



# City of Berkley, Michigan

## Adopted Budget FY 2016-2017



# **2016-2017 ADOPTED BUDGET**

CITY OF BERKLEY, MICHIGAN

JULY 1, 2016 – JUNE 30, 2017

## **CITY COUNCIL**

PHIL O'DWYER - Mayor

STEVEN W. BAKER – Mayor Pro-Tem

DAN TERBRACK – Councilmember

JACK BLANCHARD – Councilmember

COLLEEN GRAVELINE – Councilmember

ALAN H. KIDECKEL – Councilmember

EILEEN STEADMAN – Councilmember

## **CITY MANAGER**

MATTHEW C. BAUMGARTEN

## **DEPARTMENT HEADS**

PHOMMADY A. BOUCHER – City Clerk

MATTHEW CHURCH – Library Director

RICHARD ESHMAN – Public Safety Director

THERESA MCARLETON – Parks & Recreation Director

VACANT – Finance Director

DERRICK SCHUELLER – Public Works Director

AMY VANSEN, AICP – City Planner

## **STAFF ACCOUNTANTS:**

LAURIE FIELDER & SUSAN REDDIN



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Berkley  
Michigan**

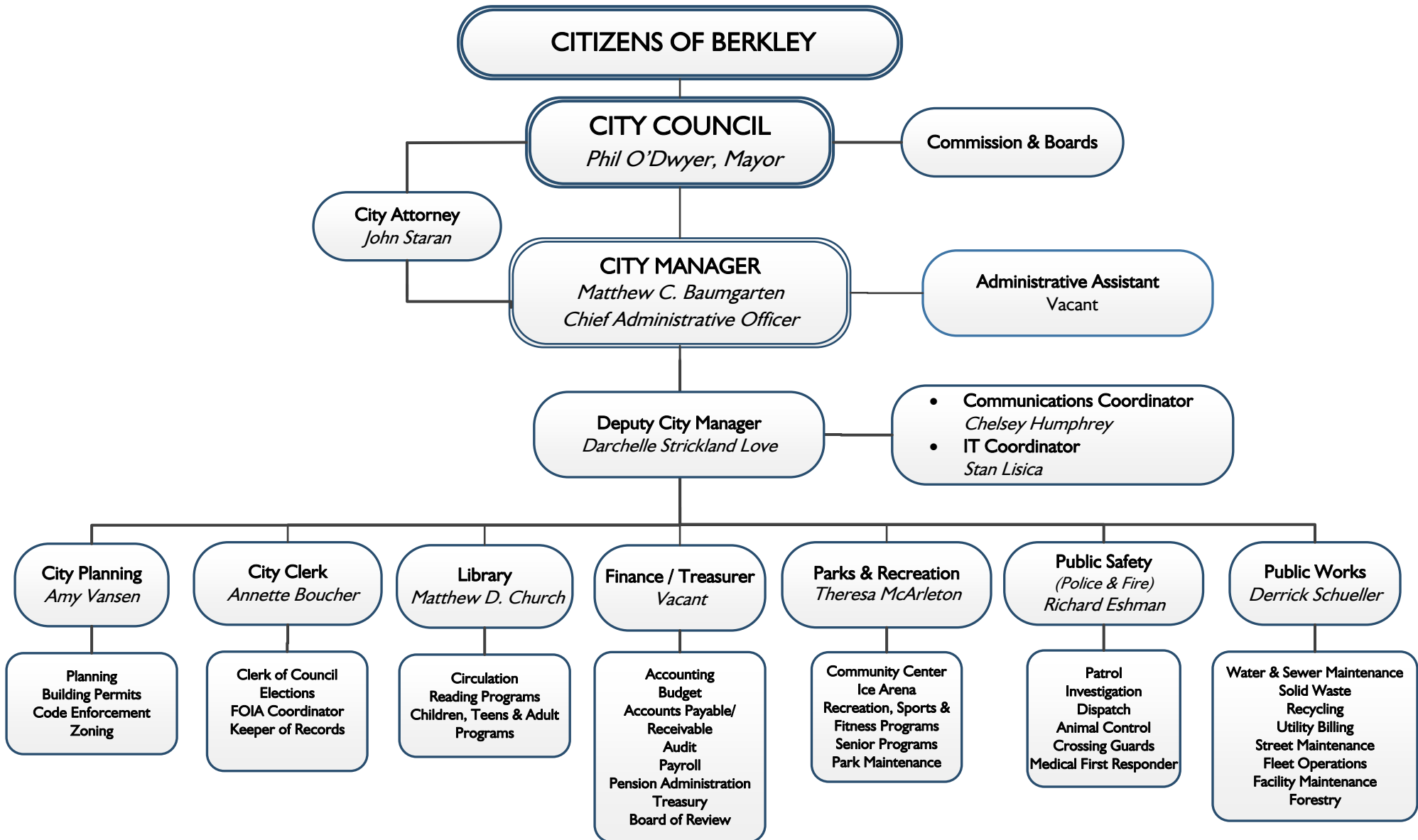
For the Fiscal Year Beginning

**July 1, 2015**

*Jeffrey R. Enos*

Executive Director

# City of Berkley



City of Berkley  
 Budget Development Calendar  
 All Operating Funds  
 APPROVED 1/4/2016

<b>Date</b>	<b>Description</b>
1/8/2016	<b>Budget worksheets and instructions</b> delivered to departments and the District Court.
1/13/2016	<b>DDA</b> budget instructions delivered.
2/19/2016	<b>Last day</b> for Departments to submit 2016-17 budget requests to Finance.
2/22/2016-4/1/2016	<b>Finance Director</b> develops the recommended budget w/Department Head input and reconciliation.
3/1/2016-3/31/2016	<b>Department Heads meet</b> with City Manager to discuss Goals and Objectives for their respective departments.
3/9/2016	<b>DDA</b> approves their final budget submission for 2016/17 fiscal year. Sends to City Manager via Finance Director for final reconciliation.
3/11/2016-4/12/2016	<b>DDA</b> may meet with the City Manager to discuss final budget requests if necessary.
4/13/2016	<b>DDA</b> discusses and votes on any City Manager changes to their proposed 3/9/2016 budget submission for 2016/17 fiscal year.
4/4/2016-4/19/2016	<b>Department Heads</b> meet with City Manager to discuss final appropriations. City Manager reconciles Finance and Department Head differences.
4/20/2016	<b>Capital Improvements Plan</b> submitted by Finance Director to City Planner for Planning Commission consideration.
4/18/2016	<b>Council Meeting</b> – Requesting approval to publish notice of a public hearing for 5/16/16.
4/19/2016	<b>Notice</b> of Public Hearing sent to the Daily Tribune.
4/26/2016	<b>Capital Improvements Plan</b> – Planning Commission reviews the Capital Improvements Plan on open floor for Planning Commission approval.

4/21/2016	<b>Finance</b> completes final draft budget for final City Manager approval and Council Review.
4/29/2016	<b>Proposed budgets delivered</b> to Mayor and City Council (Charter Requirement is 4/30).
4/24/2016	<b>Notice of Public Hearing Published in the Daily Tribune for 5/16/16</b> - The City Charter requires a two week advance notice of a budget/tax public hearing. State law requires at least six (6) day advance notice of a budget/tax public hearing. Both State law and Charter allow for the budget to be adopted at the same meeting the public hearing is held.
5/2/2016	<b>Budget delivered to</b> Library and Clerk for public inspection.
5/2/2016	<b>Council Meeting</b> – Regular – No budget action required.
5/9/2016	<b>Special Council Meeting</b> – Budget Work Session – Public Safety, Public Safety Retirement System, Library, City Council, City Manager, Communications, IT, Community Promotions, City Hall, Attorney, and the DDA.
5/10/2016	<b>Special Council Meeting</b> – Budget Work Session – Building and Planning, Public Works, Parks and Recreation, Debt Funds, City Clerk and Finance.
5/11/2016	<b>Special Council Meeting</b> - Reserved if necessary.
5/16/2016	<b>Council Meeting – Budget/Tax Rate Hearing and Adoption</b> - Both State law and Charter allow for the budget to be adopted at the same meeting the public hearing is held.
5/17/2016	<b>Certified Tax Rates to Oakland County for Tax Bill Preparation.</b>
7/1/2016	<b>Publish Final Budget.</b>

**City of Berkley**  
**Adopted Budget for FY 2016-2017**  
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# City of Berkley



Established 1932

Office of the City Manager  
[www.berkleymich.org](http://www.berkleymich.org)

July 15, 2016

## **ADOPTED COMPREHENSIVE BUDGET FOR FY 2016-2017**

Dear Mayor O'Dwyer and City Council Members:

In accordance with the Michigan Uniform Budget Act, (PA 2 of 1968) and Chapter 9, of the City of Berkley's City Charter, entitled: "General Finance, Budget Procedure", I am pleased to present you with the **Adopted Comprehensive Budget for Fiscal Year 2016-2017**, which begins July 1, 2016 and ends June 30, 2017. As mandated by the State of Michigan, each fund in this budget is balanced based on estimated revenues, expenses and available fund balances.

The total budget for Fiscal Year (FY) 2016-2017 is **\$25,939,425** including operating transfers. When compared to FY 2015-16, the adopted budget reflects a 8% increase in spending across all funds. In general, this reflects a greater level of new investment in the services that make Berkley such a special place to live, work and play. Specific improvements include the following items:

- **General Fund:** Replacement of the 911 dispatch system to comply with E-911 requirements and voting equipment per state mandates; an increase in change over cost for public safety vehicles and architectural plans for the repair and rehabilitation of City Hall. Finally, through an operating transfer, appropriation for engineering for sidewalk replacement on Twelve Mile both the north and south sides of the street from Tyler to Greenfield is anticipated. These increases are expected to be approximately \$400,000.
- **Major Street Fund:** Engineering and construction work on Harvard from Woodward to Cass; resurfacing and long line adjustments on Coolidge between Eleven Mile Road and Twelve Mile Road. These increases are anticipated to be \$537,000.
- **Solid Waste Fund:** Replacement of a rubbish packer in the amount of \$120,000 for fiscal year 2016/17.
- **Water Sewer Fund:** Engineering and construction for the Water/Sewer Funds share of Harvard from Woodward to Cass and a new Vactor. A total of \$670,000 in new spending is anticipated.
- **Downtown Development Authority:** The DDA demonstration project that closes Robina from the South side of Twelve Mile (next to the Wakefield parking lot) and to the north side next to the drug store parking lot; a new streetscape, LED light replacement at the Library, new banner poles on Twelve Mile and a new DDA manager. The estimated amount budgeted for these projects are \$165,000.

I am also pleased to note that Berkley continues to be a highly desirable place to call home. State Equalization Values (SEV), a good economic indicator of the City and our overall housing values, increased by 7.25% from \$591,165,960 in FY 2015/16 to \$634,050,220 for FY 2016/17. However, since the inception of Proposal A in 1994, tax revenue growth will continue to lag behind that of SEV and leaving Berkley with only a 3.6% increase in residential taxable property values.

Overall, since Berkley is overwhelmingly residential, total taxable property values have increased by 3.02% despite projected decreases in taxable values for commercial (less than 1.0%), industrial (4.3%), and personal property (3.0%) for the July 2016 tax year.



The 2016-2017 Adopted Comprehensive Budget will continue to provide funding for a full range of City services. The following expenditures will be funded by the General Fund and various Special Revenue funds:

- Development of a new website as a tool for communicating with our residents
- General maintenance of municipal facilities and major infrastructure.
- Replacement of outdated equipment.
- Operational expenses related to wholesale water, sewer and storm water services within the Water/Sewer Fund, including the annual George W. Kuhn (GWK) drainage district debt payment,
- Rubbish tipping and collection fees within the Solid Waste Fund.
- Road bond debt payments for 11 Mile Road.

Also, the voter approved levy will allow the City to address various critical road and facility improvements, such as:

- Harvard reconstruction from Woodward to Cass.
- Continued maintenance on major and local streets.
- Park improvements at Merchants, Oxford Towers, Community and the Oxford open space.
- Building improvements at the Library, Public Works and Public Safety Building.
- Coolidge long line restriping and resurface.
- A new left turn signal at 11 Mile and Coolidge.

After all expenditure and revenue adjustments have been implemented, financial projections indicate that the General Fund balance will remain stable at \$3.475 million by the end of FY 2016/2017. The 2012 Headlee Override is projected to generate approximately \$1.4 million for infrastructure and operational needs. All major funds, including the General Fund, Major Street Fund, Local Street Fund, Solid Waste Fund and Downtown Development Authority Tax Capture Fund, are stable. It is also very important to note that the City will not have to rely solely on the fund balances to cover expenses across all operating funds.

I am grateful for the opportunity to serve with an excellent team of department heads and staff who have performed outstanding work prior to my arrival as Berkley's city manager. We will invest in our employees as well as eligible employees will receive wage increases, by progressing through the salary step process, as required by their respective labor contracts. We will continue to monitor all expenses, including health care, to determine the impact on future budgets. Over the years, the City of Berkley has successfully controlled costs by effective planning and prioritizing capital needs. My goal is to ensure that this tradition will continue and Berkley will experience a stable budget in the years to come.

I would also like to specifically thank our Public Safety Director (and interim city manager) Richard M. Eshman and Deputy City Manager Darchelle Strickland Love for their leadership over the past year in keeping the city on track following the retirement of key city staff. I am equally grateful for the professionalism of the Finance and Treasury Department staff for their perseverance and diligence in the months prior to my coming on board. Additionally, I would like to thank the bargaining teams of AFSCME, BPSCOA and BPSOA for being good partners in managing Berkley's success.

To the Mayor and City Council, I am honored to serve with you as we address the needs of Berkley's citizenry. Thank you for your leadership and for your commitment to service excellence.

Respectfully submitted,



Matthew C. Baumgarten  
City Manager

**CITY OF BERKLEY  
EXECUTIVE SUMMARY  
ADOPTED BUDGET FOR FISCAL YEAR 2016 - 2017**

The total budget of expenditures for Fiscal Year (FY) 2016-2017 is **\$25,939,425** including operating transfers. When compared to the last fiscal year, the proposed annual budget of expenditure reflects an 8.0% increase in spending across all funds. In general, some increases are due to the following summary of expenditures in key funds as noted below.

- General Fund: Expenses for state mandate to replace the 911 dispatch system; engineering for sidewalk replacement on Twelve Mile Road; architectural plans for the repair and rehabilitation of City Hall is \$400,000.
- Major Street Fund: Engineering and construction work on Harvard from Woodward to Cass; resurfacing and long line adjustments on Coolidge between Eleven Mile Road and Twelve Mile Road is expected to be \$537,000.
- Water Sewer Fund: Engineering and construction for the Water/Sewer Funds share of Harvard from Woodward to Cass and new heavy equipment reflects \$670,000 in new spending.

The Adopted Budget for FY 2016-2017 provides for a full range of City services. Funded by the General Fund and various Special Revenue funds, the proposed budget includes the following expenditures:

- General maintenance of municipal facilities and major infrastructure.
- Replacement of outdated equipment.
- Operational expenses related to wholesale water, sewer and storm water services including the annual George W. Kuhn (GWK) drainage district debt payment.
- Rubbish tipping and collection fees within the Solid Waste Fund.
- Road bond debt payments for 11 Mile Road.

Also, the voter approved levy will allow the City to address various critical road and facility improvements, such as:

- Continued maintenance on major and local streets.
- Park improvements at Merchants, Oxford Towers, Community and the Oxford open space.
- Building improvements at City Hall, Public Works and Public Safety Building
- A new left turn signal at 11 Mile and Coolidge.
- Harvard reconstruction from Woodward to Cass.

**Property Tax Values**

City wide, total taxable property values have increased by 3.02%. Berkley experienced a 3.6% increase in residential taxable property values. For the July 2016 fiscal year, commercial property tax values decreased by less than 1.0% and industrial tax values decreased by 4.3%. Personal property tax values in the City decreased by 3.0% for the July 2016 tax year. A summary of tax value trends are as follows:

**Table I - Annual Taxable Value Increase/ (Decrease) for City Operations and the DDA**

<u>Fiscal Year</u>	<u>Percent (Decline)/Increase City Taxable Value</u>	<u>Percent (Decline)/Increase DDA Taxable Value</u>
2009/10	(1.8%)	-
2010/11	(7.0%)	(7.0%)
2011/12	(4.8%)	(8.2%)
2012/13	(2.3%)	(5.1%)
2013/14	2.2%	(2.3%)
2014/15	2.1%	(4.9%)
2015/16	4.2%	1.7%
2016/17	3.0%	0.0%

**Revenue Highlights:**

The General Fund operating tax values and tax revenues were at their lowest in FY 2012/2013. Slowly, the local economy is rebounding. As shown on Table I, the July 1, 2016 tax levy for the General Fund is expected to see an overall 3.0% increase in taxable value for real and personal property. The Downtown Development Authority (DDA) will remain steady in tax value amount for the July 1, 2016 fiscal year.

Overall, the General Fund will see an increase in tax revenues for fiscal year 2016/17. As stated earlier, this increase is due to the combination of an increase in property tax values and the rolled back, voter approved, three mill Headlee override levy for city operations. These two factors will increase property tax revenues by an estimated 2.2% or \$154,458 in the General Fund. DDA tax revenues are projected to decrease by 6.0% or \$13,030. The DDA is anticipating an additional \$29,000 personal property reimbursement from the State of Michigan. Overall, when considering all DDA revenue streams, the DDA will see a \$17,300 increase in total revenue for 2016/17 due to the personal property reimbursement from the State of Michigan.

Even though the State of Michigan Economic Vitality Improvement Program (EVIP) program requirements have been discontinued, the City is still required to provide a dashboard and a Citizens Financial Guide. The Citizens Financial Guide includes the city's unfunded accrued liabilities plan and this reporting allows the city to appropriate approximately \$175,461 in statutory state shared revenues for fiscal year 2016/17. This is exactly the same amount as fiscal year 2014/15 and 2015/16.

A history of state shared revenue payments received by the City is shown on Table II below:

**Table II - State Shared Revenue History**

<b>Fiscal Year</b>	<b>Constitutional Payments</b>	<b>Statutory Payments/EVIP</b>	<b>Total Payments</b>	<b>Percent Increase/(Decline)</b>
2006/07	\$1,046,865	\$379,007	\$1,425,872	
2007/08	\$1,068,340	\$349,877	\$1,418,217	(.5%)
2008/09	\$1,010,368	\$350,131	\$1,360,499	(4%)
2009/10	\$ 986,539	\$223,488	\$1,210,027	(11%)
2010/11	\$1,009,951	\$200,076	\$1,210,027	0%
2011/12	\$1,074,986	\$151,608	\$1,226,594	1.4%
2012/13	\$1,097,243	\$162,438	\$1,259,681	2.7%
2013/14	\$1,123,055	\$170,182	\$1,293,237	2.7%
2014/15	\$1,140,613	\$175,461	\$1,316,074	1.8%
2015/16	\$1,142,759	\$175,461	\$1,318,220	0.0%
Projected				
2016/17	\$1,187,409	\$175,461	\$1,362,870	3.4%

The City will see a major increase in gas and weight taxes that support the Major and Local Street Funds for 2016/17 due to new state legislation passed in November 2015 that raises gas taxes and permit fees across the state. We are expecting a \$235,177 (or 26.52%) budget increase to both operating funds. Major and Local tax revenue sources are restricted. This new legislation, and potential revenue, is welcomed. A revenue increase is contingent upon gas tax receipts, paid for by gas and highway users, in order to fulfill the state estimated revenue amounts for 2016/17. For comparative purposes, Major and Local Street Funds received \$886,781 in gas tax revenue in FY 2015/16. The City appropriated \$550,000 in operating transfers from the General Fund to the Major Street Fund to pay for the Coolidge Hwy. longline striping project, Harvard reconstruction and a new turn signal at 11 Mile and Coolidge Hwy.

Fiscal year 2015/16 saw the last debt levy for the 2006 Major/Local Street debt and the 2006 Twelve Mile Road levy. This leaves the Public Safety PA 345 pension debt and the 2006 Eleven Mile Road debt to levy for in 2016/17. The road bond levy, as well as the Public Act 345 PSO Pension levy, will increase or decrease as shown in Table III.

**Table III - Debt Tax Rates per Thousand Tax Value**

<b>Fiscal Year</b>	<b>PA 345 Levy 1965</b>	<b>Eleven Mile Road 2006</b>
2015/16	\$2.4290	\$.5165
2016/17	\$2.5445	\$.5452
% Up/(Down)	4.8%	5.6%

Fiscal year 2015/16 also saw the last debt payment made on the Coolidge intersection, freeing up \$210,000 annually for the Downtown Development Authority Tax Capture Fund.

The estimated annual average city tax charge for a Berkley home with a market value of approximately \$131,858 is \$1,043.00 is shown on Table IV below:

**Table IV - FY 2016/17 Estimated Average Tax Bill (City Portion)**

<b>Description</b>	<b>FY 2016/17</b>	<b>FY 2015/16</b>	<b>Change</b>
Proposed Operating Tax Rates	\$15.8210	\$16.9791	(\$1.1581)/Thousand
Average Taxable Value	\$65,929	\$63,685	\$2,244
Estimated Average Property Tax Bill	\$1,043.00	\$1,081.00	(\$38.00) decrease/Year (\$3.16)/Month

**Proposed FY 2016-2017 Summary Budget Highlights:**

The following are a few major highlights of the Adopted Annual Budget for FY 2016-2017:

- The appropriation includes staffing for eight departments (Administration, Clerk/Election, Finance/Treasury, Public Safety, Library, Parks and Recreation including the Ice Arena, Building/Planning/Code Enforcement, Public Works) and partial funding of the retiree health care promise.
- Across all funds, the city will spend approximately \$7,830,366 for 66 full time employees, one contractor and various part-time employee salaries, including fringe benefit costs. This is a 7.1% or \$524,931 increase in personal service spending as compared to the amended FY 2015/16 operating budget. This increase is attributed primarily to the final negotiation of labor agreements for the next three fiscal years and the, across the board, employer pension contribution increases.

- The total proposed City millage rate for FY 2016-2017 is \$15.8210 per thousand taxable value. This represents a \$1.1581/thousand (6.8%) taxable rate decrease.
- Two of the three debt issues have been paid off in fiscal year 2015/16. The Public Safety PA 345 pension levy will increase due to higher employer pension contributions and a very slight increase in monthly retiree health care costs.
- Besides the Public Act 345 levy and the Eleven Mile Road bond levy, which are not subject to the Headlee limitation, the tax levy also includes three mill voted Headlee override, General Fund operations, Solid Waste Fund operations and Public Safety operations.
- As required by Headlee regulations, due to inflation and property additions, all the operating levies were rolled back by 1.79%.
- The overall property taxable value of the city increased by 3.02%. The 2016/2017 taxable property value for Berkley will be \$508,946,490 compared to \$494,027,840 in 2015/16. Taxable values for the Downtown Development Authority (DDA) remain flat in FY 2016/2017 (\$28,561,150) when compared to the FY 2015/2016 tax year (\$28,529,420).
- The budget recommends includes a total of \$241,200 towards the Other Post Employment Benefit (OPEB/GASB 45 Statement) liability for FY 2016/17. Funding for this item is derived from the General Fund (\$207,200) and the Water Sewer Fund (\$34,000).
- Utility rate increases will pay for wholesale water, sewer and storm charges. The proposed rates are estimated to increase between 2.6% and 2.8% (depending on usage), or approximately \$28.88 per year for an average homeowner.
- The Berkley Ice Arena is expected to remain operational during this budget year. The proposed budget includes a \$100,320 transfer-in from the Recreation Revolving Fund to balance the Arena budget for FY 2016/17. The transfer-in from the Recreation Revolving Fund will be less if more revenues received in the Arena Fund are greater than the estimated revenue appropriation.
- The budget includes funding to complete the 2015/16 City Hall architectural study and trademark work on a proposed City of Berkley trademark. A total of \$103,500 will be appropriated in FY 2016/17 to complete the architectural study and \$10,000 will be utilized for legal expenses to trademark property the city's brand.

- From the general fund, budgeted items include the acquisition of two new Public Safety scout cars (\$81,500) and a brush chipper for \$60,000. From the Water/Sewer Fund, the 2007 Vactor will be replaced, (\$320,000 with trade-in) and an estimated \$151,500 will be expended to for various replacement parts for the city's water infrastructure (i.e. gate valves, hydrants and water meters)the proposed recommends the acquisition of. The Solid Waste Fund includes a \$120,000 appropriation to replace one rear load garbage truck for the city's leaf pick-up program.
- A total of \$2,419,216 is proposed for capital expenditures within various operating funds. This reflects a 76.0% increase in capital expenses when compared to FY 2015/16. The proposed budget includes the following estimated major capital expenditures:

Capital Street and Sidewalk rehabilitation work	\$1,107,100
Capital Replacements for Various Maintenance & Street repairs	\$296,200
Sewer Relining	\$250,000
Completion of the SAW Grant project	\$233,000
Various Park Improvements (i.e. Merchants, Oxford Open Space, Oxford Towers, Community Park the Community Center and Pattengill)	\$129,200
DPW Facility Repairs	\$110,000
City Hall repairs	\$103,500
Downtown Development Authority	\$58,500
Library Improvement Projects	\$52,000
Public Safety Facility Repairs	\$40,500
Community Center Building Repairs	\$24,000
Ice Arena	\$15,000

The following is a summary for each of the City's primary funds.

#### **GENERAL FUND:**

A total budget expenditure of \$11.1 million dollars from the General Fund, including operating fund transfers, is recommended for FY 2016/2017. This proposed budget reflects an 8.8% increase (from \$10.2M to \$11.1M) compared to FY 2015/2016 and includes the following key estimated expenditures:

1. A total of \$5,831,574 is recommended for anticipated wage and benefit costs for active employees including a 2% cost-of-living wage increase on 7/1/2016 for all seasonal and part-time staff. This expenditure represents 53% of the General Fund budget.

2. A total of \$1,196,000 is recommended for Retiree health care costs. This represents 10.7% of the operating budget, with more than half to be fund by the Public Act 345 debt levy.
3. In accordance with MCL section 600.8123, the City of Berkley 45A District Court was merged with the Royal Oak 44<sup>th</sup> District Court on January 1, 2015. An approved agreement defines the terms for revenue sharing between the cities of Berkley and Royal Oak. The FY 2016/17 operating budget anticipates that Berkley will receive \$306,665 in traffic fine revenue from the agreement with zero contribution to 44<sup>th</sup> District Court operations.
4. One-hundred percent of the three mill levy revenue (\$1,448,680) is appropriation in FY 2016/17 as follows:

Major Street Road Rehabilitation, (Major Street transfer)	\$550,000
General Fund Operations	\$284,000
Other Post Employment Benefit (OPEB) Health Care Liability	\$207,200
Local Street Road Maintenance & Repair (Local Street Fund transfer)	\$100,000
Sidewalk Special Assessment Commitment (Sidewalk Fund transfer)	\$80,000
City -Wide Park Improvements	\$67,000
Solid Waste Fund Operations (Solid Waste Fund transfer)	\$50,000
DPW Building Improvements	\$50,000
Public Safety Generator	\$50,000
Legal Trademark work	\$10,000

5. Major recommended capital equipment replacement items, are as follows:

Clemis/PSAP 911 Change over (state Mandated)	\$95,000
Public Safety Scout Vehicles	\$81,500
Brush Chipper	\$60,000
Generator (Public Safety)	\$50,000
10 MDC Units (PSO Scout Car Computers)	\$35,000
Asphalt Heater/Reclaimer Trailer	\$35,000
Election Equipment – State Mandated	\$34,000
7 Radar Units	\$18,200
Arrow Board	\$6,000
Hydraulic Line Crimping Tool	\$7,000
Transmission Fluid Changer	\$5,000

General Fund revenues for the FY 2016/17 proposed budget reflect a 5.2% increase (\$525,000) when compared to the FY 2015/16 amended budget. This increase is attributed to the following factors:

- Increased property tax values due to an increase in sales and new home construction.
- Increased demand for construction licenses and permits along with an increase in license and permit fees.
- Cost of living increases related to performance contracts the city has with other municipalities.
- Increase in anticipated Dream Cruise and Building Fund reimbursements received from operating transfers from other city operating funds.

### **MAJOR AND LOCAL STREET FUNDS**

As stated earlier, the November 2015 state legislation should increase gas tax revenues within the Major and Local Street Revenue Funds by 26.52% (or \$235,177) in 2016/17. Through an operating fund transfer, the proposed FY 2016/2017 General Fund operating budget recommends a total allocation of \$650,000 to the Major and Local Street Funds. Also included is \$341,300 in charges for services and metro right-of-way dollars. Together, these funds will pay for routine maintenance and major rehabilitation of Berkley streets and sidewalks.

Total operating expenditures and fund transfers-out are projected to exceed \$2.030 million in FY 2016/2017. This represents a \$643,776 increase in total spending for FY 2016/2017. A vast majority of this increase is directly related to traffic sign replacement, road repairs work on Harvard, the Coolidge resurfacing project along with the new traffic signal on 11 Mile road and Coolidge. It is expected that these funds will continue to see a combined fund balance of \$2.42 million by June 30, 2017, after fund transfers and improvements are made. These funds will be utilized to cover the balance of the Harvard Road project in 2017/18.

The Proposed Major and Local Street budget includes the following improvements:

Street maintenance work	\$991,290
Winter Maintenance	\$219,850
Tree Maintenance	\$196,200
Major Street Fund Transfer to Local Street Fund	\$157,000
Catch basin and grass cutting work	\$121,700
Sign replacement and pavement marking	\$170,990
Street Sweeping	\$106,000
Administration	\$67,700

### **SOLID WASTE FUND**

The FY 2016/17 budget includes a \$50,000 transfer from the General Fund to stabilize the fund balance and pay for solid waste operations and other needed services. Total FY 2016/2017 revenues (\$1,311,027) and expenses (\$1,439,747) are

slightly higher compared to FY 2015/2016, (\$1,270,850 and \$1,265,516 respectively). These funds will pay for a new single stream recycle charge that will be invoiced to Berkley from SOCRRA sometime in 2016/17. SOCRRA will use the funds from all member cities to pay for capital expenses related to the conversion from a dual stream to single stream recycling operation.

On the revenue side, the 2016/17 budget for the Solid Waste Fund includes a \$1.20 increase to the quarterly water bill, recycling charge. The quarterly rate for recycling will increase from \$7.55 to \$8.75 per quarter (16%). This is the first time this rate has been increased since the inception of this quarterly recycling charge and will be the first of three proposed increases to this charge. Eventually, the charge must reach approximately \$12.60/quarter due to implementation of single stream recycling. It is estimated that the increase will generate approximately \$30,860 per year. The budget also proposes a 14% to 16% rate increase to all commercial trash dumpster rates, to generate an additional \$4,000 in revenue. Both rate increases become effective on July 1, 2016 invoices.

On the expense side, the 2016/17 budget for the Solid Waste Fund includes the purchase of a rear load garbage truck to pick-up leaves. It is estimated that this truck will cost around \$120,000 and will replace a 1989 rear-loader garbage truck.

**DISTRICT COURT**

The FY 2016/17 operating budget anticipates that Berkley will receive \$306,665 in traffic fine revenue in accordance with the joint operating agreement between the cities of Royal Oak and Berkley.

**DDA FUNDS**

The DDA’s two mill levy tax rate will not be affected by the Headlee calculation for FY 2016/17. The tax rate for operations will remain at \$1.9217/thousand taxable value, which generates approximately \$39,735 in taxes. These funds are utilized to defray the cost of DDA operations and promote the downtown area. Promotion expenses include DDA events, print advertising and social media campaigns.

Property tax capture within the DDA Tax Capture Fund is estimated to be \$193,756. This decrease, roughly \$13,060, is due to a decline in personal property tax value and stagnant tax values for commercial real property in the downtown area. An additional \$29,000 personal property tax reimbursement from the State of Michigan per state law is expected. Overall, DDA will see a \$17,300 increase in total revenue for 2016/17.

Expected DDA Tax Capture Fund expenditures total \$195,370 and include the following:

DDA Manager (formerly appropriated in the DDA \$2 Mill Levy Fund)	\$50,000
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Library LED Lighting Project	\$45,000
Phase I - Hanging Flower Pots (Streetscape)	\$25,000
Banner Poles (12 Mile Road)	\$23,000
Robina Demonstration Project – Engineering Design	\$22,000
• Trash Receptacles on 12 Mile	\$13,500
• Street Maintenance/Flowers	\$14,370
• Costs to Defray Michigan Tax Tribunal Decisions	\$2,500

**SIDEWALK FUND - NEW**

The 2016/17 budget proposes the inclusion of a capital improvement sidewalk fund to manage the special assessment sidewalk project in the area of 12 Mile from Tyler to Greenfield. The General Fund will transfer the necessary operating dollars to the Sidewalk Fund where expenses will also be recorded. All future special assessment revenue will be directed to the General Fund, to cover program costs. This includes an \$80,000 transfer-in from the General Fund for engineering and planning expenses.

**WATER AND SEWER FUNDS**

A summary of the Water/Sewer Fund is as follows:

- **Wholesale Water:** Effective July 1, 2016, the Great Lakes Water Authority and Southeastern Oakland County Water Authority (SOCWA) will increase wholesale water rates to the City of Berkley by 2.0%. To maintain water operations, a 2.0% retail consumption rate increase is included in the adopted budget.
- **Wholesale Sewer:** Effective July 1, 2016, the Oakland County Water Resources Commissioner will pass through a 5.1% fixed cost sanitary increase to the City of Berkley. Therefore, the anticipated cost for sanitary treatment is \$964,108 for the FY 2016-17. The budget also includes a 2.5% retail consumption rate increase for sewer operations.
- **Storm Water:** The Water Resources Commissioner is recommending a 1.6% increase to the storm water charge (\$1,655,389). George Kuhn Drainage District bond cost will decrease slightly in 2016/17 from \$539,916 in FY 2015/16 compared to \$535,392 in FY 2016/17. This drives the Berkley equivalent residential units (ERU) charge within the Water/Sewer Rate from \$62.74 ERU to \$63.42 ERU in FY 2016/17.
- The following expenditures are not built into the annual water and sewer rates for the proposed FY 2016/17 budget:

SAW Grant Expenses	\$233,116
Sewer Relining	\$250,000
Vactor Replacement	\$320,000
Harvard Reconstruction	\$349,819

The proposed retail Water and Sewer rates are recommended as follows:

- Water: from \$1.93 to \$1.97 per 100 cubic feet
- Sewer: from \$2.04 to \$2.09 per 100 cubic feet

Based on an average consumption of 2,000 cubic feet per quarter, the consumption rate increase (including fixed charges) include an additional \$5.42 per quarter or a 2.8% increase for the average homeowner who has a ¾ inch water meter; (Note: 100 cubic feet = 748 gallons). The proposed budget for this fund continues to include the funding of essential capital items such as:

- Lead Service Replacement (City Portion)	\$52,500
- Water/Sewer Concrete Repairs	\$50,000
- Water Meter Replacements	\$44,000
- Gate Valve Replacements	\$30,000
- Water Hydrant Replacements	\$25,000

### **ARENA FUND**

It is projected that total net Arena Fund will be \$1,810 at year end 6/30/2017. The operating transfer-in from the Recreation Revolving Fund is \$100,320.

The Arena Fund paid off its \$292,050 inter-fund bond debt payment to the General Fund and the Recreation Revolving Fund in 2015/16. We anticipate a July 1, 2016 cash position of approximately \$132,000. The new season for FY 2016/17 will start Labor Day weekend and end on April 30, 2017. This includes a separate six-week spring operation.

#### **Arena Revenues:**

- Prime time ice cost will be market competitive at \$240/hour for all groups. The cost for non-prime ice is \$200/hour.
- Prime time spring league cost: \$200/hour.
- Estimated rink rent revenues: \$306,595.
- The City will manage the arena concession for an estimated \$11,000 in gross revenues for the 2016/17 season.
- The space rental is \$13,800.
- Other revenues for the fiscal year: \$2,480
- A transfer-in from the Recreation Revolving Fund: \$100,320.

#### **Arena Expenses:**

- A total of \$433,350 in expenditures represents a 1.0% or \$4,588 decrease compared to the previous fiscal year. Salary and Fringe benefits within the

Arena Fund have been reduced due to the Parks & Recreation reorganization which occurred in mid-2015/16.

- Personal services (or staffing) amounts to \$151,769.
- Operational costs amount to \$95,581.
- Utility costs are appropriated at just over \$120,000.
- Equipment Maintenance (\$35,000) and Building Maintenance (\$13,000).
- Building Improvements in the locker room and bench area amount to \$18,000.

### **BERKLEY PUBLIC SAFETY PENSION SYSTEM**

Due to the high volatility in the financial markets and the fact that this fund is a key component of the City 's cash flow and financing commitments, it was deemed appropriate to include an operating budget for the Berkley Public Safety Pension System for FY 2016/17.

Based on the performance outcome in the fourth quarter of FY 2015/2016, the pension system anticipates that the net investment reserves will be between \$16.2 and 17.4 million at the beginning of FY 2016/17 with an estimated gross revenue stream of \$1,290,800. The Public Act 345 tax rate will generate an estimated \$713,700 in tax revenue for the retirement system in FY 2016/17. A total of \$1,732,300 is anticipated for retiree benefit payments for FY 2016/17. The fund expects to pay a total of \$165,450 in investment fees and another \$54,900 in administrative operating costs during the fiscal year.

### **CONCLUSION**

The Adopted Comprehensive Budget for FY 2016/2017 represents a prudent financial strategy that allows the City to sustain its fiscal health and provide quality services to its citizenry.

After all expenditure and revenue adjustments have been implemented, financial projections indicate that the General Fund balance will remain stable at \$3.475 million by the end of FY 2016/2017. The 2012 Headlee Override is expected to generate approximately \$1.4 million for infrastructure and operational needs. All major funds, including the General Fund, Major Street Fund, Local Street Fund, Solid Waste Fund and Downtown Development Authority Tax Capture Fund, are stable. It is also very important to note that the City will not have to rely solely on the fund balances to cover expenses across all operating funds.

This budget does not include lay-offs, pay cuts or benefit reductions for current employees. We will continue monitoring federal health care provisions to determine its impact on future budgets. Wage increases will be afforded to employees who are

progressing through the salary step process as required by their respective labor contracts.

Through close monitoring and assessing of municipal operations, we have been able to successfully control and manage the city's budgetary needs. Additionally, by studying the city's organizational proficiencies and by planning and prioritizing capital needs, the city will be able to avoid potential economic complications. The priority is to maintain a stable budget, allow spending for current contractual obligations, appropriate for key capital projects and equipment and address other critical needs with the appropriate due diligence and urgency.



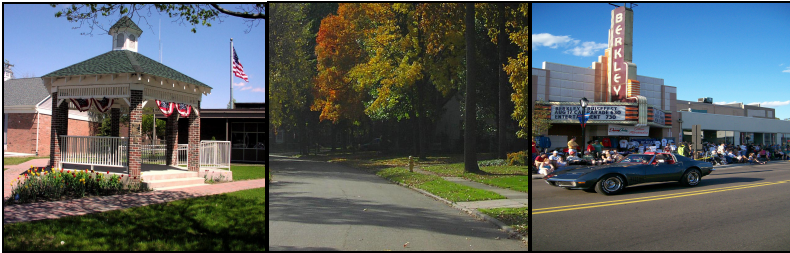
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**City of Berkley, Michigan  
Community Profile**

# CITY OF BERKLEY COMMUNITY PROFILE

## CITY OF BERKLEY



Berkley is truly a dynamic community! Our City is home to 15,135 residents, is 2.6 square miles and has over 6,952 private residences. From our award winning public schools and City Library, to our vibrant downtown and beautifully tree-lined residential streets; the City of Berkley has something for everyone. Located along the historic Woodward Corridor, the City of Berkley has easy access to our neighbors east and west of us via Interstate 696 and to the north and south via Interstate 75. The City's close proximity to major freeways, the beautiful Detroit Zoo and the newly renovated Detroit Metropolitan Airport are only a couple of the featured attractions within your reach from our community.

The City of Berkley is a full-service community. Our public services include an award winning, state-of-the-art public Library. In addition to our large literary selection, visitors to the Library will enjoy services such as: a children's library section, a teen area, internet access, free wi-fi connection, audio books, and a large video selection.

Our Parks & Recreation Department proudly offers a variety of quality recreational activities and programs. With nine parks with ball fields, tennis courts, horseshoe pits and playground equipment; residents can enjoy an array of outdoor activities. Since 1974, the City also boasts an Ice Arena which continues to provide hockey, learn to skate programs and open skating to residents and non-residents.

Thanks to our Public Safety Department, the City of Berkley is one of the safest cities in Southeastern Oakland County. All sworn officers are trained and certified in the areas of police and fire protection. The City also has a full-time animal control officer who provides animal control services for both the cities of Berkley and Royal Oak.

The City's Department of Public Works provides the highest quality service on matters relating to recycling, water and sewer, trash pick-up and roads and building repair and maintenance. Our Public Works crew maintains a high work ethic to ensure that residents live in a safe and clean community.

In addition to administering and enforcing the City's zoning and building (both residential and business) regulations, Berkley's Planning & Building Department works with residents and contractors to facilitate the permit process. Additionally, this department is responsible for Code Enforcement. Code Enforcement Officers ensure that properties are maintained in compliance with the laws adopted by the City Council.

All of these amenities create a quality of life in Berkley that is truly unparalleled.

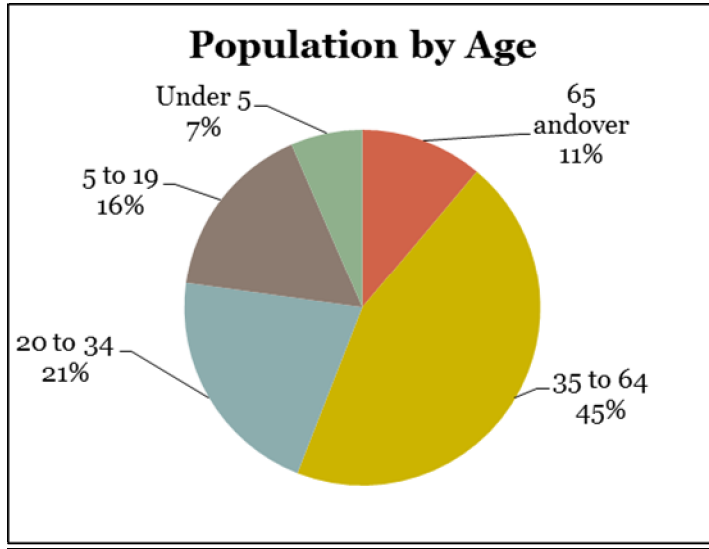
Berkley operates under the Council/Manager form of government. Our Council is composed of a Mayor and six Council members, selected in a biennial election. The City Manager is appointed by the City Council and is the City's Chief Administrative Officer.

The City of Berkley welcomes you to check out what makes our community so unique. Whether you are a resident or visitor, we hope you will enjoy the City of Berkley.

You can always visit us online at [www.berkleymich.org](http://www.berkleymich.org).

# CITY OF BERKLEY COMMUNITY PROFILE

**Total Population: 15,135**



(2010-2014 American Community Survey)

## BERKLEY SCHOOLS

The primary and secondary educational needs of the City are adequately handled by the Berkley and Royal Oak public school districts which serve the City. In 2011, Berkley High School was ranked 13<sup>th</sup> in Michigan by the Washington Post. Higher educational opportunities are available at a wide variety of institutions, which are located within driving distance of the City's residents.



**Berkley Population: 15,135**

(2010-2014 American Community Survey)

**Residents enrolled in School: 3,629**

- 5 Public Elementary Schools
- 2 Public Middle Schools
- 1 Public High School

## **Types of Students as percent of city residents enrolled in school:**

Nursery school, preschool	7.0%
Kindergarten	5.0%
Elementary School (Grades 1-8)	36.0%
High School (Grades 9-12)	20.3%
College or Graduate School	31.7%

## **Educational Characteristics:**

<u>Years of School Completed</u>	<u>Persons 25 and Over</u>
Less than 9 <sup>th</sup> Grade	1.1%
9 <sup>th</sup> to 12 <sup>th</sup> Grade, no Diploma	3.0%
High School Graduate	16.6%
Some college, no degree	24.5%
Associate degree	7.7%
Bachelor's degree	28.5%
Graduate or professional degree	18.6%

(2010-2014 American Community Survey)

## BERKLEY AT WORK

**Residents 16 and older: 12,188**

In Labor Force	74.1%
Employed	68.7%
Unemployed	5.4%
Armed Forces	0.0%
Not in Labor Force	25.9%

(2010-2014 American Community Survey)



# CITY OF BERKLEY COMMUNITY PROFILE

## Top 10 Employers in the City of Berkley:

Rank	Firm Name	Product/Service
1	Berkley School District	Primary Education
2	Westborn Market	Fruit and Vegetable Market
3	Vinsetta Garage	Full Service Restaurant
4	Crispelli's	Full Service Restaurant
5	SHW Group	Engineering/Architectural
6	City of Berkley	Government Services
7	The Doll Hospital & Toy Soldier Shop	Toys and Games Retail
8	O'Mara Restaurant	Full Service Restaurant
9	Sila's Pizza	Full Service Restaurant
10	Durst Lumber	Lumber & Building Materials

(Berkley Finance Department/Southeast Michigan Council of Governments)

## BERKLEY CULTURE



### Parks and Recreation

The City of Berkley provides a wide variety of activities through-out the community. A Community Center, Ice Arena, 9 Parks, Tennis Courts, Youth, Adult, and Senior Activities are just a few of the options the Recreation department offers to visitors and residents of the City.

The Recreation program offers over 45 programs and activities for youths adults and seniors, from kids music and tumble classes, to adult self-defense course and senior tai chi.

