$ 27,730			Replacement
Cell Block Control Panels		50,000		50,000			Replacement
Basement Floor Scrubber		15,000		15,000			Replacement
Veranda Drains		45,000		45,000			Replacement
Rekey Interior Doors		15,000		15,000			Replacement
Computer Workstations	30	45,000	30	45,000			Replacement
Copier/Scanners		8,946		8,946			Replacement
Printer Parts		15,308		15,308			Replacement
Laser Jet Printers		6,384		6,384			Replacement
Equipment Repair		12,128		12,128			Replacement
Vehicle Up-fitting		70,000		70,000			Replacement
Axon Tasers		133,992		133,992			Replacement
Dyno Sticks		25,000		25,000			Replacement
MDC Computers		22,150		22,150			Replacement
911 Equipment		5,000		5,000			Replacement
ARPA Expenditures - Vehicles		1,000,000		1,000,000			Replacement
		<u>\$ 1,496,638</u>		<u>\$ 1,496,638</u>			
<u>Engineering</u>							
Desktop Workstations	1	\$ 2,500	1	\$ 2,500			Replacement
Laptops	2	3,000	2	3,000			Replacement
Apple Ipad		5,000		5,000			Replacement
Dell Touch Monitors		7,000		7,000			Replacement
Inspection Vehicle	2	80,000	2	80,000			Replacement
Survey Equipment		10,000		10,000			Replacement
		<u>\$ 107,500</u>		<u>\$ 107,500</u>			
<u>Building Maintenance</u>							
Silverado Truck		\$ 60,000		\$ 60,000			Replacement
Air Compressor		3,500		3,500			Replacement
Maintenance Garage Tools		2,000		2,000			Replacement
Polaris Utility Vehicle		14,000		14,000			New
		<u>\$ 79,500</u>		<u>\$ 79,500</u>			
<u>Planning</u>							
Plotter		\$ 22,000		\$ 22,000			Replacement
Total Capital Outlay (General Fund)		<u>\$ 15,799,283</u>		<u>\$ 15,799,283</u>			

SPECIAL REVENUE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2023

<u>Department/Item</u>	<u>Departmental Request</u>		<u>Recommended By Mayor</u>		<u>Adopted By Council</u>		<u>New or Replacement Item</u>
	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	
<u>Communications</u>							
Tape Archive		\$ 15,000		\$ 15,000			Replacement
Auditorium PA System		70,000		70,000			Replacement
Rebuild Edit Suite D		40,000		40,000			Replacement
Wordpress Website Updates		25,000		25,000			New
Electronic News Gathering Camera		15,000		15,000			Replacement
		<u>\$ 165,000</u>		<u>\$ 165,000</u>			
<u>Sanitation</u>							
HVAC Unit - North Building		\$ 15,000		\$ 15,000			Replacement
Flooring - Sanitation Building		16,370		16,370			Replacement
32 Yard Rear Load Garbage Truck		225,000		225,000			New
Side Arm Recycle/Trash Truck		311,000		311,000			New
Pick-up Truck	2	76,000	2	76,000			New
95 Gallon Trash Carts	549	35,000	549	35,000			New
35 Yard Compactor	1	30,000	1	30,000			New
20 Yard Roll Off Container	4	33,600	4	33,600			New
Forklift		18,000		18,000			New
		<u>\$ 759,970</u>		<u>\$ 759,970</u>			
<u>Library</u>							
Reupholster Furniture - Civic Center		\$ 35,000		\$ 35,000			Replacement
Bibliotheca upgrade	2	20,000	2	20,000			Replacement
Electronic Marquee - Miller		25,000		25,000			Replacement
Study room conversions - Miller		45,000		45,000			Replacement
Install LED Shelving - Civic Center		27,000		27,000			Replacement
LED lighting retrofit - Miller		76,000		76,000			Replacement
Room updates - Twain and Stowe Civic Center		20,000		20,000			Replacement
Commercial Grade Monitor/TV - Civic Center		10,000		10,000			Replacement
Dell Computers - Miller and Civic Center	19	18,900	19	18,900			Replacement
Duplicator Machine		9,900		9,900			Replacement
Toshiba Copier		7,500		7,500			Replacement
Paperback Spinner Racks		29,700		29,700			Replacement
Computer Rollaway Chairs		18,900		18,900			Replacement
Vehicle		28,000		28,000			Replacement
ARPA Expenditure - Bookmobile		300,000		300,000			New
		<u>\$ 670,900</u>		<u>\$ 670,900</u>			