Berkley provides an entire program dedicated to seniors, complete with, recreation, travel, and transportation needs. The Berkley Senior Center is the heart of activity for residents 50 years or older. Whether you are looking for an active program, a creative experience, a trip out on the town, want to meet some new friends or just get out of the house, the Senior Center is the place to be.

### Ice Arena

The Ice Arena is opened to the public 8 months out of the year and provides an array of activities ranging from skating classes, hockey leagues, and open skating.

### Library

Our library is housed in a 15,000 square foot building that was completely renovated in 1998. Residents can enjoy:



- 64,613 books
- 3,479 Compact Discs
- 7,986 DVD's
- Computers for Public use
- Wireless Internet
- Downloadable audio books- 6,973, e-books-26,970, downloadable videos- 449, downloadable magazines- 279
- Subscriptions to over 140 magazines and subscriptions

- Variety of programs and events for all ages
- Access to The Library Network shared collection

# CITY OF BERKLEY COMMUNITY PROFILE

## WBRK

Communications provides information to entertain, inform and educate residents about our community and city government services, policies, goals and objectives.

If you are a city resident you can subscribe to the following cable providers: Wide Open West, A.T & T. or Comcast. Wide Open West and Comcast carry WBRK local access channels 10 and 17. WBRK carries programming 24 hours a day, every day. Cablecasts include a series of monthly presentations featuring:

- Municipal departments
- City Council and Planning Commission Meetings (live and taped presentations)
- Replays of major events
- A bulletin board of upcoming events and activities
- Various feature shows

## CIVICS



The City of Berkley operates under the Council-Manager form of government. The Mayor is elected for a two-year term and six council members are elected for four-year overlapping terms. The City Council appoints the City Manager, and City Attorney who serve at the pleasure of the Council. All other department heads are appointed by the City Manager.

### **Berkley has 12,533 registered voters**

- Council meetings are streamed live on the web and broadcast by WBRK, cable channels 17/10.
- Meeting notices, agendas and meeting-related documents are available online.

- Berkley has more than 15 boards and commissions that allow the residents to advise the Council on various topics.

## COMMUNITY SAFETY



The Berkley Public Safety Department provides police and fire services to Berkley residents and businesses. All sworn officers are trained and certified in both fields. Approximately 95% of all department responses and activities are police-related. When a fire call is received, officers respond directly to the scene with their fire gear; an officer working in the station brings one of the fire trucks to the scene. Our response time is excellent in terms of staff, equipment, and promptness.

### **Departmental Structure**

- 1 Director
- 24 uniform officers
- 3 detectives (includes youth officer)
- 4 full time, and 1 part time Dispatcher
- 1 animal control officer – shared with the City of Royal Oak
- 1 administrative assistant
- 8 volunteer reservists (4 Police/4 Fire)

# CITY OF BERKLEY COMMUNITY PROFILE

## **FACTS**

In fiscal year 2014-2015, the Public Safety Department responded to 17,728 calls for service. Of those calls, 893 were medical runs, and 182 were emergency fire responses. The remaining calls were police related. The Fire Marshall conducted 157 fire inspections and/or plan reviews relative to code enforcement and safety planning.

In addition to an “open house” held during Fire Safety Week, fire facility tours are held regularly for students and other youth related groups.

- Water meter reading, billing, and account changes (6,800 accounts approximately)
- Public right-of-way forestry services (trimming, removals, and brush chipping)

With the help of the Public Works department, the Arbor Day Foundation recently announced that Berkley, Michigan has been named a Tree City USA community for its commitment to urban forestry for the 27th consecutive year.

## **PUBLIC WORKS AND ENVIRONMENT**

The City of Berkley has an initiative to “Go Green”. An Environmental Advisory Committee was formed that will study the city’s operations and make recommendations for improvement. This Board will also educate residents on how to take steps to protect the environment.



To help with these efforts, our Public Works department does their part by making sure the city is clean and in good condition. They also manage all our business and residential needs for:

- 15 miles of major streets and 35 miles of local streets
- 53 miles of water main including approximately 500 hydrants and 260 gate valves
- 56 miles of sewer including 1,100 manholes and 1,800 catch basins
- Solid waste services including rubbish collection, recycling, yard waste, and curbside leaf removal in fall

## **HOMES IN BERKLEY**

### **HOUSING**

Berkley has 6,952 total housing units. Of those units, 6,618 are occupied and 334 are vacant.

<b>Housing Units:</b>	
Owner Occupied Housing	5,275 (80%)
Renter Occupied Housing	1,343 (20%)
Average Household Size - Owner	2.34/Home
Average Household Size – Renter	2.17/Home
Owner Vacancy Rate	1.1%
Renter Vacancy Rate	2.5%

(American Community Survey 2010-2014)

# CITY OF BERKLEY COMMUNITY PROFILE

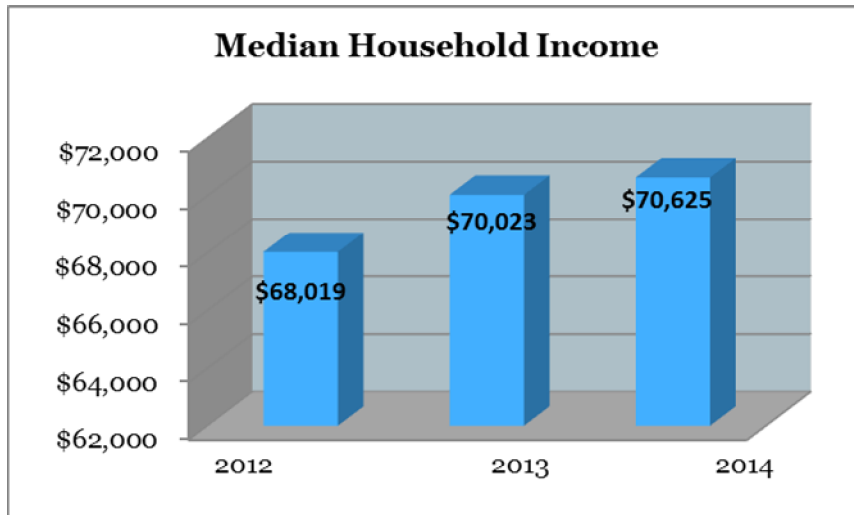
## MEDIAN HOUSEHOLD INCOME

Median Household Income for Berkley for the following years:

2012 - \$67,217

2013- \$68,019

2014 - \$70,023



(American Community Survey 2010-2014)

## Property Taxes:

The July 1, 2016 State Equalized Valuation and the 2016 Taxable Value of the City \$508,946,490. This is a 3% increase over the July 1, 2015 State Equalized Valuation and 2015 Taxable Value of the City. The City's top ten major taxpayers are as follows:

<u>Taxpayers</u>	<u>2016 Taxable Value</u>	<u>Parcels</u>
Consumers Energy	\$ 3,073,230	2
DHS Management	2,803,930	2
DTE Electric	2,481,100	3
Northwood Medical Limited Partners	1,703,320	1
Dynex Commercial Services	1,513,640	1
Essco of Berkley LLC	1,399,670	2
Berkley Twelve Associates II	1,223,330	2
Anusbigian LLC	1,242,830	5
Capital Development Corp	983,370	2
SD Investments LLC	879,730	4
<b>Total Taxable Value</b>	<b>\$ 17,304,150</b>	
<b>Percent of Total Taxable Value</b>	<b>3.4%</b>	

(Oakland County Equalization/City of Berkley Treasury Department)



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**OVERVIEW**  
**Key Budget Information**

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**City Council  
Vision – Mission – Core Values  
Long Term Goals**

**CITY OF BERKLEY**  
**CITY COUNCIL GOALS AND OBJECTIVES - VISION AND VALUES STATEMENT**

**VISION**

Berkley is a vibrant, progressive city, renowned for friendly neighborhoods, quality lifestyle and an inclusive community experience. Our schools are nationally recognized, our businesses are distinctive and our services are exemplary.

**MISSION FOR BERKLEY CITY GOVERNMENT**

The mission for City of Berkley is to provide residents and the business community with exemplary municipal services in an efficient, courteous manner and to enhance the quality of life through visionary leadership and fiscal responsibility.

**CORE VALUES**

The City of Berkley's Core Values reflect the way in which elected officials, city leaders and employees interact with each other, Berkley residents and other constituents. It is our approach to providing efficient City services and responding to issues important to our customers.

**INTEGRITY** We adhere to high ethical standards, inspiring trust by saying what we mean and taking responsibility for our actions.

**ACCOUNTABILITY** We are accountable to Berkley citizens to assure tax dollars are spent appropriately and wisely, assuring that expenditures do not exceed income.

**SERVICE** We provide quality services that exceed resident expectations.

**COMMUNICATE** We are accessible and communicate openly so that citizens know we are available for them.

**COLLABORATE** We work cohesively as one unit, collaborating with stakeholders to address the needs of the community.

**TEAMWORK** We value and care about each other, working together to maximize our collective impact. We inspire, challenge, and support each other to be the best and sustain the best effort.

## 2016-17 GOALS:

In February 2016, the Mayor and City Council held work sessions with department leaders to discuss issues affecting operations and the City's ability to provide cost effective services. Specific initiatives related to the following priorities are underway.

1. By December 2016, the City of Berkley will implement a comprehensive technology plan to address the future needs of each department as identified in the IT Assessment conducted in FY 2014-15.
2. By the end of FY 2016-17, the City will begin various infrastructure and municipal building improvement initiatives as evidenced by the implementation of:
  - A capital improvement plan and funding strategy for ongoing maintenance of local roads and water infrastructure.
  - Viable opportunities for public-private partnerships where private sector entities can participate in the delivery and financing of a municipal building improvement project. The goal is to repair and otherwise improve the condition of the following municipal buildings: Public Safety, City Hall, Public Works Office & Garage, Community Center and Ice Arena.
  - A residential sidewalk replacement program that begins with the execution of a sidewalk inventory to identify and prioritize needed replacements.
  - A commercial sidewalk replacement program, working with the Downtown Develop Authority, to identify and prioritize needed replacements.

## ONGOING PRIORITIES:

1. Ensure essential City services are provided in a reliable, transparent and efficient manner.
  - Prioritize municipal services, focusing on infrastructure needs (e.g., roads, water/sewer, etc.).
  - Continue collaborations with neighboring cities
2. Ensure that the City of Berkley is financially self-sufficient.
  - Identify and implement initiatives aimed at ensuring financial stability of all city mandated operations.
  - As needed, update the city's 5-year capital improvement program and continue to implement municipal building infrastructure improvements identified in the FY 2014-15 Facility Condition Survey.
  - Implement policies and other processes to enhance operational efficiencies and workplace harmony in order to attract and retain a skilled workforce.
3. Identify and implement innovative strategies to promote economic development along the Woodward corridor in collaboration with neighboring cities, the Michigan Department of Transportation and other stakeholders.
4. Continue to collaborate with neighboring cities, state and other stake holders to increase economic development opportunities in the City of Berkley.

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**Budget and Financial  
Policies and Procedures**



## **City of Berkley**

### **Budget and Financial Policies and Procedures**

#### **Budget Strategy - Overview**

The City budget is established and maintained in accordance with Chapter 9.2 of the Berkley City Charter and Michigan Public Act 2 of 1968 as amended. The budget is the main fiscal tool that the City of Berkley utilizes to manage its day to day financial affairs. An operating budget is adopted annually by the City Council.

The annual budget is based upon financial strategies initially provided by the City Council as facilitated by the City Manager. From this work session, the Department Directors produce their individual goals and objectives to meet City Council and City Manager direction by line item, department, and operating fund. Directors will submit budget requests to the Finance Director. The Finance Director will then make budget recommendations to the City Manager that keeps the City in compliance with the City Charter and Public Act 2 of 1968 as amended and meet cash flow and financial plan projections. The City Manager will hold budget sessions with each department and the Finance Director to determine the final recommended budget to be presented to the City Council.

The City Council holds open meetings over a two to three day period with the City Manager, Departments, Finance Director and other persons or experts to determine the City's final operating budget.

The City Council formally approves the budget as recommended by the City Manager, in May each fiscal year, after the proper notices have been published and a public hearing has been set and held.

The City Council also approves a seven year capital improvements program as approved by the City Planning Commission. The City Master Plan, Recreation Plan and the Downtown Development Authority Master Project Plan are utilized to develop the final seven year capital improvements plan.

The City Council also annually approves a seven year capital equipment plan. Both plans are utilized to insure public safety, timeliness and cash flow for both types of expenditures.

The City does not maintain an encumbrance accounting system. The City will determine during the budget process what projects will and will not be completed by the end of the fiscal year. The City Council will then re-appropriate the carry forward project in the next fiscal year budget.

As the new fiscal year progresses, the Finance Director in conjunction with Department Directors and the City Manager will make line item budget amendment recommendations to the City Council as necessary to keep the City in compliance with Michigan Public Act 2 of 1968 as amended. Presented to the City Council for amendment consideration is the current appropriation as well as the new recommended appropriation. The budget amendment will also highlight the amount change in appropriation. Justification for the amendment and Finance Director certification of funding is also given to support the amendment, plus supporting documents. Budget amendments occur as necessary.

The Finance Department maintains a three year financial forecast of revenues and expenses for the General Fund and the Downtown Development Authority. This three year forecast assists the Finance Department, City Manager, Downtown Development Authority and the City Council in current strategic financial decision making to determine what service expenses and capital projects will be implemented in the future.

## **City of Berkley**

### **Budget and Financial Policies and Procedures**

#### **Fund Balance Reserve Policy**

The annual budget is developed so that current year revenues meet current year expenditures. This does not include capital projects that are supported by debt proceeds. When appropriated expenditures do exceed appropriated revenues or debt proceeds are involved, City Council is notified via an amendment or public hearing process and unrestricted fund balance is appropriated to defray those anticipated and unanticipated costs incurred.

The City Council strives to maintain a 15% of revenue unrestricted fund balance reserve for emergency purposes within the General Fund. The City also reserves/designates the fund balance of the General Fund for multi-year purchases and large capital purchases such as equipment when required. In all other operating funds, the City will have expenditures meet revenue appropriation and when necessary designate or reserve fund balance.

#### **Capital Improvement Program**

The City has a schedule of projects that are derived from the City Master Plan, Parks and Recreation Master Plan, Downtown Development Authority Plan and submitted requests from other sources. This is a seven year plan, plus the current year, which is updated annually. The total improvement program is estimated at \$2,419,216 across all operating funds in 2016/17 and \$44.5 million over a seven year period across all operating funds. Only projects that can be depreciated and have a value of \$5,000 or more are included in this program. The City Planning Commission has overall input and approval of the Plan prior to City Council approval.

#### **Capital Equipment Program**

The City has a schedule of planned equipment purchases spread over a seven year period and across all funds to insure that capital equipment is available to provide City services. The General Fund and Enterprise Funds will purchase equipment and all other operating funds will reimburse these two funds based upon usage for the equipment.

These reimbursements are then utilized to purchase equipment in the future. The 2016/17 Capital Equipment Program is \$1,173,769. The total seven year Capital Equipment Program is \$6.5 million.

#### **Accounting/Budget Policies**

The General Fund, Special Revenue, Capital Improvement, Pension Trust and Debt are appropriated, and transactions are accounted for on the modified accrual basis of accounting. The Internal Service Fund, Discretely Presented Component Units and the Enterprise Funds are appropriated for and transactions are accounted for on a full accrual basis of accounting.

Under the modified accrual basis of accounting revenues are recorded when measurable and available. Expenditures are recorded when a liability has been incurred. The City will record revenues when earned and expenses when incurred for internal service fund, discretely presented component units and enterprise fund activity.

#### **Other Accounting methods utilized:**

Property taxes are assessed as of 12/31 and the related property become a lien on the following 7/1. These taxes are due on 8/31 with final collection due 2/28 before being added to the County delinquent tax roll. All unpaid real property taxes are sold to the County. All unpaid personal property taxes are the responsibility of the City Treasurer. The City has contracted out the personal property collection process to the County.

Special assessments and other non-current receivables such as delinquent personal property taxes are recorded at full value. Unearned revenue is recorded for that portion of revenue collected but not available to use in the current year of financial operations. Water receivables that become delinquent for more than a six month period will become a lien on real property on the next tax billing cycle. Arena receivables are evaluated each year and written off when determined uncollectible by the Recreation Director, Finance Director and if necessary the City Manager.

## **City of Berkley**

### **Budget and Financial Policies and Procedures**

#### **Accounting Policies Continued:**

Interest on special assessments is not accrued until the billing goes delinquent. Interest on bond indebtedness and other long term debt is not recorded until the due date.

Payments to the providing vendor for inventory supply are recorded as an asset and usage is provided to the Finance Department by the controlling Department. The expenses are then charged to the Department utilizing the inventory asset.

Expenditures are capitalized for proprietary funds and depreciation recognized in accordance with Generally Accepted Accounting Principles.

#### **Investment Policy**

In accordance with Michigan Public Act 196 of 1997 that amends Michigan Public Act 20 of 1943, the City of Berkley adopted an investment policy.

The City policy states that the City will invest public funds in a manner which provides significant investment income return, while preserving capital from material risk of loss, meet cash flow requirements and conform to all laws, regulations and local ordinances governing the investment of public funds. This investment policy applies to all money in control of the City Finance Director/Treasurer in all current and future funds, the investment of which is not otherwise subject to state law (e.g. pension funds) or subject to bond authorization ordinance or resolution in which permissible investments and conditions relating thereto are set forth. Safety then liquidity and then return of investment are the three main investment objectives of the policy. The Finance Director/Treasurer is the investment officer of the City.

#### **ACH Policy**

In accordance with Michigan PA 738 of 2002 the City Council authorized the use of Automated Clearing House (ACH) Transactions for payment of invoices and receipt of deposits including the payment of water billings by its citizens. The Finance Director/Treasurer has been designated as the Electronic Transactions Officer for the City. Internal controls have been developed limiting access through passwords and site control. The City has also implemented maximum amounts that can be transferred via the ACH system and a dual confirmation of approval system to insure transfers are in the correct amount and are transferred to the proper place.

The Finance Director/Treasurer is responsible for the implementation and maintenance of the ACH Policy, internal controls over the system and various procedures to operate the system.

In addition to the collection of water billings, the City also utilizes the ACH system to pay property taxes to various taxing units, deposit payroll to individual employee banking accounts, pay federal and social security taxes, transfer funds from one financial institution to another and pay vendors when necessary.

#### **Identity Theft Policy**

Effective 1/1/2011, the City Council approved an identity theft prevention program to detect, prevent and mitigate identity theft in connection with all City of Berkley covered accounts. This was done to come into compliance with the federal regulations and guidelines of the Fair and Accurate Credit Transaction Act of 2003. The City Manager is responsible for the implementation and updating of this policy. The Finance Director/Treasurer is responsible to review internal controls and follow-up on all violations detected.

## City of Berkley

### Budget and Financial Policies and Procedures

#### **Credit Card Policy**

In accordance with Michigan Public Act 266 of 1995 the City Council approved the use of credit cards to purchase goods and services used by the City and also established internal controls surrounding the use of the credit cards. The City also permits the Recreation Department and Treasury Department to accept credit card payments for recreational programs, water & sewer billings and delinquent property taxes under certain circumstances.

The Finance Director/Treasurer is the credit card administrator. The Finance Department is responsible for the issuance of the credit card, accumulating the proper support documentation to insure a proper credit card charge and finally responsible for destroying all credit cards once they have expired.

#### **Debt Policy**

In accordance with Michigan Public Act 279 of 1909 as amended, and the City Charter of the City, provide that the net indebtedness of the City shall not exceed 10% of all assessed real and personal property in the City plus assessed value equivalent of Act 198 specific tax levies.

Bonds not included in the computation of legal debt margin according to PA 279 of 1909 are Special Assessment Bonds, Mortgage Bonds, Michigan Transportation Fund Bonds and Notes, Revenue Bonds, bonds issued or contract or assessment obligations incurred for water supply sewerage, drainage or refuse disposal projects necessary to protect the public health by abating pollution. Bonds issued or contract or assessment obligations incurred for construction, improvements or replacement of a combined sewer overflow abatement facility and bonds issued to pay premiums or establish self – insurance contracts in accordance with Michigan Public Act 34 of 2001 as amended are not included in the computation of legal debt margin.

#### **Legal Debt Margin as of 7/1/2016:**

<b>2016 State Equalized Value</b>	<b>\$634,050,220</b>
<b>Add: Act 198 tax levies</b>	<b>\$0</b>
<b>Total Valuation</b>	<b>\$634,050,220</b>
<b>Debt Limit – 10%</b>	<b>\$63,405,022</b>
<b>Outstanding Debt Less: Revenue Bonds</b>	<b>\$5,073,436</b>
<b>Legal Debt Margin</b>	<b>\$58,131,586</b>

**As of 4/30/2015, The City of Berkley’s bond rating in accordance with Fitch Rating Service is AA with a stable ratings outlook.**

#### **Auditing and Financial Reporting**

An independent audit is conducted annually and the City produces annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB) rules.

#### **Labor Contracts and the Merit System of Personnel Management**

The City budget is built around three labor agreements and a Merit System of Personnel Management which is utilized for non-union employees. All labor contracts were settled in previous budget year. The Merit System of Human Resources does not expire, but is amended from time to time. The last amendment to the Merit System of Human Resources was approved by City Council on 2/7/11.

## **City of Berkley**

### **Budget and Financial Policies and Procedures**

#### **44<sup>th</sup> District Court**

On May 18, 2015, the Berkley City Council approved the Forty-Fourth District Court Agreement. This an agreement between the City of Berkley and the City of Royal Oak to merge the operation of the two district court divisions into one court and one court facility in accordance with State law. The agreement went into effect on June 1, 2015. The agreement describes how court operations and related costs, and the payment of traffic fines and fees generated by the City of Berkley will be adjudicated to the City of Berkley and the City of Royal Oak along with other applicable legal entities. The agreement confirms that the City of Berkley has no ownership interest in assets of the 44<sup>th</sup> District Court or current or future liability for building or employee costs associated with the 44<sup>th</sup> District Court.

#### **44<sup>th</sup> District Court – Berkley Division - Capital Building Fund**

In accordance with Michigan Compiled Law section 141.261 a District Court Improvement Capital Project Fund was established by the City Council. This Capital Project Fund is to be solely used for the purpose of accounting for those funds obtained from fees attached to all civil infractions for the renovation of the 44th District Court – Berkley Division.

These fines can also defray the cost of furniture, fixtures and equipment when purchased in conjunction with an improvement of the 44th District Court – Berkley Division. Personnel costs are prohibited from being paid from this Capital Building Fund. All expenses from the Fund must also be appropriated for and approved by the City Council prior to the funds being spent.

Due to the 6/1/2015 court agreement between the City of Berkley and the City of Royal Oak, the City of Berkley will no longer receive a Capital Building Fund fine from a City of Berkley or a City of Royal Oak traffic ticket effective 6/1/2015. All building fines collected on or before 5/31/2015, by the district court on behalf of the City of Berkley will remain with the City of Berkley. Those available funds will be utilized to defray any and all costs associated with the City of Berkley vacant district court space and the attached city hall.

#### **Recreation Revolving and Senior Programming Funds**

In fiscal year 2010/11, in conjunction with Governmental Accounting Standards Board Statement 54 implementation, the City Council approved a policy through resolution that continues to allow for the accounting of revenues and expenses directly attributable to youth, adult and senior recreation activities including senior transportation programming separately and distinctly from all other City operating funds. Due to the passage of this resolution, the City will continue to classify these two operating funds as Special Revenue Funds. This Council policy also determines how Special Event dollars from the Dream Cruise is to be accounted for and how excess recreation dollars are to be utilized if said funds are available in current or future years.

#### **\$3.00/Thousand Taxable Value Headlee Override**

In August 2012, a majority of the electorate voted to increase operating taxes by \$3.00/Thousand Taxable value. This Headlee tax rate override amount is to go into effect 7/1/2013 and into perpetuity. This voted tax rate increase is to be rolled back in accordance with Michigan Compiled Law section 211.34(d). This tax rate increase is to be utilized for municipal operating purposes, including police and fire, library, parks, public works and sanitation services. The City also appropriates this levy to assist in the operation of the Major and Local Street Funds and also the Solid Waste Fund.

This levy will assist the City in maintaining positive fund balances in the road funds and the solid waste fund. And insure that the City continues to provide efficient and transparent services for the citizens of Berkley.

## Fund Structure

The City of Berkley maintains accounts for twenty-three (23) operating funds including three (3) trust funds and one (1) fund related to GASB 34. The City Council appropriates for twenty (20) of these funds. These twenty (20) operating funds have activity appropriated for fiscal year 2016/17 including the Berkley Public Safety Pension System. The two other Trust Funds and the GASB 34 Fund are not required to be appropriated by the City Council via state law. Effective 6/1/2015, appropriations for the Berkley District Court are no longer required due to the state mandated merger with the Royal Oak 44<sup>th</sup> District Court.

There are eight types of funds as follows: General Fund, Special Revenue Fund, Enterprise Fund, Internal Service Fund, Debt Service Fund, Trust and Agency Fund, Capital Project Fund and Discretely Presented Component Unit Funds.

Operating funds deemed major or non-major are determined by the City based upon materiality of operation as compared to all operating funds of the City per GASB statement 34.

#### **APPROPRIATED FUNDS:**

##### **1. General Fund (Major Fund)**

This is the chief operating fund that accounts for all financial resources except those required to be accounted for in another fund.

##### **2. Special Revenue/Component Unit Funds**

Special Revenue/Component Unit Funds account for specific revenues that are legally restricted to expenditures for specific purposes. Berkley has nine special revenue funds that are accounted for separately. The nine funds are:

##### **Major Street Fund (Major Fund)**

The Major Street Fund accounts for the distributed state gas and weight tax revenues and right of way distributions that are restricted for use on major streets and major street right of way.

##### **Local Street Fund (Major Fund)**

The Local Street Fund account for the distributed state gas and weight tax revenues and are restricted for use on local streets and local street right of ways.

##### **Solid Waste Fund (Major Fund)**

The Solid Waste Service Fund accounts for the collection and disposal of household waste, recyclables, and yard waste. The fund is financed by a tax levy allowable under State statute.

##### **Community Development Grant Block (CDBG) Fund**

The Federal government awards federal funds to the City to assist economically disadvantaged areas within the community and those citizens who are also economically disadvantaged.

##### **Drug Forfeiture Fund**

This fund is set up in accordance with Michigan Compiled Law section 333.7521 to account for drug forfeiture seizures adjudicated by the court system to the City of Berkley. Funds are spent on drug law enforcement activities.

##### **Recreation Revolving Fund (Major Fund)**

The Recreation Revolving fund accounts all revenue and expenditures associated with parks and recreation youth and adult recreation programs. This fund also accounts for all dream cruise revenues and expenditures for the City. User fees are the main revenue source for these funds.

## **2. Special Revenue/Component Unit Funds – Continued:**

### **Senior Activities Fund**

The Senior Activities fund accounts for all senior recreation revenues and expenses related to senior activities planned within the Recreation Department including SMART senior transportation programming. User fees along with non-profit and corporate grants are the major funding sources of this fund.

### **Downtown Development Authority (DDA) Fund (Component Unit)**

The Downtown Development Authority was created under Michigan Compiled Law Section 125.1651 to correct and prevent deterioration in the downtown district, encourage historical preservation, and to promote economic growth within the downtown district. This fund accounts for the two mill operating levy that is recommended by the Authority and approved by the City Council annually.

### **DDA Tax Increment Fund (TIF) (Component Unit)**

The DDA Tax Increment Fund was also created under Michigan Compiled Law Section 125.1651 to correct and prevent deterioration in the downtown and associated tax capture district to prevent deterioration in the area and to promote economic growth within the area. This fund accounts for the tax captures earned annually and the construction project expenditures within the DDA Tax Increment Area.

## **3. Enterprise Funds**

Enterprise Funds are operations where the costs of providing good or services are financed or recovered through user fees. Berkley has two funds that fall into this category. They are:

### **Water and Sewer Fund**

The Water and Sewer Fund accounts for the revenue and expenditure activities of the City water distribution and the City sewage collection system.

### **Arena Fund**

The Arena Fund accounts for all activities of the city ice arena including, hockey, learn to skate programming, cross ice, concession and room rental activities.

## **4. Internal Service Fund**

The Internal Service fund includes goods or services provided by one department or agency to other departments or agencies of the governmental unit. The City has one operating fund of this type.

### **Fringe Benefits Fund**

The Fringe Benefits fund accounts for the financing of the City's liability for employee compensated absences and associated liability costs due to a severance payment to employees leaving service of the City.

## **5. Debt Service Funds**

These fund types are established to account for actual cost of interest and principal on bond maturities as well as those funds designated to defray the cost of each debt issue.

### **2002 DDA Streetscape**

This debt fund accounts for a public act 99 purchase agreement for improvements incurred at 12 Mile and Coolidge. The funding source to defray the cost of the debt is derived from the Downtown Development Authority – Tax Capture Fund. Fiscal year 2015/16 was the last fiscal year requiring a debt payment.



## City of Berkley Fund Structure

### **5. Debt Service Funds – Continued:**

#### **George Kuhn Drainage Bonds**

This debt fund accounts for the regional series A through H drainage debt. This debt is levied in accordance with Chapter 20 of Michigan Public Act No. 40. This debt is issued through the Oakland County Drain Commissioner and the State of Michigan. Revenues to defray the cost of the debt are derived from water and sewer rate charges to system customers. The debt is scheduled to expire on average within ten (10) years.

#### **Major and Local Street Bonds**

This debt fund accounts for a 2006 voter approved debt issue and supporting tax increase to fund for the reconstruction of various Major and Local streets within the City of Berkley. The bonds are issued in accordance with Michigan Public Act 279 of 1909 as amended. Fiscal year 2015/16 was the last fiscal year requiring a debt payment.

#### **11 Mile Road Project Bonds**

This debt fund accounts for a 2006 voter approved debt issue and supporting tax increase to fund for the reconstruction of Eleven Mile Road within the City of Berkley. The bonds are issued in accordance with Michigan Public Act 279 of 1909 as amended. There are four (4) years remaining before the debt expires.

#### **12 Mile Road Project Bonds**

This debt fund accounts for a 2006 voter approved debt issue and supporting tax increase to fund for the reconstruction of Twelve Mile Road within the City of Berkley. The bonds are issued in accordance with Michigan Public Act 279 of 1909 as amended. Fiscal year 2015/16 was the last fiscal year requiring a debt payment.

### **6. Capital Project Funds**

Capital Project Funds are financial resources used for the acquisition or construction of major capital. They are as follows:

#### **Public Improvement – Parking Lot Construction**

This capital improvements fund accounts for those projects that are considered public improvement. There are no projects being appropriated for in fiscal year 2016/17 within this operating fund. There is a minor fund balance amount in this fund at this time.

#### **Court Building Fund**

In March 2006, the Berkley City Council approved an ordinance under Michigan Compiled Law section 141.261 which allows for a specific fine to be levied by the District Court on a civil infraction. The funds derived from these fines are to be utilized to provide for the renovation or expansion of the Berkley District Court facility including furniture, fixtures and necessary equipment.

#### **Sidewalk Fund**

This fund will manage the special assessment sidewalk project in the area of 12 Mile from Tyler to Greenfield. The General Fund will transfer the necessary operating dollars to the Sidewalk Fund where expenses will also be recorded. All future special assessment revenue will then be directed to the General Fund in the year the special assessment is collected, to reimburse the General Fund for program costs.

## City of Berkley Fund Structure

### **7. Trust and Agency Fund – Appropriated:**

#### **Public Safety Officer Pension and Other Employee Benefits Trust**

This Trust Fund accounts for the business and benefit payment activities of the public safety officer retirement system. Business activities include employer contributions, legal, accounting and insurance fees specifically applicable to this pension system. Retiree health care payments are appropriated and paid in the City General Fund. Fiscal year 2009/10 is the first fiscal year the City of Berkley officially adopted an operating budget for this activity. This action is not required under Michigan Public Act 2 of 1968 as amended.

### **NON-APPROPRIATED FUNDS:**

The Agency and Pension Funds sustained by the City are:

### **7. Trust and Agency Funds – Non Appropriated:**

#### **Property Tax Revenue Fund**

The Property Tax Revenue Fund accounts for the yearly property tax receipts collected for the City and other taxing jurisdictions present in Berkley. This Fund also accounts for tax receipt distributions made by the Berkley City Treasurer to these taxing jurisdictions including those tax distributions made to the City.

#### **GASB 34 Fund**

The City utilizes this Fund to convert the governmental fund statements to full accrual accounting in accordance with Governmental Accounting Standards Board Statement 34.

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**City of Berkley**  
**Summary Graphs and Tables**

**2016-2017 BUDGET  
REVENUES AND EXPENDITURES  
INCLUDING TRANSFERS-IN AND TRANSFERS-OUT  
OVERVIEW-ALL FUNDS**

<b>Fund No.</b>	<b>Fund</b>	<b>Actual 2013-2014</b>	<b>Actual 2014-2015</b>	<b>Projected 2015-2016</b>	<b>Adopted 2016-2017</b>	<b>Increase/ (Decrease) 2015-2016</b>	<b>% Change from 15/16</b>
	<b><u>REVENUES</u></b>						
101	General Fund	10,535,908	11,031,722	10,490,325	10,683,901	193,576	1.85%
202	Major Streets	900,406	1,312,736	1,300,665	1,430,581	129,916	9.99%
203	Local Streets	659,538	598,274	679,421	597,022	(82,399)	-12.13%
226	Solid Waste	1,231,505	1,547,961	1,347,155	1,311,027	(36,128)	-2.68%
265	Court	616,431	583,892	2,525	-	(2,525)	-100.00%
266	Court Building	95,503	89,557	25,199	14,609	(10,590)	-42.03%
275	Community Development Block Grant	29,400	65,253	13,546	87,077	73,531	542.82%
295	Drug Forfeiture	41	44	25	39	14	56.00%
302	2002 Installment Purchase Bonds	188,351	205,031	210,400	-	(210,400)	-100.00%
309	Kuhn Drain Debt	-	-	-	535,391	535,391	100.00%
310	Major & Local Street Bonds	367,476	401,310	374,444	-	(374,444)	-100.00%
311	11 Mile Road Bonds	225,478	240,678	275,468	273,094	(2,374)	-0.86%
312	12 Mile Road Bonds	116,653	136,695	140,357	-	(140,357)	-100.00%
401	Public Improvements	165,186	33	-	-	-	0.00%
402	12 Mile Intersection Project	-	-	-	-	-	0.00%
410	Major & Local Street Project	-	-	-	-	-	0.00%
411	11 Mile Road Project	-	-	-	-	-	0.00%
470	Sidewalk Fund	-	-	-	80,000	80,000	0.00%
546	Arena	420,200	490,086	369,145	434,197	65,052	17.62%
592	Water & Sewer	5,596,420	5,825,710	6,244,987	6,290,947	45,960	0.74%
614	Recreation Reveolving	449,556	479,777	531,924	538,832	6,908	1.30%
615	Senior Activities	117,411	86,820	90,152	89,386	(766)	-0.85%
690	Fringe Benefits	208,404	3,616	143,981	24,953	(119,028)	-82.67%
732	Public Safety Pension	3,752,177	1,217,444	(594,254)	2,004,678	2,598,932	-437.34%
814	Downtown Development Authority	40,276	41,761	41,617	41,922	305	0.73%
815	DDA Tax Increment Fund	286,153	215,651	229,221	224,795	(4,426)	-1.93%
	<b>TOTAL REVENUE</b>	<b>26,002,473</b>	<b>24,574,051</b>	<b>21,916,303</b>	<b>24,662,451</b>	<b>2,746,148</b>	<b>12.53%</b>

**2016-2017 BUDGET  
REVENUES AND EXPENDITURES  
INCLUDING TRANSFERS IN AND TRANSFERS OUT  
OVERVIEW ALL FUNDS**

<b>Fund No.</b>	<b>Fund</b>	<b>Actual 2013-2014</b>	<b>Actual 2014-2015</b>	<b>Projected 2015-2016</b>	<b>Adopted 2016-2017</b>	<b>Increase/ (Decrease) 2015-2016</b>	<b>% Change from 15/16</b>
	<b><u>EXPENDITURES</u></b>						
101	General Fund	10,503,506	10,700,148	10,120,403	11,105,993	985,590	<b>6.06%</b>
202	Major Streets	777,606	1,362,095	749,111	1,364,653	615,542	<b>82.17%</b>
203	Local Streets	596,853	514,040	515,955	666,078	150,123	<b>22.54%</b>
226	Solid Waste	1,187,257	1,680,563	1,227,583	1,439,747	212,164	<b>17.28%</b>
265	Court	620,331	574,427	150	-	(150)	<b>-100.00%</b>
266	Court Building	11,585	1,586	11,500	103,500	92,000	<b>88.89%</b>
275	Community Development Block Grant	46,674	52,255	5,037	87,077	82,040	<b>1628.75%</b>
295	Drug Forfeiture	-	6,500	-	-	-	<b>0.00%</b>
302	2002 Installment Purchase Bonds	188,340	205,020	213,804	-	(213,804)	<b>-100.00%</b>
309	Kuhn Drain Debt	-	-	-	535,391	535,391	<b>100.00%</b>
310	Major & Local Street Bonds	362,669	398,344	389,394	-	(389,394)	<b>-100.00%</b>
311	11 Mile Road Bonds	219,313	237,406	254,788	271,444	16,656	<b>6.54%</b>
312	12 Mile Road Bonds	113,288	133,506	163,061	-	(163,061)	<b>-100.00%</b>
401	Public Improvements	155,415	-	-	-	-	<b>0.00%</b>
402	12 Mile Intersection Project	-	-	-	-	-	<b>0.00%</b>
410	Major & Local Street Project	-	-	-	-	-	<b>0.00%</b>
411	11 Mile Road Project	-	-	-	-	-	<b>0.00%</b>
412	12 Mile Road Project	-	-	-	-	-	<b>0.00%</b>
470	Sidewalk Fund	-	-	-	80,000	80,000	<b>0.00%</b>
546	Arena	388,810	400,676	371,818	433,350	61,532	<b>16.55%</b>
592	Water & Sewer	4,568,043	4,874,411	5,092,678	6,938,912	1,846,234	<b>36.25%</b>
614	Recreation Revolving	375,503	425,276	474,642	570,322	95,680	<b>20.16%</b>
615	Senior Activities	83,081	70,540	70,569	88,676	18,107	<b>25.66%</b>
690	Fringe Benefits	208,403	3,616	143,981	24,953	(119,028)	<b>-82.67%</b>
732	Public Safety Pension	1,933,489	1,857,907	1,897,765	1,952,703	54,938	<b>2.89%</b>
814	Downtown Development Authority	123,810	52,558	48,117	81,256	33,139	<b>68.87%</b>
815	DDA Tax Increment Fund	283,395	227,889	264,780	195,370	(69,410)	<b>-26.21%</b>
D	<b>TOTAL EXPENDITURES</b>	<b>22,747,371</b>	<b>23,778,763</b>	<b>22,015,136</b>	<b>25,939,425</b>	<b>3,924,289</b>	<b>17.83%</b>

**City of Berkley**  
**All Funds Combined Historical Summary**  
**of Revenues, Expenditures and Fund Balance**

	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Recommended 2016-2017
<b>Revenues</b>				
Property taxes	\$ 8,500,828	\$ 9,432,467	\$ 9,424,524	\$ 8,455,493
Licenses and permits	433,166	537,454	568,867	679,100
Charges for services	6,587,402	6,722,681	7,029,017	7,181,831
State & Federal Revenue Sources	2,387,526	2,585,792	3,181,992	2,948,304
Fines and forfeitures	1,554,419	1,544,752	1,108,573	1,002,041
Investment earnings	43,550	554,168	(1,186,028)	1,363,512
Property and equipment rental	327,397	339,198	287,965	314,995
Miscellaneous	497,429	932,307	391,837	276,140
Other Financing Sources	-	-	137,908	713,669
Total Revenues	<u>20,331,717</u>	<u>22,648,819</u>	<u>20,944,655</u>	<u>22,935,085</u>
<b>Expenditures</b>				
Legislative	10,843	12,949	14,454	18,428
General government	4,175,899	5,086,697	3,538,151	2,627,033
Public safety	4,797,066	5,042,197	4,894,331	7,161,632
Public works	1,864,237	2,428,384	2,195,398	2,848,369
Recreation and culture	1,850,270	1,608,300	1,643,224	1,817,707
Arena Operations	387,968	400,676	360,455	417,070
Water & Sewer Operations	4,568,043	4,874,411	6,065,113	5,137,202
Health and welfare	190,367	389,346	149,161	101,416
Other	16,975	128,883	150,497	-
Debt Service	883,610	974,276	1,004,580	806,835
Capital Outlay	150,025	1,586		3,276,367
Total Expenditures	<u>18,895,303</u>	<u>20,947,705</u>	<u>20,015,364</u>	<u>24,212,059</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	1,436,414	1,701,114	929,291	(1,276,974)
<b>Other Financing Sources (Uses)</b>				
Bond Proceeds				
Operating transfers in	1,918,588	1,925,232	971,648	1,727,366
Operating transfers out	(1,918,588)	(1,925,232)	(965,665)	(1,727,366)
Total other financing sources (uses)	-	-		
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>				
<b>Other Financing Sources (Uses)</b>	1,436,414	1,701,114	965,515	(1,276,974)
<b>Fund Balance (Reserved &amp; Unreserved) - Beginning of Year</b>	<u>19,818,037</u>	<u>21,254,451</u>	<u>22,955,565</u>	<u>39,776,412</u>
<b>Fund Balance (Reserved &amp; Unreserved) - End of Year</b>	<u>21,254,451</u>	<u>22,955,565</u>	<u>\$ 39,776,412</u>	<u>38,499,438</u>

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City of Berkley  
Budget by Category for FY 2016-2017  
All Funds

	101 General Fund	202 Major Street Fund	203 Local Street Fund	226 Solid Waste Fund	266 45A District Ct. Berkley Building Fund	275 CDBG Fund	295 Drug Forfeiture Fund
<b>Revenues</b>							
Property taxes	\$ 7,035,132			\$ 913,942			
Licenses and permits	679,100						
Charges for services	611,835	39,149	26,850	319,619			
State & Federal Revenue Sources	1,432,339	834,691	308,204			87,077	
Fines and forfeitures	360,165	300	500	19,411	10,600		
Investment earnings	35,658	5,441	3,968	3,655	4,009		39
Property and equipment rental	248,474						
Special Assessments							
Miscellaneous	148,618	1,000	500	4,400			
Other Financing Sources							
<b>Total revenues</b>	<b>\$ 10,551,321</b>	<b>\$ 880,581</b>	<b>\$ 340,022</b>	<b>\$ 1,261,027</b>	<b>\$ 14,609</b>	<b>\$ 87,077</b>	<b>\$ 39</b>
<b>Expenditures</b>							
Legislative	\$ 18,428						
Judicial							
General government	2,387,563	50,273	16,118				-
Public safety	5,208,929						
Public works	568,571	485,351	475,388	1,319,059			
Recreation and culture	1,327,965						
Health and welfare	79,537					21,879	
Arena Operations							
Water and Sewer Operations							
Debt service							
Capital outlay	715,330	671,320	174,000	120,000		65,198	
Contingency							
<b>Total expenditures</b>	<b>\$ 10,306,323</b>	<b>\$ 1,206,944</b>	<b>\$ 665,506</b>	<b>\$ 1,439,059</b>	<b>\$ -</b>	<b>\$ 87,077</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>244,998</b>	<b>(326,363)</b>	<b>(325,484)</b>	<b>(178,032)</b>	<b>14,609</b>	<b>-</b>	<b>39</b>
<b>Other Financing Sources (Uses)</b>							
Judicial Operating Transfer In/(Out)							
Operating transfers in	132,580	550,000	257,000	50,000			
Operating transfers out	(799,670)	(157,709)	(572)	(688)	(103,500)		
<b>Total other financing sources (uses)</b>	<b>\$ (667,090)</b>	<b>\$ 392,291</b>	<b>\$ 256,428</b>	<b>\$ 49,312</b>	<b>\$ (103,500)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>\$ (422,092)</b>	<b>\$ 65,928</b>	<b>\$ (69,056)</b>	<b>\$ (128,720)</b>	<b>\$ (88,891)</b>	<b>\$ -</b>	<b>\$ 39</b>
<b>Fund Balance (Reserved &amp; Unreserved) - Beginning of Year Unaudited</b>	<b>\$ 3,897,250</b>	<b>\$ 1,481,655</b>	<b>\$ 942,423</b>	<b>\$ 656,359</b>	<b>\$ 788,600</b>	<b>\$ 35,985</b>	<b>\$ 3,080</b>
<b>Fund Balance (Reserved &amp; Unreserved) - End of Year-Unaudited</b>	<b>\$ 3,475,158</b>	<b>\$ 1,547,583</b>	<b>\$ 873,367</b>	<b>\$ 527,639</b>	<b>\$ 699,709</b>	<b>\$ 35,985</b>	<b>\$ 3,119</b>

City of Berkley  
Budget by Category for FY 2016-2017  
All Funds

	309	311	470	546	592	614	615
	Kuhn Bonds	11 Mile Road Bonds	Sidewalk Fund	Arena Fund	Water & Sewer Fund	Recreation Revolving Fund	Senior Activities Fund
<b>Revenues</b>							
Property taxes		\$ 272,928					
Licenses and permits							
Charges for services				306,595	5,353,163	507,420	17,200
State & Federal Revenue Sources					233,116		22,880
Fines and forfeitures					611,065		
Investment earnings		166		457	10,266	2,912	1,275
Property and equipment rental				13,800	52,721		
Special Assessments							
Miscellaneous				13,025	30,616	28,500	48,031
Other Financing Sources							
<b>Total revenues</b>	<b>\$ -</b>	<b>\$ 273,094</b>	<b>\$ -</b>	<b>\$ 333,877</b>	<b>\$ 6,290,947</b>	<b>\$ 538,832</b>	<b>\$ 89,386</b>
<b>Expenditures</b>							
Legislative							
Judicial							
General government							
Public safety							
Public works							
Recreation and culture						401,066	88,676
Health and welfare							
Arena Operations				417,070			
Water and Sewer Operations					5,137,202		
Debt service	535,391	271,444					
Capital outlay			80,000	16,000	1,266,319	39,700	
Contingency							
<b>Total expenditures</b>	<b>\$ 535,391</b>	<b>\$ 271,444</b>	<b>\$ 80,000</b>	<b>\$ 433,070</b>	<b>\$ 6,403,521</b>	<b>\$ 440,766</b>	<b>\$ 88,676</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(535,391)</b>	<b>1,650</b>	<b>(80,000)</b>	<b>(99,193)</b>	<b>(112,574)</b>	<b>98,066</b>	<b>710</b>
<b>Other Financing Sources (Uses)</b>							
Judicial Opertaing Transfer In/(Out)							
Operating transfers in	535,391		80,000	100,320			
Operating transfers out				(280)	(535,391)	(129,556)	
<b>Total other financing sources (uses)</b>	<b>\$ 535,391</b>	<b>\$ -</b>	<b>\$ 80,000</b>	<b>\$ 100,040</b>	<b>\$ (535,391)</b>	<b>\$ (129,556)</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ 1,650</b>	<b>\$ -</b>	<b>\$ 847</b>	<b>\$ (647,965)</b>	<b>\$ (31,490)</b>	<b>\$ 710</b>
<b>Fund Balance (Reserved &amp; Unreserved) - Beginning of Year Unaudited</b>	<b>\$ -</b>	<b>\$ 47,610</b>	<b>\$ -</b>	<b>\$ 963</b>	<b>\$ 14,540,831</b>	<b>\$ 650,575</b>	<b>\$ 262,559</b>
<b>Fund Balance (Reserved &amp; Unreserved) - End of Year-Unaudited</b>	<b>\$ -</b>	<b>\$ 49,260</b>	<b>\$ -</b>	<b>\$ 1,810</b>	<b>\$ 13,892,866</b>	<b>\$ 619,085</b>	<b>\$ 263,269</b>

City of Berkeley  
Budget by Category for FY 2016-2017  
All Funds

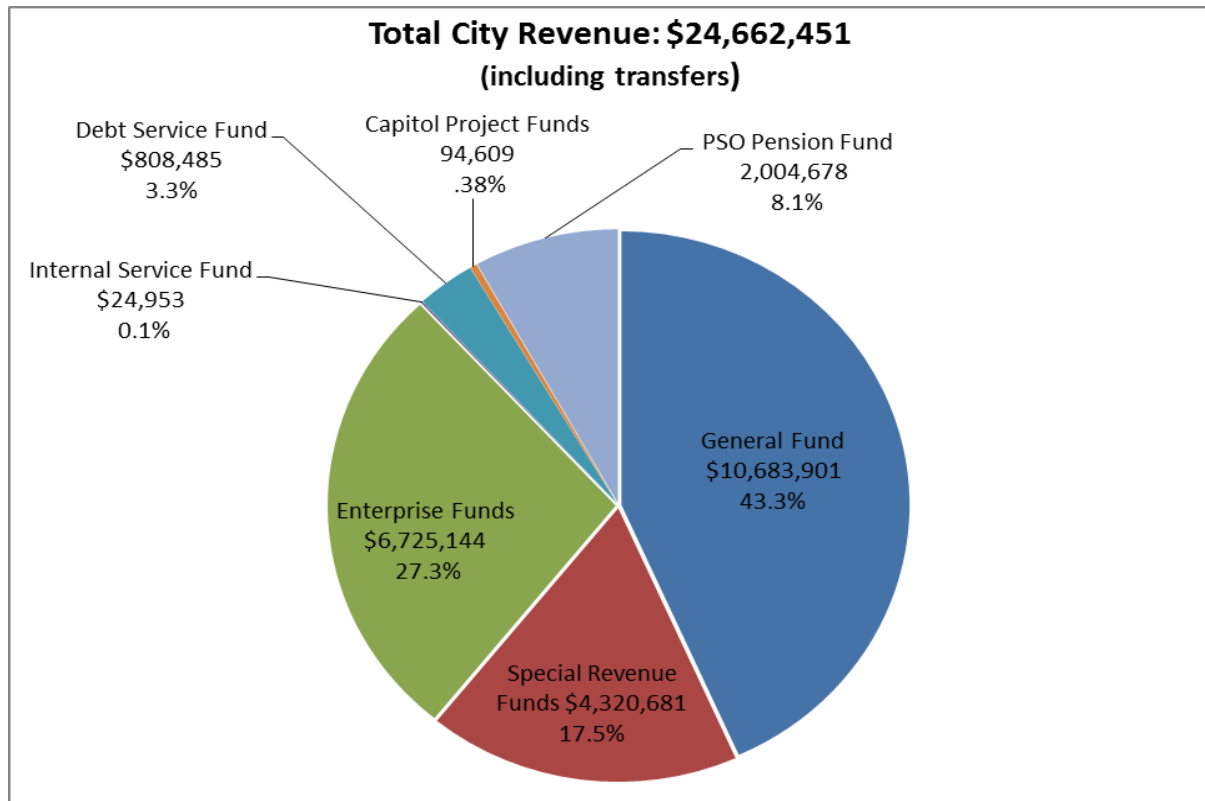
	690 Fringe Benefits Fund	732 PSO Pension Fund	814 DDA Fund	815 DDA-TIF Fund	TOTAL OF ALL FUNDS
<b>Revenues</b>					
Property taxes			\$ 39,735	\$ 193,756	\$ 8,455,493
Licenses and permits					679,100
Charges for services					7,181,831
State & Federal Revenue Sources				29,997	2,948,304
Fines and forfeitures					1,002,041
Investment earnings	2,878	1,290,759	987	1,042	1,363,512
Property and equipment rental					314,995
Special Assessments					-
Miscellaneous		250	1,200		276,140
Other Financing Sources		713,669			713,669
<b>Total revenues</b>	<b>\$ 2,878</b>	<b>\$ 2,004,678</b>	<b>\$ 41,922</b>	<b>\$ 224,795</b>	<b>\$ 22,935,085</b>
<b>Expenditures</b>					
Legislative					\$ 18,428
Judicial					-
General government	24,953		81,256	66,870	2,627,033
Public safety		1,952,703			7,161,632
Public works					2,848,369
Recreation and culture					1,817,707
Health and welfare					101,416
Arena Operations					417,070
Water and Sewer Operations					5,137,202
Debt service					806,835
Capital outlay				128,500	3,276,367
Contingency					-
<b>Total expenditures</b>	<b>\$ 24,953</b>	<b>\$ 1,952,703</b>	<b>\$ 81,256</b>	<b>\$ 195,370</b>	<b>\$ 24,212,059</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(22,075)</b>	<b>51,975</b>	<b>(39,334)</b>	<b>29,425</b>	<b>(1,276,974)</b>
<b>Other Financing Sources (Uses)</b>					
Judicial Operating Transfer In/(Out)					-
Operating transfers in	22,075				1,727,366
Operating transfers out					(1,727,366)
<b>Total other financing sources (uses)</b>	<b>\$ 22,075</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ 51,975</b>	<b>\$ (39,334)</b>	<b>\$ 29,425</b>	<b>\$ (1,276,974)</b>
<b>Fund Balance (Reserved &amp; Unreserved) - Beginning of Year Unaudited</b>	<b>\$ -</b>	<b>16,252,276</b>	<b>\$ 156,265</b>	<b>\$ 59,981</b>	<b>39,776,412</b>
<b>Fund Balance (Reserved &amp; Unreserved) - End of Year-Unaudited</b>	<b>\$ -</b>	<b>\$ 16,304,251</b>	<b>\$ 116,931</b>	<b>\$ 89,406</b>	<b>\$ 38,499,438</b>

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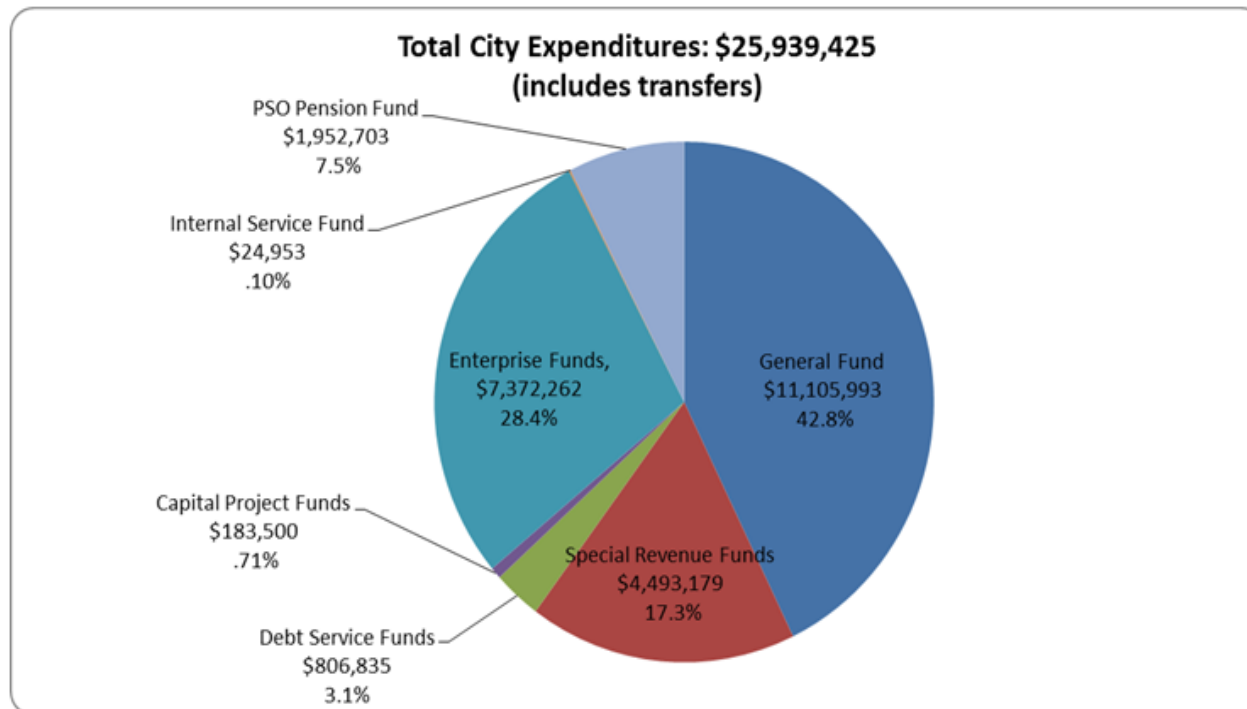
**CITY OF BERKLEY**  
**2016-2017 Total City Revenues as Budgeted –**  
**Percent of Total Revenues**

<b>Fund</b>	<b>Adopted 2016-2017</b>
<b><u>REVENUES</u></b>	
General Fund	\$10,683,901
Special Revenue Funds	4,320,681
Enterprise Funds	6,275,144
Internal Service Fund	24,953
Debt Service Fund	808,485
Capital Project Funds	94,609
PSO Pension Fund	2,004,678
<b>TOTAL REVENUES</b>	<b>\$24,662,451</b>



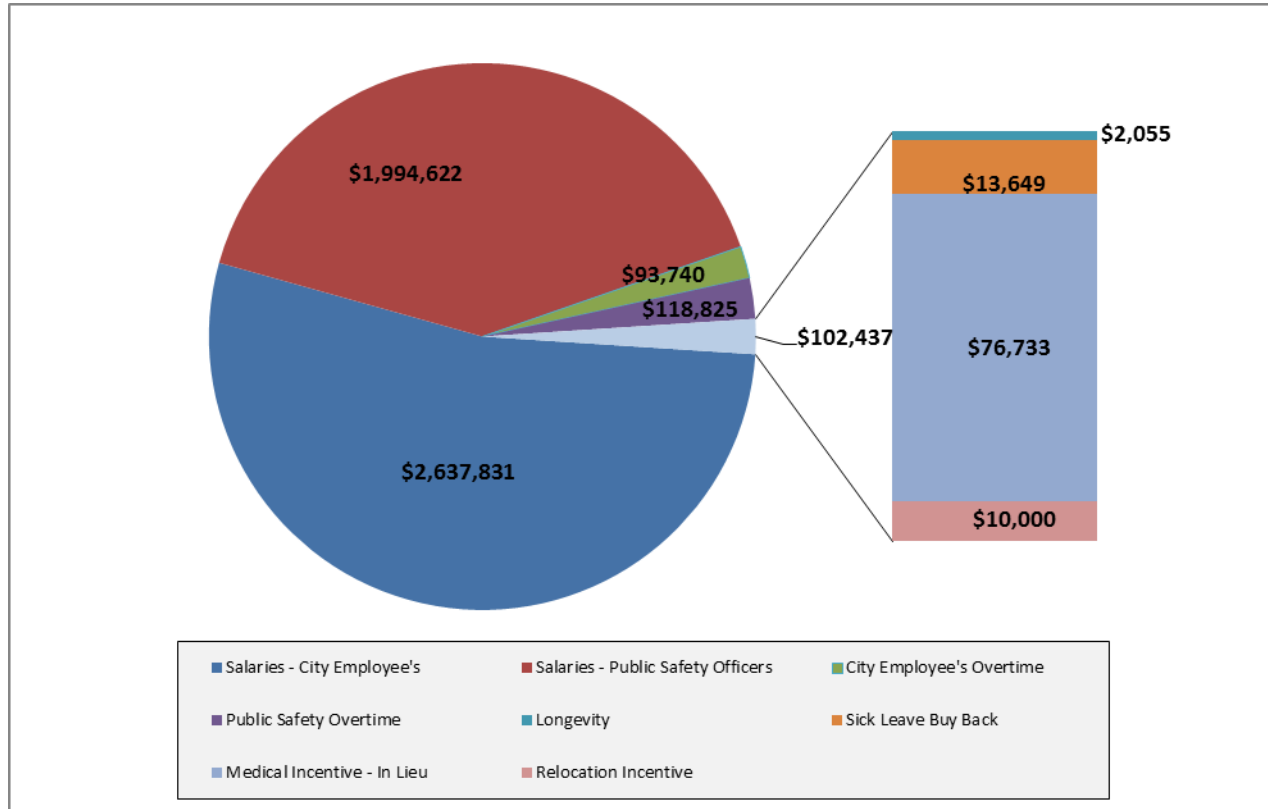
**CITY OF BERKLEY**  
**2016-2017 Total City Expenditures as Budgeted –**  
**Percent of Total Expenditures**

<b>Fund</b>	<b>Adopted 2016-2017</b>
<b><u>EXPENDITURES</u></b>	
General Fund	\$11,105,993
Special Revenue Funds	4,493,179
Enterprise Funds	7,372,262
Internal Service Fund	24,953
Debt Service Fund	806,835
Capital Project Funds	183,500
PSO Pension Fund	1,952,703
<b>TOTAL EXPENDITURES</b>	<b>\$25,939,425</b>



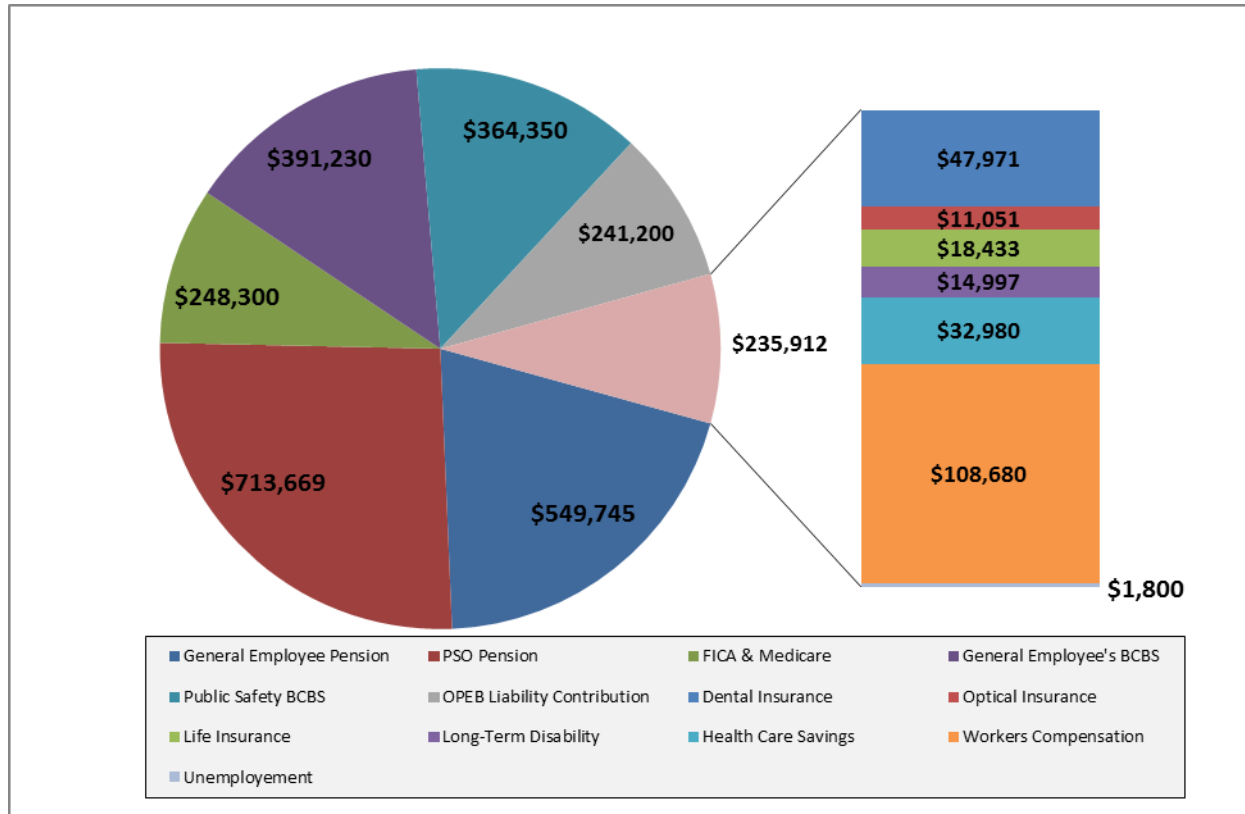
**CITY OF BERKLEY  
2016-2017 Total Salaries and Fringe Benefit Costs –  
All Funds**

**Salaries Grand Total: \$4,947,455**



**CITY OF BERKLEY  
2016-2017 Total Salaries and Fringe Benefit Costs –  
All Funds**

**Fringe Benefits Grand Total: \$2,744,406**





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## **Fund Balance**

**City of Berkley  
2016-2017 Budget  
Change in Fund Balance/Retained Earnings**

<b>FUND NUMBER</b>	<b>FUND</b>	<b>ESTIMATED BEGINNING FUND BALANCE</b>	<b>REVENUES</b>	<b>TRANSFERS IN</b>	<b>EXPENDITURES</b>	<b>TRANSFERS OUT</b>	<b>INCREASE/ (DECREASE) IN FUND BALANCE</b>	<b>ENDING FUND BALANCE</b>	<b>% CHANGE IN FUND BALANCE</b>
101	General	\$ 3,897,250	\$ 10,551,321	\$ 132,580	\$ 10,306,323	\$ 799,670	\$ (422,092)	\$ 3,475,158	-10.83%
202	Major Streets (1)	1,481,655	880,581	550,000	1,206,944	157,709	65,928	1,547,583	4.45%
203	Local Streets	942,423	340,022	257,000	665,506	572	(69,056)	873,367	-7.33%
226	Solid Waste	656,359	1,261,027	50,000	1,439,059	688	(128,720)	527,639	-19.61%
266	Court Building	788,600	14,609	-	-	103,500	(88,891)	699,709	-11.27%
275	Community Development Block Grant	35,985	87,077	-	87,077	-	-	35,985	0.00%
295	Drug Forfeiture	3,080	39	-	-	-	39	3,119	1.27%
309	Kuhn Drain Debt	-	-	535,391	535,391	-	-	-	0.00%
311	11 Mile Road Bonds (2)	47,610	273,094	-	271,444	-	1,650	49,260	3.47%
470	Sidewalk Project	-	-	80,000	80,000	-	-	-	0.00%
546	Arena	963	333,877	100,320	433,070	280	847	1,810	87.95%
592	Water & Sewer	14,540,831	6,290,947	-	6,403,521	535,391	(647,965)	13,892,866	-4.46%
614	Recreation Revolving	650,575	538,832	-	440,766	129,556	(31,490)	619,085	-4.84%
615	Senior Activities	262,559	89,386	-	88,676	-	710	263,269	0.27%
690	Fringe Benefits	-	2,878	22,075	24,953	-	-	-	0.00%
732	PSO Pension Fund	16,252,276	2,004,678	-	1,952,703	-	51,975	16,304,251	0.32%
814	Downtown Development Authority (3)	156,265	41,922	-	81,256	-	(39,334)	116,931	-25.17%
815	DDA Tax Increment Fund (4)	59,981	224,795	-	195,370	-	29,425	89,406	49.06%
<b>TOTALS</b>		<b>\$ 39,776,412</b>	<b>\$ 22,935,085</b>	<b>\$ 1,727,366</b>	<b>\$ 24,212,059</b>	<b>\$ 1,727,366</b>	<b>\$ (1,276,974)</b>	<b>\$ 38,499,438</b>	<b>-3.21%</b>

**CHANGES IN FUND BALANCE 2015/16 TO 2016/17**

**City of Berkley**  
**Change in Fund Balance/Retained Earnings**

The City currently has a policy of maintaining 15% of the General Fund revenue stream as undesignated fund balance in the General Fund to provide flexibility in defraying the cost of unexpected expenditures and to provide resources when the overall economy is underperforming.

In accordance with Michigan Public Act 2 of 1968, the City must maintain a zero fund balance or a fund balance surplus in all operating funds in order to avoid providing the State of Michigan with a City Council approved deficit elimination plan for those funds that may end up in a deficit fund balance position. See the City's fund balance reserve policy on page 27 for a more detailed explanation of the City's fund balance policy.

**CHANGES IN FUND BALANCE 2015/16 TO 2016/17**

The Fund Balance/Retained Earnings chart highlighted above, illustrates the projected beginning fund balance for July 1, 2016, the budgeted revenues, transfers-in, expenditures, and transfers out for FY 2016/17. It also includes the projected ending fund balance for each operating fund at June 30, 2017 with the percent increase or decrease in fund balance from beginning to the end of the fiscal year.

Those estimated changes in fund balance that exceed 10% are explained as follows:

**NOTES:**

- (1) The increase in the General Fund balance is due to a 9% increase in expenditures for required State Mandated equipment replacements (E-911 system and voting equipment) replacements and other capital items.
- (2) The decrease in the Solid Waste Fund balance is due to replacement of rubbish packer.
- (3) The decrease in the Court Building Fund balance is due to additional expenses for the Architectural Study that began in 2015/16.
- (4) The increase in the Arena Fund Balance is due to a General Fund Transfer to cover expenses exceeding revenues.

- (5) The Downtown Development Authority expenses for the fiscal year will be greater than revenues. Fund balance in the fund has been appropriated to fund these additional capital and operating expenses.
- (6) The Downtown Development Authority Tax Capture Fund debt revenue will exceed tax capture expenditures for the fiscal year.

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**Revenues**  
**Fiscal Year 2016/2017**  
**Adopted**

## City of Berkley Total Revenue-Overview

### Revenue Overview - City

The City of Berkley budgets a total of \$22,657,773 in revenues and operating transfers-in for the 2016/17 fiscal year across all operating funds. This figure does not include the Berkley Public Safety Pension System revenues which are an additional \$2.004 million dollars. This is a 1.1% increase in revenues and operating transfers-in as compared to projected 2015/16 fiscal year revenues and transfers-in. This is also a 3% decrease in revenues and transfers-in when comparing the 2014/15 actual revenue and operating transfer-in amounts to the 2016/17 adopted budget.

This increase in revenue is due to the increase in property tax values due to increased sales and new home construction. License and permit revenues increased due to new home construction and an increase in license and permit rates.

The City's second largest revenue stream in the General Fund after property taxes is state shared revenues. State shared revenues within the General Fund increased slightly due to an improving state and local economy. The General Fund will see a \$44,650 increase in this type of revenue. The State of Michigan almost eliminated their entire Economic Vitality and Incentive Program requirements and returned to the statutory state shared revenue program in fiscal year 2014/15. The City will continue to meet the new State requirements to receive Statutory State Shared revenues as earmarked by the State Legislature. License and permit revenues are remaining steady due to an improved local economy when comparing to fiscal year 2015/16.

Gas taxes received in the Major and Local Street Funds are expected to increase by approximately 19% in the fiscal year 2016/17. These additional monies are the result of legislative changes and are expected to increase through fiscal year 2021.

Solid Waste revenues remain steady with a transfer-in from the General Fund being appropriated to balance revenues to expenses without a fund balance reduction.

Commercial and Industrial taxable values and tax revenues increased in the Downtown Development Authority (DDA) Tax Capture fund. The values increased by 0.3% in the DDA tax capture area. Please note that the state is also reimbursing DDA's and municipalities for personal property tax losses related to debt. The DDA is anticipating another \$29,997 from the state to make up for the loss of personal property values at or below \$40,000 in tax value to pay for debt. The DDA will capture approximately \$193,756 in taxes and reimbursements for fiscal year 2016/17.

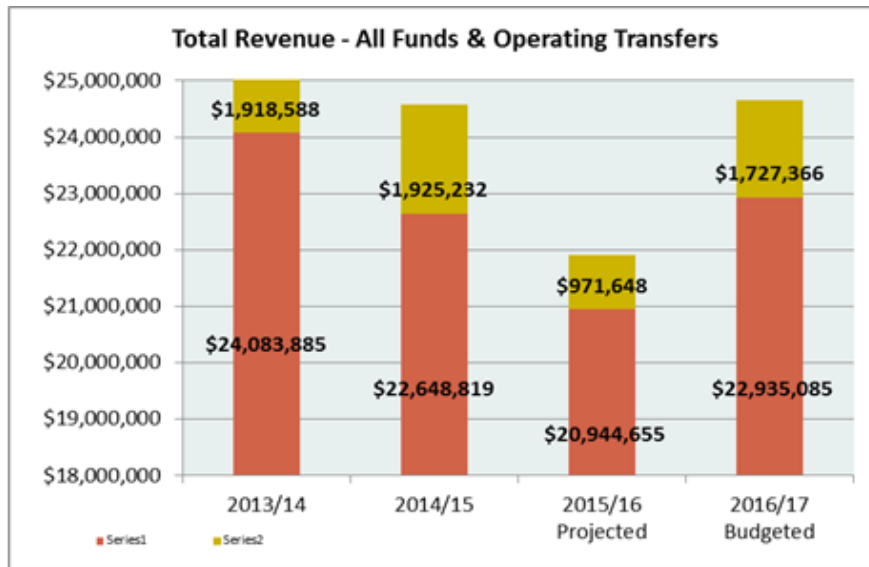
The Water and Sewer Fund and the Ice Arena Fund are considered to be "Enterprise Funds" and treated like a business from the standpoint that charges to customers for service are meant to cover the cost of providing service. As such, the City regularly adjusts the fee structure in order to generate sufficient revenue to cover the City's costs. Utility rate increases for this budget year are less than 3%.

## City of Berkley Total Revenue-Overview

When the debt payments are actually made a budget amendment will occur eliminating the Debt Fund appropriation and Water/Sewer operating transfer out appropriation for this charge.

Revenues for the Berkley Public Safety Pension System are estimated to be \$2.004 million dollars for fiscal year 2016/17, compared to 2015/16 which had revenues of (\$592,254). Again, this revenue amount is over and above the \$22,657,773 utilized for operations in the City.

The overall City revenues and operating Transfers-In for fiscal year 2016/17:  
(This chart now includes the Berkley Public Safety Pension System Revenues)

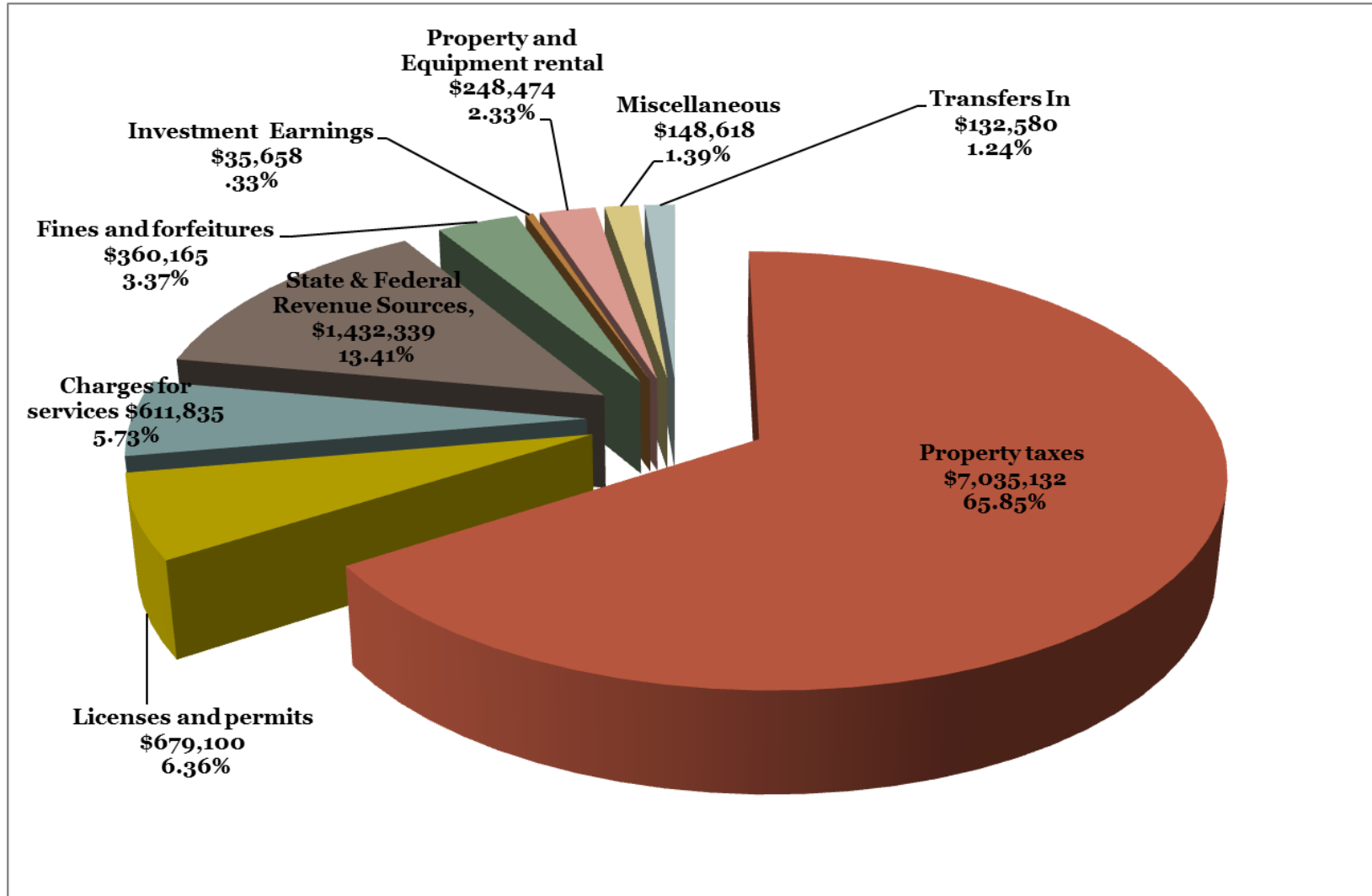




# City of Berkley

General Fund Revenues by Classification - \$10,683,901

FY 2016-2017



## City of Berkley General Fund Revenues

### GENERAL FUND REVENUES AND TRANSFERS IN - OVERALL

The General Fund composes 43.32% of all revenues and transfers-in for the City of Berkley. General Fund revenues received come from the following sources:

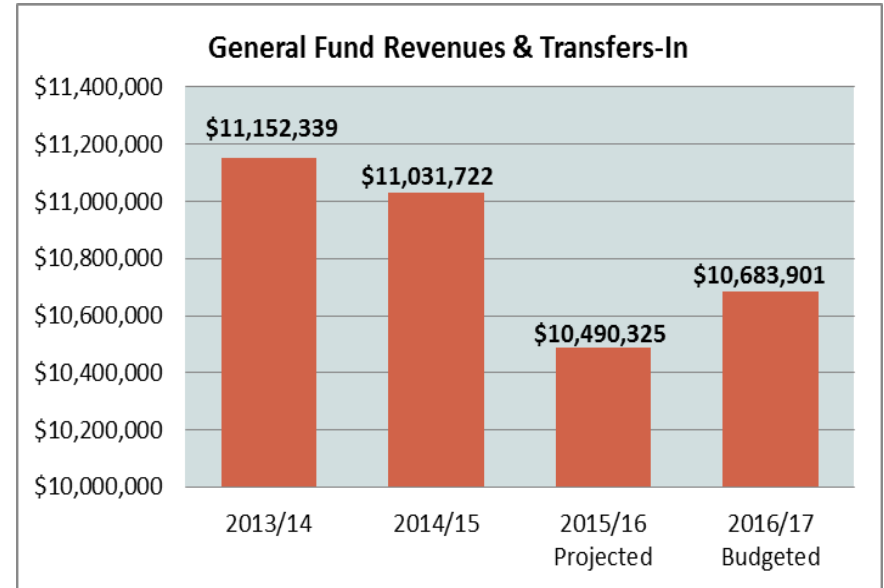
- Property Taxes & fees associated with taxes, \$7,035,132 (65.85%)
- State Shared Revenues & Other Federal Grants, \$1,432,339 (13.40%)
- Fines & Forfeitures, \$360,165 (3.37%)
- Charges for Services, \$611,835 (5.73%)
- Miscellaneous, \$148,618 (1.39%)
- Licenses & Permits, \$679,100 (6.36%)
- Property & Equipment Rental, \$248,474 (2.33%)
- Investment Earnings, \$35,658 (0.33%)
- Transfers In, \$132,580 (1.24%)

The total amount of General Fund revenue and transfers-in appropriated for in fiscal year 2016/17 amounts to \$10,683,901. This is a \$193,576 increase over projected 2015/16 revenue and operating transfers.

As explained earlier, the chief reasons for the increase in 2016/17 General Fund revenues are increases in property taxes from sales and new construction, along with increased purchases of license and permits for new construction.

It is anticipated that most other revenue classifications will increase in fiscal year 2016/17. Tax revenue will increase approximately 2.5% or \$171,558 for the fiscal year. State Shared revenues is anticipated to increase approximately 3.0% or \$42,658. Charges for services are anticipated to increase by 3.3% or \$20,146. All other revenue sources within the General Fund remain very stable with little change from fiscal year 2015/16.

The overall General Fund city revenues and operating transfers-in by bar chart:



## City of Berkley General Fund Revenues

### Property Taxes

On December 31, each year the County Assessor for the City of Berkley determines what taxable value is within the City boundaries. Once this determination is made property tax values are increased or decreased based upon market value sales in all neighborhoods throughout the City. Based upon this calculation, board of review changes and Michigan Tax Tribunal changes the City will then levy tax rates that are applied against the final taxable value of each parcel of real and personal property within the City in accordance with the Headlee State Constitution amendment, Proposal A which was approved by Michigan voters in March 1994, the City Charter and Michigan Compiled Law Sections 211 et al. All taxing unit property taxes are then collected and distributed by the City.

Property Tax Revenue represents 65.85% of General Fund revenues and therefore results in the City's largest revenue source. The General Fund property tax revenue consists of City Operating (\$3,050,145), additional operation voted (8/2012) (\$1,450,130), Police & Fire Operating (\$914,857), Police & Fire Pension (\$1,274,999), and Community Promotion (\$49,225). The City also includes interest, penalties, delinquent special assessments and tax administration fees that are associated with property tax revenue within the property tax classification. These additional fees total \$301,591 for fiscal year 2016/17.

The overall adopted millage rate for FY 2016-17 is \$15.8210/thousand taxable value. This is a \$1.1581/thousand taxable value rate decrease to the taxpayers of the city. This is a 6.8% tax rate decline. The decrease is due to the voter approved road debt levies and the Public Act 345 tax levy for public safety pensions.

The road levies are unlimited tax levies and are calculated so that the rate and tax values pay the actual annual road debt service. This debt amount is completed for two of three debt issues and the payment amounts are also declining in value. The Public Act 345 tax levy is a voted (1965) pre-Headlee debt and can be raised or lowered to meet public safety *pension* legacy costs. The actuary calculated a smaller employer pension contribution for the July 2015 tax levy which also resulted in a smaller tax rate to be levied.

<u>Tax Rates Per \$1,000 Taxable Assessed Value</u>			
	Tax Rate 2015-16	Tax Rate 2016-17	Estimated Levy* 2016-17
<b><u>General Fund Purpose:</u></b>			
City Operating	\$6.1986	\$6.0874	\$3,050,145
City Operating – Voter Approved	2.9470	2.8941	1,450,130
Police & Fire Operating	1.8592	1.8258	914,857
Police & Fire Pension	2.4290	2.5445	1,274,939
Community Promotion	0.1012	.0982	49,225
<b>Total General Fund Levy</b>	<b>\$13.5350</b>	<b>\$13.4500</b>	<b>\$6,739,296</b>
<b><u>Special Revenue and Debt:</u></b>			
Sanitation	\$1.8592	\$1.8258	\$914,857
Street Improvement Debt	0.7672	0	0
11 Mile Road Debt	0.5303	.5452	273,201
12 Mile Road Debt	0.2874	0	0
<b>Total Special Revenue/Debt Levy</b>	<b>\$3.4441</b>	<b>2.3710</b>	<b>\$1,188,058</b>
<b>TOTAL</b>	<b>\$16.9791</b>	<b>\$15.8210</b>	<b>\$7,927,354</b>
Downtown Development Authority	<b>1.9217</b>	<b>\$1.9217</b>	<b>\$39,735</b>

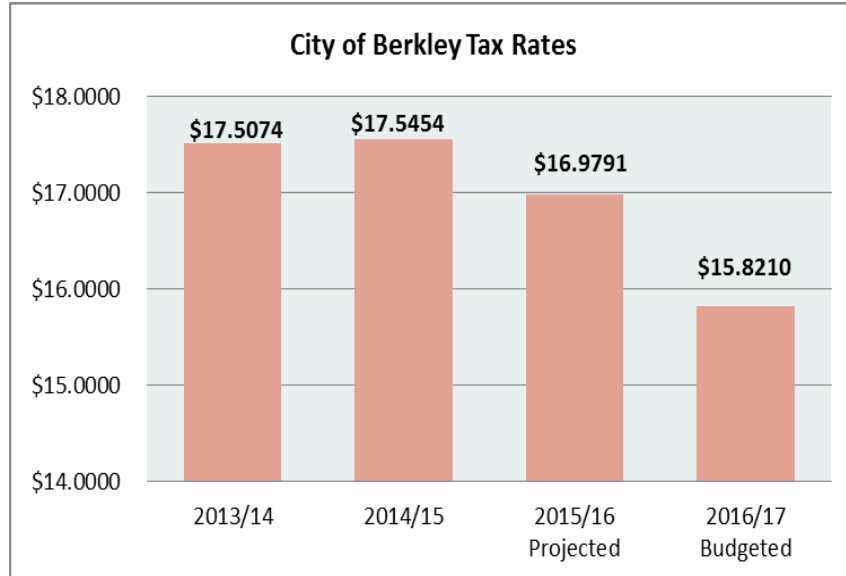
*\*Net Amount after TIF Capture.*

The estimated average tax bill for local city services including roads is estimated to be \$1,043.00. This is a net 3.5% decrease to the average taxpayer. This would be for homes with a 1/1/2016 market value of \$131,858 and a taxable value of \$65,929. Please note that all other debt levies are taxpayer voted and the sanitation levy is levied according to state statute.

## City of Berkley General Fund Revenues

### Property Taxes Continued:

City of Berkley Historical Total Property Tax Rate Comparison (not including the Downtown Development Authority tax rate):



### Downtown Development Authority Property Taxes:

The City of Berkley has a Downtown Development Authority (DDA). The purpose of the DDA is to help encourage growth in the downtown area as well as provide funding for public infrastructure improvements. The DDA area is between 11 and 12 Mile Roads, from Greenfield to Coolidge.

Funding for the DDA is generated in 3 ways:

1. The DDA “captures” the portion of taxable value over the “base” value that was established at the time the DDA was created. The DDA receives the tax revenue generated from this captured taxable value from the local taxing units with the exception of the State School Levy, the Zoo Authority, the Detroit Institute of Arts, and both the Non-homestead school tax levies and school debt rate. The captured Taxable Value within the DDA is approximately \$28.6 million and is expected to generate approximately \$194,000 this year.
2. The DDA has a separate millage it levies on properties within the DDA area. Originally 2 mills, it has been rolled back to 1.9217 mills by the Headlee tax limitation. This separate millage is expected to generate approximately \$40,000 this year.
3. To offset the revenue lost as a result of State legislative changes to Personal Property Tax, the State will reimburse the DDA approximately \$30,000.

The accounting for the DDA is maintained in two funds: The DDA Fund and the DDA Tax Increment Financing (TIF) Fund. The tax capture and State reimbursement noted above is recorded in the TIF Fund. The separate millage is recorded in the DDA Fund.

The taxable value of the DDA area has increased only 0.3% from last year, despite the overall increase to the City’s taxable value of approximately 3%. This is the second consecutive year of growth in the DDA, the first two years of growth since 2007/08. For fiscal year 2016/17, the taxable value of the DDA is \$28.6 million.

## City of Berkley General Fund Revenues

### State Shared Revenues

State Shared Revenues represents 12.76% of total General Fund revenues of the City. These revenues are sales taxes collected by State government and then transferred back to local Cities, Villages and Townships (CVT's) under a sharing arrangement with the State of Michigan. There are two types of state shared revenues distributed back to the City – constitutional revenues and statutory revenues.

Constitutional revenue sharing is established by the State of Michigan Constitution and cannot be changed by legislation. The Constitution provides that the State pay to the cities, villages, and townships 15% of the State's original 4% sales tax. The additional 2% sales tax (bringing the total sales tax to 6%) that was subsequently added is not part of the constitutional formula.

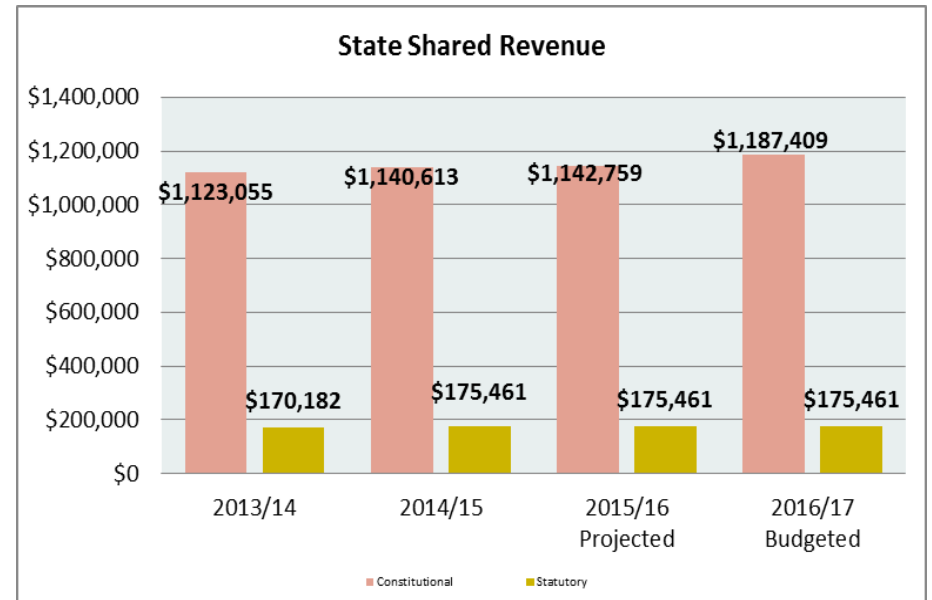
The statutory portion of revenue sharing has changed several times in recent years. The original statutory formula called for 21.3% of the original 4% sales tax to be distributed to local units; however, the State of Michigan began reducing this amount in the early 2000's. Recently, the funding has stabilized, but at a fraction of the former amount received. In the last several years, the State has also established new reporting requirements the local units must meet in order to "earn" their statutory revenue sharing which has been renamed the "Cities, Village, and Township Revenue Sharing" (CVTRS).

In 2011, the State added a requirement for CVT's to obtain their statutory revenue sharing payments. This program was entitled the Economic Vitality Incentive Program. The program proved burdensome for State and local governments. So, for 2014/15, the State eliminated the bulk of the Economic Vitality and Incentive Program requirements in order for a CVT to obtain their statutory revenue amount.

The total State Shared Revenue received each FY is:

<u>2013-14 (Actual):</u>	\$1,293,237
<u>2014-15 (Actual):</u>	\$1,316,074 – 1.77% increase from 13/14
<u>2015-16 (Projected):</u>	\$1,318,220 – .16% increase from 14/15
<u>2016-17 (Budgeted):</u>	\$1,362,870 – 3.39% increase from 15/16

From the chart on this page, you can see that state shared revenues have been flat over the last three fiscal years with fiscal 2016/17 being no different. This is due to the weak economy of the State of Michigan and various state fiscal policies for funding state shared revenues in the State.