(Continued)

SPECIAL REVENUE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2023

<u>Department/Item</u>	<u>Departmental Request</u>		<u>Recommended By Mayor</u>		<u>Adopted By Council</u>		<u>New or Replacement Item</u>
	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	
<u>Rental</u>							
Vehicles	2	\$ 56,000	2	\$ 56,000			Replacement
<u>Parks & Recreation</u>							
Pick Up Truck with Plow	1	\$ 45,000	1	\$ 45,000			New
Equipment Trailer	1	12,000	1	12,000			New
Recreation Equipment - Fitness		38,000		38,000			Replacement
ARPA Expenditure - Skate Park		1,700,000		1,700,000			New
		<u>\$ 1,795,000</u>		<u>\$ 1,795,000</u>			
<u>Court Renovation</u>							
Computers and Laptops	10,5	\$ 16,000	10,5	\$ 16,000			New
Chairs (courtrooms, lobby, jury)	32	6,400	32	6,400			New
Security - Locks and Doors	3	15,000	3	15,000			Replacement
Security - Cameras		10,000		10,000			Replacement
		<u>\$ 47,400</u>		<u>\$ 47,400</u>			
<u>Downtown Development Authority</u>							
Pick Up Truck with Plow - Parks and Recreation	1	\$ 45,000	1	\$ 45,000			New
Zone Truck with Dump - Parks and Recreation	1	75,000	1	75,000			New
Tractor - Front Loader/Backhoe/Salt Spreader -	1	70,000	1	70,000			New
Golf Simulator - Parks and Recreation		225,000		225,000			New
Fitness Center Equipment - Parks and Recreation		100,000		100,000			Replacement
Fire Trucks	1	850,000	1	850,000			New
EMS Squads	2	550,000	2	550,000			New
BS&A Software - Payroll		300,000		300,000			
Skate/Pump Park - Parks and Recreation		700,000		700,000			New
City Hall Carpeting - Building Maint		180,000		180,000			Replacement
Parking Structure Repairs - Building Maint		100,000		100,000			Replacement
HVAC Software Upgrade - Building Maint		50,000		50,000			Replacement
Brick Paver, Leveling/Sealing - Building Maint		50,000		50,000			Replacement
Fire Station #5		6,000,000		6,000,000			New
Fire Station #1		2,000,000		2,000,000			New
Land Acquisitions		1,000,000		1,000,000			New
Capital Improvements		2,000,000		2,000,000			New/Replacement
		<u>\$ 14,295,000</u>		<u>\$ 14,295,000</u>			
Total Capital Outlay (Special Revenue Funds)		<u>\$ 17,789,270</u>		<u>\$ 17,789,270</u>			

ENTERPRISE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2023

<u>Department/Item</u>	<u>Departmental Request</u>		<u>Recommended By Mayor</u>		<u>Adopted By Council</u>		<u>New or Replacement Item</u>
	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	
<u>Senior Citizens' Housing</u>							
Stilwell Manor:							
Resident Hallway - Carpet		\$ 120,000		\$ 120,000			Replacement
Entry Door		10,000		10,000			Replacement
Brick Repair & Tuckpoint		20,000		20,000			Replacement
Appliances		18,200		18,200			Replacement
		<u>\$ 168,200</u>		<u>\$ 168,200</u>			
Coach Manor:							
Fire Supression System Repairs		\$ 20,000		\$ 20,000			Replacement
Sidewalk and Patio Concrete		20,000		20,000			Replacement
Resident Hallway - Carpet		120,000		120,000			Replacement
Entry Door		10,000		10,000			Replacement
Courtyard Stormwater Repairs		25,000		25,000			New
Doorwall	20	100,000	20	100,000			Replacement
Appliances		54,300		54,300			Replacement
		<u>\$ 349,300</u>		<u>\$ 349,300</u>			
<u>Water and Sewer System</u>							
Water Maintenance Equipment/Shared Services:							
Water Garage Generator		\$ 1,000,000		\$ 1,000,000			New
15 Yard Dump Truck with Snow Plow		225,000		225,000			Replacement
City Works/Esri GIS		200,000		200,000			New
John Deere Backhoe		200,000		200,000			Replacement
2-3 Yard Mini Dump with Front Plow		58,000		58,000			Replacement
Safety Zone Vehicle		55,000		55,000			Replacement
Floor Zamboni		53,000		53,000			Replacement
Utility Vehicle 4x4 with Front Plow		50,000		50,000			Replacement
Administration Vehicle		35,000		35,000			New
Office Equipment		30,000		30,000			Replacement
Building Maintenance		25,000		25,000			Replacement
Parking Lot Maintenance		25,000		25,000			Replacement
TV Lateral Camera		12,000		12,000			Replacement
		<u>\$ 1,968,000</u>		<u>\$ 1,968,000</u>			