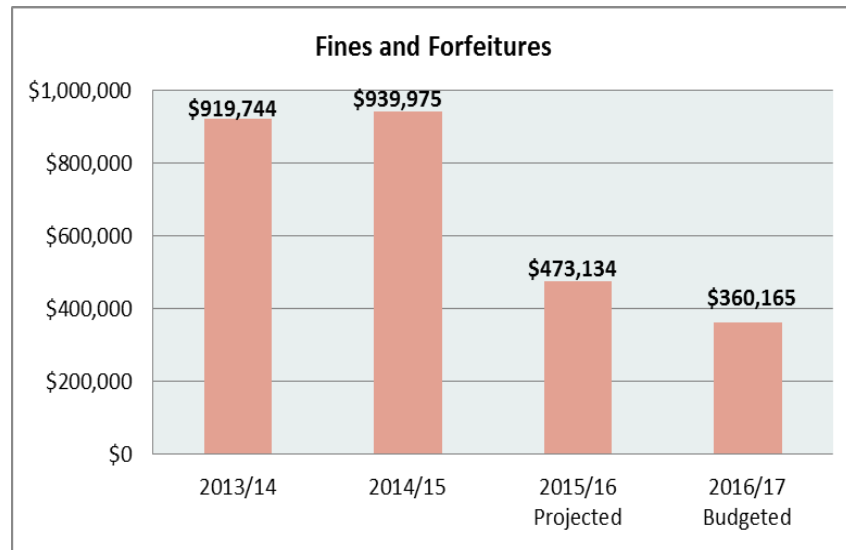
### Fines & Forfeitures:

Fines and Forfeitures represent 3.37% of General Fund revenues with an estimated revenue stream of \$360,165 for FY 2016-17. Fines and forfeitures amounting to \$360,615 is a decrease of 23.9% from FY 2015-16 projected Fines and Forfeits of \$473,134. The chief reason for this revenue decrease is due to the district court merger with the City of Royal Oak. The merger took effect on 6/1/2015. The City of Berkley will only be receiving 1/3 of fines and fees generated from traffic violations and no probation or civil fine revenues.

## City of Berkley General Fund Revenues

### Fines and Forfeitures Continued:

Overdue Library fees also are a part of this classification and are appropriated in 2016/17. Library fees are anticipated to increase 3.2% or \$500, over 2015/16 revenue levels.



### Charges for Services

Charges for Services represent 5.73% of General Fund Revenues. It is estimated that the City will earn \$611,835 in FY 2016-17. The revenues in this category consist of fees charged to the user for services provided by the City of Berkley. Overall, Charges for Service – Revenues will increase between fiscal year 2015-16 projected and 2016-17 by \$20,146 or 3.30%.

The services we provide are:

**Cable Franchise Fees:** Revenue from Wide Open West, A.T.T. & Comcast. Each resident pays a franchise fee that is forwarded to the City. Estimated revenues for 2016/17 are estimated at \$388,611.

**Dispatch Services:** The City contracts with the City of Huntington Woods and Pleasant Ridge to provide dispatch service for each community. Each July the amount to bill is adjusted by the Consumers price index for the region and adjusted accordingly. The City will then bill each municipality on a monthly basis for our services. Estimated 2016/17 revenues are estimated at \$101,247.

**Animal Control Services:** The City contracts with the City of Royal Oak for Animal Control. Our full time animal control officer splits her time between both cities. The city annually calculates a monthly charge and increases or decreases the billing each July for cost of living. The City then bills Royal Oak monthly for services. Estimated 2016/17 revenues are estimated at \$42,797.

**Grass & Weed Cutting:** The city will cut grass & weeds that are determined too long by the Code Enforcement officer(s). The City invoice residents that violate the City codes. Charges are based upon \$.028/square foot cut plus a 20% administrative charge to the tax payer owning the parcel where service is provided. Failure to pay allows the City to place the billing as a delinquent special assessment on the next tax billing. Estimated revenues for 2016/17 are \$3,500.

**Gas Sales:** Berkley provides gasoline/diesel products to the Berkley School District and the City of Huntington Woods Police and Public Works departments. Berkley invoices Huntington Woods and the Berkley School District monthly based on number of gallons used including an administration fee. Berkley records the administration fee as revenue only. Estimated administration fees for 2016/17 are \$3,515.

## City of Berkeley General Fund Revenues

### Charges for Services Continued:

**Library Services:** This is revenues received for rental of video materials and the use of the library photocopier. It is estimated that the City will receive \$20,700 in fiscal year 2016/17.

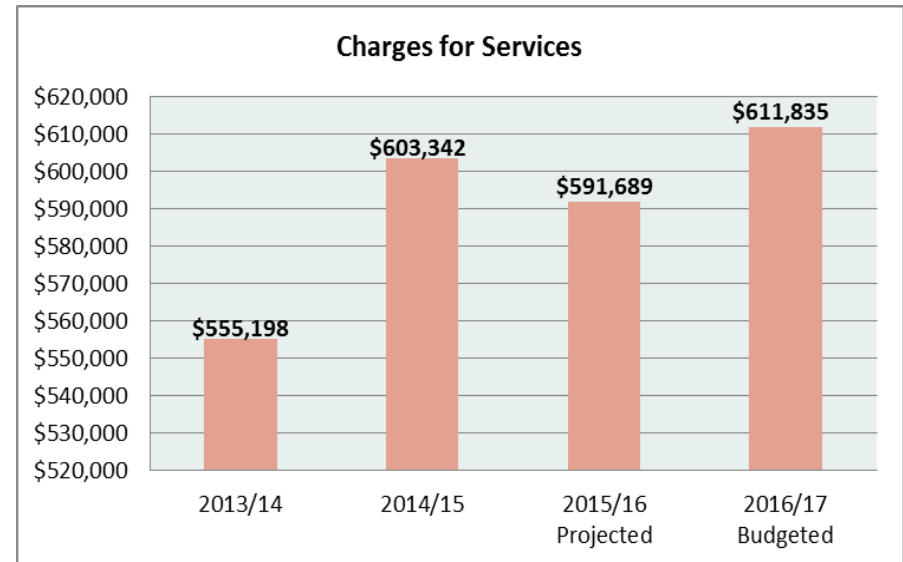
**Garbage Bags:** This revenue source is received from the sale of garbage bags at the Department of Public Works. It is estimated that the City will receive \$12,000 in fiscal year 2016/17.

**Public Safety Services:** The Department of Public Safety provides the following services for various fee amounts. Those services are Offender Registration, Accident Report Fees, Preliminary Breath Tests, Audio/Video Duplication Fees and OWI 2<sup>nd</sup> /3<sup>rd</sup> Arrest. It is estimated that the City will receive \$27,315 for these services in fiscal year 2016/17.

**Community Development:** The Building Department will receive miscellaneous permit fees, site plan review fees and sign permit fees throughout the fiscal year. It is estimated that the City will receive \$11,300 in fiscal year 2016/17.

**Other:** There are various other services that the City receives revenue for. It is estimated that the City will receive \$850 in fiscal year 2016/17 for other miscellaneous charges for services.

The City collection activity is as follows:



## City of Berkley General Fund Revenues

### Licenses & Permits

License and Permits make up 6.36% of the General Fund revenues. We are estimating \$679,100 for FY 2016-17. Over the past few fiscal years, this revenue source has been increasing. Due to an increase in home sales and new home construction, the City is projecting a substantial increase in revenues from FY 2015-16.

The City requires various licenses or permits to be obtained to perform certain tasks with the City limits. The City of Berkley's largest source of permit revenue comes from building permits. A Building permit is required in order to perform construction work within city limits.

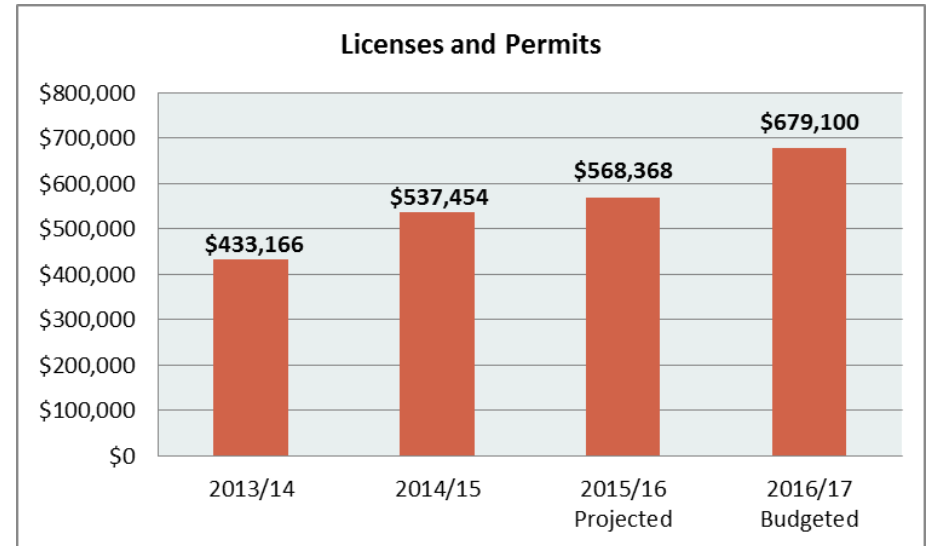
The City of Berkley's largest source of license fees is landlord licenses. Rental homes are required to be inspected every two years and approximately 20% of the housing stock in the City is a rental property.

### Permit Revenues:

- Building Permits - \$311,250
- Electrical Permits - \$73,800
- Heating Permits - \$34,100
- Plumbing Permits - \$94,600
- Film Permits - \$150

### License Revenues:

- Vacant Property Inspections - \$6,600
- Animal Licenses - \$8,900
- Sundry Licenses - \$13,500
- Fire Inspections - \$0
- Liquor License Property Inspections - \$2,200
- Business License Inspections - \$6,000
- Landlord Licenses - \$128,000

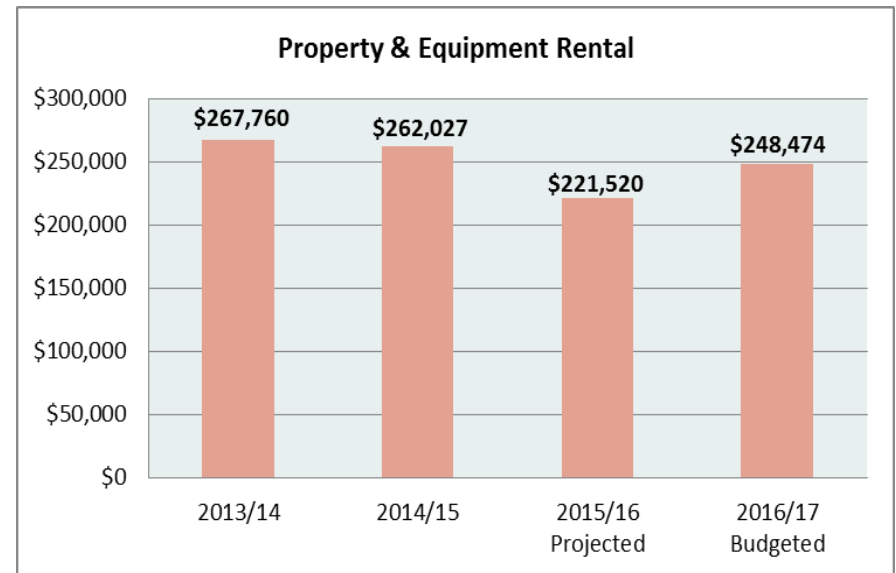




## City of Berkley General Fund Revenues

City of Berkley, Michigan Permits Issued by Type - Three Year Trend			
	Number of Permits Issued		
	2013/14	2014/15	2015/16
Commercial, Add/Alter/Repair	29	28	24
Commercial, New Building	0	0	0
Commercial, Utility Building	0	0	0
Deck/Porch	1	2	0
Demolish	27	20	28
Electrical	595	671	467
Fence	71	73	143
Garage, Attached	1	0	2
Garage, Detached	19	14	30
Industrial, Add/Alter/Repair	1	0	1
Mechanical	287	553	347
Plumbing	249	308	313
Residential, Add/Alter/Repair	291	436	430
Residential New Construction	21	23	31
Residential, Utility Building	0	5	4
Sign	46	49	60
<b>TOTAL PERMITS</b>	<b>1,638</b>	<b>1,638</b>	<b>1,880</b>

Berkley utilizes the annual Michigan Department of Transportation Schedule C report to determine rental rates of equipment. Other revenues in this classification include cell tower revenue, building rental and advertising revenues.



### Property & Equipment Rental

Property & equipment rental revenue makes up 2.33% of all General Fund revenue in fiscal year 2016/17. This amounts to an estimated \$248,474.

The majority of this revenue source is derived from Equipment Rental, which is the General Fund “renting” equipment to the Major & Local Street funds and other Special Revenue Funds that may need equipment in its operation. The only operating fund that does not rent equipment from the General Fund is the Water/Sewer Fund. This method of renting is performed in lieu of a Motor Vehicle Pool internal service fund.

## City of Berkley General Fund Revenues

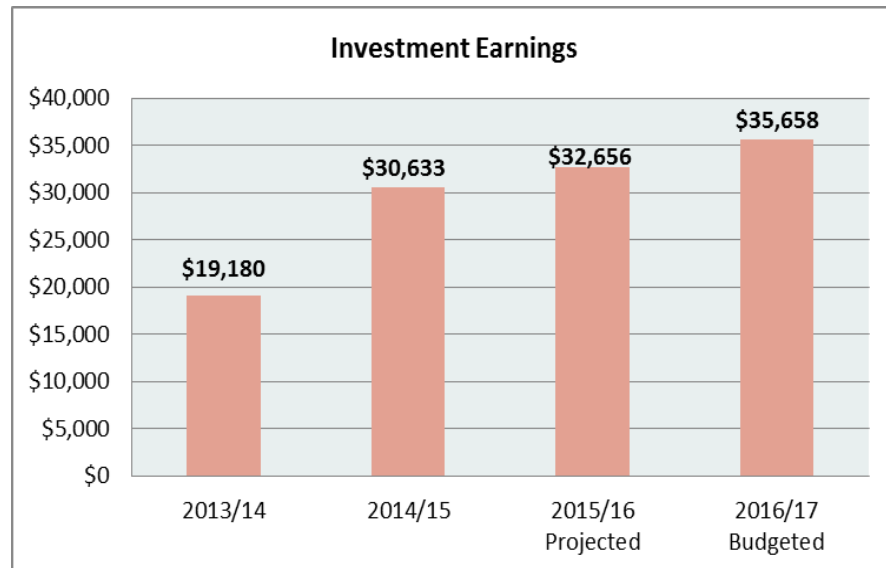
### Investment Earnings

Investment earnings represent 0.32% of the total estimated revenues of the City's General Fund. The City generally invests in certificates of deposit, and earns daily interest on bank balances.

The City uses the average cash balance for the month by fund to allocate interest earnings to the proper operating fund unless investment income can be tied directly to an investment made by one of the operating funds. Investment Earnings is based on a 0.55% rate of return for FY 2016-17.

Interest rates are reflective of the current economy in Michigan and the Nation.

The City of Berkley four year interest trend.



### Other General Fund Revenue

The remainder of revenue that makes up the General Fund, \$281,198, is derived from miscellaneous sources, contributions and donations and of course transfers-in. The transfers-in amount relates directly to reimbursement from the Recreation Revolving Fund to defray the cost of Public Safety and Department of Public Works overtime related to the August Dream Cruise event. Miscellaneous contributions include donations received for the City Library, the public safety bike helmet giveaway (Lids for Kids) and the public safety Honor Guard.

**GENERAL FUND: 101  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY TAXES</b>				
101-001-401-000	PROPERTY TAXES	\$5,206,915	\$5,318,540	\$5,409,717
101-001-401-101	PROPERTY TAXES COMMUNITY PROMOTION	49,096	48,910	49,176
101-001-401-732	PROPERTY TAXES PUBLIC SAFETY PENSION	1,262,629	1,178,738	1,273,664
101-001-425-000	PRE DENIAL DISTRIBUTIONS	5,604	6,382	6,000
101-001-445-000	INTEREST AND PENALTIES ON TAXES	88,924	84,395	84,400
101-001-447-000	TAX ADMINISTRATION FEE	206,897	226,609	212,175
	<b>PROPERTY TAXES</b>	<b>\$6,820,065</b>	<b>\$6,863,574</b>	<b>\$7,035,132</b>
<b>LICENSES AND PERMITS</b>				
101-001-476-000	VACANT PROPERTY INSPECTIONS	\$6,580	\$6,240	\$6,600
101-001-477-000	LANDLORD LICENSES	113,202	106,670	128,000
101-001-478-000	BUILDING PERMITS	216,259	244,968	311,250
101-001-479-000	ELECTRICAL PERMITS	61,257	59,041	73,800
101-001-480-000	HEATING PERMITS	33,377	30,230	34,100
101-001-481-000	PLUMBING PERMITS	77,239	90,900	94,600
101-001-482-000	BUSINESS LICENSE INSPECTION	4,525	6,200	6,000
101-001-483-000	LIQUOR LICENSE PROPERTY INSPECTION	2,400	2,335	2,200
101-001-490-000	ANIMAL LICENSES	8,885	8,733	8,900
101-001-495-000	FILM PERMITS	150	150	150
101-001-496-000	VALET PARKING PERMIT	200	200	0
101-001-499-000	SUNDRY LICENSES	13,380	12,700	13,500
	<b>LICENSES AND PERMITS</b>	<b>\$537,454</b>	<b>\$568,367</b>	<b>\$679,100</b>

**GENERAL FUND: 101  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>FEDERAL AND STATE GRANTS</b>				
101-001-501-000	FEDERAL SOURCES/GRANTS	\$0	\$2,583	\$0
101-001-539-000	STATE GRANTS	0	8,000	8,000
101-001-539-001	DRUNK DRIVING CASEFLOW	8,809	0	0
101-001-539-003	FEDERAL GRANT - VESTS	383	800	5,500
101-001-539-265	DISTRICT COURT STANDARDIZATION	41,914	0	0
101-001-539-738	STATE LIBRARY GRANT	8,817	9,312	9,724
<b>FEDERAL AND STATE GRANTS</b>		<b>\$59,923</b>	<b>\$20,695</b>	<b>\$23,224</b>
<b>STATE SHARED REVENUE</b>				
101-001-543-000	STATE LIQUOR LICENSES	\$11,185	\$22,523	\$22,100
101-001-549-010	STATE REIMBURSEMENTS - PPT	0	28,333	24,145
101-001-574-000	STATE CONSTITUTIONAL SALES TAX	1,140,613	1,142,759	1,187,409
101-001-574-001	STATE STATUTORY SALES TAX	175,461	175,461	175,461
<b>STATE SHARED REVENUE</b>		<b>\$1,327,259</b>	<b>\$1,369,076</b>	<b>\$1,409,115</b>
<b>CHARGES FOR SERVICES</b>				
101-001-617-000	COMMUNITY DEVELOPMENT	\$9,170	\$13,915	\$11,300
101-001-627-000	OFFENDER REGISTRATION FEE	650	650	650
101-001-628-000	ACCIDENT REPORT FEE	3,906	3,587	3,665
101-001-628-001	PRELIMINARY BREATH TEST FEE	16,795	15,385	16,000
101-001-628-002	AUDIO OR VIDEO DUPLICATION FEES	4,385	4,426	4,000
101-001-628-003	OWI 2ND/3RD ARREST	3,278	2,808	3,000
101-001-629-004	GARBAGE BAG SALES	14,205	12,135	12,000
101-001-630-000	LIBRARY SERVICES	32,401	19,427	20,700
101-001-633-000	ACCESS OAKLAND	1,001	881	850

**GENERAL FUND: 101  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CHARGES FOR SERVICES(CONTINUED)</b>				
101-001-633-000	ACCESS OAKLAND	1,001	881	850
101-001-640-000	DISPATCH SERVICES	102,252	100,762	101,247
101-001-641-000	ANIMAL CONTROL	43,961	42,625	42,797
101-001-644-000	GRASS AND WEED CUTTING	3,327	3,288	3,500
101-001-646-000	HUNTINGTON WOODS GAS SALES	3,002	3,025	3,015
101-001-646-001	BERKLEY SCHOOL DISTRICT GAS SALES	478	480	500
101-001-648-000	CASCADE SYSTEM MAINTENANCE	731	730	0
101-001-651-000	CABLE FRANCHISE FEES	363,800	367,565	388,611
	<b>CHARGES FOR SERVICES</b>	<b>\$603,342</b>	<b>\$591,689</b>	<b>\$611,835</b>
<b>FINES AND FORFEITS</b>				
101-001-654-000	BUILDING BOND FORFEITS	\$6,950	\$3,060	\$3,000
101-001-657-000	OVERDUE LIBRARY BOOKS	15,845	15,500	16,000
101-001-658-000	TRAFFIC FINES	791,622	424,060	306,665
101-001-659-000	PROBATION FINES	83,110	0	0
101-001-660-000	CIVIL FINES	19,894	0	0
101-001-661-000	TRAFFIC SCHOOL	60	0	0
101-001-663-000	RESTITUTION	0	265	2,500
	<b>FINES AND FORFEITS</b>	<b>\$917,481</b>	<b>\$442,885</b>	<b>\$328,165</b>
<b>INVESTMENT EARNINGS</b>				
101-001-664-000	INVESTMENT EARNINGS	\$30,633	\$32,656	\$35,658
	<b>INVESTMENT EARNINGS</b>	<b>\$30,633</b>	<b>\$32,656</b>	<b>\$35,658</b>

**GENERAL FUND: 101  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY/EQUIPMENT RENTAL</b>				
101-001-667-000	CELL TOWER	\$23,588	\$23,814	\$23,814
101-001-667-003	ADVERTISING	\$3,500	\$2,700	\$3,000
101-001-668-000	BACON HOUSE	7,020	11,455	10,776
101-001-669-000	EQUIPMENT RENTAL	227,919	183,551	210,884
<b>PROPERTY/EQUIPMENT RENTAL</b>		<b>\$262,027</b>	<b>\$221,520</b>	<b>\$248,474</b>
<b>MISCELLANEOUS</b>				
101-001-670-004	REIMBURSEMENT - HUNTINGTON WOODS	\$0	\$3,993	\$0
101-001-670-010	MEDICARE PART D REIMBURSEMENT	24,973	27,940	27,315
101-001-670-020	PSO PENSION REIMBURSEMENT	14,334	14,379	15,149
101-001-670-030	RETIREE HEALTH CARE REIMBURSEMENT	45,722	40,226	26,285
101-001-670-060	INSURANCE REIMBURSEMENTS	173,939	122,348	0
101-001-670-738	REIMBURSEMENT FOR LOST/DAMAGED BOOKS	1,502	1,500	1,500
101-001-671-000	SUNDRY REVENUE	16,290	7,106	9,100
101-001-671-310	PUBLIC SAFETY SUNDRY REVENUE	23,601	15,971	13,400
101-001-673-000	SALE OF FIXED ASSETS	7,869	8,500	8,500
101-001-673-310	PRISONER BOARD REIMB. FROM OTHER CITIES	3,960	3,465	3,500
<b>MISCELLANEOUS</b>		<b>\$312,190</b>	<b>\$245,428</b>	<b>\$104,749</b>
<b>CONTRIBUTION/DONATIONS</b>				
101-001-675-103	HONOR GUARD DONATIONS	\$5,780	\$7,308	\$0
101-001-675-104	LIDS 4 KIDS	21,918	21,993	15,500
101-001-675-107	PUBLIC SAFETY TRAINING	5,172	5,385	8,000
101-001-675-108	DISPATCH TRAINING	2,699	2,761	2,800

**GENERAL FUND: 101  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CONTRIBUTION/DONATIONS(CONTINUED)</b>				
101-001-675-738	LIBRARY CONTRIBUTIONS	9,789	13,025	7,000
101-001-675-739	LIBRARY BOOK CONTRIBUTIONS	4,693	4,800	4,800
101-001-675-740	LIBRARY CAPITAL CONTRIBUTIONS	5,746	5,722	5,769
	<b>CONTRIBUTION/DONATIONS</b>	<u>\$55,797</u>	<u>\$60,994</u>	<u>\$43,869</u>
<b>FINES AND FORFEITS</b>				
101-001-688-000	LIBRARY PENAL FINES - COUNTY	\$22,494	\$30,249	\$32,000
	<b>FINES AND FORFEITS</b>	<u>\$22,494</u>	<u>\$30,249</u>	<u>\$32,000</u>
<b>OTHER FINANCING SOURCES</b>				
101-001-699-000	TRANSFERS IN	\$83,057	\$43,192	\$132,580
	<b>OTHER FINANCING SOURCES</b>	<u>\$83,057</u>	<u>\$43,192</u>	<u>\$132,580</u>
	<b>TOTAL GENERAL FUND REVENUES</b>	<u><u>\$11,031,722</u></u>	<u><u>\$10,490,325</u></u>	<u><u>\$10,683,901</u></u>

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## City of Berkley Major Street Revenues

### MAJOR STREET FUND REVENUES AND TRANSFERS-IN

The Major Street Fund represents 5.8% of total City revenue and transfers-in and is expected to generate \$1,430,581 in FY 2016/17 for the City of Berkley. This Special Revenue Fund is required by State law to account for gas and weight tax revenues received from the State of Michigan.

This fund also accounts for all expenditures related to major street work such as street construction, reconstruction and repair, right-of-way maintenance and non-motorized improvements such as sidewalk repair, tree trimming and street signage adjacent to major street arteries as required by state law.

The City of Berkley has 15.63 miles of major streets as determined by the State of Michigan.

An analysis of all revenues received and accounted for in the Major Street Fund is as follows:

- Gas and Weight Taxes, \$786,026 (54.94%)
- Build Michigan Grant, \$27,665 (1.93%)
- Metro Act, \$21,000 (1.47%)
- Summer/Winter Maintenance and Salt, \$32,799 (2.29%)
- Tree Program Sales, \$6,350 (.44%)
- Other Revenues, \$1,300 (.10%)
- Investment Income \$5,441 (.38%)
- Operating Transfers-In, \$550,000 (38.45%)

Gas and Weight Taxes are derived from a total pool of gas tax dollars accumulated by the State of Michigan and distributed by the State of Michigan to local units of government. The distribution is made based upon population and miles of Major Roads within the local unit.

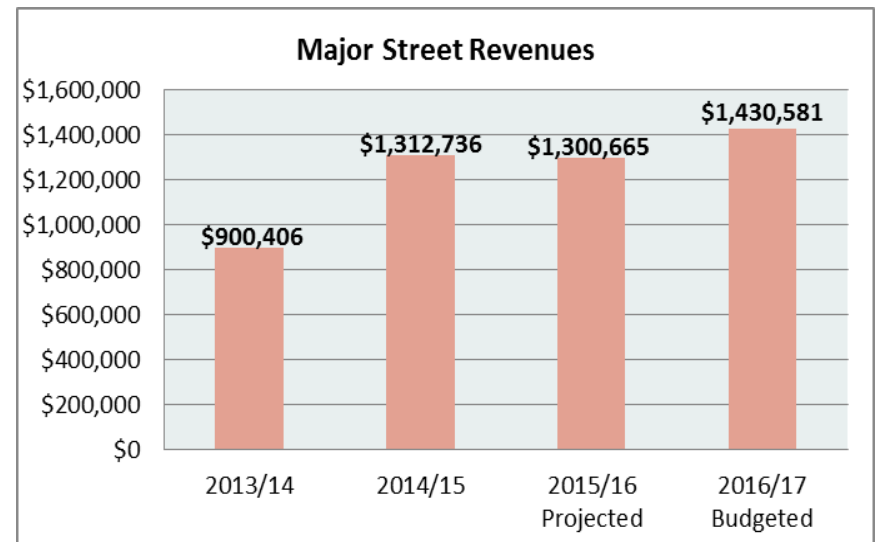
It is expected that gas tax revenues will see a major increase in 2016/17. Due to new state legislation passed in November 2015, gas taxes and permit fees across the state are being raised.

It is anticipated that Metro Authority dollars will be again be \$21,000 for fiscal year 2016/17. The City received \$21,000 in Metro right-of-way dollars in 2015/16 and \$34,742 in Metro right-of-way dollars in 2014/15.

Summer/Winter Maintenance revenue along with Salt and Tree reimbursement revenue does see a decrease in 2016/17 as compared to projected 2015/16 revenues. The City appropriated \$48,884 in revenues for fiscal year 2015/16 as compared to a projected 2016/17 revenue number of \$39,149.

The City once again has transferred dollars from the General Fund to the Major Street Fund to increase funding in the Major Street Fund. The 2016/17 transfer is \$550,000, and pays for the longtime Coolidge Hwy. striping program, as well as Harvard reconstruction and a new turn signal at 11 Mile and Coolidge Hwy.

A four year analysis of Major Street Road Funding is as follows:



**MAJOR STREET FUND: 202  
REVENUES**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>LICENSES AND PERMITS</b>				
202-001-497-000	RIGHT-OF-WAY PERMIT	\$0	\$500	\$0
	LICENSES AND PERMITS	\$0	\$500	\$0
<b>FEDERAL AND STATE GRANTS</b>				
202-001-546-000	ACT 51 GRANT	\$626,035	\$646,564	\$786,026
202-001-547-000	BUILD MICHIGAN GRANT	21,284	21,279	27,665
202-001-548-000	METRO ACT	34,742	21,000	21,000
202-001-549-000	STATE REIMBURSEMENTS	57,115	456,521	0
	<b>FEDERAL AND STATE GRANTS</b>	<b>\$739,176</b>	<b>\$1,145,364</b>	<b>\$834,691</b>
<b>CHARGES FOR SERVICES</b>				
202-001-640-000	SUMMER MAINTENANCE	\$0	\$0	\$931
202-001-641-000	WINTER MAINTENANCE	4,828	11,074	10,018
202-001-642-000	SALT	24,246	30,542	21,850
202-001-645-000	TREE PROGRAM SALES	2,157	7,268	6,350
	<b>CHARGES FOR SERVICES</b>	<b>\$31,231</b>	<b>\$48,884</b>	<b>\$39,149</b>
<b>FINES AND FORFEITS</b>				
202-001-654-000	BUILDING BOND FORFEITS	\$0	\$300	\$300
	<b>FINES AND FORFEITS</b>	<b>\$0</b>	<b>\$300</b>	<b>\$300</b>
<b>INVESTMENT EARNINGS</b>				
202-001-664-000	INVESTMENT EARNINGS	\$5,499	\$5,617	\$5,441
	<b>INVESTMENT EARNINGS</b>	<b>\$5,499</b>	<b>\$5,617</b>	<b>\$5,441</b>

**MAJOR STREET FUND: 202  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<hr/>				
<b>MISCELLANEOUS</b>				
202-001-671-000	SUNDRY REVENUE	\$2,310	\$0	\$1,000
<b>MISCELLANEOUS</b>		<u>\$2,310</u>	<u>\$0</u>	<u>\$1,000</u>
<b>OTHER FINANCING SOURCES</b>				
202-001-699-000	TRANSFERS IN	\$534,520	\$100,000	\$550,000
<b>OTHER FINANCING SOURCES</b>		<u>\$534,520</u>	<u>\$100,000</u>	<u>\$550,000</u>
<b>TOTAL REVENUES MAJOR STREET FUND</b>		<u><u>\$1,312,736</u></u>	<u><u>\$1,300,665</u></u>	<u><u>\$1,430,581</u></u>

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## City of Berkley Local Street Revenues

### LOCAL STREET FUND REVENUES & TRANSFERS-IN

The Local Street Fund represents 2.42% of total City revenues and transfers-in and is expected to generate \$597,022 in fiscal year 2016-17 for the City of Berkley. This Special Revenue Fund is required by State law to account for gas and weight tax revenues received from the State of Michigan.

This fund also accounts for all expenditures related to local street work such as street construction, improvements and repair, right-of way maintenance and non-motorized improvements such as sidewalk work and signage adjacent to Local Street arteries as required by State law.

The City of Berkley has 35.95 miles of local streets as determined by the State of Michigan.

An analysis of all revenues received and accounted for in the Local Street Fund are as follows:

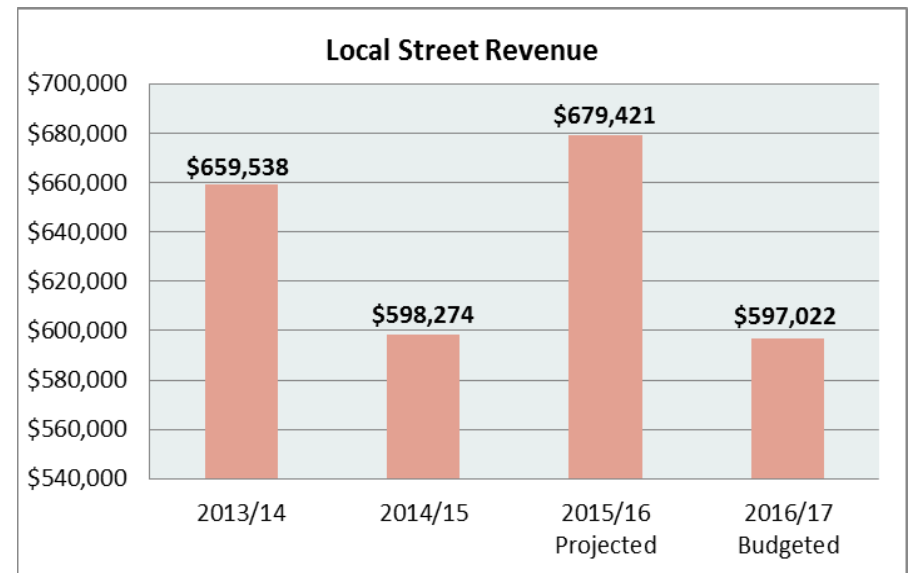
- Gas and Weight Taxes \$297,726 (49.87%)
- Build Michigan Grant \$10,478 (1.76%)
- Salt and Tree Program Sales \$26,850 (4.50%)
- Investment Earnings \$3,968 (.66%)
- Operating transfer-In (from Major Street Fund) \$157,000 (26.30%);
- Transfers-In (General Fund) \$100,000 (16.75%)
- Other \$1,000 (.16%)

Gas and weight taxes are derived from a total pool of gas tax dollars accumulated by the State of Michigan and distributed by the State of Michigan to local units of government based upon population and the number of miles of Local Street surface within the City.

Investment earnings are determined by the average cash value per month of the fund at a 0.55% projected annual interest rate. Investment income is also anticipated to remain flat for fiscal year 2016/17.

The Major Street Fund is transferring-in 25% of their gas tax revenues or \$157,000. The General Fund is transferring-in an additional \$100,000 to Local Street Fund to maintain expenses within this operating fund. The General Fund dollars come from the \$3.00/thousand Headlee override revenue vote.

A four year analysis of Local Street Revenue is as follows:



**LOCAL STREET FUND: 203  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>FEDERAL AND STATE GRANTS</b>				
203-001-546-000	ACT 51 GRANT	\$237,053	\$244,859	\$297,726
203-001-547-000	BUILD MICHIGAN GRANT	8,059	8,059	10,478
203-001-549-000	STATE REIMBURSEMENTS	21,125	38,068	0
<b>FEDERAL AND STATE GRANTS</b>		<u>\$266,237</u>	<u>\$290,986</u>	<u>\$308,204</u>
<b>CHARGES FOR SERVICES</b>				
203-001-642-000	SALT	\$0	\$19,725	\$21,850
203-001-645-000	TREE PROGRAM SALES	0	4,400	5,000
<b>CHARGES FOR SERVICES</b>		<u>\$0</u>	<u>\$24,125</u>	<u>\$26,850</u>
<b>FINES AND FORFEITS</b>				
203-001-654-000	BUILDING BOND FORFEITS	\$390	\$2,800	\$500
<b>FINES AND FORFEITS</b>		<u>\$390</u>	<u>\$2,800</u>	<u>\$500</u>
<b>INVESTMENT EARNINGS</b>				
203-001-664-000	INVESTMENT EARNINGS	\$3,810	\$4,043	\$3,968
<b>INVESTMENT EARNINGS</b>		<u>\$3,810</u>	<u>\$4,043</u>	<u>\$3,968</u>
<b>MISCELLANEOUS</b>				
203-001-671-000	SUNDRY REVENUE	\$19,925	\$2,004	\$500
<b>MISCELLANEOUS</b>		<u>\$19,925</u>	<u>\$2,004</u>	<u>\$500</u>
<b>OTHER FINANCING SOURCES</b>				
203-001-699-000	TRANSFERS IN	\$307,912	\$355,463	\$257,000
<b>OTHER FINANCING SOURCES</b>		<u>\$307,912</u>	<u>\$355,463</u>	<u>\$257,000</u>
<b>TOTAL LOCAL STREET FUND REVENUE</b>		<u><u>\$598,274</u></u>	<u><u>\$679,421</u></u>	<u><u>\$597,022</u></u>

## City of Berkley Solid Waste Revenues

### SOLID WASTE FUND REVENUES & TRANSFERS IN

The Solid Waste Fund makes up 5.320% of total revenues and transfers-in for the City of Berkley. \$1,311,027 is anticipated to be collected through various solid waste revenue streams during fiscal year 2016-17. This Special Revenue Fund accounts for the entire City Solid Waste Program. Services provided by the City include:

- Residential Curbside Pickup
- Yard Waste Pick-up
- Curbside Re-cycle Program
- Curbside Branch chip and pick-up
- Curbside Leaf Pick-up
- Free Hazardous Waste Pick-up for Residents only
- Alternative Commercial/Industrial Dumpster Pick-up Program

The City's Department of Public Works oversees the entire program. The City utilizes an independent contractor to collect residential, commercial and industrial property waste. The City is also a member of the Southeastern Oakland County Resource Recovery Authority (SOCRRA) for the disposal of all its waste.

An analysis of all revenues received and accounted for in the Solid Waste Fund are as follows:

- Property Taxes \$913,942 (69.71%)
- Charges for Services, \$319,619 (24.38%)
- Investment Earnings, \$3,655 (.29%)
- Other revenues, \$4,400 (0.33%)
- Transfers-in, \$50,000 (3.81%)
- Property Tax Liens \$19,411 (1.48%)

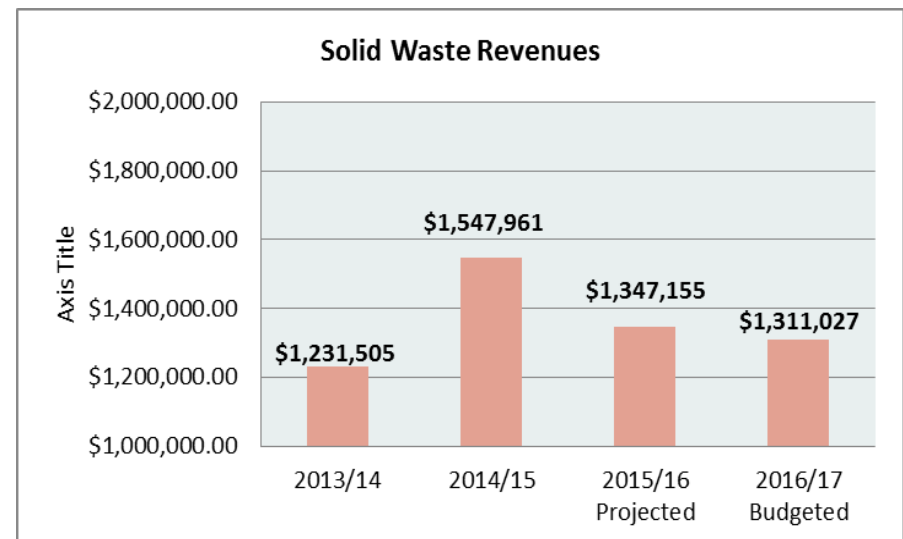
Property taxes are levied in accordance with State Statute and are levied annually in July of each year. Charges for services are broken into three categories.

They are as follows:

- A residential solid waste charge of \$7.55 is placed on each water bill per month. This revenue is utilized to fund residential solid waste pickup and recycling costs.
- Commercial solid waste charge of \$24 per month is invoiced to pay for the cost of commercial solid waste pickup.
- Special solid waste charges. This is specifically yard waste sticker sales, recycle bin, curb carts, used oil and garbage bag sales.

The last major revenue item is the operating transfers-in that comes from the General Fund. These dollars are utilized to balance revenues to expenditures in this Special Revenue fund and not utilize the fund balance of the Solid Waste Fund to provide service. The City utilizes the \$3.00/thousand Headlee override revenue vote to transfer dollars into the Solid Waste Fund from the General Fund.

A four year analysis of Solid Waste Revenues is as follows:



**SOLID WASTE FUND: 226  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY TAXES</b>				
226-001-401-000	PROPERTY TAXES	\$878,945	\$898,557	\$913,942
<b>PROPERTY TAXES</b>		<b>\$878,945</b>	<b>\$898,557</b>	<b>\$913,942</b>
<b>CHARGES FOR SERVICES</b>				
226-001-629-001	RESIDENTIAL TRASH	\$177,315	\$177,458	\$225,014
226-001-629-002	COMMERCIAL TRASH	24,451	24,334	24,480
226-001-629-003	SPECIAL TRASH	67,152	67,271	70,000
226-001-629-005	SALE OF USED OIL	155	200	125
<b>CHARGES FOR SERVICES</b>		<b>\$269,073</b>	<b>\$269,263</b>	<b>\$319,619</b>
<b>FINES AND FORFEITS</b>				
226-001-657-000	TAX LIENS	\$18,498	\$19,138	\$19,411
<b>FINES AND FORFEITS</b>		<b>\$18,498</b>	<b>\$19,138</b>	<b>\$19,411</b>
<b>INVESTMENT EARNINGS</b>				
226-001-664-000	INVESTMENT EARNINGS	\$2,912	\$2,777	\$3,655
<b>INVESTMENT EARNINGS</b>		<b>\$2,912</b>	<b>\$2,777</b>	<b>\$3,655</b>
<b>MISCELLANEOUS</b>				
226-001-670-060	INSURANCE REIMBURSEMENTS	\$304,628	\$103,007	\$0
226-001-671-000	SUNDRY REVENUE	4,537	4,413	4,400
<b>MISCELLANEOUS</b>		<b>\$309,165</b>	<b>\$107,420</b>	<b>\$4,400</b>



**SOLID WASTE FUND: 226  
REVENUES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<hr/>			
<b>OTHER FINANCING SOURCES</b>			
226-001-699-000      TRANSFERS IN	\$69,368	\$50,000	\$50,000
<b>OTHER FINANCING SOURCES</b>	<u>\$69,368</u>	<u>\$50,000</u>	<u>\$50,000</u>
<b>TOTAL SOLID WASTE FUND REVENUES</b>	<u><u>\$1,547,961</u></u>	<u><u>\$1,347,155</u></u>	<u><u>\$1,311,027</u></u>

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**City of Berkley**  
**45 - A District Court Revenues**

**45 - A DISTRICT COURT FUND: 265**  
**REVENUES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MISCELLANEOUS</b>			
265-001-670-000 REIMBURSEMENTS	\$0	\$2,525	\$0
<b>MISCELLANEOUS</b>	\$0	\$2,525	\$0
<b>OTHER FINANCING SOURCES</b>			
265-001-699-000 TRANSFERS IN	\$583,892	\$0	\$0
<b>OTHER FINANCING SOURCES</b>	\$583,892	\$0	\$0
<b>TOTAL 45 - A DISTRICT COURT - BERKLEY DIVISION REVENUES</b>	<b>\$583,892</b>	<b>\$2,525</b>	<b>\$0</b>

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**City of Berkley  
45A District Court Building Fund Revenues**

**45 - A DISTRICT COURT - BUILDING FUND: 266  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>FINES AND FORFEITS</b>				
266-001-655-000	FINES AND FORFEITS	\$85,537	\$21,200	\$10,600
	<b>FINES AND FORFEITS</b>	<u>\$85,537</u>	<u>\$21,200</u>	<u>\$10,600</u>
<b>INVESTMENT EARNINGS</b>				
266-001-664-000	INVESTMENT EARNINGS	\$4,020	\$3,999	\$4,009
	<b>INVESTMENT EARNINGS</b>	<u>\$4,020</u>	<u>\$3,999</u>	<u>\$4,009</u>
<b>TOTAL 45 - A DISTRICT COURT - BERKLEY DIVISION</b>		<u><u>\$89,557</u></u>	<u><u>\$25,199</u></u>	<u><u>\$14,609</u></u>
<b>BUILDING REVENUES</b>				

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**City of Berkeley**  
**Community Development Block Grant Fund Revenues**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG): 275  
REVENUES**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>FEDERAL AND STATE GRANTS</b>				
275-001-501-000	FEDERAL GRANT ARRA EECBG	(\$282)	\$0	\$0
275-001-530-011	CDBG PROGRAM REVENUE - 10/11	3,086	0	0
275-001-530-012	CDBG PROGRAM REVENUE - 11/12	18,975	0	0
275-001-530-014	CDBG PROGRAM REVENUE - 13/14	35,714	0	0
275-001-530-015	CDBG PROGRAM REVENUE - 14/15	1,405	8,175	31,607
275-001-530-016	CDBG PROGRAM REVENUE - 15/16	0	5,371	27,235
275-001-530-017	CDBG PROGRAM REVENUE - 16/17	0	0	28,235
<b>FEDERAL AND STATE GRANTS</b>		<u>\$58,898</u>	<u>\$13,546</u>	<u>\$87,077</u>
<b>CONTRIBUTION/DONATIONS</b>				
275-001-675-000	CONTRIBUTIONS	\$6,355	\$0	\$0
<b>CONTRIBUTION/DONATIONS</b>		<u>\$6,355</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL CDBG REVENUES</b>		<u><u>\$65,253</u></u>	<u><u>\$13,546</u></u>	<u><u>\$87,077</u></u>

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**City of Berkley  
Drug Forfeiture Fund Revenues**

**DRUG FORFEITURE FUND: 295  
REVENUES**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>INVESTMENT EARNINGS</b>				
295-001-664-000	INVESTMENT EARNINGS	\$44	\$25	\$39
	<b>INVESTMENT EARNINGS</b>	<u>\$44</u>	<u>\$25</u>	<u>\$39</u>
	<b>TOTAL DRUG FORFEITURE REVENUES</b>	<u><u>\$44</u></u>	<u><u>\$25</u></u>	<u><u>\$39</u></u>

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## City of Berkley Combined Debt Fund Revenues

The City of Berkley currently has two debt funds outstanding that the City either levies a tax to defray the cost of the bond issues or utilizes tax increment financing captures or water/sewer revenues to defray the cost of the debt issues. This section combines all revenue sources together to highlight how the City's debt issues are paid.