(Continued)

ENTERPRISE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2023

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Waste Water Treatment Equipment:</u>							
Incinerator Engineering		\$ 700,000		\$ 700,000			Replacement
Grit Building Structural Repairs and Gates		650,000		650,000			Replacement
Fall Protections		400,000		400,000			Replacement
Hydraulic System		250,000		250,000			Replacement
New Sanitaire Diffusers		250,000		250,000			Replacement
RAS Pumps		160,000		160,000			Replacement
Smoke Stack Demolition		150,000		150,000			Replacement
Drives for Primary Tanks		90,000		90,000			Replacement
Blanket Monitors		75,000		75,000			Replacement
Security Fence		75,000		75,000			Replacement
UV Wipers		66,000		66,000			Replacement
Tech Connect		62,000		62,000			Replacement
UV Bulbs		53,000		53,000			Replacement
Bell and Gosset Pump		50,000		50,000			Replacement
Painting Phase 2		50,000		50,000			Replacement
UV Ballast		30,000		30,000			Replacement
Camera Storage System		25,000		25,000			Replacement
Conference Room D Equipment		15,000		15,000			Replacement
Conference Room AA Equipment		15,000		15,000			Replacement
Work Station System		15,000		15,000			Replacement
		<u>\$ 3,181,000</u>		<u>\$ 3,181,000</u>			
 <u>Infrastructure</u>							
Detention Basin Construction (Bond Proceeds)		\$ 20,000,000		\$ 20,000,000			New
<u>Watermain Replacements (Funded with Proposed Bond):</u>							
14 Mile (Hayes to Hoover)		3,600,000		3,600,000			Replacement
Masonic (Hoover to Schoenherr)		2,000,000		2,000,000			Replacement
Lawson (9 Mile to Stephens)		1,300,000		1,300,000			Replacement
Roseberry (9 Mile to Stephens)		1,000,000		1,000,000			Replacement
Cromie/Dover (Iroquois to Moulin/Common to Iowa)		600,000		600,000			Replacement
Hayman Dr (Orville to Runey)		500,000		500,000			Replacement

(Continued)

ENTERPRISE FUNDS
CAPITAL OUTLAYS
FISCAL YEAR 2023

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Infrastructure</u>							
Watermain Replacements (Funded with Proposed Bond):							
Palomino (Champaign to Potomac)		\$ 400,000		\$ 400,000			Replacement
Mullin (Sherman to Toepfer)		400,000		400,000			Replacement
Sewer Repairs and Lining (Funded with Rate):							
Various Locations		1,125,000		1,125,000			Replacement
Ongoing Approved Projects (Funded with Bonds)		<u>115,000</u>		<u>115,000</u>			Replacement
		<u>\$ 31,040,000</u>		<u>\$ 31,040,000</u>			
 Total Water & Sewer System		 <u>\$ 36,189,000</u>		 <u>\$ 36,189,000</u>			
 Total Capital Outlay (Enterprise Funds)		 <u>\$ 36,706,500</u>		 <u>\$ 36,706,500</u>			

GLOSSARY OF TERMS

A

ACCRUAL BASIS - Accrual basis accounting recognizes transactions when they occur, regardless of the timing of related cash flows. The application of accrual accounting techniques prevents distortions in financial statement representations due to shifts in timing of cash flows and related underlying economic events near the end of a fiscal period.

ACTIVITY - An office, department, or program to which specific expenses are to be allocated.

APPROPRIATION - An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose.

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

B

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

BUDGET ADJUSTMENT - An adjustment made to the budget during the fiscal year by the City Council to properly account for unanticipated changes which occur in revenues and/or expenditures and for program initiatives approved during the fiscal year.

BUDGETARY CENTER – A grouping of offices' or activities' budgets that are combined to create a cost center in which actual expenditures cannot exceed budgeted appropriations.

C

CAPITAL OUTLAY - A disbursement of money that results in the acquisition of or addition to fixed assets. The item must have a purchase price greater than \$5,000 to be a capital item.

CONTINGENCY - An estimated amount of funds needed for deficiency, contingent or emergency purposes.

D

DEBT SERVICE - The planned accumulation of revenues and appropriations of expenditures for the retirement of long term debt principal and interest.

DEFICIT - An excess of liabilities and reserves of a fund over its assets.

E

EMPLOYEE BENEFITS - An expenditure object within an activity that includes all employee fringe benefits.

GLOSSARY OF TERMS

ENTERPRISE FUND - A fund established to account for operations that are financed and operated in a manner similar to a private business. The intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

EXPENDITURE - The cost of goods delivered and services rendered, whether paid or unpaid, including expenses, debt retirement not reported as liability of the fund from which retired, or capital outlay.

F

FISCAL YEAR - A twelve-month period designated as the operating year for an entity. The fiscal year for the City of Warren is July 1-June 30.

FUND - An independent fiscal entity with a self-balancing set of accounts recording its revenues and expenditures.

FUND ACCOUNTING - The accounts of the City are organized on the basis of funds and account groups in order to report on its financial position and results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

FUND BALANCE - An excess of revenues over expenditures segregated by fund.

G

GENERAL FUND - The fund used to account for those general operating activities of the City which are funded through unrestricted revenues. General government, public safety and public services are financed through this fund. Revenues are received from general property taxes, state shared revenues, licenses and permits, fine and forfeitures, user charges, investment income and other sources.

L

LINE ITEM BUDGET - A budget which emphasizes allocations of resources to given organizational units for particular objects of expenditure, such as salaries, supplies, services, and equipment. Line item budgets may be organized to provide accountability at varying levels, such as on department, division or agency levels.

M

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

MILLAGE - The total tax obligation per \$1,000 of taxable valuation of property.

MODIFIED ACCRUAL - This basis of accounting recognizes revenues in the accounting period in which they are both measurable and available to finance expenditures. Expenditures are generally recognized in the account period in which they are both measurable and incurred.

GLOSSARY OF TERMS

O

ORGANIZATION CHART - A chart representing the authority, responsibility, and relationships among departmental entities within the City organization.

OTHER SERVICES AND CHARGES - An expenditure object within an activity that includes professional services, utilities, rents, and training for example.

P

PERFORMANCE INDICATOR - A measurement of how a program is accomplishing its mission through the delivery of products or service.

PERFORMANCE OBJECTIVES - Desired output oriented accomplishments which can be measured within a given time period.

PERSONAL SERVICES - An expenditure object within an activity that includes payroll expenditures.

R

RECOMMENDED BUDGET - The City's revenue and expenditure plan for the fiscal year as prepared and recommended by the Mayor for City Council consideration.

REVENUE - An addition to the assets of a fund, which does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability without a corresponding increase in any other liability or a decrease in assets, and does not represent a contribution of fund capital in enterprise or in intra-governmental service funds.

S

SPECIAL REVENUE FUND - A fund to account for the proceeds of specific revenue sources (other than special assessment, expendable trust, or the major capital projects) that are legally restricted to expenditures for specified purposes.

STATE EQUALIZED VALUATION (SEV) - 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 the State, to assure that it equals 50% of market value, as required by State law.

SUPPLIES - An expenditure object within an activity that includes all supplies that have a useful life of less than one year and/or a purchase price of less than \$200.

SURPLUS - An excess of the assets of a fund over its liabilities and reserves.

T

TAX BASE - The total value of taxable property in the City.