**Road Bonds - Current:**

In November 2005, the City of Berkley voters passed unlimited tax levies to defray the cost of three bond proposals that would rehabilitate the most severely damaged major and local streets in the City. Bonds were sold in April 2006 in three different issues. The Twelve Mile Road bond debt issue and The Major and Local Road debt issue, with payments beginning in July 2006 and now paid in full. The Eleven Mile Road bond debt issue is for a 15 year period beginning in July 2006. The remaining debt issue is as follows:

- \$2,500,000 for Eleven Mile Road

Since the bond issues are an unlimited tax issue, the State of Michigan Headlee Constitutional amendment does not apply when levying the necessary taxes to defray the annual cost of the debt

Road Bond Issue	2016/17 Principal	2016/17 Interest	Remaining Principal Balance
Eleven Mile	225,000	46,444	1,050,000
Total	225,000	46,444	1,050,000

**George W. Kuhn Drainage District Bonds:**

The final debt issue is the George W. Kuhn Drainage District Drain bonds. These bonds are issued in various series and the costs are shared among those sixteen (16) community members of the Drainage District. The City of Berkley's share of the debt costs amount to approximately 6.1597%. Currently, the Drainage District has seven debt issues outstanding. (Series B and E have been paid off) Interest rates and the length of the debt issues vary by series issued.

## City of Berkley Combined Debt Fund Revenues

### George W. Kuhn Drainage District Bonds Continued:

The 2016/17 principal amount due is \$424,984. The remaining principal balance due after the 2016/17 payment is \$3,789,618.

Please note that for budget purposes only, the Water/Sewer Fund transfers the necessary dollars to defray the cost of the annual debt payments to the Debt Fund. Actual payments for the debt are paid and recorded in the Water/Sewer Enterprise Fund as required by Generally Accepted Accounting Principles.

### Debt Revenues – All Debt Funds:

In fiscal year 2015/16, the city paid off 3 separate bond issues. The City's remaining bonds include the Eleven Mile Road Street bonds and the George W. Kuhn Drain Debt. The street bonds will be paid via a debt levy totaling \$272,928. The principal and interest payments for the Kuhn debt totaling \$535,391 will be provided through Water/Sewer rates.

The millage for the street bonds will increase from 0.5165 to 0.5452 mills, an increase of 5.6%

The total amount of debt that is remaining to be paid is well within the legal debt limits of the City.

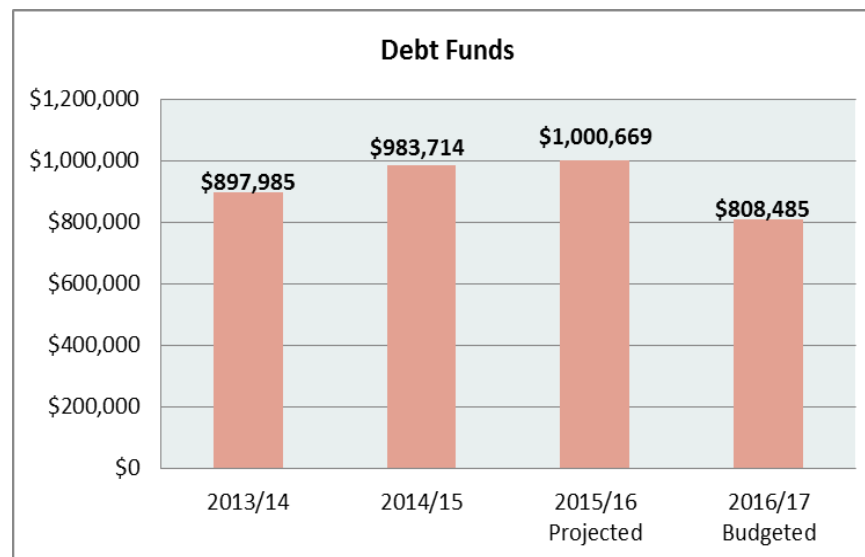
### Legal Debt Margin Comparison:

#### Legal Debt Margin as of 7/1/2016:

<b>2015 State Equalized Value</b>	<b>\$634,050,220</b>
<b>Add: Act 198 tax levies</b>	<b>\$0</b>
<b>Total Valuation</b>	<b>\$634,050,220</b>
<b>Debt Limit – 10%</b>	<b>\$63,405,022</b>
<b>Total Outstanding Debt Less: Rev. Bonds</b>	<b>\$5,273,436</b>
<b>Legal Debt Margin</b>	<b>\$58,131,586</b>

Outstanding interest due on the outstanding principle debt amount of \$5,175,618 at 7/1/2016 is \$618,374 across all operating funds. (Also see the section enclosed which is entitled Budget and Financial Policies and Procedures to see the debt policy of the City)

The four year trend in Debt Fund Revenues of the City is as follows:



**302 INSTALLMENT LOAN FUND: 302  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY TAXES</b>				
302-001-401-000	PROPERTY TAXES	\$1	\$0	\$0
	<b>PROPERTY TAXES</b>	<u>\$1</u>	<u>\$0</u>	<u>\$0</u>
<b>INVESTMENT EARNINGS</b>				
302-001-664-000	INVESTMENT EARNINGS	\$10	\$0	\$0
	<b>INVESTMENT EARNINGS</b>	<u>\$10</u>	<u>\$0</u>	<u>\$0</u>
<b>OTHER FINANCING SOURCES</b>				
302-001-699-000	TRANSFERS IN	\$205,020	\$210,400	\$0
	<b>OTHER FINANCING SOURCES</b>	<u>\$205,020</u>	<u>\$210,400</u>	<u>\$0</u>
	<b>TOTAL 302 INSTALLMENT REVENUES</b>	<u><u>\$205,031</u></u>	<u><u>\$210,400</u></u>	<u><u>\$0</u></u>

**KUHN DRAIN BOND FUND: 309  
REVENUES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING SOURCES</b>			
309-001-699-000      TRANSFERS IN	\$0	\$0	\$535,391
<b>OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$535,391</b>
<b>TOTAL KUHN DRAIN BOND REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$535,391</b>

**MAJOR AND LOCAL STREET BOND FUND: 310  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY TAXES</b>				
310-001-401-000	PROPERTY TAXES	\$401,260	\$370,740	\$0
<b>PROPERTY TAXES</b>		<u>\$401,260</u>	<u>\$370,740</u>	<u>\$0</u>
<b>STATE SHARED REVENUE</b>				
310-001-549-010	STATE REIMBURSEMENTS - PPT	\$0	\$3,621	\$0
<b>STATE SHARED REVENUE</b>		<u>\$0</u>	<u>\$3,621</u>	<u>\$0</u>
<b>INVESTMENT EARNINGS</b>				
310-001-664-000	INVESTMENT EARNINGS	\$50	\$83	\$0
<b>INVESTMENT EARNINGS</b>		<u>\$50</u>	<u>\$83</u>	<u>\$0</u>
<b>TOTAL MAJOR &amp; LOCAL STREET BOND REVENUES</b>		<u><u>\$401,310</u></u>	<u><u>\$374,444</u></u>	<u><u>\$0</u></u>

**11 MILE ROAD BOND FUND: 311  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY TAXES</b>				
311-001-401-000	PROPERTY TAXES	\$240,504	\$256,290	\$272,928
	<b>PROPERTY TAXES</b>	<u>\$240,504</u>	<u>\$256,290</u>	<u>\$272,928</u>
<b>STATE SHARED REVENUE</b>				
311-001-549-010	STATE REIMBURSEMENTS - PPT	\$0	\$2,503	\$0
	<b>STATE SHARED REVENUE</b>	<u>\$0</u>	<u>\$2,503</u>	<u>\$0</u>
<b>INVESTMENT EARNINGS</b>				
311-001-664-000	INVESTMENT EARNINGS	\$174	\$208	\$166
	<b>INVESTMENT EARNINGS</b>	<u>\$174</u>	<u>\$208</u>	<u>\$166</u>
<b>OTHER FINANCING SOURCES</b>				
311-001-699-000	TRANSFERS IN	\$0	\$16,467	\$0
	<b>OTHER FINANCING SOURCES</b>	<u>\$0</u>	<u>\$16,467</u>	<u>\$0</u>
	<b>TOTAL 11 MILE ROAD BOND REVENUES</b>	<u><u>\$240,678</u></u>	<u><u>\$275,468</u></u>	<u><u>\$273,094</u></u>



**12 MILE AND COOLIDGE BOND FUND: 312  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY TAXES</b>				
312-001-401-000	PROPERTY TAXES	\$136,592	\$138,904	\$0
<b>PROPERTY TAXES</b>		<u>\$136,592</u>	<u>\$138,904</u>	<u>\$0</u>
<b>STATE SHARED REVENUE</b>				
312-001-549-010	STATE REIMBURSEMENTS - PPT	\$0	\$1,357	\$0
<b>STATE SHARED REVENUE</b>		<u>\$0</u>	<u>\$1,357</u>	<u>\$0</u>
<b>INVESTMENT EARNINGS</b>				
312-001-664-000	INVESTMENT EARNINGS	\$103	\$96	\$0
<b>INVESTMENT EARNINGS</b>		<u>\$103</u>	<u>\$96</u>	<u>\$0</u>
<b>TOTAL 12 MILE &amp; COOLIDGE BOND REVENUES</b>		<u><u>\$136,695</u></u>	<u><u>\$140,357</u></u>	<u><u>\$0</u></u>

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**City of Berkley  
Public Improvements Fund Revenue**

**PUBLIC IMPROVEMENT FUND: 401  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>INVESTMENT EARNINGS</b>				
401-001-664-000	INVESTMENT EARNINGS	\$33	\$0	\$0
	<b>INVESTMENT EARNINGS</b>	<b>\$33</b>	<b>\$0</b>	<b>\$0</b>
	<b>TOTAL PUBLIC IMPROVEMENT FUND REVENUES</b>	<b>\$33</b>	<b>\$0</b>	<b>\$0</b>

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**City of Berkley  
Sidewalk Fund Revenues**

**SIDEWALK FUND: 470  
REVENUES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING SOURCES</b>			
470-001-699-000      TRANSFERS IN	\$0	\$0	\$80,000
<b>OTHER FINANCING SOURCES</b>	\$0	\$0	\$80,000
<b>TOTAL SIDEWALK FUND REVENUES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,000</b>

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## Ice Arena Fund Revenues

### ARENA FUND

The Arena Fund is one of two enterprise operating funds of the City. Revenues as well as expenditures are accounted for on the full accrual basis of accounting in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting standards prescribed by the Governmental Accounting Standards Board (GASB).

There are four divisions within the Arena operation: General, Concession, Skating Lessons and Ice Show.

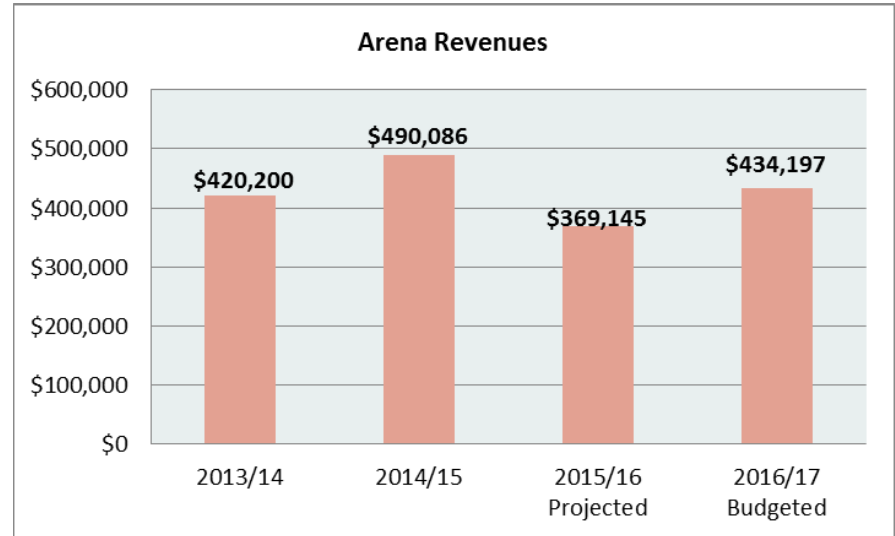
The Ice Arena represents 1.76% of total revenues of the City, providing \$434,197 in fiscal year 2016-17 for the operation of the Berkley Ice Arena. The breakdown of revenues is as follows:

- Rental of Ice Time, \$306,595 (70.61%)
- Property and Equipment Rental, \$13,800 (3.18%)
- Concession, \$11,000 (2.53%)
- Investment Earnings, \$457 (0.11%)
- Other, \$2,025 (0.47%)
- Transfer In, \$100,320 (23.10%)

The Arena Fund is anticipating an increase in total revenues for fiscal year 2016/17. Revenues are projected to increase by 17.6% as compared to projected numbers for fiscal year 2015/16.

The City has also decided to get back into the concession business at the Arena and not utilize an independent vendor to provide this service. The Arena Fund is anticipating \$11,000 in gross revenues for fiscal year 2016/17.

Revenues increased due to Operating Transfers-in increases. In fiscal year 2015/16 the Arena received \$45,000 in Operating Transfers-In from other operating funds. In fiscal year 2016/17, it is anticipated that the Arena will receive \$100,320 in Operating Transfers-In from the Recreation Revolving Fund.



Property and equipment rental is based upon the number of signed contracts for room rentals. Advertising is based upon actual sold space at the Arena. Interest income is negligible, however, cash flow has improved and this has maintained interest income even though interest rates are at an all-time low.

The Arena will not see a figure skating program or ice show this year so no dollars are appropriated for this activity. The Learn to Skate program will continue to be offered at the Arena.

**ARENA FUND: 546  
REVENUES**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>CHARGES FOR SERVICES</b>				
546-001-651-001	LEARN TO SKATE PROGRAM	\$11,053	\$10,347	\$11,475
546-001-651-002	RENT-MAIN ICE	297,787	288,199	290,020
546-001-651-003	RENT-STUDIO ICE	4,700	2,400	5,100
546-001-651-004	SKATING CLUB	(1)	0	0
<b>CHARGES FOR SERVICES</b>		\$313,539	\$300,946	\$306,595
<b>INVESTMENT EARNINGS</b>				
546-001-664-000	INVESTMENT EARNINGS	\$396	\$535	\$457
<b>INVESTMENT EARNINGS</b>		\$396	\$535	\$457
<b>PROPERTY/EQUIPMENT RENTAL</b>				
546-001-667-001	PRO SHOP RENT	(\$450)	\$1,200	\$0
546-001-667-003	ADVERTISING	842	500	800
546-001-667-004	ROOM RENTAL	11,215	12,000	13,000
546-001-667-005	CONCESSION SPACE RENTAL	457	0	0
<b>PROPERTY/EQUIPMENT RENTAL</b>		\$12,064	\$13,700	\$13,800
<b>MISCELLANEOUS</b>				
546-001-670-000	REIMBURSEMENTS	\$1,333	\$1,700	\$2,000
546-001-670-060	INSURANCE REIMBURSEMENTS	14,673	1,282	0
546-001-671-000	SUNDRY REVENUE	25	0	25
546-001-673-000	SALE OF FIXED ASSETS	275	0	0
<b>MISCELLANEOUS</b>		\$16,306	\$2,982	\$2,025



**ARENA FUND: 546  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING SOURCES</b>				
546-001-699-000	TRANSFERS IN	\$140,974	\$45,000	\$100,320
546-001-967-001	CONCESSION STAND	6,807	5,982	11,000
<b>OTHER FINANCING SOURCES</b>		\$147,781	\$50,982	\$111,320
<b>TOTAL ARENA FUND REVENUES</b>		<b>\$490,086</b>	<b>\$369,145</b>	<b>\$434,197</b>

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## City of Berkley Water and Sewer Fund Revenues

### WATER AND SEWER FUND REVENUES & TRANSFERS IN

The Water & Sewer Fund is an enterprise fund that represents the second largest source of total revenue to the City of Berkley. Revenues as well as expenditures are accounted for on the full accrual basis of accounting in accordance with Generally Accepted Accounting Principles (GAAP) and Governmental Accounting standards prescribed by the Governmental Accounting Standards Board (GASB).

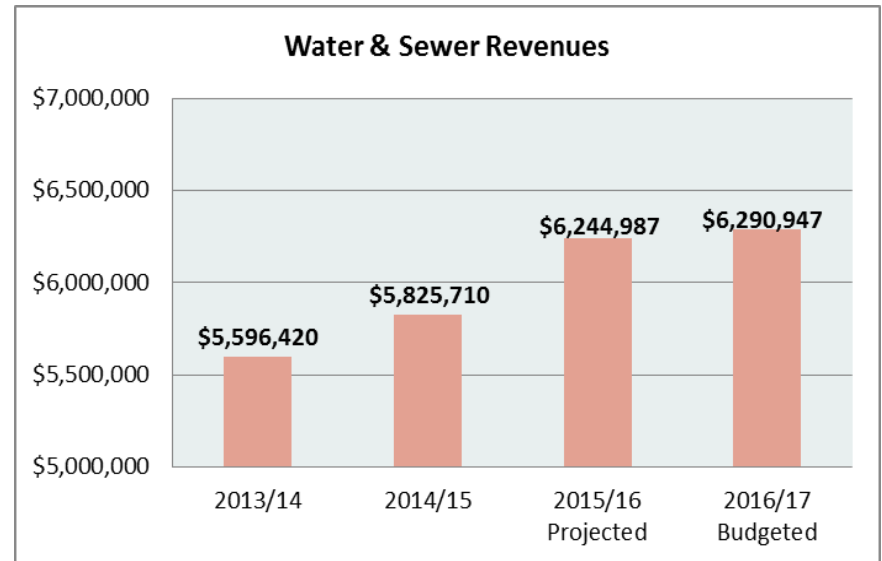
There are two divisions within the Water/Sewer Fund. The first division is the water division; the second division is the sewer division.

This enterprise fund provides 25.51% of all City revenues and is expected to generate \$6,290,947 in FY 2016-17 for the Water/Sewer Fund exclusively. The revenues in this Fund are generated through monthly service charges that have different calculation factors. Those factors are:

- Consumption – based upon actual water usage - \$1,779,702 (28.29%)
- Ready to Serve – Charge based upon meter size - \$1,436,135 (22.83%)
- Storm water charge – Spread debt and drain commission storm water charges - \$2,008,509 (31.92%)
- Billing charge – Based upon water billing administration - \$77,824 (1.24%)
- Non-Residential User Charge – Commercial/Industrial pass through charge - \$50,993 (.81%)

An analysis of all other revenues received and accounted for in the Water/Sewer Fund are as follows:

- Late fees and tax liens - \$597,025 (9.5%)
- Investment earnings - \$10,266 (.16%)
- Equipment rental - \$52,721 (.83%)
- Miscellaneous and contribution revenues - \$44,656 (.71%)
- State/Federal Saw Grant \$233,116 (3.71%)



Revenues have increased over the past three fiscal years due to an increase in wholesale water/sewer treatment costs. Specifically, the City of Detroit has moved to a fixed cost for water usage and sewer treatment versus a variable actual usage charge for water and sewer effective 7/1/2014. This gives the City of Detroit a more stable revenue stream for water and sewer maintenance. This change has increased costs to local municipalities who purchase City of Detroit water and sewer services. Further, there will be an annual look back based upon actual water usage to determine if the fixed charge is a fair charge to each participating municipality.

Wholesale storm charges have also been increased by the Oakland County Drain Commissioner. This also drives up water/sewer revenues in this operating fund. The City of Berkley then passes on these wholesale costs on to our customers.

## City of Berkley Water and Sewer Fund Revenues

Late fees and Tax Liens are directly affected by the economy. These two revenue streams have flattened out over the last three fiscal years.

Overall, a City of Berkley water/sewer customer will see an average 2.6% or \$28.88 increase in annual water/sewer costs for fiscal year 2016/17. This is based upon 4,000 cubic feet per quarter water usage rate and a 5/8ths water meter.

A comparison of quarterly water/sewer charges for all South Oakland County Water Authority Communities (SOCWA) based upon a consumption of 4,000 per quarter water usage and a 5/8ths water meter is as follows:

	Community	Quarterly Charge 7/1/2015	2015/16 Rank
1.	Royal Oak	\$515.30	(4)
2.	Clawson	\$493.20	(3)
3.	Lathrup Village	\$476.87	(2)
4.	Huntington Woods	\$475.00	(5)
5.	Pleasant Ridge	\$448.80	(1)
6.	Birmingham	\$396.68	(6)
7.	Southfield	\$380.40	(7)
8.	Beverly Hills	\$370.00	(8)
9.	Berkley (Proposed)	\$282.24	(9)
10.	Berkley 2015/16	\$275.02	(9)
11.	Bingham Farms	\$182.01	(10)

Source: SOCWA July 2015 Study

### Water and Sewer Rate Calculation Methodology:

Consumption revenues are developed using a three year water average usage and pays for wholesale clean water that is delivered to the City from the South Oakland County Water Authority or SOCWA. This rate pays for water and sanitary sewer charges.

Ready to Serve defrays the costs not paid for by a specific water rate charge. The City will calculate the balance of costs less miscellaneous revenues and spread those net costs against all water meters in town by meter type. This charge pays for City system operation and maintenance.

Stormwater Charge is developed from the wholesale cost given by the Oakland County Water Resources Commissioner to treat and dispose of stormwater storm water and the anticipated Berkley share of yearly debt payment due to the drain commissioner for storm water improvements spread over the number of equivalent residential units of the City as determined by the City Engineer.

Billing Charge is developed from the cost of one meter reader and one billing clerk spread over the total number of water meters in the City.

Late Fees and Tax Liens are calculated based upon historical averages.

Investment earnings are based upon an average cash balance per month at a .55% interest earnings rate. In addition actual interest earned on certificates of deposit is also included in the interest earnings projections.

Miscellaneous revenue and equipment rental revenue are determined on a three year average.

**WATER FUND: 592  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>FEDERAL AND STATE GRANTS</b>				
592-001-539-000	STATE GRANTS	\$86,292	\$282,734	\$233,116
<b>FEDERAL AND STATE GRANTS</b>		<b>\$86,292</b>	<b>\$282,734</b>	<b>\$233,116</b>
<b>CHARGES FOR SERVICES</b>				
592-001-642-000	WATER SALES	\$1,563,600	\$1,788,456	\$1,779,702
592-001-642-001	NONRESIDENTIAL SURCHARGE	91,679	55,060	50,993
592-001-642-002	FIXED WATER CHARGE	1,311,196	1,349,112	1,436,135
592-001-642-003	STORM UTILITY CHARGE	1,995,526	2,011,750	2,008,509
592-001-642-004	BILLING CHARGE	76,985	73,647	77,824
<b>CHARGES FOR SERVICES</b>		<b>\$5,038,986</b>	<b>\$5,278,025</b>	<b>\$5,353,163</b>
<b>FINES AND FORFEITS</b>				
592-001-654-000	BUILDING BOND FORFEITS	\$0	\$892	\$500
592-001-656-000	LATE FEES	118,720	120,168	117,363
592-001-657-000	TAX LIENS	467,169	470,941	479,662
592-001-657-001	WATER - ROLL TO TAX FEE	0	0	13,540
<b>FINES AND FORFEITS</b>		<b>\$585,889</b>	<b>\$592,001</b>	<b>\$611,065</b>
<b>INVESTMENT EARNINGS</b>				
592-001-664-000	INVESTMENT EARNINGS	\$9,701	\$11,782	\$10,266
<b>INVESTMENT EARNINGS</b>		<b>\$9,701</b>	<b>\$11,782</b>	<b>\$10,266</b>

**WATER FUND: 592  
REVENUES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY/EQUIPMENT RENTAL</b>			
592-001-668-000      EQUIPMENT RENTAL	\$65,107	\$51,690	\$0
592-001-669-000      EQUIPMENT RENTAL	0	0	52,721
<b>PROPERTY/EQUIPMENT RENTAL</b>	<b>\$65,107</b>	<b>\$51,690</b>	<b>\$52,721</b>
<b>MISCELLANEOUS</b>			
592-001-670-010      MEDICARE PART D REIMBURSEMENT	\$11,903	\$11,903	\$11,500
592-001-670-060      INSURANCE REIMBURSEMENTS	8,385	11,257	0
592-001-671-000      SUNDRY REVENUE	13,783	4,695	14,116
592-001-673-000      SALE OF FIXED ASSETS	5,664	900	5,000
<b>MISCELLANEOUS</b>	<b>\$39,735</b>	<b>\$28,755</b>	<b>\$30,616</b>
<b>TOTAL WATER &amp; SEWER REVENUES</b>	<b>\$5,825,710</b>	<b>\$6,244,987</b>	<b>\$6,290,947</b>

## City of Berkley Recreation Revolving Fund Revenues

### RECREATION REVOLVING FUND

The Recreation Revolving Fund provides the revenue for all the Parks and Recreation programs, except Senior Activities. The City is appropriating within the Recreation Revolving Fund \$538,832 for FY 2016-17, which represents 2.18% of total City revenues. A breakdown of fees charged for recreational services is as follows:

- Program charges, \$507,420 (94.13%)
- Investment Earnings, \$2,912 (0.54%)
- Contributions/Donations, \$28,500 (5.29%)

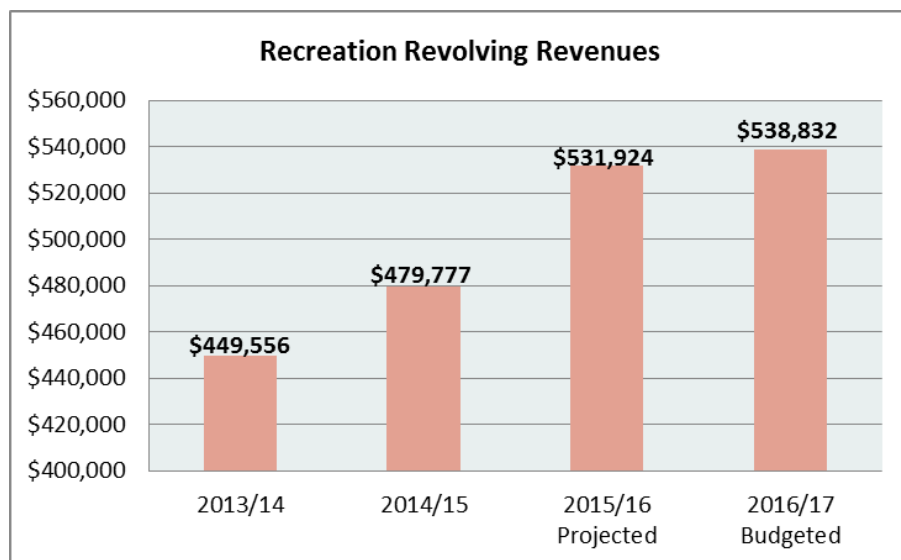
The Recreation Revolving Fund accounts for and provides over 25 recreational programs at various times during the fiscal year. The largest program is the summer/Fall camp programs.

Recreation Revolving Fund revenues for 2016/17 are estimated to increase by 1.3% or \$6,908. This is due to the increase in summer camp program activity and dream cruise merchandise sales. The City provides a cost effective recreational program for residents who have children and do not have any other supervisory options while they are not at home. This option is very cost effective as compared to private sector. The program offers a wide variety of activities for all age group participants.

Please note that all recreation programs within this operating fund are appropriated for based upon the number of participants, rate charges and a historical look back of past revenues received. Investment income is based upon average cash balance and a 0.55% rate of return.

Dream Cruise revenues are based upon a historical look back by the Recreation Department. Sales items for Dream Cruise have all costs built into the sales price along with a small administrative fee to recover recreational and other staff costs. State sales taxes are paid on all Dream Cruise items sold. Revenues for this line item are net of the sales taxes paid.

There are no new recreation programs for fiscal year 2016/17.



**RECREATION REVOLVING FUND: 614  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CHARGES FOR SERVICES</b>				
614-001-626-112	YOUNG ADULT TRAVEL	\$217,307	\$252,049	\$240,000
614-001-626-316	GRADE SCHOOL DANCE	11,282	9,000	9,000
614-001-626-318	PILLO POLLO	1,950	1,255	2,000
614-001-626-319	GRADE SCHOOL SOCCER	24	0	0
614-001-626-411	GIRLS B-BALL CLINIC	2,232	2,880	3,000
614-001-626-412	GIRL'S VOLLEYBALL CAMP	4,208	4,274	4,300
614-001-626-416	BOYS B-BALL CLINIC	2,666	2,345	5,000
614-001-626-502	WOMENS SOFTBALL	5,850	7,370	6,500
614-001-626-605	MEN'S SOFTBALL	600	4,140	4,140
614-001-626-802	ADULT KICKBALL	0	2,640	1,980
614-001-626-803	TENNIS CONTRACT	3,804	4,259	21,000
614-001-626-806	CO-ED SOFTBALL	540	5,200	5,200
614-001-626-901	COMMUNITY CENTER USE	24,683	27,670	29,000
614-001-626-912	CONCESSIONS	1,270	1,220	1,500
614-001-626-913	DISCOUNT AMUSEMENT PARK TICKETS	1,389	1,949	300
614-001-626-915	DREAM CRUISE	93,171	92,165	92,000
614-001-626-925	SUMMER/WINTERFEST FEES	6,661	3,275	7,500
614-001-626-950	MISCELLANEOUS PROGRAMS	71,009	77,164	75,000
<b>CHARGES FOR SERVICES</b>		<b>\$448,646</b>	<b>\$498,855</b>	<b>\$507,420</b>
<b>INVESTMENT EARNINGS</b>				
614-001-664-000	INVESTMENT EARNINGS	\$2,914	\$3,019	\$2,912
<b>INVESTMENT EARNINGS</b>		<b>\$2,914</b>	<b>\$3,019</b>	<b>\$2,912</b>



**RECREATION REVOLVING FUND: 614  
REVENUES**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>PROPERTY/EQUIPMENT RENTAL</b>			
614-001-667-003     ADVERTISING	\$20	\$1,055	\$0
<b>PROPERTY/EQUIPMENT RENTAL</b>	<b>\$20</b>	<b>\$1,055</b>	<b>\$0</b>
<b>MISCELLANEOUS</b>			
614-001-670-060     INSURANCE REIMBURSEMENTS	\$60	\$235	\$0
614-001-671-000     SUNDRY REVENUE	244	70	0
<b>MISCELLANEOUS</b>	<b>\$304</b>	<b>\$305</b>	<b>\$0</b>
<b>CONTRIBUTION/DONATIONS</b>			
614-001-675-000     CONTRIBUTIONS	\$500	\$0	\$0
614-001-675-001     COMMUNITY CENTER	54	0	0
614-001-675-002     MARQUEE	750	1,850	2,000
614-001-675-003     PARK RENTALS	1,100	1,840	1,500
614-001-675-005     CORPORATE DONATIONS	25,000	25,000	25,000
<b>CONTRIBUTION/DONATIONS</b>	<b>\$27,404</b>	<b>\$28,690</b>	<b>\$28,500</b>
<b>OTHER FINANCING SOURCES</b>			
614-001-699-000     TRANSFERS IN	\$489	\$0	\$0
<b>OTHER FINANCING SOURCES</b>	<b>\$489</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL RECREATION REVOLVING REVENUE</b>	<b>\$479,777</b>	<b>\$531,924</b>	<b>\$538,832</b>

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## City of Berkley Senior Recreation Revolving Fund Revenues

### SENIOR RECREATION REVOLVING REVENUES & TRANSFERS IN

The Senior Recreation Revolving Fund provides the revenue for all the senior activities parks and recreation programs. The City has appropriated \$89,386 for this Special Revenue Revolving Fund for Fiscal year 2016-17. This appropriation is 0.36% of total City revenues.

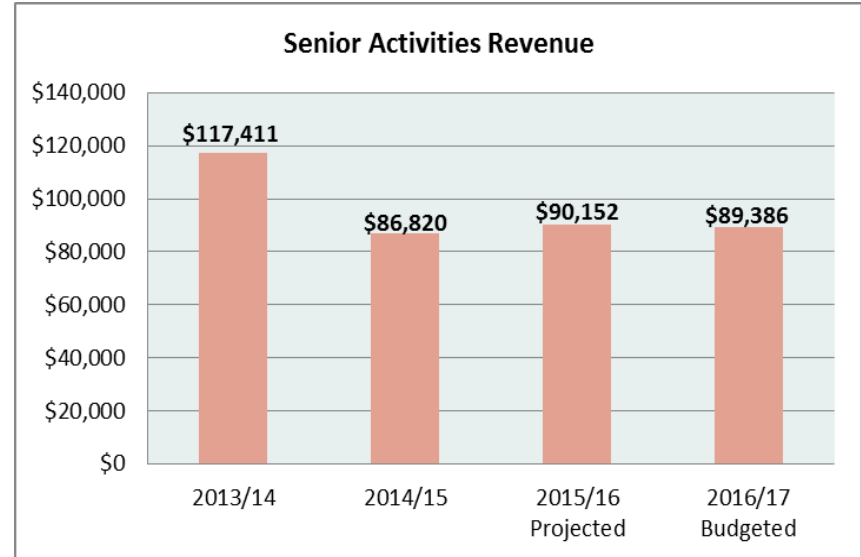
A breakdown of revenues received for senior recreational services is as follows:

- Grant Revenues, \$22,880 (25.60%)
- Senior Charges for Services, \$17,200 (19.24%)
- Investment Earnings, \$1,275 (1.43%)
- Contributions/Donations, \$47,656 (53.31%)
- Miscellaneous, \$375 (.42%)

Grant revenues that make up the majority of this operating funds revenue stream have been stabilized and are consistent in amount between fiscal years. Grant revenues that are appropriated are based upon contract agreements between the City and various non-profit organizations. All other revenue with the exception of investment income is based upon a historical look back over the last three fiscal years with current participation factored into the final appropriation numbers.

Investment income is based upon an average monthly cash balance with a 0.55% rate of return for fiscal year 2016/17.

There are no new senior recreation programs for fiscal year 2016/17.



**SENIOR ACTIVITIES FUND: 615  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>FEDERAL AND STATE GRANTS</b>				
615-001-540-000	SMART GRANT	\$22,324	\$23,777	\$22,880
<b>FEDERAL AND STATE GRANTS</b>		<u>\$22,324</u>	<u>\$23,777</u>	<u>\$22,880</u>
<b>CHARGES FOR SERVICES</b>				
615-001-642-000	SENIOR NEWSLETTER	\$1,016	\$1,121	\$1,200
615-001-651-000	SENIOR PROGRAMS	16,848	16,109	16,000
<b>CHARGES FOR SERVICES</b>		<u>\$17,864</u>	<u>\$17,230</u>	<u>\$17,200</u>
<b>INVESTMENT EARNINGS</b>				
615-001-664-000	INVESTMENT EARNINGS	\$1,288	\$1,274	\$1,275
<b>INVESTMENT EARNINGS</b>		<u>\$1,288</u>	<u>\$1,274</u>	<u>\$1,275</u>
<b>MISCELLANEOUS</b>				
615-001-670-060	INSURANCE REIMBURSEMENTS	\$527	\$487	\$0
615-001-671-000	SUNDRY REVENUE	492	360	375
<b>MISCELLANEOUS</b>		<u>\$1,019</u>	<u>\$847</u>	<u>\$375</u>
<b>CONTRIBUTION/DONATIONS</b>				
615-001-675-000	CONTRIBUTIONS	\$1,264	\$970	\$950
615-001-675-001	SENIOR BUS - MUNICIPAL CREDITS	11,030	14,706	14,706
615-001-675-002	INDEPENDENCE FOR LIFE	31,950	31,314	32,000
615-001-675-003	RED HAT SOCIETY	81	34	0
<b>CONTRIBUTION/DONATIONS</b>		<u>\$44,325</u>	<u>\$47,024</u>	<u>\$47,656</u>
<b>TOTAL SENIOR ACTIVITIES FUND REVENUE</b>		<u><u>\$86,820</u></u>	<u><u>\$90,152</u></u>	<u><u>\$89,386</u></u>

**FRINGE BENEFITS FUND: 690  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>INVESTMENT EARNINGS</b>				
690-001-664-000	INVESTMENT EARNINGS	\$3,616	\$2,241	\$2,878
	<b>INVESTMENT EARNINGS</b>	<b>\$3,616</b>	<b>\$2,241</b>	<b>\$2,878</b>
<b>OTHER FINANCING SOURCES</b>				
690-001-699-000	TRANSFERS IN	\$0	\$141,740	\$22,075
	<b>OTHER FINANCING SOURCES</b>	<b>\$0</b>	<b>\$141,740</b>	<b>\$22,075</b>
	<b>TOTAL FRINGE BENEFITS REVENUES</b>	<b>\$3,616</b>	<b>\$143,981</b>	<b>\$24,953</b>

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**PUBLIC SAFETY PENSION FUND: 732  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY TAXES</b>				
732-001-401-732	PROPERTY TAXES PUBLIC SAFETY PENSION	\$0	\$660,531	\$713,669
	<b>PROPERTY TAXES</b>	\$0	\$660,531	\$713,669
<b>INVESTMENT EARNINGS</b>				
732-001-664-000	INVESTMENT EARNINGS	\$0	(\$1,256,356)	\$1,290,759
	<b>INVESTMENT EARNINGS</b>	\$0	(\$1,256,356)	\$1,290,759
<b>MISCELLANEOUS</b>				
732-001-670-020	PSO PENSION REIMBURSEMENT	\$0	\$1,571	\$250
	<b>MISCELLANEOUS</b>	\$0	\$1,571	\$250
	<b>TOTAL PUBLIC SAFETY PENSION REVENUES</b>	<b>\$0</b>	<b>(\$594,254)</b>	<b>\$2,004,678</b>

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## City of Berkeley Downtown Development Authority Two Mill Levy Fund Revenues

### DOWNTOWN DEVELOPMENT AUTHORITY – TWO MILL LEVY REVENUES AND OPERATING TRANSFERS

The Development Area encompasses 12 Mile Road from Greenfield to Coolidge and Coolidge from 11 Mile Road to 12 Mile Road. Tax revenues that are received are spent in accordance with state law within the boundaries of the downtown development area of the City of Berkeley.

The Downtown Development Authority (DDA) Board under the approval of the Berkeley City Council, in accordance with PA 197 of 1975 as amended, levies a \$2.00/thousand taxable value property tax rate to be applied against the taxable value of the Downtown Development Authority area only. These tax dollars are utilized for various capital projects in the downtown area as well as to promote the downtown area. Further, net revenues collected are utilized to pay for Downtown Development Authority Board expenses.

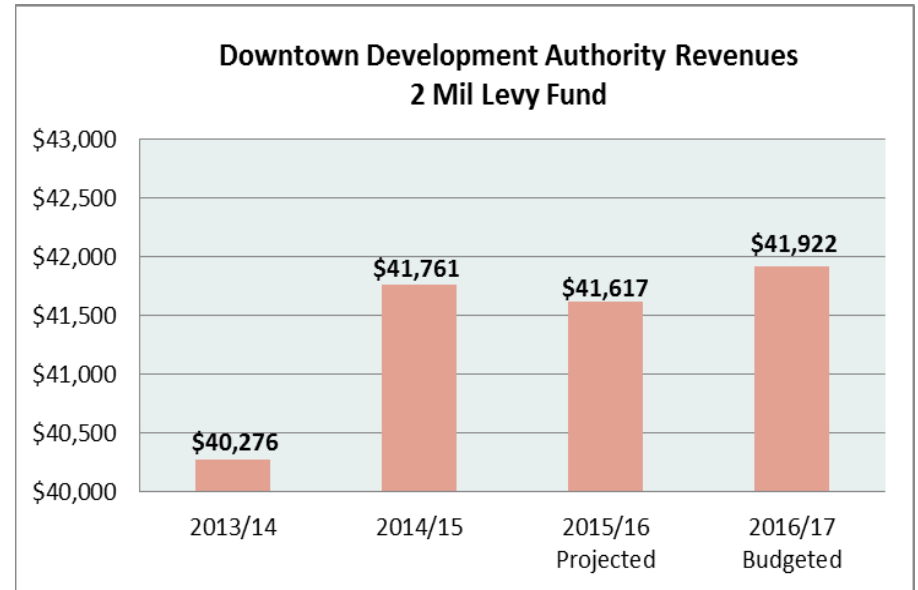
The \$2.00/thousand tax rate that has been levied has been rolled back due to the Headlee tax limitation constitutional amendment to \$1.9217/thousand property tax value. The DDA \$1.9217 levy generates \$54,825 in gross taxable revenue. However, the DDA tax capture limits the DDA revenues for operation leaving \$39,735 in property tax revenue for DDA operations for fiscal year 2016/17.

A breakdown of revenues appropriated for within this Special Revenue Fund is as follows:

- Tax Revenues, \$2.00/thousand tax value, \$39,735 (94.79%)
- Investment Earnings, \$987 (2.35%)
- Contributions/Donations, \$1,200 (2.86%)

Investment income is based upon an average monthly cash balance with a 0.55% rate of return for fiscal year 2016/17.

The revenue trend in this fund has been steady over the last three fiscal years.



**DOWNTOWN DEVELOPMENT AUTHORITY (DDA) FUND: 814  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY TAXES</b>				
814-001-401-000	PROPERTY TAXES	\$39,678	\$39,500	\$39,735
	<b>PROPERTY TAXES</b>	<u>\$39,678</u>	<u>\$39,500</u>	<u>\$39,735</u>
<b>INVESTMENT EARNINGS</b>				
814-001-664-000	INVESTMENT EARNINGS	\$983	\$917	\$987
	<b>INVESTMENT EARNINGS</b>	<u>\$983</u>	<u>\$917</u>	<u>\$987</u>
<b>CONTRIBUTION/DONATIONS</b>				
814-001-675-005	CORPORATE DONATIONS	\$1,100	\$1,200	\$1,200
	<b>CONTRIBUTION/DONATIONS</b>	<u>\$1,100</u>	<u>\$1,200</u>	<u>\$1,200</u>
	<b>TOTAL DDA REVENUE</b>	<u><u>\$41,761</u></u>	<u><u>\$41,617</u></u>	<u><u>\$41,922</u></u>

## City of Berkley Downtown Development Authority Tax Capture Fund Revenues

### DOWNTOWN DEVELOPMENT AUTHORITY – TAX CAPTURE REVENUES AND OPERATING TRANSFERS

The Downtown Development Authority development area is established in accordance with PA 197 of 1975. The Development Area encompasses 12 Mile Road from Greenfield to Coolidge and Coolidge from 11 Mile Road to 12 Mile Road. Tax revenues that are received are spent in accordance with state law within the boundaries of the downtown development area of the City of Berkley. The DDA Mill Levy and the DDA Tax Capture Fund enjoy the same boundaries.

The total taxable value of the DDA area is \$28.6 million, of which \$7.9 million is captured by the DDA. This is an increase of 0.3% over fiscal year 2015/16.

Overall the Downtown Development Authority (DDA) tax capture fund will receive approximately \$223,753 in tax revenue and personal property tax reimbursements in fiscal year 2016/17. There is no significant change in these revenues compared to 2015/16.

The DDA tax capture fund will also see personal property tax reimbursements from the State of Michigan for lost debt capture revenues. The anticipated amount is \$29,000, and is included in the \$223,753 mentioned above.

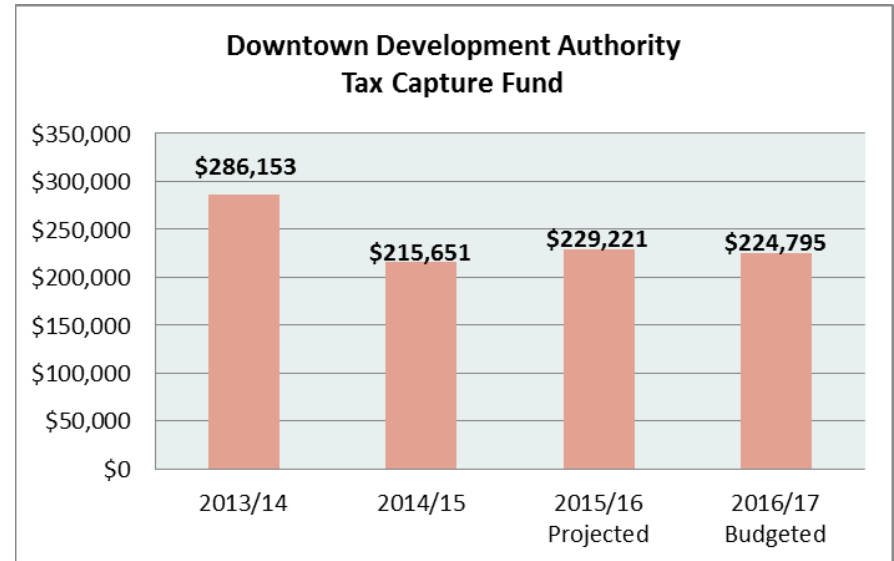
A breakdown of revenues appropriated for within this Discrete Component Unit is as follows:

- Tax Capture Revenues - \$223,753 (99.54%)
- Investment Earnings - \$1,042 (.46%)

The Berkley DDA captures property taxes from all taxing units with the exception of the State School levy, the Zoo Authority, the Detroit Institute of Arts and the Non-Homestead School tax levies. The City of Berkley is the largest taxing unit the DDA captures taxes from. Base year taxable value was established in 1994 with two Oakland County Equalization adjustments. Base year tax value is combined real and personal taxable value of \$20,676,910.

Investment earnings are based upon the average cash balance in the fund over the last three fiscal years multiplied by an anticipated 0.55% interest earnings rate.

The four year revenue trend is as follows:



**DOWNTOWN DEVELOPMENT AUTHORITY (DDA) TAX CAPTURE FUND: 815  
REVENUES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>PROPERTY TAXES</b>				
815-001-401-000	PROPERTY TAXES	\$188,854	\$196,428	\$193,756
	<b>PROPERTY TAXES</b>	<u>\$188,854</u>	<u>\$196,428</u>	<u>\$193,756</u>
<b>STATE SHARED REVENUE</b>				
815-001-549-010	STATE REIMBURSEMENTS - PPT	\$25,683	\$28,333	\$29,997
	<b>STATE SHARED REVENUE</b>	<u>\$25,683</u>	<u>\$28,333</u>	<u>\$29,997</u>
<b>INVESTMENT EARNINGS</b>				
815-001-664-000	INVESTMENT EARNINGS	\$1,114	\$1,056	\$1,042
	<b>INVESTMENT EARNINGS</b>	<u>\$1,114</u>	<u>\$1,056</u>	<u>\$1,042</u>
<b>OTHER FINANCING SOURCES</b>				
815-001-699-000	TRANSFERS IN	\$0	\$3,404	\$0
	<b>OTHER FINANCING SOURCES</b>	<u>\$0</u>	<u>\$3,404</u>	<u>\$0</u>
<b>TOTAL DDA-TIF REVENUES</b>		<u><u>\$215,651</u></u>	<u><u>\$229,221</u></u>	<u><u>\$224,795</u></u>

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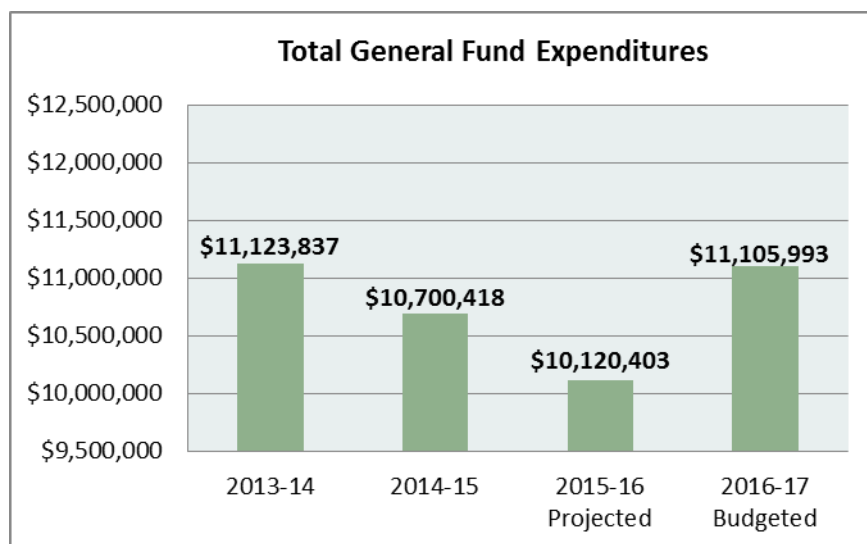
**General Fund Expenditures  
Fiscal Year 2016/2017  
Adopted**

## City of Berkley GENERAL FUND EXPENDITURES – Overview

The total amount appropriated in FY 2016-17 for General Fund expenditures is \$11,105,993 including operating transfers out. This amount represents 42.8% of total expenditures for the City of Berkley.

General Fund expenditures are appropriated for and transactions are accounted for on the modified accrual basis of accounting. All expenditures for the General Fund are designated by line item in each department separately.

General Fund expenditures increased 9.11% from FY 2015-16 projected to FY 2016-17 recommended. This increase is due to replacement of 911 dispatch system and new voting equipment per required state mandate, Public Safety building repair, an increase in change over cost for Public Safety vehicles, repair and rehab of City Hall, plus appropriation for engineering on Sidewalk Project replacement through general fund transfer out.



### Salaries & Fringe Benefits

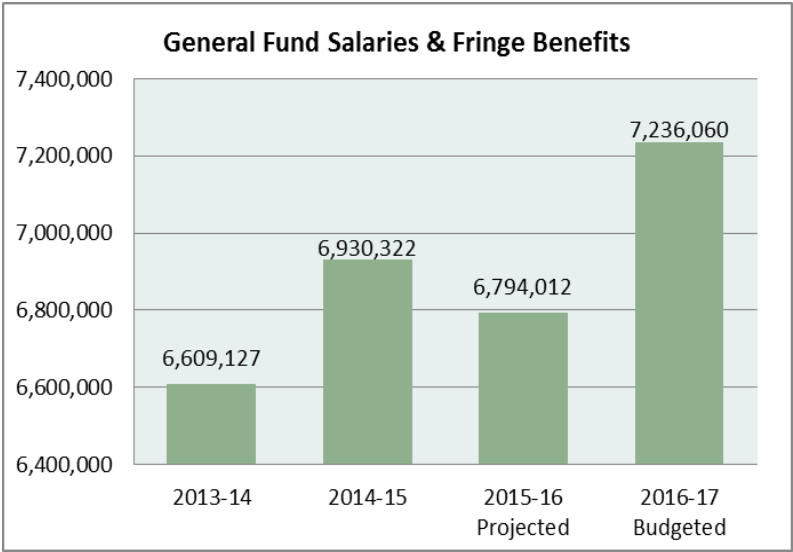
Salaries & Fringe Benefits make up the largest amount of General Fund expenditures capturing 65.2% (\$7,236,060) of the entire \$11,105,993 General Fund operating budget for FY 2016-17. This amount includes active employees as well as retiree health care costs and the City's Other Post Employment Benefit annual required contribution (ARC) to a third party Trustee. This is a \$442,048 or 6.1% increase in cost over fiscal year 2015/16.

**This increase is due to staff changes with lower start salaries at 7/1/2015. The City is currently in labor negotiations with all three labor groups. The City will amend the operating budget if pay increases are given.**

**Health care benefit costs for both active and retired employees also went into effect. Health care premiums decreased approximately 3.9% effective 7/1/2015. This includes a full year tax charge that is now ongoing since 7/1/2014, for the federal Patient Protection & Affordable Health Care Act. This program tax along with the State of Michigan program tax increases health care costs by an additional 5.3% and 1.0% respectfully.**

**Retiree health care within the General Fund amounts to \$1,176,301 is being appropriated for retiree health care within the General Fund. This cost has decreased by \$45,189 or 3.8%. This cost decrease is also due to the premium decrease of 3.8%.**

**City of Berkley**  
**GENERAL FUND EXPENDITURES - Overview**





## City of Berkley GENERAL FUND EXPENDITURES - Overview

### Capital Outlay

Capital Outlay represents 7.15% of current General Fund Expenditures, with \$806,524 budgeted for FY 2016-17. This is a 6.71% increase from the prior fiscal year. This increase is due to the City completing larger 2016/17 capital and equipment projects in 2015/16.

Major General Fund Capital Outlay projects for FY 2016-17 include the following:

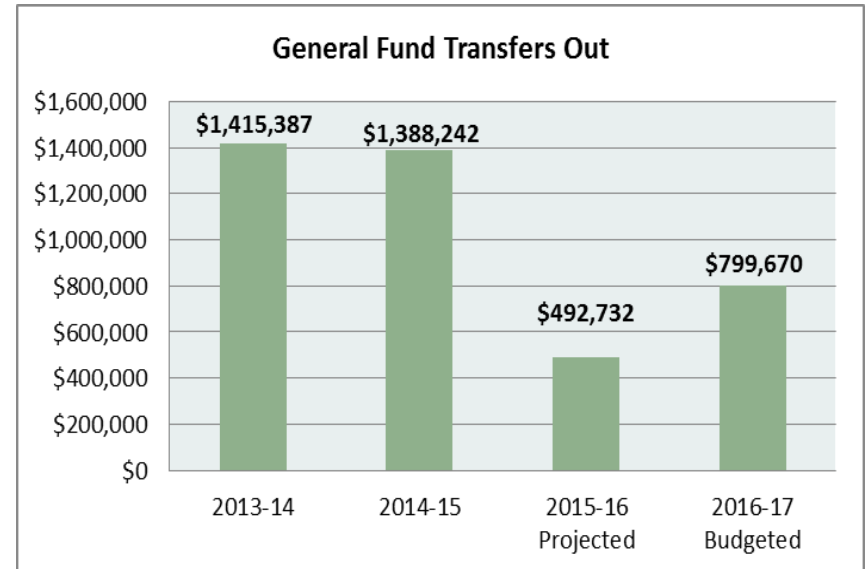
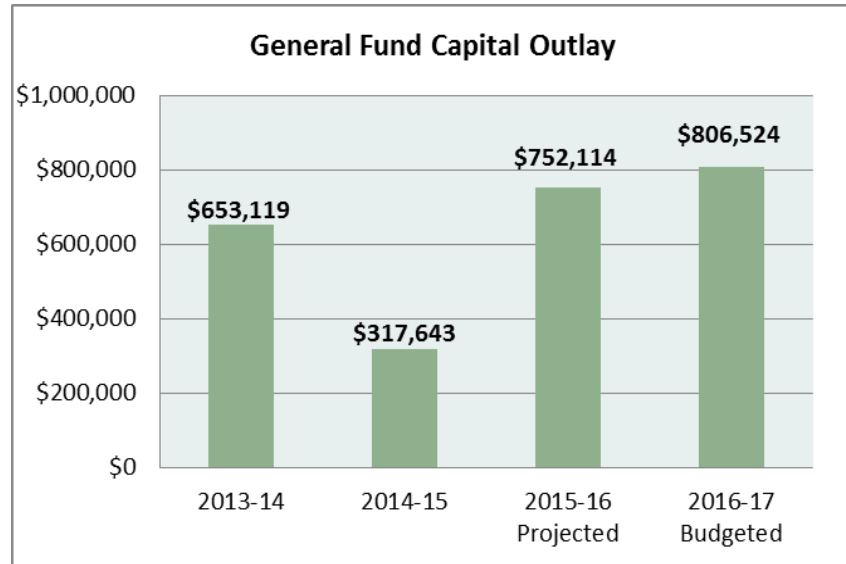
Department	Description	Amount
Public Safety	2 Police Cars/Equipment	\$311,078
	2 Cars/Graphics, Changeover	\$27,500
DPW	Equipment	\$183,000
City Hall	Software/Equipment/Furniture	\$50,000
	Books/Rentals/Equipment	
Library	Building	\$76,900
Recreation	Land/Building Improvements	\$114,500
I.T & Communications	Computer	
	Hardware/Software/Furniture	\$35,050

### Transfers-out

Transfers-out appropriation for fiscal year 2016-17 within the General Fund is \$799,670 or 7.2% of the total General Fund operating budget. Specifically, transfers-out includes transfers to:

- \$50,000 to the Solid Waste Fund
- \$550,000 to the Major Street Fund
- \$100,000 to the Local Street Fund
- \$19,670 for Fringe Benefit allocation
- \$80,000 to the Sidewalks Program

These transfers from the General Fund allow the reciprocal fund to operate without having to utilize fund balance to provide service or fund repairs. Further, these additional transfers allow the City to maintain Major and Local street miles annually. The Fringe Benefit fund transfer insures that the Fringe Benefit Fund has enough funding to eliminate any liability issues for compensated absences earned by employees for fiscal year 2016/17.



## City of Berkley GENERAL FUND EXPENDITURES – Overview

### Contractual Services

Contractual Services makes up 9.67% of General Fund Expenditures in FY 2016-17. The amount budgeted is \$1,074,029. Some types of expenses paid under Contractual Services are:

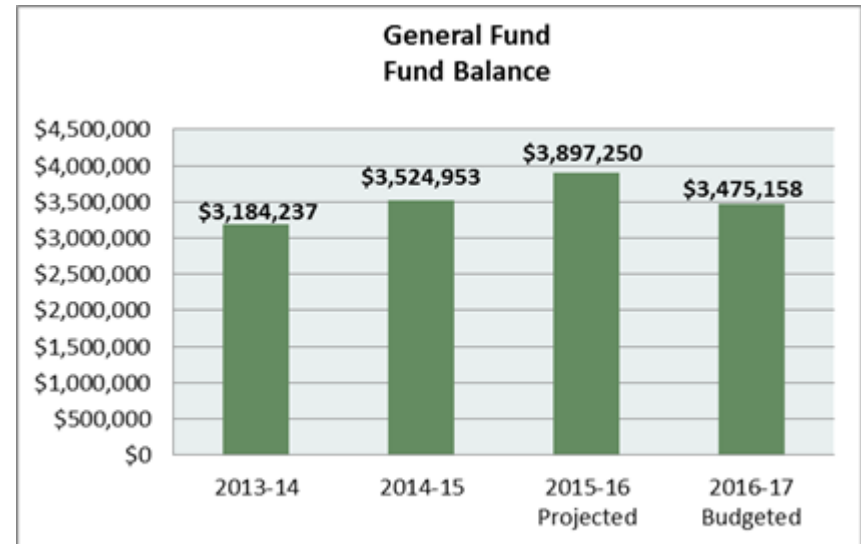
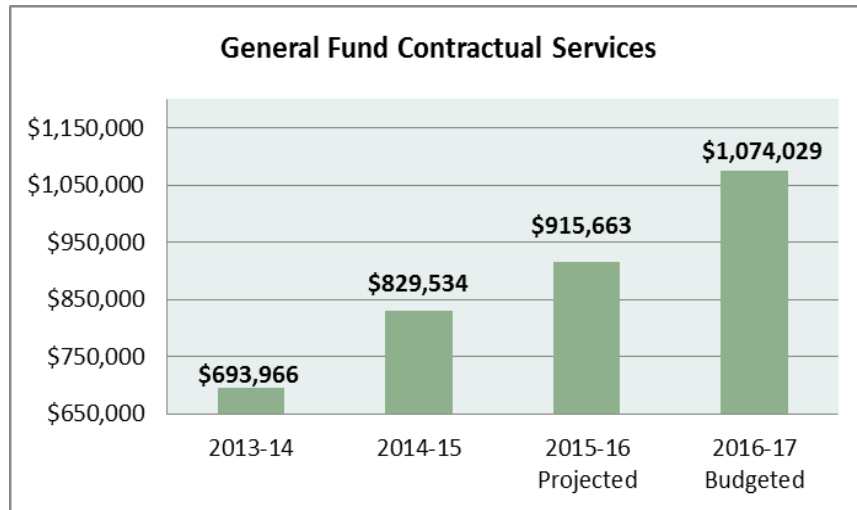
- Consultant Fees
- Audit Fees
- Legal Services
- Actuarial Services
- Inspections in Building Department
- Library Co-Op
- Technical Services
- Assessing Services

Expenses are increasing due to the general consumer's price index costs for goods and services. The City is continuing to appropriate for three elections in 2016-17. There has been a steady increase in cost for the contractual inspectors due to the increase in building, plumbing, mechanical and electrical permits.

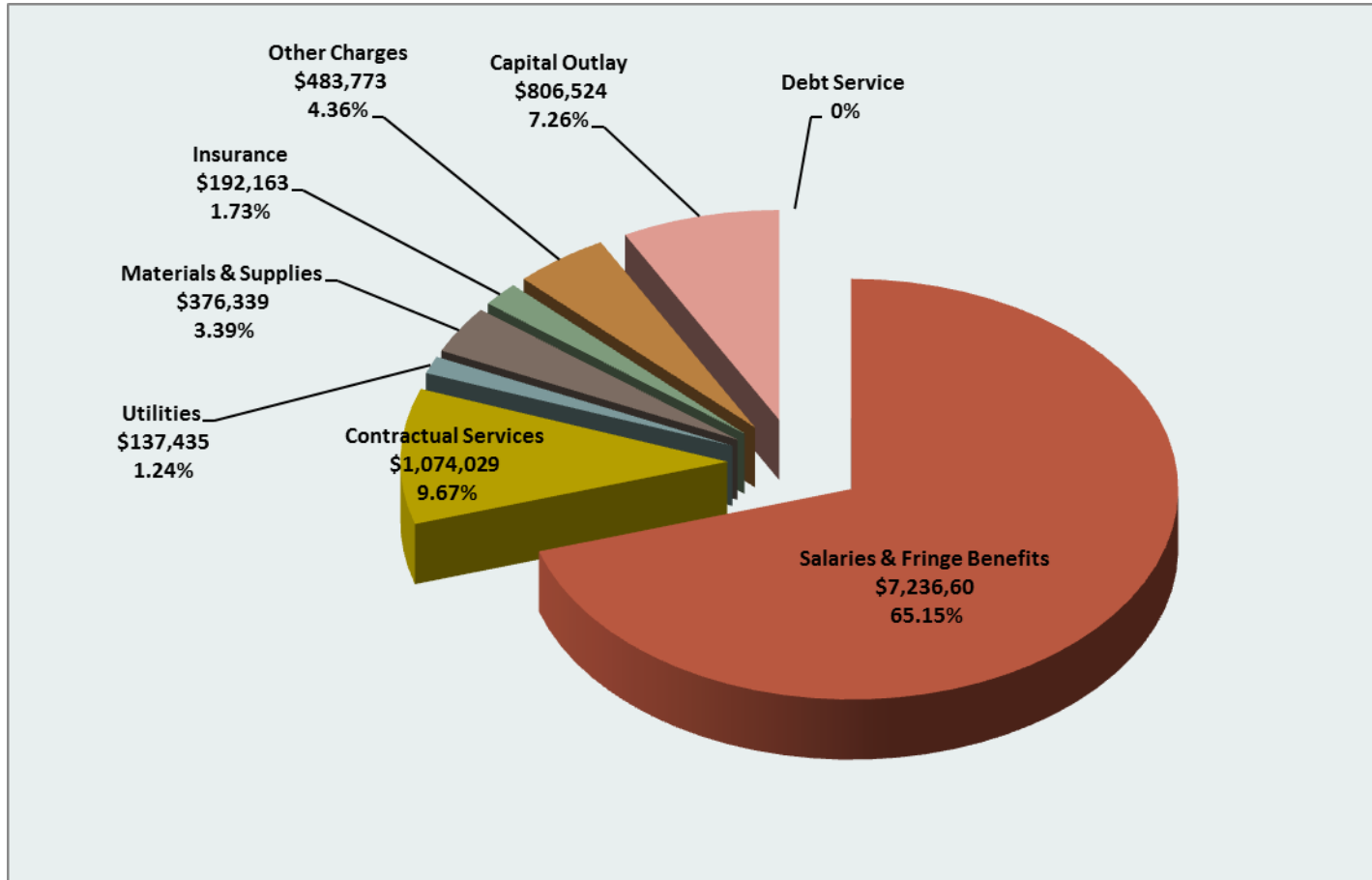
### Fund Balance

The fund balance of the General Fund is budgeted to decrease for FY 2016/17 by \$422,092. The primary drivers of this decrease are transfers to the Major Street, Local Street, and Sidewalk Program funds. In total, these transfers are budgeted to be \$730,000 and are considered to be a vital component of maintain the City's infrastructure.

The City has a minimum fund balance policy whereby the City strives to maintain fund balance greater than 15% anticipated revenues to ensure the General Fund is adequately funded in case of an unforeseen emergency. This minimum threshold is in addition to any amounts committed or assigned for multi-year or large capital purchases. Even with the budgeted decrease noted above, the General Fund will continue to maintain a fund balance over the 15% minimum.



**City of Berkley**  
**General Fund Expenditures by Classification - \$11,105,993**  
**FY 2016-2017**



**CITY OF BERKLEY, MICHIGAN  
GENERAL FUND**

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
RECOMMENDED BUDGET FOR THE YEAR ENDING JUNE 30, 2017

	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-16	Recommended 2016-2017
<b>Revenues</b>					
Property taxes	\$ 5,136,192.00	\$ 6,682,272	\$ 6,820,065	\$ 6,863,574	\$ 7,035,132
Licenses and permits	433,502	433,166	537,454	568,367	679,100
Charges for services	614,357	555,198	603,342	591,689	611,835
State & Federal Revenue Sources	1,331,500	1,370,077	1,387,182	1,389,771	1,432,339
Fines and forfeitures	1,002,504	919,744	939,975	473,134	360,165
Investment earnings	27,332	19,180	30,633	32,656	35,658
Property and equipment rental	247,141	267,760	262,027	221,520	248,474
Special Assessment	-	-	-	-	-
Miscellaneous	215,190	265,946	367,987	306,422	148,618
Other Financing Sources	-	-	-	2,525	-
<b>Total revenues</b>	<b>9,007,718</b>	<b>10,513,343</b>	<b>10,948,665</b>	<b>10,449,658</b>	<b>10,551,321</b>
<b>Expenditures</b>					
Legislative	12,979	10,843	12,949	14,454	18,428
Judicial	-	-	-	150	-
General government	2,504,707	2,607,656	2,715,644	2,191,186	2,525,661
Public safety	4,588,279	4,797,066	5,042,197	4,894,331	5,487,661
Public works	603,230	682,045	747,821	972,435	751,071
Recreation and culture	1,165,535	1,549,355	1,293,338	1,481,710	1,443,965
Health and welfare	40,443	61,485	74,384	73,555	79,537
Debt Service	(695)	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total expenditures</b>	<b>8,914,478</b>	<b>9,708,450</b>	<b>9,886,333</b>	<b>9,627,821</b>	<b>10,306,323</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>93,240</b>	<b>804,893</b>	<b>1,062,332</b>	<b>821,837</b>	<b>244,998</b>
<b>Other Financing Sources (Uses)</b>					
Operating transfers in	595,405	638,996	666,949	43,192	132,580
Operating transfers out	(618,285)	(1,415,387)	(1,388,242)	(492,732)	(799,670)
<b>Total other financing sources (uses)</b>	<b>(22,880)</b>	<b>(776,391)</b>	<b>(721,293)</b>	<b>(449,540)</b>	<b>(667,090)</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures     Other Financing Sources (Uses)</b>	<b>70,360</b>	<b>28,502</b>	<b>341,039</b>	<b>372,297</b>	<b>(422,092)</b>
<b>Fund Balance Adjustment</b>			(323)		
<b>Fund Balance (Reserved &amp; Unreserved) - Beginning of Year</b>	<b>3,085,375</b>	<b>3,155,735</b>	<b>3,184,237</b>	<b>3,524,953</b>	<b>3,897,250</b>
<b>Fund Balance (Reserved &amp; Unreserved) - End of Year</b>	<b>\$ 3,155,735</b>	<b>\$ 3,184,237</b>	<b>\$ 3,524,953</b>	<b>\$ 3,897,250</b>	<b>\$ 3,475,158</b>

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**GENERAL FUND EXPENDITURES BY DEPARTMENT**

**FUND: 101 GENERAL  
DEPT: 101 CITY COUNCIL**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$3,843	\$4,253	\$6,170
CONTRACTUAL SERVICES	7,000	7,991	9,950
INSURANCE	2,106	2,210	2,308
<b>TOTAL</b>	<b>\$12,949</b>	<b>\$14,454</b>	<b>\$18,428</b>

**STAFF**

Mayor  
Council Members

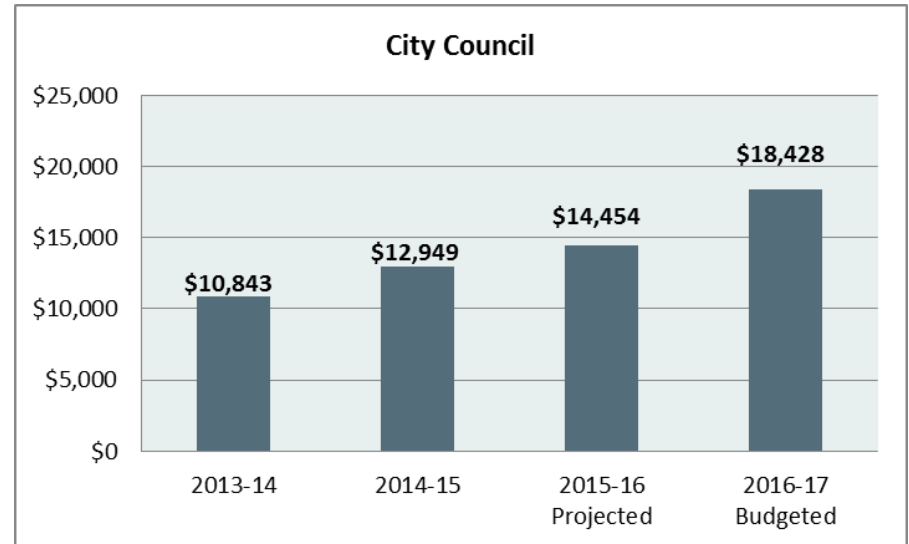
**PROGRAM DESCRIPTION**

The City Council is the City of Berkley’s governing body, composed of the Mayor and six councilmembers elected from the City at large. It is authorized to establish and enforce laws and regulations related to municipal affairs, subject to the limitations and restrictions of the City Charter and State Constitution. The Mayor serves a two-year term. The remaining City Council members serve staggered, four-year terms. Elections are held in November of the odd numbered years.

The City Council is responsible for approving the City’s budgets, contracts, service agreements, and other official documents required to conduct city operations. Approximately 26 City Council meetings are held annually. These meetings are subject to the Open Meetings Act. City Council meetings are open to the public and broadcasted on the City’s government access channel WBRK. Additional work sessions or executive sessions are also held as needed.

**MAJOR 2016-2017 OBJECTIVES:**

- Provide leadership and legislative support needed to perform the duties set forth in the City Charter.
- Appropriate resources needed so that City departments can achieve operational goals in a responsible, efficient, and transparent manner.
- Collaborate with neighboring city officials, Oakland County, the State of Michigan, and other stakeholders to identify opportunities for economic growth.
- Maintain dialogue with local, state, and federal agencies regarding funding and other quality of life issues on behalf of Berkley residents.



**FUND: 101 GENERAL  
DEPT: 101 COUNCIL**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-101-703-001	MAYOR	\$680	\$760	\$1,040
101-101-703-002	COUNCIL	2,880	3,180	4,680
101-101-715-000	FICA	272	301	438
101-101-725-000	WORKERS COMPENSATION	11	12	12
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$3,843</b>	<b>\$4,253</b>	<b>\$6,170</b>
<b>CONTRACTUAL SERVICES</b>				
101-101-864-000	MEETINGS & CONFERENCES	\$7,000	\$7,991	\$9,950
<b>CONTRACTUAL SERVICES</b>		<b>\$7,000</b>	<b>\$7,991</b>	<b>\$9,950</b>
<b>INSURANCE</b>				
101-101-914-000	LIABILITY INSURANCE	\$2,106	\$2,210	\$2,308
<b>INSURANCE</b>		<b>\$2,106</b>	<b>\$2,210</b>	<b>\$2,308</b>
<b>TOTAL EXPENSES - CITY COUNCIL</b>		<b>\$12,949</b>	<b>\$14,454</b>	<b>\$18,428</b>



**FUND: 101 GENERAL  
DEPT: 172 CITY MANAGER**

	<b>2014-15 ACTUAL ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$171,239	\$154,027	\$219,215
MATERIALS AND SUPPLIES	0	400	\$400
CONTRACTUAL SERVICES	27,257	24,034	12,920
INSURANCE	2,106	2,210	2,308
OTHER CHARGES	200	300	1,500
CAPITAL OUTLAY	0	800	\$600
<b>TOTAL</b>	<b>\$200,802</b>	<b>\$181,771</b>	<b>\$236,943</b>

**STAFF**

City Manager  
Deputy City Manager  
Administrative Assistant

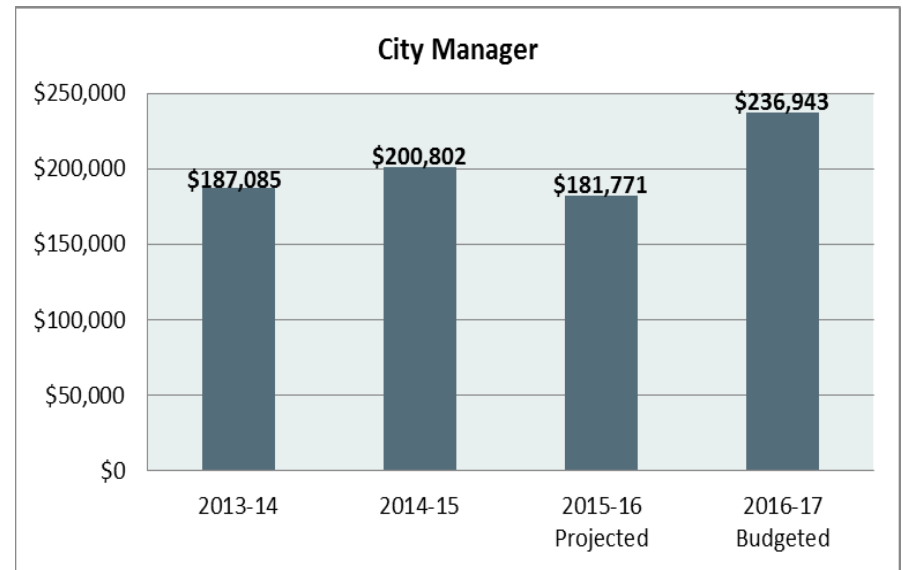
**PROGRAM DESCRIPTION**

The City Manager is the Chief Administrative Officer, responsible for providing leadership and administrative oversight for all City departments. The functions administered by the City Manager and staff include budget, human resources, procurement and contract negotiations for all city bargaining units.

**MAJOR 2016-17 OBJECTIVES:**

- Maintain the City’s infrastructure by assuring funds are properly allocated to execute capital improvement projects according to schedule and within the established budget.

- Implement specific projects aimed at improving the structural integrity of municipal buildings, as described in the Facility Assessment completed In FY 2014-15, using funds appropriated by City Council.
- Identify and pursue strategies to strengthen economic progress and growth of existing businesses in the downtown district and along the Woodward corridor.
- Collaborate with the County and State government agencies to promote the City of Berkley and this region as a destination for individuals, families, and businesses.
- Identify opportunities for public-private partnership.
- Work with state legislators to minimize revenue loss related to legislative changes that affect state revenue sharing and personal property provisions.



**FUND: 101 GENERAL**  
**DEPT: 172 CITY MANAGER**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>				
101-172-704-000	CITY MANAGER	\$63,927	\$30,505	\$57,493
101-172-706-000	ASSISTANT CITY MANAGER	35,834	68,649	83,552
101-172-707-000	PART TIME EMPLOYEES	72	0	0
101-172-715-000	FICA	8,240	7,700	11,555
101-172-716-000	HDLO	30,916	23,871	30,236
101-172-717-000	CAR ALLOWANCE	6,000	1,500	0
101-172-717-001	RELOCATION INCENTIVE	0	0	10,000
101-172-718-000	RETIREMENT	23,709	21,295	25,759
101-172-722-000	SICK LEAVE	2,082	0	0
101-172-725-000	WORKERS COMPENSATION	459	507	620
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$171,239</b>	<b>\$154,027</b>	<b>\$219,215</b>
<b>MATERIALS AND SUPPLIES</b>				
101-172-731-000	BOOKS/PERIODICALS	\$0	\$400	\$400
<b>MATERIALS AND SUPPLIES</b>		<b>\$0</b>	<b>\$400</b>	<b>\$400</b>
<b>CONTRACTUAL SERVICES</b>				
101-172-803-000	MEMBERSHIPS AND DUES	\$1,069	\$998	\$2,200
101-172-817-000	CONSULTANT	24,000	20,000	0
101-172-853-000	TELEPHONE	0	529	1,920
101-172-864-000	MEETINGS & CONFERENCES	2,188	2,507	8,500
101-172-901-000	ADVERTISING	0	0	300
<b>CONTRACTUAL SERVICES</b>		<b>\$27,257</b>	<b>\$24,034</b>	<b>\$12,920</b>
<b>INSURANCE</b>				
101-172-914-000	LIABILITY INSURANCE	\$2,106	\$2,210	\$2,308
<b>INSURANCE</b>		<b>\$2,106</b>	<b>\$2,210</b>	<b>\$2,308</b>

**FUND: 101 GENERAL**  
**DEPT: 172 CITY MANAGER**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>OTHER CHARGES</b>				
101-172-960-000	PROFESSIONAL DEVELOPMENT	\$200	\$300	\$1,500
<b>OTHER CHARGES</b>		\$200	\$300	\$1,500
<b>CAPITAL OUTLAY</b>				
101-172-981-000	FURNITURE	\$0	\$800	\$600
<b>CAPITAL OUTLAY</b>		\$0	\$800	\$600
<b>TOTAL EXPENSES - CITY MANAGER</b>		<b>\$200,802</b>	<b>\$181,771</b>	<b>\$236,943</b>

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**FUND: 101 GENERAL  
DEPT: 191 CITY CLERK**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$111,997	\$119,250	\$126,983
MATERIALS & SUPPLIES	3,558	6,527	5,875
CONTRACTUAL SERVICES	23,239	18,959	31,330
INSURANCE	1,053	1,105	1,154
OTHER CHARGES	3,714	3,423	4,266
CAPITAL OUTLAY	2,266	7,023	34,616
<b>TOTAL</b>	<b>\$145,827</b>	<b>\$156,287</b>	<b>\$204,224</b>

**STAFF**

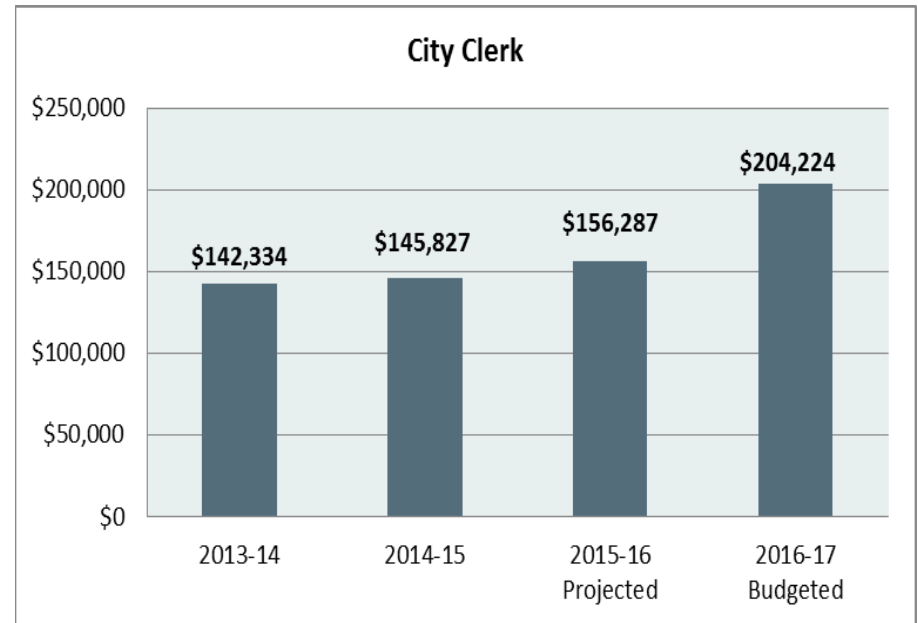
City Clerk  
Deputy City Clerk

**PROGRAM DESCRIPTION**

The City Clerk's office serves as the Clerk of City Council, organizing and preparing agendas and attending all council meetings. The Clerk conducts all City, School, State and Federal elections in accordance with State and Federal Laws, and manages the qualified voter files. In line with the elections process, the Clerk procures and maintains the appropriate election equipment to meet the needs of Berkley voters and serves as the Freedom of Information Act Coordinator for the city. All ordinances, council meeting minutes and records for appointments to boards and commissions are maintained and archived by the City Clerk's Office.

**MAJOR 2016-17 OBJECTIVES**

- Efficiently conduct elections by ensuring election workers are trained to support the election process.
- Update election equipment to maximize efficiency of the election process.
- Continue restructuring of the City's Records Management system to ensure records are protected and maintained.
- Continue to work with the city's Animal Control Officer to ensure pets are properly licensed.



**FUND: 101 GENERAL  
DEPT: 191 CITY CLERK**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-191-704-000	CITY CLERK	\$51,591	\$55,522	\$56,851
101-191-706-000	DEPUTY CLERK	22,048	22,141	22,940
101-191-707-000	PART TIME EMPLOYEES	44	44	1,007
101-191-709-000	OVERTIME	5,078	3,470	4,845
101-191-712-000	IN LIEU	5,835	8,295	8,474
101-191-715-000	FICA	6,409	6,845	7,200
101-191-716-000	HDLO	3,280	3,341	3,383
101-191-718-000	RETIREMENT	17,386	19,255	21,941
101-191-725-000	WORKERS COMPENSATION	326	337	342
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$111,997</b>	<b>\$119,250</b>	<b>\$126,983</b>
<b>MATERIALS AND SUPPLIES</b>				
101-191-729-000	STATIONARY	\$1,877	\$4,729	\$4,000
101-191-730-000	POSTAGE	0	641	875
101-191-758-000	PROGRAM SUPPLIES	1,681	1,157	1,000
<b>MATERIALS AND SUPPLIES</b>		<b>\$3,558</b>	<b>\$6,527</b>	<b>\$5,875</b>
<b>CONTRACTUAL SERVICES</b>				
101-191-803-000	MEMBERSHIPS AND DUES	\$400	\$420	\$430
101-191-817-000	CONSULTANT	2,487	3,544	4,700
101-191-818-000	CONTRACTUAL SERVICES	16,880	10,594	22,420
101-191-853-000	TELEPHONE	0	548	600
101-191-864-000	MEETINGS & CONFERENCES	172	80	180
101-191-901-000	ADVERTISING	3,300	3,773	3,000
<b>CONTRACTUAL SERVICES</b>		<b>\$23,239</b>	<b>\$18,959</b>	<b>\$31,330</b>

**FUND: 101 GENERAL  
DEPT: 191 CITY CLERK**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>INSURANCE</b>				
101-191-914-000	LIABILITY INSURANCE	\$1,053	\$1,105	\$1,154
<b>INSURANCE</b>		<u>\$1,053</u>	<u>\$1,105</u>	<u>\$1,154</u>
<b>OTHER CHARGES</b>				
101-191-934-000	OFFICE EQUIPMENT MAINTENANCE	\$1,086	\$1,086	\$1,086
101-191-960-000	PROFESSIONAL DEVELOPMENT	2,628	2,337	3,180
<b>OTHER CHARGES</b>		<u>\$3,714</u>	<u>\$3,423</u>	<u>\$4,266</u>
<b>CAPITAL OUTLAY</b>				
101-191-982-000	EQUIPMENT	\$1,796	\$6,423	\$33,998
101-191-983-000	OFFICE EQUIPMENT	470	0	0
101-191-986-000	COMPUTER SOFTWARE	0	600	618
<b>CAPITAL OUTLAY</b>		<u>\$2,266</u>	<u>\$7,023</u>	<u>\$34,616</u>
<b>TOTAL EXPENSES - CITY CLERK</b>		<u><b>\$145,827</b></u>	<u><b>\$156,287</b></u>	<u><b>\$204,224</b></u>

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**FUND: 101 GENERAL  
DEPT: 201 FINANCE**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$103,695	\$105,768	\$109,019
MATERIALS AND SUPPLIES	226	1,480	1,600
CONTRACTUAL SERVICES	176,838	169,804	188,270
INSURANCE	2,106	2,210	2,308
OTHER CHARGES	817	1,663	2,200
CAPITAL OUTLAY	0	6,233	5,400
<b>TOTAL</b>	<b>\$283,682</b>	<b>\$287,158</b>	<b>\$308,797</b>

**STAFF**

Finance Director  
Accountants (2)

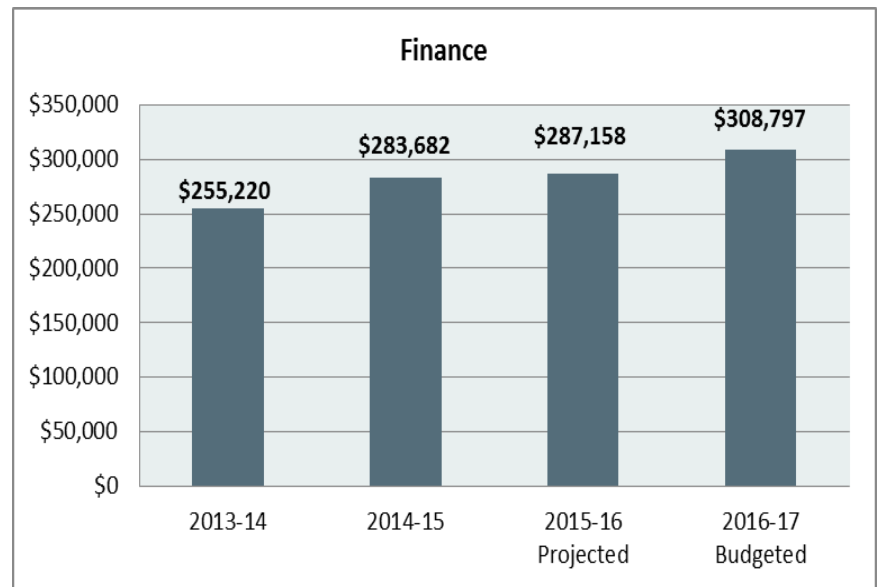
**PROGRAM DESCRIPTION**

The Finance Department is responsible for providing timely and accurate financial information for all city departments. Key operations include the budget preparation and reporting, accounting and information management according to local and state requirements, consistent with established government accounting standards.

**MAJOR 2016-17 OBJECTIVES**

- Safeguard city assets and continue to strengthen internal controls.
- Secure long-term funding sources to insure Other Post-Employment Benefits (OPEB) liabilities are funded and benefits are viable in future years.
- Continue to monitor the City’s rolling three year financial projections to insure the City stays in compliance with Public Act 2 of 1968 as amended.

- Upgrade the City’s independent bond rating to assist in moving potential interest expense rates downward.
- Implement government accounting standard 68 accounting for pension liabilities.



**FUND: 101 GENERAL****DEPT: 201 FINANCE**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-201-703-000	BOARD OF REVIEW	\$840	\$0	\$1,100
101-201-704-000	FINANCE DIRECTOR	24,027	24,419	25,000
101-201-706-000	ACCOUNTANTS	44,346	45,070	46,142
101-201-712-000	IN LIEU	1,823	1,728	1,766
101-201-715-000	FICA	5,336	5,448	5,578
101-201-716-000	HDLO	11,700	11,630	11,691
101-201-718-000	RETIREMENT	15,349	17,170	17,444
101-201-725-000	WORKERS COMPENSATION	274	303	298
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$103,695</b>	<b>\$105,768</b>	<b>\$109,019</b>
<b>MATERIALS AND SUPPLIES</b>				
101-201-729-000	STATIONARY	\$226	\$1,480	\$1,600
<b>MATERIALS AND SUPPLIES</b>		<b>\$226</b>	<b>\$1,480</b>	<b>\$1,600</b>
<b>CONTRACTUAL SERVICES</b>				
101-201-801-000	BANK CHARGES	\$6,166	\$6,250	\$6,500
101-201-803-000	MEMBERSHIPS AND DUES	570	800	1,075
101-201-807-000	AUDIT SERVICES	19,005	19,746	24,705
101-201-817-000	CONSULTANT	41,815	32,191	39,500
101-201-818-000	OAKLAND COUNTY ASSESSORS	107,598	107,950	112,690
101-201-853-000	TELEPHONE	0	549	600
101-201-864-000	MEETINGS & CONFERENCES	1,200	1,834	2,500
101-201-901-000	ADVERTISING	484	484	700
<b>CONTRACTUAL SERVICES</b>		<b>\$176,838</b>	<b>\$169,804</b>	<b>\$188,270</b>

**FUND: 101 GENERAL  
DEPT: 201 FINANCE**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>INSURANCE</b>				
101-201-914-000	LIABILITY INSURANCE	\$2,106	\$2,210	\$2,308
	<b>INSURANCE</b>	<u>\$2,106</u>	<u>\$2,210</u>	<u>\$2,308</u>
<b>OTHER CHARGES</b>				
101-201-934-000	OFFICE EQUIPMENT MAINTENANCE	\$0	\$905	\$1,200
101-201-960-000	PROFESSIONAL DEVELOPMENT	817	758	1,000
	<b>OTHER CHARGES</b>	<u>\$817</u>	<u>\$1,663</u>	<u>\$2,200</u>
<b>CAPITAL OUTLAY</b>				
101-201-983-000	OFFICE EQUIPMENT	\$0	\$849	\$0
101-201-986-000	COMPUTER SOFTWARE	\$0	\$5,384	\$5,400
	<b>CAPITAL OUTLAY</b>		<u>\$6,233</u>	<u>\$5,400</u>
	<b>TOTAL EXPENSES - FINANCE</b>	<u><u>\$283,682</u></u>	<u><u>\$287,158</u></u>	<u><u>\$308,797</u></u>

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**FUND: 101 GENERAL  
DEPT: 210 CITY ATTORNEY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
MATERIAL AND SUPPLIES	\$0	\$7,265	\$0
CONTRACTUAL SERVICES	91,010	133,261	103,600
<b>TOTAL</b>	<b>\$91,010</b>	<b>\$133,261</b>	<b>\$103,600</b>

**STAFF**

Contractual service administered by the City Manager’s Office

**PROGRAM DESCRIPTION**

Under professional services contracts, the City Attorney, Labor Attorney and General Liability Attorney provide services as described below:

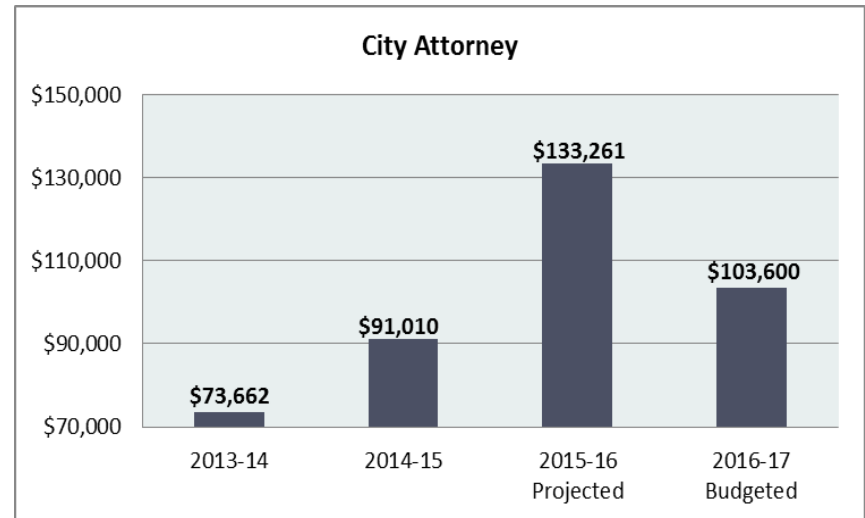
The City Attorney represents City departments and authorized agents in legal matters, civil litigations and provides general council and prosecutorial services for the City of Berkley. As the general council, the City Attorney assures the City contracts, ordinances, and legislative actions comply with local, state and federal requirements. The City Attorney is appointed by, and serves at the pleasure of the City Council, but works under the direct supervision of the City Manager.

The Labor Attorney represents the City in legal matters related to labor law, the collective bargaining process, and policy matters that affect City Employees.

The General Liability Attorney represents the City in litigation brought against the City of Berkley. Both the Labor Attorney and the General Liability Attorney serve at the pleasure of the City Manager.

**MAJOR 2016-17 OBJECTIVES**

- Provide legal services to protect the interests of residents, employees, appointed and elected officials, as well as the assets and resources of the City of Berkley



**FUND: 101 GENERAL**  
**DEPT: 210 CITY ATTORNEY**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
101-210-730-000 POSTAGE	\$0	\$7,265	\$0
<b>MATERIALS AND SUPPLIES</b>	<b>\$0</b>	<b>\$7,265</b>	<b>\$0</b>
<b>CONTRACTUAL SERVICES</b>			
101-210-824-000 LEGAL SERVICES - LABOR	\$30,935	\$65,959	\$25,000
101-210-825-000 CITY ATTORNEY	60,075	60,037	73,600
101-210-826-000 LEGAL SERVICES - GENERAL LIABILITY	0	0	5,000
<b>CONTRACTUAL SERVICES</b>	<b>\$91,010</b>	<b>\$125,996</b>	<b>\$103,600</b>
<b>TOTAL EXPENSES - CITY ATTORNEY</b>	<b>\$91,010</b>	<b>\$133,261</b>	<b>\$103,600</b>

**FUND: 101 GENERAL  
DEPT: 215 TREASURY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$92,936	93,134	96,308
MATERIALS AND SUPPLIES	925	916	1,200
CONTRACTUAL SERVICES	1,656	285	400
INSURANCE	1,054	1,106	1,155
OTHER CHARGES	718	800	1,000
CAPITAL OUTLAY	0	3,4690	2,307
<b>TOTAL</b>	<b>\$97,289</b>	<b>\$99,710</b>	<b>\$102,370</b>

**STAFF**

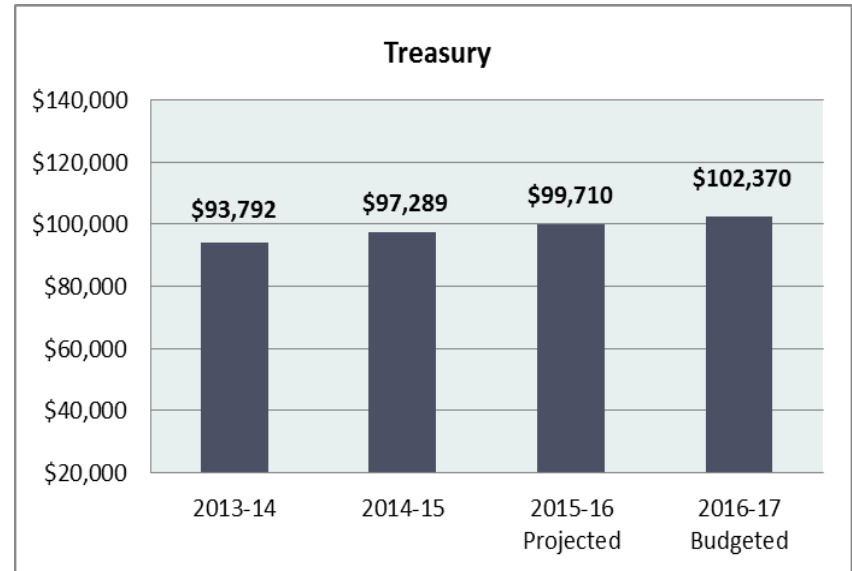
Treasurer  
Deputy Treasurer  
Deputy Clerk  
Part Time Clerk/Cashier

**PROGRAM DESCRIPTION**

The primary responsibility of the Treasury Department is to collect all City payments including tax bills, water bills, business licenses and departmental receipts. The Department also coordinates the tax roll processes and sends out bi-annual tax bills plus coordinates tax settlements with Oakland County. Board of Review is also coordinated through this department.

**MAJOR 2016-17 OBJECTIVES**

- Insure that all property changes are processed accurately and timely.
- Coordinate all board of review and assessing activities according to state law.
- Coordinate with Oakland County Equalization all Personal Property state law changes to make sure that the City obtains all personal property tax reimbursement in a timely manner.



**FUND: 101 GENERAL  
DEPT: 215 TREASURY**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-215-704-000	FINANCE DIRECTOR/TREASURER	\$19,222	\$19,535	\$20,000
101-215-705-000	DEPUTY TREASURER	32,100	32,623	33,399
101-215-706-000	DEPUTY CLERK	7,350	7,469	7,647
101-215-707-000	PART TIME EMPLOYEES	5,592	5,252	6,292
101-215-709-000	OVERTIME	336	407	510
101-215-712-000	IN LIEU	3,404	1,843	1,908
101-215-715-000	FICA	5,159	5,135	5,297
101-215-716-000	HDLO	6,278	5,761	6,015
101-215-718-000	RETIREMENT	13,246	14,834	14,968
101-215-725-000	WORKERS COMPENSATION	249	275	272
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$92,936</b>	<b>\$93,134</b>	<b>\$96,308</b>
<b>MATERIALS AND SUPPLIES</b>				
101-215-729-000	STATIONARY	\$925	\$916	\$1,200
<b>MATERIALS AND SUPPLIES</b>		<b>\$925</b>	<b>\$916</b>	<b>\$1,200</b>
<b>CONTRACTUAL SERVICES</b>				
101-215-803-000	MEMBERSHIPS	\$305	\$285	\$400
101-215-814-000	DATA PROCESSING	1,351	0	0
<b>CONTRACTUAL SERVICES</b>		<b>\$1,656</b>	<b>\$285</b>	<b>\$400</b>
<b>INSURANCE</b>				
101-215-914-000	LIABILITY INSURANCE	\$1,054	\$1,106	\$1,155
<b>INSURANCE</b>		<b>\$1,054</b>	<b>\$1,106</b>	<b>\$1,155</b>



**FUND: 101 GENERAL  
DEPT: 215 TREASURY**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER CHARGES</b>				
101-215-960-000	PROFESSIONAL DEVELOPMENT	\$718	\$800	\$1,000
	<b>OTHER CHARGES</b>	\$718	\$800	\$1,000
<b>CAPITAL OUTLAY</b>				
101-215-983-000	OFFICE EQUIPMENT	\$0	\$1,162	\$0
101-215-986-000	COMPUTER SOFTWARE	0	2,307	2,307
	<b>CAPITAL OUTLAY</b>	\$0	\$3,469	\$2,307
	<b>TOTAL EXPENSES - TREASURY</b>	<b>\$97,289</b>	<b>\$99,710</b>	<b>\$102,370</b>

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**FUND: 101 GENERAL  
DEPT: 265 CITY HALL**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
MATERIALS AND SUPPLIES	\$30,838	\$29,300	\$40,000
CONTRACTUAL SERVICES	55,311	56,383	134,035
INSURANCE	9,140	27,031	27,342
UTILITIES	30,117	31,320	32,500
OTHER CHARGES	70,212	62,986	81,164
CAPITAL OUTLAY	1,234	1,000	0
<b>TOTAL</b>	<b>\$196,852</b>	<b>\$208,020</b>	<b>\$315,041</b>

**STAFF**

Administered by the City Manager’s Office

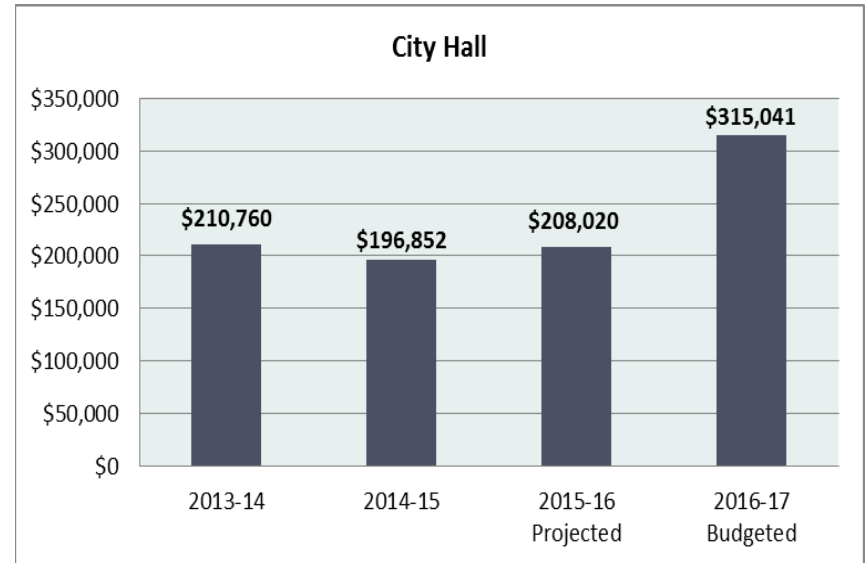
**PROGRAM DESCRIPTION**

This cost center consolidates the common costs and expenses required by all departments located in City Hall. This includes common costs for the City Council, City Manager, Finance, Treasury, City Clerk, Planning and Building Code Enforcement.

The City Manager is responsible for administering the funds appropriated for general operating expenses such as equipment leases, janitorial services, materials, supplies, property and liability insurance, as well as the maintenance of the City Hall building, grounds, and associated parking lots.

**MAJOR 2016-2017 OBJECTIVES**

None



**FUND: 101 GENERAL**  
**DEPT: 265 CITY HALL**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>MATERIALS AND SUPPLIES</b>				
101-265-728-000	OFFICE SUPPLIES	\$11,760	\$10,812	\$14,000
101-265-730-000	POSTAGE	15,531	15,000	22,500
101-265-776-000	MAINTENANCE SUPPLIES	3,547	3,488	3,500
<b>MATERIALS AND SUPPLIES</b>		\$30,838	\$29,300	\$40,000
<b>CONTRACTUAL SERVICES</b>				
101-265-803-000	MEMBERSHIPS	\$3,335	\$2,920	\$3,155
101-265-811-000	CUSTODIAL SERVICES	7,980	7,980	7,980
101-265-818-000	CONTRACTUAL SERVICES	12,048	23,547	103,500
101-265-853-000	TELEPHONE	31,948	21,870	19,400
101-265-901-000	ADVERTISING	0	66	0
<b>CONTRACTUAL SERVICES</b>		\$55,311	\$56,383	\$134,035
<b>INSURANCE</b>				
101-265-914-000	LIABILITY INSURANCE	\$6,700	\$7,031	\$7,342
101-265-915-000	LOSS EXPENSES	2,440	20,000	20,000
<b>INSURANCE</b>		\$9,140	\$27,031	\$27,342
<b>UTILITIES</b>				
101-265-920-000	UTILITIES	\$30,117	\$31,320	\$32,500
<b>UTILITIES</b>		\$30,117	\$31,320	\$32,500

**FUND: 101 GENERAL  
DEPT: 265 CITY HALL**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER CHARGES</b>				
101-265-921-000	PROPERTY TAXES	\$13,824	\$4,802	\$5,000
101-265-921-100	TRIBUNAL/BOARD OF REVIEW TAX EXPENSE	672	3,263	4,500
101-265-923-000	CABLE FRANCHISE ADMIN FEE	16,787	30,630	32,384
101-265-931-000	BUILDING MAINTENANCE	26,674	12,762	26,680
101-265-946-000	OFFICE EQUIPMENT RENTAL	12,255	11,529	12,600
<b>OTHER CHARGES</b>		<b>\$70,212</b>	<b>\$62,986</b>	<b>\$81,164</b>
<b>CAPITAL OUTLAY</b>				
101-265-981-000	FURNITURE	\$1,234	\$1,000	\$0
<b>CAPITAL OUTLAY</b>		<b>\$1,234</b>	<b>\$1,000</b>	<b>\$0</b>
<b>TOTAL EXPENSES - CITY HALL</b>		<b>\$196,852</b>	<b>\$208,020</b>	<b>\$315,041</b>

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**FUND: 101 GENERAL**  
**DEPT: 284 COMMUNITY PROMOTIONS**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
MATERIALS AND SUPPLIES	\$0	\$0	\$250
CONTRACTUAL SERVICES	10,110	12,390	43,935
OTHER CHARGES	30,015	27,566	13,700
<b>TOTAL</b>	<b>\$40,125</b>	<b>\$39,956</b>	<b>\$57,885</b>

**STAFF**

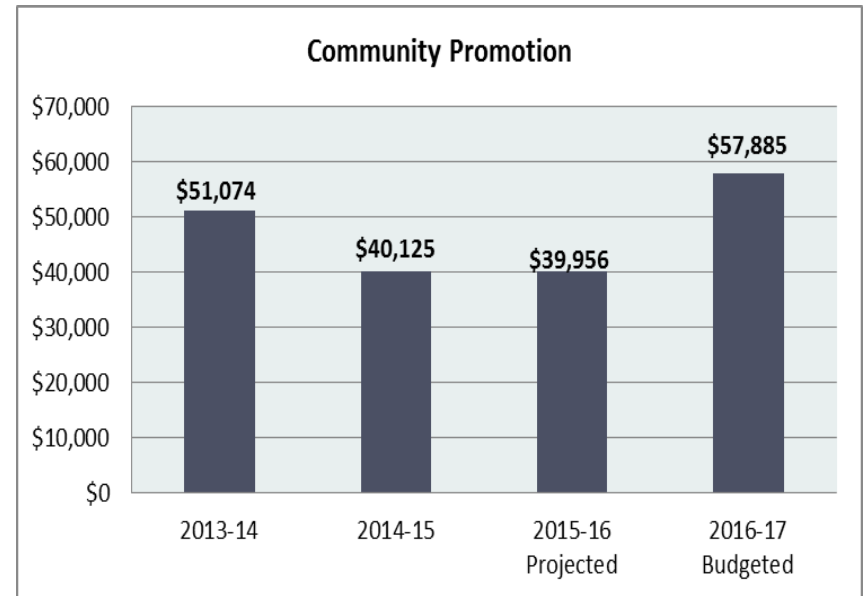
Activities administered by the City Manager’s Office Staff

**PROGRAM DESCRIPTION**

The cost center consolidates the expenses related to promoting the City of Berkley, events and other activities through newsletters, websites, and memberships for various municipal organizations. Participation in municipal organizations provides access to an information network that enables Berkley officials to stay current on critical issues and emerging policies that may affect City programs, operations, and funding.

**MAJOR 2016-2017 OBJECTIVES**

None



**FUND: 101 GENERAL**  
**DEPT: 284 COMMUNITY PROMOTIONS**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>MATERIALS AND SUPPLIES</b>			
101-284-758-000 PROGRAM SUPPLIES	\$0	\$0	\$250
<b>MATERIALS AND SUPPLIES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250</b>
<b>CONTRACTUAL SERVICES</b>			
101-284-803-000 MEMBERSHIPS	\$0	\$0	\$14,685
101-284-814-000 COMPUTER PROCESSING/WEBSITE	5,376	5,302	6,100
101-284-818-000 CONTRACTUAL SERVICES	5,245	5,338	19,250
101-284-864-000 MEETINGS & CONFERENCES	38	0	200
101-284-901-000 ADVERTISING	(549)	1,750	3,700
<b>CONTRACTUAL SERVICES</b>	<b>\$10,110</b>	<b>\$12,390</b>	<b>\$43,935</b>
<b>OTHER CHARGES</b>			
101-284-960-000 PROFESSIONAL DEVELOPMENT	\$14,186	\$14,285	\$0
101-284-996-000 MISCELLANEOUS	15,829	13,281	13,700
<b>OTHER CHARGES</b>	<b>\$30,015</b>	<b>\$27,566</b>	<b>\$13,700</b>
<b>TOTAL EXPENSES - COMMUNITY PROMOTIONS</b>	<b>\$40,125</b>	<b>\$39,956</b>	<b>\$57,885</b>



**FUND: 101 GENERAL**

**DEPT: 302 PUBLIC SAFETY ADMINISTRATION**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$170,237	\$169,170	\$173,497
CONTRACTUAL SERVICES	35	45	45
<b>OTHER CHARGES</b>	233	365	450
<b>CAPITAL OUTLAY</b>	0	1,000	8,469
<b>TOTAL</b>	<b>\$170,505</b>	<b>\$170,580</b>	<b>\$182,461</b>

**STAFF**

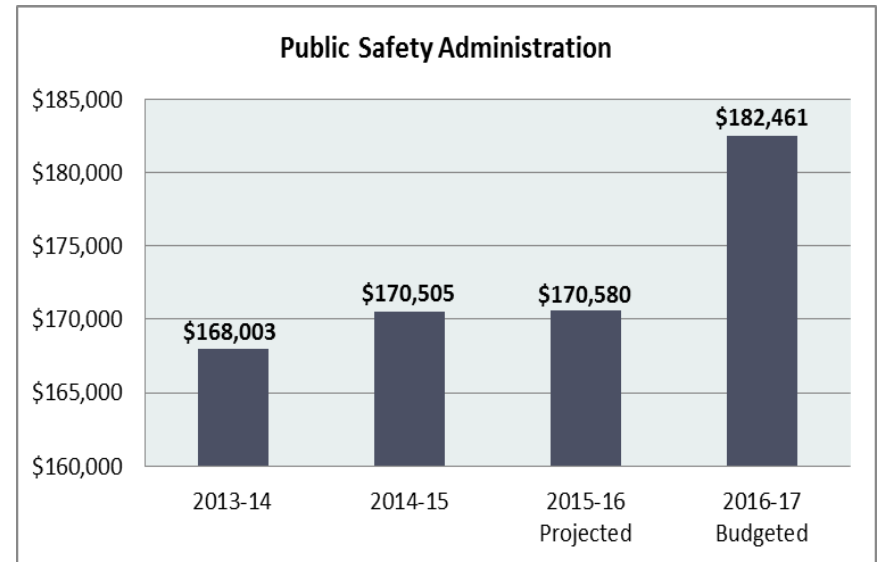
Director  
Records Clerk

**PROGRAM DESCRIPTION**

The Public Safety Department is the emergency first responder providing police, fire, dispatch and animal control services for the City of Berkley. The Administration Division provides leadership and oversight for the entire department. Its members also provide oversight for the city's emergency medical/ambulance services and other mutual service agreements with the neighboring cities.

**MAJOR 2016-2017 OBJECTIVES**

- Continue proactive effort to maintain a low crime rate.
- Continue providing excellent response time to residents in need of police, fire and emergency medical services.



**FUND: 101 GENERAL**  
**DEPT: 302 PUBLIC SAFETY ADMINISTRATION**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
101-302-704-000 PUBLIC SAFETY DIRECTOR	\$66,231	\$66,489	\$66,236
101-302-706-000 SECRETARY	42,033	42,718	43,734
101-302-709-000 OVERTIME	1,755	725	1,836
101-302-715-000 FICA	4,310	4,287	4,447
101-302-716-000 HDLO	19,761	18,395	20,135
101-302-718-000 RETIREMENT	35,729	36,093	36,662
101-302-725-000 WORKERS COMPENSATION	418	463	447
<b>SALARIES AND FRINGE BENEFITS</b>	<u>\$170,237</u>	<u>\$169,170</u>	<u>\$173,497</u>
<b>CONTRACTUAL SERVICES</b>			
101-302-803-000 MEMBERSHIPS	\$35	\$45	\$45
<b>CONTRACTUAL SERVICES</b>	<u>\$35</u>	<u>\$45</u>	<u>\$45</u>
<b>OTHER CHARGES</b>			
101-302-934-000 OFFICE EQUIPMENT MAINTENANCE	\$233	\$365	\$450
<b>OTHER CHARGES</b>	<u>\$233</u>	<u>\$365</u>	<u>\$450</u>
<b>CAPITAL OUTLAY</b>			
101-302-981-000 FURNITURE	\$0	\$1,000	\$1,500
101-302-982-000 EQUIPMENT	0	0	6,969
<b>CAPITAL OUTLAY</b>	<u>\$0</u>	<u>\$1,000</u>	<u>\$8,469</u>
<b>TOTAL EXPENSES - PUBLIC SAFETY ADMINISTRATION</b>	<u><u>\$170,505</u></u>	<u><u>\$170,580</u></u>	<u><u>\$182,461</u></u>

**FUND: 101 GENERAL**  
**DEPT: 306 PUBLIC SAFETY DISPATCH SERVICES**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$283,177	\$289,524	\$314,448
MATERIALS AND SUPPLIES	2,841	1,969	3,800
CONTRACTUAL SERVICES	13,807	16,687	14,882
OTHER CHARGES	5,012	4,535	10,600
CAPITAL OUTLAY	4,401	2,022	115,000
<b>TOTAL</b>	<b>\$309,238</b>	<b>\$314,737</b>	<b>\$458,730</b>

**STAFF**

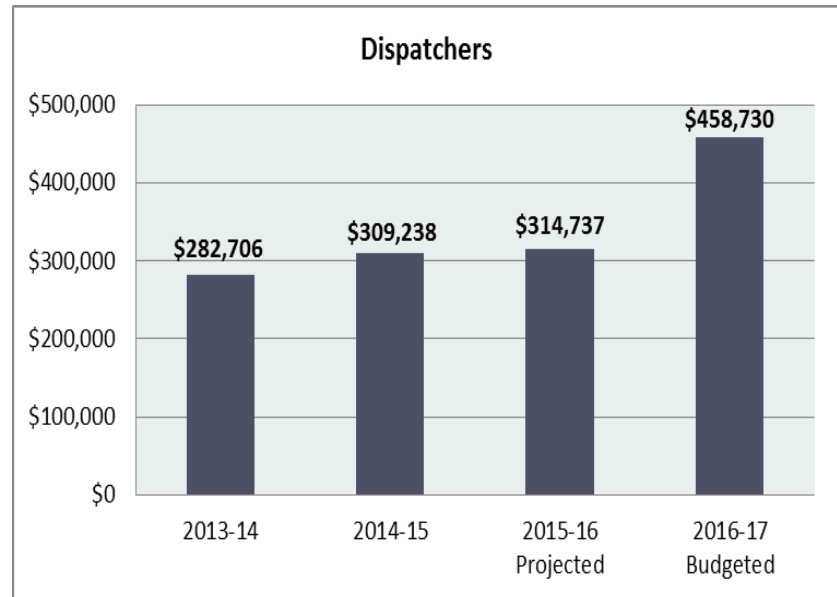
(4) Full Time Dispatchers  
 (1) Part Time Dispatcher

**PROGRAM DESCRIPTION**

The Public Safety Dispatch Division provides dispatch services for the cities of Berkley, Pleasant Ridge, and Huntington Woods. The cost is shared between the participating municipalities.

**MAJOR 2016-2017 OBJECTIVES**

- Continue proactive effort to maintain a low crime rate.
- Continue providing excellent response time to residents in need of police, fire and emergency medical services.



**FUND: 101 GENERAL****DEPT: 306 PUBLIC SAFETY ADMINISTRATION**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET	
<b>SALARIES AND FRINGE BENEFITS</b>				
101-306-706-000	DISPATCHERS	\$155,015	\$157,837	\$161,285
101-306-707-000	PART TIME EMPLOYEES	12,847	12,467	20,484
101-306-709-000	OVERTIME	3,684	9,667	12,750
101-306-712-000	IN LIEU-HEALTH CARE BUY BACK	5,835	0	0
101-306-715-000	FICA	14,231	14,443	15,734
101-306-716-000	HDLO	44,970	46,444	51,089
101-306-718-000	RETIREMENT	37,047	39,002	42,674
101-306-722-000	SICK LEAVE	1,559	1,599	1,622
101-306-723-000	HOLIDAY / PERSONAL DAYS	7,276	7,276	8,033
101-306-725-000	WORKERS COMPENSATION	713	789	777
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$283,177</b>	<b>\$289,524</b>	<b>\$314,448</b>
<b>MATERIALS AND SUPPLIES</b>				
101-306-744-000	UNIFORMS-CLEANING AND PURCHASES	\$2,038	\$1,756	\$3,000
101-306-758-000	PROGRAM SUPPLIES	803	213	800
<b>MATERIALS AND SUPPLIES</b>		<b>\$2,841</b>	<b>\$1,969</b>	<b>\$3,800</b>
<b>CONTRACTUAL SERVICES</b>				
101-306-818-000	CONTRACTUAL SERVICES	\$90	\$90	\$100
101-306-835-000	DISPATCH MEDICAL EXPENSES	0	2,880	1,065
101-306-855-000	E-911 EQUIPMENT MAINTENANCE	13,717	13,717	13,717
<b>CONTRACTUAL SERVICES</b>		<b>\$13,807</b>	<b>\$16,687</b>	<b>\$14,882</b>

**FUND: 101 GENERAL**  
**DEPT: 306 PUBLIC SAFETY ADMINISTRATION**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>OTHER CHARGES</b>				
101-306-960-000	PROFESSIONAL DEVELOPMENT	\$5,012	\$4,535	\$10,600
<b>OTHER CHARGES</b>		\$5,012	\$4,535	\$10,600
<b>CAPITAL OUTLAY</b>				
101-306-976-306	BUILDING IMPROVEMENTS-DISPATCH	\$2,242	\$0	\$20,000
101-306-982-000	EQUIPMENT	2,159	2,022	95,000
<b>CAPITAL OUTLAY</b>		\$4,401	\$2,022	\$115,000
<b>TOTAL EXPENSES - DISPATCH SERVICES</b>		<b>\$309,238</b>	<b>\$314,737</b>	<b>\$458,730</b>

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**FUND: 101 GENERAL**  
**DEPT: 307 PUBLIC SAFETY ANIMAL CONTROL SERVICES**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$63,231	\$63,80	\$70,022
MATERIALS AND SUPPLIES	3,527	2,538	3,812
CONTRACTUAL SERVICES	1,317	1,427	1,400
OTHER CHARGES	95	594	1,400
CAPITAL OUTLAY	0	0	0
<b>TOTAL</b>	<b>\$68,170</b>	<b>\$68,369</b>	<b>\$76,634</b>

**STAFF**

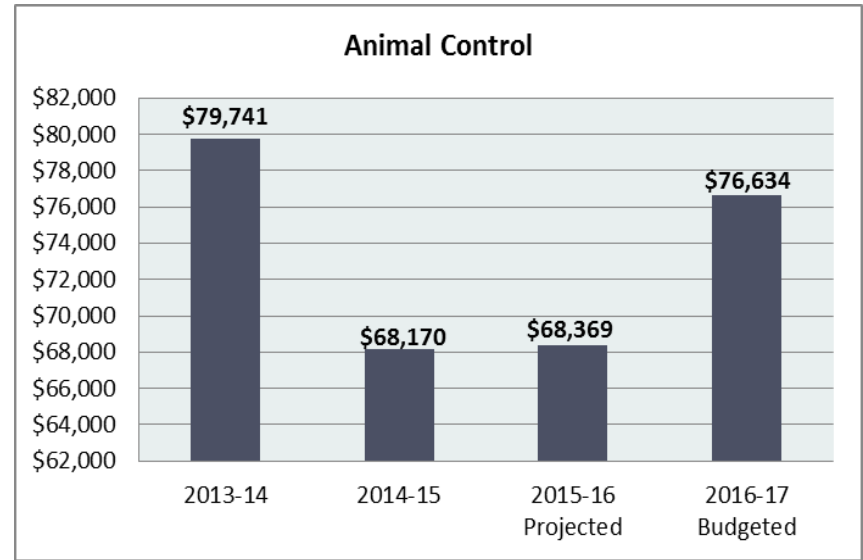
Animal Control Officer  
 Part Time Officer

**PROGRAM DESCRIPTION**

The Animal Control Division of the Berkley Public Safety Department provides animal control services to the Cities of Berkley and Royal Oak. All costs for this service are shared between the two cities.

**MAJOR 2016-2017 OBJECTIVES**

- Coordinate with the appropriate Berkley and Royal Oak leaders to provide animal control services as required.
- Coordinate with the City Clerk to ensure residents obtain the proper licenses and vaccinations for their pets.



**FUND: 101 GENERAL**  
**DEPT: 307 ANIMAL CONTROL**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>				
101-307-706-000	ANIMAL CONTROL OFFICER	\$39,510	\$40,155	\$41,109
101-307-707-000	PART TIME EMPLOYEES	694		4,635
101-307-709-000	OVERTIME	2,125	1,946	1,560
101-307-715-000	FICA	3,230	3,220	3,619
101-307-716-000	HDLO	7,157	6,791	6,991
101-307-718-000	RETIREMENT	9,344	10,403	10,462
101-307-725-000	WORKERS COMPENSATION	1,171	1,295	1,646
<b>SALARIES AND FRINGE BENEFITS</b>		\$63,231	\$63,810	\$70,022
<b>MATERIALS AND SUPPLIES</b>				
101-307-744-000	UNIFORMS-CLEANING & PURCHASES	\$764	\$326	\$850
101-307-751-000	FUEL & OIL	2,417	2,024	2,362
101-307-758-000	PROGRAM SUPPLIES	346	188	600
<b>MATERIALS AND SUPPLIES</b>		\$3,527	\$2,538	\$3,812
<b>CONTRACTUAL SERVICES</b>				
101-307-818-000	CONTRACTUAL SERVICES	\$808	\$587	\$800
101-307-853-000	TELEPHONE	509	840	600
<b>CONTRACTUAL SERVICES</b>		\$1,317	\$1,427	\$1,400



**FUND: 101 GENERAL**  
**DEPT: 307 ANIMAL CONTROL**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>OTHER CHARGES</b>				
101-307-931-000	BUILDING MAINTENACE-ANIMAL CONTROL	\$0	\$20	\$500
101-307-939-000	VEHICLE MAINTENANCE	75	554	400
101-307-960-000	PROFESSIONAL DEVELOPMENT	20	20	500
<b>OTHER CHARGES</b>		\$95	\$594	\$1,400
<b>TOTAL EXPENSES - ANIMAL CONTROL</b>		<b>\$68,170</b>	<b>\$68,369</b>	<b>\$76,634</b>

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**FUND: 101 GENERAL  
DEPT: 310 PUBLIC SAFETY OPERATIONS**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$3,180,490	\$3,126,844	\$3,371,188
MATERIALS AND SUPPLIES	157,520	123,001	158,542
CONTRACTUAL SERVICES	63,541	73,442	71,398
INSURANCE	103,644	107,872	112,640
UTILITIES	40,281	37,167	42,000
OTHER CHARGES	68,416	79,691	101,550
CAPITAL OUTLAY	176,773	119,273	223,578
<b>TOTAL</b>	<b>\$3,760,665</b>	<b>\$3,667,290</b>	<b>\$4,080,896</b>

**STAFF**

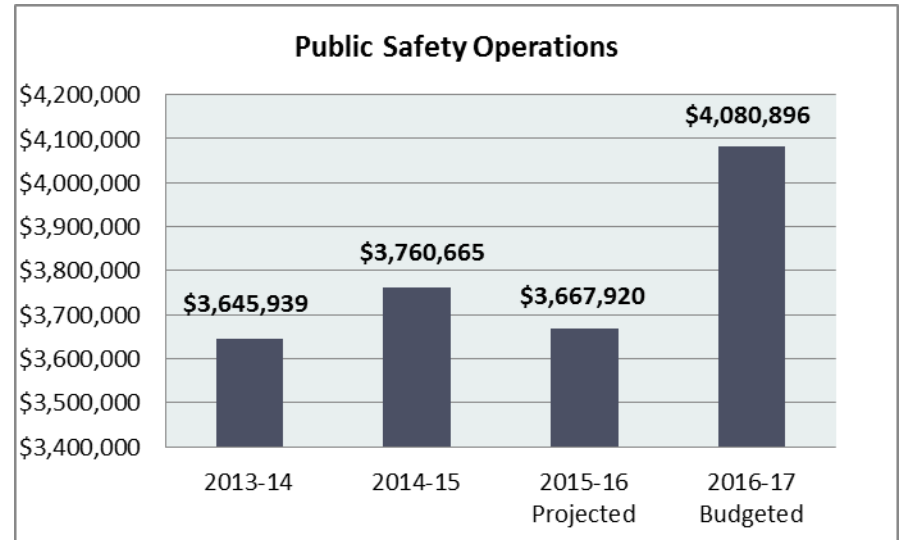
- (1) Deputy Chief
- (18) Public Safety Officers
- (1) Lieutenant
- (7) Sergeants
- (9) Crossing Guards

**PROGRAM DESCRIPTION**

The Public Safety Operations Division is responsible for planning and performing the duties to maintain a safe city. Prisoners, arrested by Pleasant Ridge and Huntington Woods officers, are also housed at the Berkley Public Safety facility. Berkley Public Safety officers patrol the streets and respond to 911 calls for police, fire and medical emergency responses as needed. Approximately 95% of the calls are police related.

**MAJOR 2016-2017 OBJECTIVES**

- Maintain rapid response times to various emergency incidences.
- Continue collaborations with law enforcement agencies from neighboring cities as well as state and federal agencies.
- Continue to provide prison housing services for individuals arrested by Pleasant Ridge and Huntington Woods Public Safety officers.



**FUND: 101 GENERAL**  
**DEPT: 310 PUBLIC SAFETY OPERATIONS**

		2014-15	2015-16	2016-17
		ACTIVITY	PROJECTED	ADOPTED
			ACTIVITY	BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>				
101-310-705-000	COMMANDING OFFICERS	\$621,483	\$628,202	\$703,138
101-310-706-000	PUBLIC SAFETY OFFICERS	1,054,837	1,059,360	1,136,776
101-310-707-000	CROSSING GUARDS	50,090	48,288	57,753
101-310-709-000	OVERTIME	138,038	143,530	118,825
101-310-709-001	DIFFERENTIAL PAY	5,801	4,625	4,905
101-310-709-003	DREAM CRUISE	14,421	17,607	15,135
101-310-712-000	IN LIEU	34,154	35,484	36,250
101-310-715-000	FICA	32,461	28,640	35,175
101-310-716-000	HDLO	389,756	386,047	434,049
101-310-718-000	RETIREMENT	700,992	635,250	688,181
101-310-720-000	LONGEVITY	(1,142)	0	0
101-310-722-000	SICK LEAVE	12,923	13,311	8,085
101-310-723-000	HOLIDAY / PERSONAL DAYS	70,917	73,044	76,915
101-310-725-000	WORKERS COMPENSATION	55,759	53,456	56,001
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$3,180,490</b>	<b>\$3,126,844</b>	<b>\$3,371,188</b>
<b>MATERIALS AND SUPPLIES</b>				
101-310-728-000	OFFICE SUPPLIES	\$6,484	\$5,871	\$5,500
101-310-729-000	STATIONARY	5,125	3,658	4,500
101-310-731-000	BOOKS / PERIODICALS	572	600	500
101-310-741-000	AMMUNITION	3,366	2,229	1,600
101-310-741-001	AMMUNITION - TRAINING	0	3,577	5,867
101-310-743-000	CHEMICALS	200	200	200
101-310-744-000	UNIFORMS-CLEANING & PURCHASES	55,846	32,448	43,500

**FUND: 101 GENERAL**  
**DEPT: 310 PUBLIC SAFETY OPERATIONS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>MATERIALS AND SUPPLIES (CONTINUED)</b>				
101-310-744-001	HONOR GUARD UNIFORMS	5,427	2,171	5,175
101-310-744-002	FIRE GEAR	0	3,964	8,000
101-310-751-000	FUEL & OIL	39,357	32,578	39,500
101-310-753-000	PRISONER BOARD	9,591	9,531	9,500
101-310-758-000	PROGRAM SUPPLIES	3,134	3,543	5,000
101-310-758-003	LIDS FOR KIDS	7,137	2,373	5,500
101-310-758-006	FIRE OPEN HOUSE	2,715	2,752	3,500
101-310-758-008	ANNUAL PUBLIC SAFETY GOLF OUTING	13,191	13,191	15,000
101-310-759-000	PHOTO SUPPLIES	200	200	200
101-310-776-000	MAINTENANCE SUPPLIES	1,981	1,433	2,000
101-310-778-000	EQUIPMENT SUPPLIES	2,045	1,940	2,000
101-310-780-000	VEHICLE EQUIPMENT	836	731	1,000
101-310-781-000	VEHICLE SUPPLIES	313	11	500
<b>MATERIALS AND SUPPLIES</b>		<b>\$157,520</b>	<b>\$123,001</b>	<b>\$158,542</b>
<b>CONTRACTUAL SERVICES</b>				
101-310-803-000	MEMBERSHIPS	\$4,576	\$4,860	\$8,650
101-310-811-000	CUSTODIAL	13,426	9,000	13,500
101-310-814-000	DATA PROCESSING	27,623	39,130	31,438
101-310-818-000	CONTRACTUAL SERVICES	1,116	3,210	3,800
101-310-818-012	BLOOD DRAWS	5,274	2,735	6,000
101-310-825-000	CASCADE SYSTEM MAINTENANCE	975	975	300
101-310-835-000	PUBLIC SAFETY MEDICAL EXPENSES	512	5,207	1,035
101-310-851-000	RADIO MAINTENANCE	2,029	2,029	1,000
101-310-853-000	TELEPHONE	7,336	5,857	5,175
101-310-901-000	ADVERTISING	674	439	500
<b>CONTRACTUAL SERVICES</b>		<b>\$63,541</b>	<b>\$73,442</b>	<b>\$71,398</b>

**FUND: 101 GENERAL**  
**DEPT: 310 PUBLIC SAFETY OPERATIONS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>INSURANCE</b>				
101-310-913-000	VEHICLE INSURANCE	\$16,165	\$16,070	\$16,780
101-310-914-000	LIABILITY INSURANCE	87,479	91,802	95,860
<b>INSURANCE</b>		<b>\$103,644</b>	<b>\$107,872</b>	<b>\$112,640</b>
<b>UTILITIES</b>				
101-310-920-000	UTILITIES	\$40,281	\$37,167	\$42,000
<b>UTILITIES</b>		<b>\$40,281</b>	<b>\$37,167</b>	<b>\$42,000</b>
<b>OTHER CHARGES</b>				
101-310-931-000	BUILDING MAINTENANCE	\$19,756	\$22,755	\$21,500
101-310-933-000	EQUIPMENT MAINTENANCE	6,384	3,493	9,000
101-310-939-000	VEHICLE MAINTENANCE	8,554	8,741	12,500
101-310-939-001	FIRE TRUCK MAINTENANCE	9,930	11,648	15,000
101-310-960-000	PROFESSIONAL DEVELOPMENT	13,887	23,672	26,850
101-310-961-000	PUBLIC SAFETY 301-302 TRAINING FUNDS	8,120	3,690	8,000
101-310-962-000	PUBLIC SAFETY FIRE/MEDICAL TRAINING	0	3,907	7,200
101-310-963-000	HONOR GUARD TRAINING	1,785	1,785	1,500
<b>OTHER CHARGES</b>		<b>\$68,416</b>	<b>\$79,691</b>	<b>\$101,550</b>
<b>CAPITAL OUTLAY</b>				
101-310-976-000	BUILDING IMPROVEMENTS	\$47,781	\$30,680	\$20,563
101-310-979-000	FIRE EQUIPMENT	5,999	6,334	6,000
101-310-981-000	FURNITURE	7,094	0	0
101-310-982-000	EQUIPMENT	56,527	6,404	71,315

**FUND: 101 GENERAL**  
**DEPT: 310 PUBLIC SAFETY OPERATIONS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>CAPITAL OUTLAY (CONTINUED)</b>				
101-310-983-000	OFFICE EQUIPMENT	468	1,000	1,000
101-310-984-000	RADIO EQUIPMENT	1,001	1,736	6,000
101-310-985-000	VEHICLES	57,903	71,319	81,500
101-310-985-001	CAR COMPUTERS	0	0	35,000
101-310-991-005	SCBA EQUIPMENT	0	1,800	2,200
<b>CAPITAL OUTLAY</b>		<b>\$176,773</b>	<b>\$119,273</b>	<b>\$223,578</b>
<b>TOTAL EXPENSES - PUBLIC SAFETY OPERATIONS</b>		<b>\$3,790,665</b>	<b>\$3,667,290</b>	<b>\$4,080,896</b>

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**FUND: 101 GENERAL**  
**DEPT: 371 BUILDING DEPARTMENT**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$7+,289	\$86,235	\$88,945
MATERIALS AND SUPPLIES	725	951	1,600
CONTRACTUAL SERVICES	203,898	223,611	303,615
INSURANCE	931	426	445
CAPITAL OUTLAY	216	4,020	7,104
<b>TOTAL</b>	<b>\$282,059</b>	<b>\$315,333</b>	<b>\$401,709</b>

**STAFF**

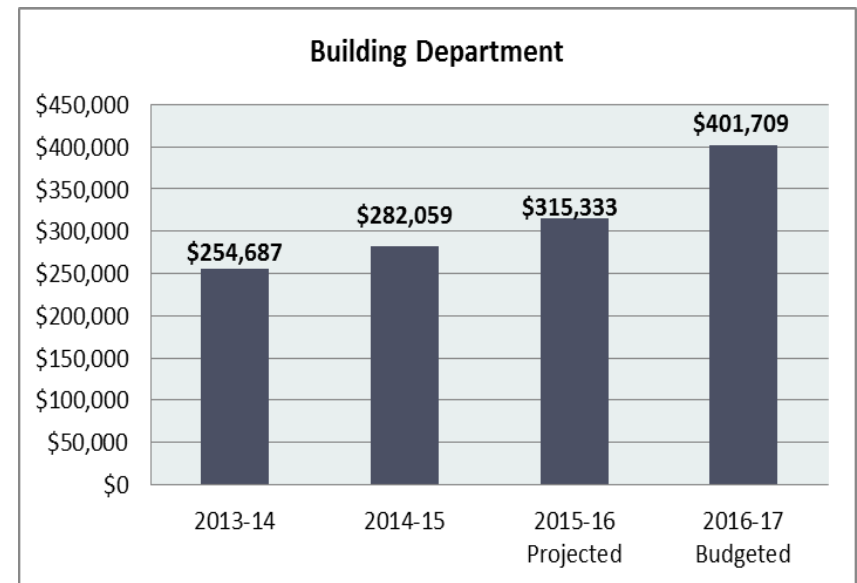
Full Time Building Clerk  
 Part Time Building Clerk

**PROGRAM DESCRIPTION**

The Building Department's principal function is to administer the city's development laws and policies. The department works with residents and business to complete building expansions and improvements, and also responds to local, state and federal policies and laws to facilitate new developments in the City.

**MAJOR 2016-2017 OBJECTIVES**

- Refine building permit procedures as needed.
- Implement new licensing ordinances to maintain property values.
- Expand the use of the BS&A permit system so that comprehensive information regarding building permits, code enforcement issues and other matters will be housed in a single location.



**FUND: 101 GENERAL**  
**DEPT: 371 BUILDING DEPARTMENT**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>				
101-371-706-000	BUILDING CLERKS	\$30,745	\$36,123	\$36,982
101-371-707-000	PART TIME EMPLOYEES	18,550	19,309	20,392
101-371-715-000	FICA	3,763	4,241	4,389
101-371-716-000	HDLO	14,411	15,950	16,589
101-371-718-000	RETIREMENT	7,212	8,926	9,068
101-371-725-000	WORKERS COMPENSATION	1,608	1,776	1,525
<b>SALARIES AND FRINGE BENEFITS</b>		\$76,289	\$86,325	\$88,945
<b>MATERIALS AND SUPPLIES</b>				
101-371-731-000	BOOKS / PERIODICALS	\$215	\$585	\$800
101-371-758-000	PROGRAM SUPPLIES	510	366	800
<b>MATERIALS AND SUPPLIES</b>		\$725	\$951	\$1,600
<b>CONTRACTUAL SERVICES</b>				
101-371-803-000	MEMBERSHIPS	\$125	\$135	\$450
101-371-818-000	CONTRACTUAL SERVICES	0	20,000	0
101-371-822-001	INSPECTIONS - BUILDING	56,725	58,880	118,275
101-371-822-002	HOUSE INSPECTIONS-RENTALS	24,270	30,550	32,000
101-371-822-003	CONTRACTUAL INSPECTIONS	112,807	102,768	141,750
101-371-822-004	GRASS/WEED	3,195	3,457	3,000
101-371-822-006	BUSINESS LICENSE INSPECTION-ALL	540	2,020	2,000
101-371-822-007	LIQUOR LICENSE	1,260	1,420	1,200
101-371-822-008	VACANT HOUSING INSPECTION	1,765	1,820	2,000
101-371-822-009	FIRE INSPECTIONS	0	0	200

**FUND: 101 GENERAL**  
**DEPT: 371 BUILDING DEPARTMENT**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>CONTRACTUAL SERVICES (CONTINUED)</b>				
101-371-835-000	MEDICAL EXPENSES	510	0	0
101-371-853-000	TELEPHONE	0	240	240
101-371-901-000	ADVERTISING	2,701	2,321	2,500
<b>CONTRACTUAL SERVICES</b>		\$203,898	\$223,611	\$303,615
<b>INSURANCE</b>				
101-371-914-000	LIABILITY INSURANCE	\$931	\$426	\$445
<b>INSURANCE</b>		\$931	\$426	\$445
<b>CAPITAL OUTLAY</b>				
101-371-981-000	FURNITURE	\$117	\$200	\$0
101-371-983-000	OFFICE EQUIPMENT	99	1,220	800
101-371-986-000	COMPUTER SOFTWARE	0	2,600	6,304
<b>CAPITAL OUTLAY</b>		\$216	\$4,020	\$7,104
<b>TOTAL EXPENSES - BUILDING DEPARTMENT</b>		\$282,059	\$315,333	\$401,709

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**FUND: 101 GENERAL**  
**DEPT: 441 PUBLIC WORKS**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$135,570	\$157,019	\$142,132
MATERIALS AND SUPPLIES	48,636	37,089	38,405
CONTRACTUAL SERVICES	17,054	13,116	11,650
INSURANCE	18,693	21,186	24,122
UTILITIES	13,955	15,630	12,935
OTHER CHARGES	7,097	6,033	7,680
CAPITAL OUTLAY	43,469	274,311	151,500
<b>TOTAL</b>	<b>\$284,474</b>	<b>\$524,384</b>	<b>\$393,424</b>

**STAFF**

Director  
 Clerk  
 Equipment Operators  
 Laborer  
 Mechanic  
 Foreman

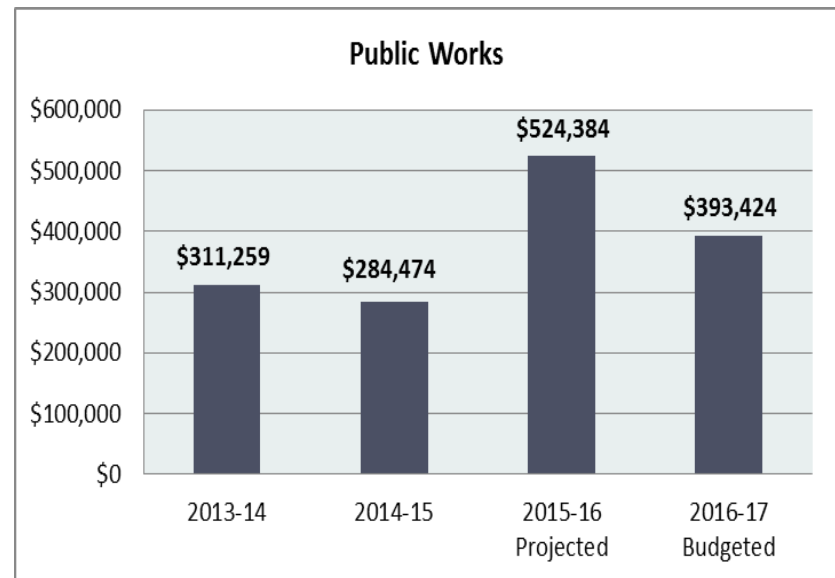
*(Wages for above positions split between other Funds)*

**PROGRAM DESCRIPTION**

The Public Works Department is responsible for approximately 53 miles of city-owned streets and operating and maintaining the water supply and sewer collection system. Public Works is also responsible for planting and maintaining the city's urban forest and facilitates maintenance activities at other municipal buildings.

**MAJOR 2016-2017 OBJECTIVES**

- Continue collaboration effort with City of Huntington Woods and Berkley School District for shared resources and services.
- In accordance with the City's Capital Equipment Replacement Plan, continue to upgrade the City's fleet by replacing a combination sewer cleaner vehicle, rear load garbage truck and ¾ ton pickup.
- Replace the following: egress doors/hardware, garage mezzanine railings and outdated electrical systems to improve work site safety.
- Seek out new funding opportunities to help fund operational needs.
- Enhance and expand employee skill sets by providing continuing education opportunities through Public Works related organizations.



**FUND: 101 GENERAL**  
**DEPT: 441 PUBLIC WORKS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
		<b>ACTIVITY</b>		<b>BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-441-704-000	PUBLIC WORKS DIRECTOR	\$3,841	\$3,904	\$3,996
101-441-705-000	LABORERS	55,847	64,810	61,908
101-441-706-000	CLERK	1,883	1,914	1,959
101-441-707-000	PART TIME EMPLOYEES	4,511	5,463	6,425
101-441-709-000	OVERTIME	2,554	5,781	3,675
101-441-709-003	DREAM CRUISE	8,496	14,010	9,360
101-441-712-000	IN LIEU	360	536	547
101-441-715-000	FICA	5,928	7,384	6,731
101-441-716-000	HDLO	29,004	28,857	28,606
101-441-718-000	RETIREMENT	22,761	23,894	23,466
101-441-722-000	SICK LEAVE	100	100	111
101-441-725-000	WORKERS COMPENSATION	285	366	348
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$135,570</b>	<b>\$157,019</b>	<b>\$147,132</b>
<b>MATERIALS AND SUPPLIES</b>				
101-441-728-000	OFFICE SUPPLIES	\$800	\$667	\$800
101-441-744-000	UNIFORMS	1,606	1,149	1,850
101-441-751-000	FUEL & OIL	27,983	29,950	30,815
101-441-758-000	PROGRAM SUPPLIES	16,704	2,367	2,940
101-441-776-000	MAINTENANCE SUPPLIES	970	1,456	1,000
101-441-787-000	TOOLS	573	1,500	1,000
<b>MATERIALS AND SUPPLIES</b>		<b>\$48,636</b>	<b>\$37,089</b>	<b>\$38,405</b>

**FUND: 101 GENERAL**  
**DEPT: 441 PUBLIC WORKS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
		<b>ACTIVITY</b>		<b>BUDGET</b>
<b>CONTRACTUAL SERVICES</b>				
101-441-803-000	MEMBERSHIPS	\$403	\$500	\$500
101-441-811-000	CUSTODIAL SERVICES	3,210	3,210	3,210
101-441-818-000	CONTRACTUAL SERVICES	840	840	840
101-441-835-000	MEDICAL EXPENSES	634	800	800
101-441-853-000	TELEPHONE	11,906	7,701	6,100
101-441-864-000	MEETINGS & CONFERENCES	61	65	200
<b>CONTRACTUAL SERVICES</b>		<b>\$17,054</b>	<b>\$13,116</b>	<b>\$11,650</b>
<b>INSURANCE</b>				
101-441-913-000	VEHICLE INSURANCE	\$12,245	\$12,173	\$12,711
101-441-914-000	LIABILITY INSURANCE	6,448	9,013	11,411
<b>INSURANCE</b>		<b>\$18,693</b>	<b>\$21,186</b>	<b>\$24,122</b>
<b>UTILITIES</b>				
101-441-920-000	UTILITIES	\$13,955	\$15,630	\$12,935
<b>UTILITIES</b>		<b>\$13,955</b>	<b>\$15,630</b>	<b>\$12,935</b>
<b>OTHER CHARGES</b>				
101-441-931-000	BUILDING MAINTENANCE	\$6,940	\$5,880	\$7,040
101-441-940-001	EQUIPMENT RENTAL - VENDOR	0	0	500
101-441-946-000	OFFICE EQUIPMENT RENTAL	157	153	140
<b>OTHER CHARGES</b>		<b>\$7,097</b>	<b>\$6,033</b>	<b>\$7,680</b>

**FUND: 101 GENERAL**  
**DEPT: 441 PUBLIC WORKS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>CAPITAL OUTLAY</b>				
101-441-976-000	BUILDING IMPROVEMENTS	\$15,430	\$25,183	\$50,000
101-441-982-000	EQUIPMENT	26,827	10,565	101,000
101-441-984-000	RADIO EQUIPMENT	1,212	100	500
101-441-985-000	VEHICLES	0	238,463	0
<b>CAPITAL OUTLAY</b>		<b>\$43,469</b>	<b>\$274,311</b>	<b>\$151,500</b>
<b>TOTAL EXPENSES - PUBLIC WORKS</b>		<b>\$284,474</b>	<b>\$524,384</b>	<b>\$393,424</b>



**FUND: 101 GENERAL**  
**DEPT: 442 PUBLIC WORKS GARAGE**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$87,471	\$90,082	\$61,084
MATERIALS AND SUPPLIES	79,042	72,566	64,050
OTHER CHARGES	26,970	38,574	27,500
CAPITAL OUTLAY	0	0	31,500
<b>TOTAL</b>	<b>\$193,483</b>	<b>\$201,222</b>	<b>\$184,134</b>

**STAFF**

Director  
 Clerk  
 Equipment Operators  
 Laborer  
 Mechanic  
 Foreman

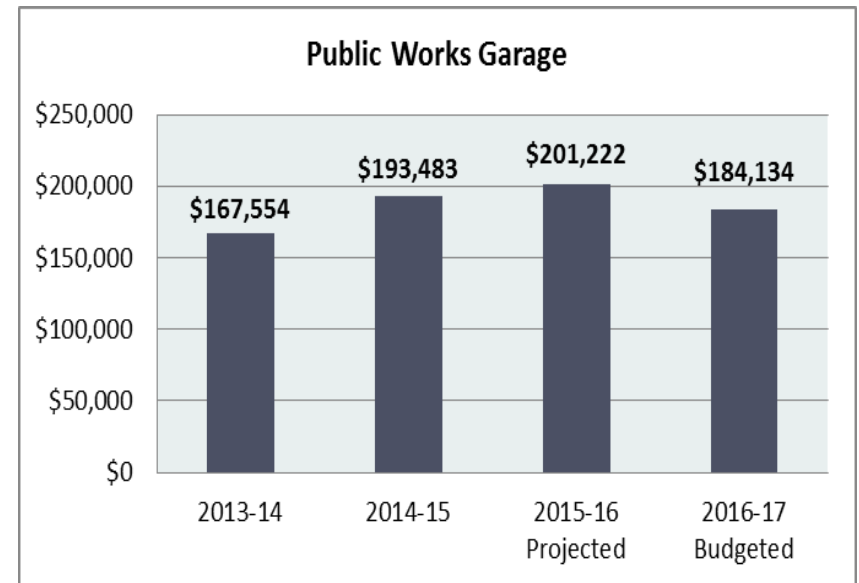
*(Wages for above positions split between other Funds)*

**PROGRAM DESCRIPTION**

The Public Works Garage is responsible for maintaining the city's fleet of vehicles and ensuring that repairs are made in a timely, cost-effective manner.

**MAJOR 2016-2017 OBJECTIVES**

- Enhance vehicle maintenance operations by providing preventative maintenance and repair services to city vehicles.
- Ensure that other divisions within the department have the equipment needed to provide quality services to residents.



**FUND: 101 GENERAL**  
**DEPT: 442 PUBLIC WORKS GARAGE**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>			
101-442-704-000 PUBLIC WORKS DIRECTOR	\$3,841	\$3,904	\$3,996
101-442-706-000 MECHANIC	45,682	45,656	28,244
101-442-709-000 OVERTIME	6,079	8,359	780
101-442-715-000 FICA	4,252	4,431	3,308
101-442-716-000 HDLO	10,373	9,953	12,397
101-442-718-000 RETIREMENT	16,490	16,839	11,357
101-442-722-000 SICK LEAVE	12	19	11
101-442-725-000 WORKERS COMPENSATION	742	921	991
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$87,471</b>	<b>\$90,082</b>	<b>\$61,084</b>
<b>MATERIALS AND SUPPLIES</b>			
101-442-744-000 UNIFORMS	\$354	\$500	\$550
101-442-781-000 VEHICLE SUPPLIES	75,240	68,825	60,000
101-442-787-000 TOOLS	3,448	3,241	3,500
<b>MATERIALS AND SUPPLIES</b>	<b>\$79,042</b>	<b>\$72,566</b>	<b>\$64,050</b>
<b>OTHER CHARGES</b>			
101-442-939-000 VEHICLE MAINTENANCE	\$5,650	\$18,025	\$12,000
101-442-939-002 VEHICLE MAINTENANCE - PSO	21,212	20,274	15,000
101-442-960-000 PROFESSIONAL DEVELOPMENT	108	275	500
<b>OTHER CHARGES</b>	<b>\$26,970</b>	<b>\$38,574</b>	<b>\$27,500</b>
<b>CAPITAL OUTLAY</b>			
101-442-982-000 EQUIPMENT	\$0	\$0	\$31,500
<b>CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$31,500</b>
<b>TOTAL EXPENSES - PUBLIC WORKS GARAGE</b>	<b>\$193,483</b>	<b>\$201,222</b>	<b>\$184,134</b>

**FUND: 101 GENERAL**  
**DEPT: 446 PUBLIC WORKS STREET PROGRAM**

	2014/15 ACTUAL ACTIVITY	2015/16 PROJECTED ACTIVITY	2016/17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
STREET LIGHTING	\$269,864	\$246,829	\$173,513
<b>TOTAL</b>	\$269,864	\$246,829	\$173,513

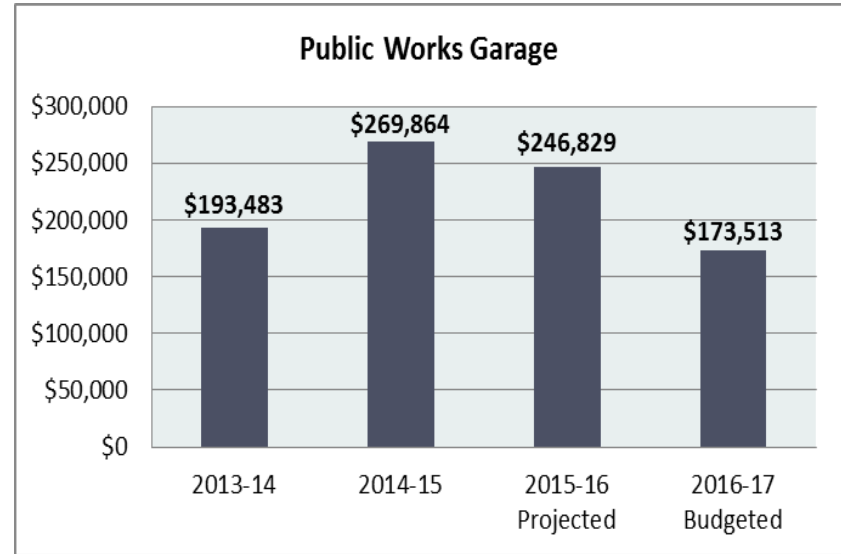
**STAFF**  
None

**PROGRAM DESCRIPTION**

The City of Berkley contracts with Detroit Edison Company for municipal lighting services. There are approximately 799 street lights in the City’s lighting system.

**MAJOR OBJECTIVES:**

- Continue the partnership with DTE to realize the maximum return on the investment made for energy efficient street lighting.
- Expand the annual holiday lights and decorations footprint with the addition of new power outlets/receptacles on dozens of existing street light poles in the downtown district.



**FUND: 101 GENERAL**  
**DEPT: 446 PUBLIC WORKS STREET PROGRAM**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER CHARGES</b>			
101-446-922-000 STREET LIGHTING	\$269,864	\$246,829	\$173,513
<b>OTHER CHARGES</b>	\$269,864	\$246,829	\$173,513
<b>TOTAL EXPENSES - PUBLIC WORKS STREET PROGRAM</b>	<b>\$269,864</b>	<b>\$246,829</b>	<b>\$173,513</b>

**FUND: 101 GENERAL**  
**DEPT: 691 PARKS & RECREATION**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$306,145	\$253,145	\$295,505
MATERIALS AND SUPPLIES	19,603	21,676	22,785
CONTRACTUAL SERVICES	38,400	60,765	29,935
INSURANCE	3,547	3,722	3,887
UTILITIES	20,164	21,044	23,000
OTHER CHARGES	19,332	19,412	35,500
CAPITAL OUTLAY	9,561	89,073	114,500
<b>TOTAL</b>	<b>\$416,752</b>	<b>\$468,837</b>	<b>\$525,112</b>

**STAFF**

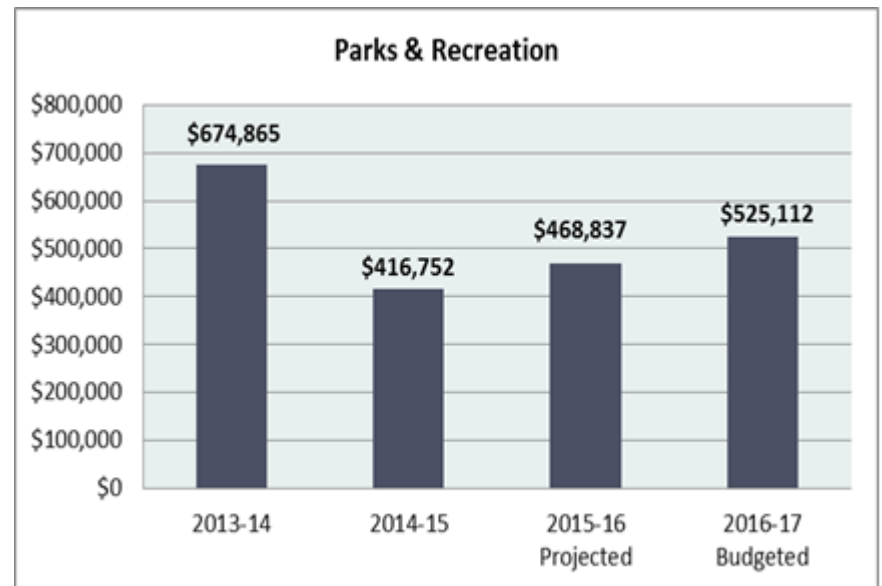
Director  
 Recreation Manager  
 Administrative Assistant  
 Recreation Leader  
 Recreation Maintenance Leader  
 Part Time Employees  
*(Management wages split between General Fund, Parks & Rec Fund and Arena Fund)*

**PROGRAM DESCRIPTION**

The Recreation Department is responsible for providing leisure services and maintaining park facilities. Programs aimed at community recreation and fitness are available, for residents of all ages, at the Community Center and various park locations that include baseball fields, playgrounds, tennis courts, and the ice arena.

**MAJOR 2016-2017 OBJECTIVES**

- Identify and implement innovative options for recreational programs.
- Continue the development and implementation of park improvements at Oxford Park.
- Implement specific projects aimed at improving the structural integrity of recreation buildings and parks as described in the Facility Assessment completed in FY 2014-15 and the Parks Master Plan, respectively.



**FUND: 101 GENERAL**  
**DEPT: 691 PARKS & RECREATION**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>				
101-691-704-000	PARKS & REC DIRECTOR	\$31,294	\$34,941	\$54,048
101-691-705-000	DEPUTY DIRECTOR PARKS & REC	48,590	15,406	0
101-691-706-000	PARKS & REC STAFF	96,956	92,106	104,628
101-691-707-000	PART TIME EMPLOYEES	14,203	13,337	19,458
101-691-709-000	OVERTIME	0	0	2,080
101-691-712-000	IN LIEU	8,752	6,912	7,062
101-691-715-000	FICA	15,171	12,447	14,327
101-691-716-000	HDLO	42,284	32,936	45,572
101-691-718-000	RETIREMENT	39,716	35,200	38,907
101-691-724-000	UNEMPLOYMENT COMPENSATION	868	0	0
101-691-725-000	WORKERS COMPENSATION	8,311	9,860	9,423
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$306,145</b>	<b>\$253,145</b>	<b>\$295,505</b>
<b>MATERIALS AND SUPPLIES</b>				
101-691-728-000	OFFICE SUPPLIES	\$661	\$800	\$1,000
101-691-729-000	STATIONARY	112	555	700
101-691-744-000	UNIFORMS	628	656	800
101-691-750-000	PLAYGROUND/ATHLETIC	3,412	3,475	4,500
101-691-751-000	FUEL & OIL	3,723	2,608	2,585
101-691-758-000	PROGRAM SUPPLIES	1,780	3,052	3,200
101-691-758-001	SENIOR SUPPLIES	954	361	1,000
101-691-776-000	MAINTENANCE SUPPLIES	3,093	3,403	3,000
101-691-778-000	EQUIPMENT SUPPLIES	3,967	5,045	5,000
101-691-783-000	SEED PLANT	1,121	1,596	750
101-691-787-000	TOOLS	152	125	250
<b>MATERIALS AND SUPPLIES</b>		<b>\$19,603</b>	<b>\$21,676</b>	<b>\$22,785</b>

**FUND: 101 GENERAL**  
**DEPT: 691 PARKS & RECREATION**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>CONTRACTUAL SERVICES</b>				
101-691-803-000	MEMBERSHIPS	\$1,478	\$1,674	\$1,675
101-691-811-000	CUSTODIAL SERVICES	9,498	9,656	10,740
101-691-818-000	CONTRACTUAL SERVICES	19,039	42,642	9,500
101-691-835-000	MEDICAL EXPENSES	576	419	500
101-691-853-000	TELEPHONE	6,114	3,528	3,520
101-691-864-000	MEETINGS & CONFERENCES	1,322	1,794	2,500
101-691-901-000	ADVERTISING	373	1,052	1,500
<b>CONTRACTUAL SERVICES</b>		<b>\$38,400</b>	<b>\$60,765</b>	<b>\$29,935</b>
<b>INSURANCE</b>				
101-691-914-000	LIABILITY INSURANCE	\$3,547	\$3,722	\$3,887
<b>INSURANCE</b>		<b>\$3,547</b>	<b>\$3,722</b>	<b>\$3,887</b>
<b>UTILITIES</b>				
101-691-920-000	UTILITIES	\$20,164	\$21,044	\$23,000
<b>UTILITIES</b>		<b>\$20,164</b>	<b>\$21,044</b>	<b>\$23,000</b>
<b>OTHER CHARGES</b>				
101-691-931-000	BUILDING MAINTENANCE	\$3,795	\$1,653	\$4,000
101-691-933-000	EQUIPMENT MAINTENANCE	12,930	16,155	23,000
101-691-939-000	VEHICLE MAINTENANCE	534	1,604	4,000
101-691-946-000	OFFICE EQUIPMENT RENTAL	2,073	0	4,000
101-691-960-000	PROFESSIONAL DEVELOPMENT	0	0	500
<b>OTHER CHARGES</b>		<b>\$19,332</b>	<b>\$19,412</b>	<b>\$35,500</b>

**FUND: 101 GENERAL**  
**DEPT: 691 PARKS & RECREATION**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>CAPITAL OUTLAY</b>				
101-691-970-000	LAND PURCHASE	\$5,303	\$0	\$0
101-691-974-000	LAND IMPROVEMENTS	909	40,681	102,000
101-691-976-000	BUILDING IMPROVEMENTS	0	30,000	11,500
101-691-981-000	FURNITURE	675	0	1,000
101-691-982-000	EQUIPMENT	2,674	18,392	0
<b>CAPITAL OUTLAY</b>		<b>\$9,561</b>	<b>\$89,073</b>	<b>\$114,500</b>
<b>TOTAL EXPENSES - PARKS &amp; RECREATION</b>		<b>\$416,752</b>	<b>\$468,837</b>	<b>\$525,112</b>



**FUND: 101 GENERAL  
DEPT: 738 LIBRARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$472,428	\$482,999	\$483,340
MATERIALS AND SUPPLIES	32,008	36,250	30,825
CONTRACTUAL SERVICES	72,136	65,614	73,640
INSURANCE	7,973	8,367	8,737
UTILITIES	26,862	24,195	27,000
OTHER CHARGES	50,483	13,565	16,850
CAPITAL OUTLAY	63,736	77,361	76,900
<b>TOTAL</b>	<b>\$725,626</b>	<b>\$708,351</b>	<b>\$717,292</b>

**STAFF**

Full Time

Library Director  
Library Secretary  
Supervisory Clerk

Part Time

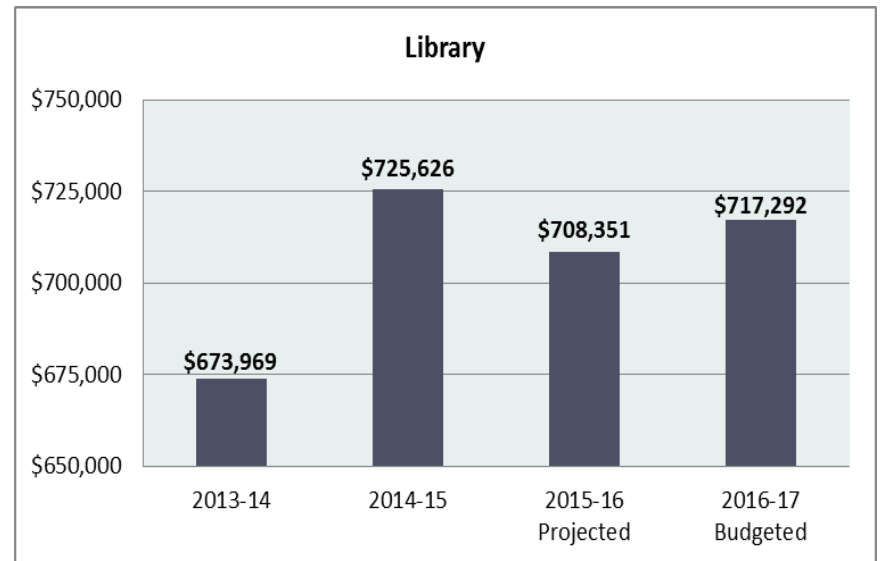
Librarians  
Desk Assistants  
Pages

**PROGRAM DESCRIPTION**

The Berkley Public Library provides a comprehensive collection of books and other materials for residential enjoyment along with innovative programs to inform and entertain patrons.

**MAJOR 2016-2017 OBJECTIVES**

- Implement the library’s new hours of service to better meet the needs of the community.
- Execute the LED light conversion project to reduce electricity usage and reduce utility expenses.
- Expand the library’s relationship with Berkley Schools to further offerings to students and their families.
- Relocate the large print collection to provide easier browsing for senior patrons.
- Relocate the adult paperback collection and investigate options to repurpose the space.



**FUND: 101 GENERAL  
DEPT: 738 LIBRARY**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-738-704-000	LIBRARY DIRECTOR	\$76,822	\$78,076	\$79,931
101-738-705-000	PART-TIME LIBRARIANS	121,609	123,211	130,329
101-738-706-000	LIBRARY STAFF	74,320	75,532	77,327
101-738-707-000	CLERKS & PAGES	69,639	69,231	73,257
101-738-712-000	IN LIEU	5,835	5,530	6,262
101-738-715-000	FICA	26,848	27,160	28,359
101-738-716-000	HDLO	32,760	29,531	29,012
101-738-718-000	RETIREMENT	59,626	70,363	54,298
101-738-720-000	LONGEVITY	1,869	1,869	1,952
101-738-722-000	SICK LEAVE	1,510	1,589	1,653
101-738-724-000	UNEMPLOYMENT	773	0	0
101-738-725-000	WORKERS COMPENSATION	817	907	960
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$472,428</b>	<b>\$482,999</b>	<b>\$483,340</b>
<b>MATERIALS AND SUPPLIES</b>				
101-738-728-000	OFFICE SUPPLIES	\$5,396	\$5,547	\$5,500
101-738-730-000	POSTAGE	40	25	25
101-738-731-000	BOOKS / PERIODICALS	7,556	6,578	7,800
101-738-731-001	DOWNLOADABLE CONTENT	8,462	9,662	9,000
101-738-758-000	PROGRAM SUPPLIES	720	754	1,000
101-738-758-005	PROGRAM SUPPLIES-CONTRIBUTIONS - LIBRARY	7,230	11,324	5,000
101-738-776-000	MAINTENANCE SUPPLIES	2,604	2,360	2,500
<b>MATERIALS AND SUPPLIES</b>		<b>\$32,008</b>	<b>\$36,250</b>	<b>\$30,825</b>

**FUND: 101 GENERAL  
DEPT: 738 LIBRARY**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CONTRACTUAL SERVICES</b>				
101-738-801-000	BANK CHARGES	\$0	\$500	\$1,200
101-738-803-000	MEMBERSHIPS	709	709	735
101-738-811-000	CUSTODIAL SERVICES	12,705	12,800	15,520
101-738-818-000	CONTRACTUAL SERVICES	1,134	882	600
101-738-828-000	LIBRARY COOP	54,168	47,128	50,000
101-738-835-000	MEDICAL EXPENSES	0	0	1,200
101-738-853-000	TELEPHONE	1,956	2,028	2,735
101-738-864-000	MEETINGS & CONFERENCES	1,315	1,403	1,500
101-738-904-000	PRINTING	149	164	150
<b>CONTRACTUAL SERVICES</b>		<b>\$72,136</b>	<b>\$65,614</b>	<b>\$73,640</b>
<b>INSURANCE</b>				
101-738-914-000	LIABILITY INSURANCE	\$7,973	\$8,367	\$8,737
<b>INSURANCE</b>		<b>\$7,973</b>	<b>\$8,367</b>	<b>\$8,737</b>
<b>UTILITIES</b>				
101-738-920-000	UTILITIES	\$26,862	\$24,195	\$27,000
<b>UTILITIES</b>		<b>\$26,862</b>	<b>\$24,195</b>	<b>\$27,000</b>
<b>OTHER CHARGES</b>				
101-738-931-000	BUILDING MAINTENANCE	\$49,432	\$13,049	\$14,850
101-738-934-000	OFFICE EQUIPMENT MAINTENANCE	1,051	516	2,000
<b>OTHER CHARGES</b>		<b>\$50,483</b>	<b>\$13,565</b>	<b>\$16,850</b>

**FUND: 101 GENERAL**

**DEPT: 738 LIBRARY**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<hr/>				
<b>CAPITAL OUTLAY</b>				
101-738-976-000	BUILDING IMPROVEMENTS	\$0	\$11,056	\$8,000
101-738-978-000	BOOKS	32,349	27,709	36,000
101-738-978-001	RENTED MATERIALS	16,840	16,847	20,000
101-738-978-002	BOOKS FROM DONATIONS	3,038	5,404	5,000
101-738-981-000	FURNITURE	499	0	900
101-738-983-000	OFFICE EQUIPMENT	11,010	16,345	7,000
	<b>CAPITAL OUTLAY</b>	<hr/>	<hr/>	<hr/>
		\$63,736	\$77,361	\$76,900
	<b>TOTAL EXPENSES - LIBRARY</b>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
		\$725,626	\$708,351	\$717,292

**FUND: 101 GENERAL  
DEPT: 750 COMMUNICATIONS**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$57,135	\$46,067	\$62,613
MATERIALS AND SUPPLIES	309	65	500
CONTRACTUAL SERVICES	13,025	28,420	20,225
INSURANCE	2,515	2,639	2,757
OTHER CHARGES	593	120	800
CAPITAL OUTLAY	0	113,724	6,000
<b>TOTAL</b>	<b>\$73,577</b>	<b>\$191,035</b>	<b>\$92,895</b>

**STAFF**

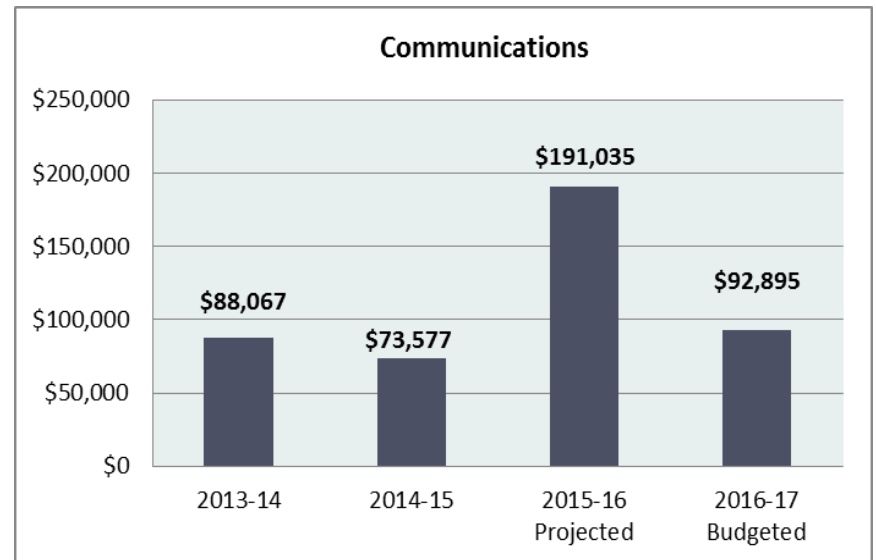
Communications Coordinator

**PROGRAM DESCRIPTION**

The Communications Coordinator is responsible for crafting and disseminating information regarding city services, events and policies to Berkeley residents, business leaders, visitors and city staff using WBRK, the city's government access channel, print and social media. Programs broadcasted on WBRK include City Council and Planning Commission meetings, a bulletin board of upcoming events, replays of major city events and other programs developed specifically for Berkeley residents.

**MAJOR 2016-17 OBJECTIVES**

- Work with department directors to identify unique opportunities to promote services and events.
- Update and maintain the city's main website and social media sites.
- Continue using social media to inform residents about issues affecting city operations.
- Identify opportunities and implement actions to improve broadcast quality for WBRK programs.
- Oversee TV production services provided by CMN (Community Media Network).
- Provide opportunities for broadcast students to produce informational programs for WBRK.



**FUND: 101 GENERAL**  
**DEPT: 750 COMMUNICATIONS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-750-706-000	COMMUNICATIONS COORDINATOR	\$38,817	\$30,255	\$39,689
101-750-707-000	PART TIME EMPLOYEE	325	0	364
101-750-709-000	OVERTIME	107	107	1,590
101-750-715-000	FICA	2,978	2,323	3,186
101-750-716-000	HDLO	6,230	5,667	7,470
101-750-718-000	RETIREMENT	8,481	7,502	10,122
101-750-725-000	WORKERS COMPENSATION	197	213	192
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$57,135</b>	<b>\$46,067</b>	<b>\$62,613</b>
<b>MATERIALS AND SUPPLIES</b>				
101-750-758-000	PROGRAM SUPPLIES	\$309	\$65	\$500
<b>MATERIALS AND SUPPLIES</b>		<b>\$309</b>	<b>\$65</b>	<b>\$500</b>
<b>CONTRACTUAL SERVICES</b>				
101-750-803-000	MEMBERSHIPS	\$2,050	\$2,050	\$2,070
101-750-815-000	CABLE PRODUCTION	975	21,125	17,655
101-750-818-000	CONTRACTUAL SERVICES	10,000	5,000	0
101-750-835-000	MEDICAL EXPENSES	0	245	0
101-750-864-000	MEETINGS & CONFERENCES	0	0	500
<b>CONTRACTUAL SERVICES</b>		<b>\$13,025</b>	<b>\$28,420</b>	<b>\$20,225</b>
<b>INSURANCE</b>				
101-750-914-000	LIABILITY INSURANCE	\$2,515	\$2,639	\$2,757
<b>INSURANCE</b>		<b>\$2,515</b>	<b>\$2,639</b>	<b>\$2,757</b>

**FUND: 101 GENERAL**  
**DEPT: 750 COMMUNICATIONS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>OTHER CHARGES</b>				
101-750-933-000	EQUIPMENT MAINTENANCE	\$593	\$120	\$500
101-750-960-000	PROFESSIONAL DEVELOPMENT	0	0	300
<b>OTHER CHARGES</b>		<b>\$593</b>	<b>\$120</b>	<b>\$800</b>
<b>CAPITAL OUTLAY</b>				
101-750-983-000	OFFICE EQUIPMENT	\$0	\$108,577	\$6,000
101-750-984-002	TELECOMMUNICATIONS EQUIPMENT	0	5,147	0
<b>CAPITAL OUTLAY</b>		<b>\$0</b>	<b>\$113,724</b>	<b>\$6,000</b>
<b>TOTAL EXPENSES - COMMUNICATIONS</b>		<b>\$73,577</b>	<b>\$191,035</b>	<b>\$92,895</b>

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**FUND: 101 GENERAL**

**DEPT: 755 INFORMATION TECHNOLOGY**

	<b>2014-15 ACTUAL ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$55,057	\$57,233	\$60,846
MATERIALS AND SUPPLIES	270	0	100
CONTRACTUAL SERVICES	4,674	3,349	17,470
OTHER CHARGES	1,815	100	1,200
CAPITAL OUTLAY	15,567	52,805	29,050
<b>TOTAL</b>	<b>\$77,383</b>	<b>\$113,487</b>	<b>\$108,666</b>

**STAFF**

Information Tech Coordinator

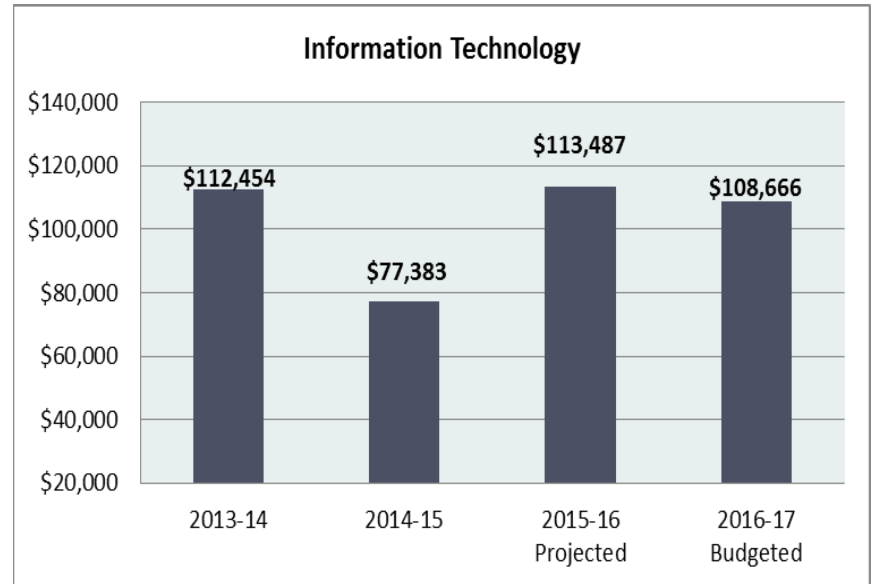
**PROGRAM DESCRIPTION**

The Information Technology Division maintains the city’s computer network and infrastructure and provides ongoing technical support for all city departments. It is also responsible for identifying technology solutions to improve service delivery and employee productivity.

**MAJOR OBJECTIVES 2016-2017**

- Provides IT support services to end-users and identifies self-study training resources for various software programs.
- Maintain processes and data associated with Access Berkley, the city’s mobile app.

- Evaluate and update all policies associated with employee use of the city’s network, email and assigned equipment (eg. smartphones, tablets, etc.).
- Maintain the city’s computer network and infrastructure (including servers, desktop computers, laptops, tablets and printers).
- Identify opportunities to increase employee efficiency and the ability to work from remote locations.



**FUND: 101 GENERAL**

**DEPT: 755 INFORMATION TECHNOLOGY**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-755-706-000	INFO TECH COORDINATOR	\$38,394	\$39,020	\$39,948
101-755-709-000	OVERTIME	166	0	1,750
101-755-715-000	FICA	2,943	2,985	3,190
101-755-716-000	HDLO	4,752	5,424	5,574
101-755-718-000	RETIREMENT	8,656	9,642	10,224
101-755-725-000	WORKERS COMPENSATION	146	162	160
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$55,057</b>	<b>\$57,233</b>	<b>\$60,846</b>
<b>MATERIALS AND SUPPLIES</b>				
101-755-731-000	BOOKS / PERIODICALS	\$0	\$0	\$100
101-755-778-000	EQUIPMENT SUPPLIES	270	0	0
<b>MATERIALS AND SUPPLIES</b>		<b>\$270</b>	<b>\$0</b>	<b>\$100</b>
<b>CONTRACTUAL SERVICES</b>				
101-755-818-000	CONTRACTUAL SERVICES	\$4,600	\$1,952	\$15,500
101-755-853-000	TELEPHONE	0	660	720
101-755-864-000	MEETINGS & CONFERENCES	74	737	1,250
<b>CONTRACTUAL SERVICES</b>		<b>\$4,674</b>	<b>\$3,349</b>	<b>\$17,470</b>
<b>OTHER CHARGES</b>				
101-755-933-000	EQUIPMENT MAINTENANCE	\$1,765	\$0	\$0
101-755-960-000	PROFESSIONAL DEVELOPMENT	50	100	1,200
<b>OTHER CHARGES</b>		<b>\$1,815</b>	<b>\$100</b>	<b>\$1,200</b>

**FUND: 101 GENERAL**  
**DEPT: 755 INFORMATION TECHNOLOGY**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>CAPITAL OUTLAY</b>				
101-755-983-000	OFFICE EQUIPMENT	\$2,709	\$44,650	\$16,800
101-755-986-000	COMPUTER SOFTWARE	12,858	8,155	12,250
<b>CAPITAL OUTLAY</b>		<u>\$15,567</u>	<u>\$52,805</u>	<u>\$29,050</u>
<b>TOTAL EXPENSES - INFORMATION TECHNOLOGY</b>		<u><b>\$77,383</b></u>	<u><b>\$113,487</b></u>	<u><b>\$108,666</b></u>

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**FUND: 101 GENERAL  
DEPT: 801 PLANNING**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$55,399	\$55,346	\$56,594
MATERIALS AND SUPPLIES	265	628	600
CONTRACTUAL SERVICES	8,357	11,546	2,700
OTHER CHARGES	1,040	380	1,500
CAPITAL OUTLAY	120	0	0
<b>TOTAL</b>	<b>\$65,181</b>	<b>\$67,900</b>	<b>\$61,394</b>

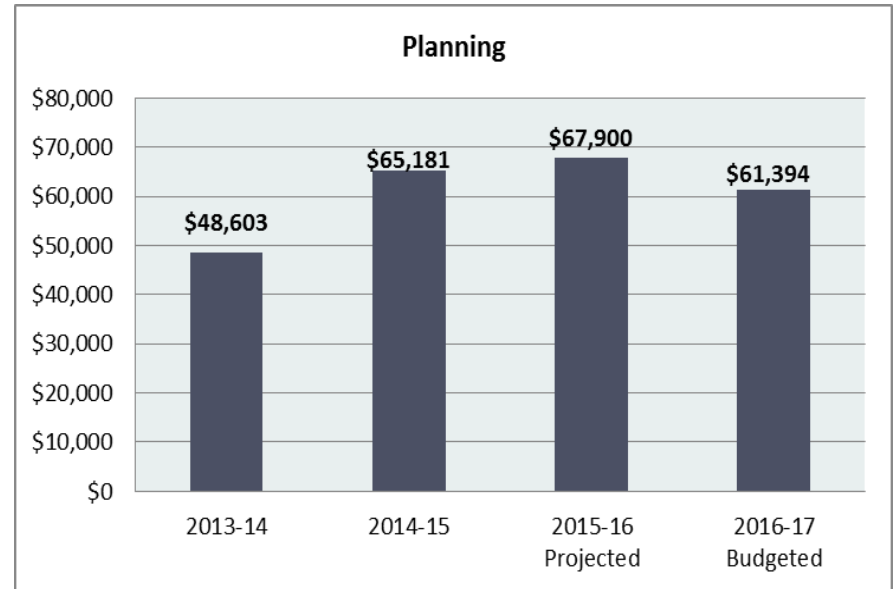
**STAFF**  
City Planner

**PROGRAM DESCRIPTION**

The City Planner plays an important role in the City’s goal to redevelop the city and positively impact property values in the City. This includes but is not limited to, the review of business licenses and sign permits as well as rezoning and special land use requests and other requests from the Zoning Board of Appeals.

**MAJOR 2016-2017 OBJECTIVES**

- Work with the Downtown Development Authority to develop and implement a sidewalk program for designed areas on Twelve Mile Road.
- Continue working on form based code that specifies a variety of housing to be constructed in the city.
- Continue working with the Planning Commission to develop ordinances regulating home business endeavors such as Air BnB’s.



**FUND: 101 GENERAL  
DEPT: 801 PLANNING**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-801-704-000	PLANNER	\$42,390	\$41,626	\$42,617
101-801-715-000	FICA	3,243	3,164	3,260
101-801-716-000	HDLO	97	97	97
101-801-718-000	RETIREMENT	9,513	10,286	10,450
101-801-725-000	WORKERS COMPENSATION	156	173	170
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$55,399</b>	<b>\$55,346</b>	<b>\$56,594</b>
<b>MATERIALS AND SUPPLIES</b>				
101-801-758-000	PROGRAM SUPPLIES	\$265	\$628	\$600
<b>MATERIALS AND SUPPLIES</b>		<b>\$265</b>	<b>\$628</b>	<b>\$600</b>
<b>CONTRACTUAL SERVICES</b>				
101-801-803-000	MEMBERSHIPS	\$405	\$405	\$500
101-801-817-000	CONSULTANT	0	800	1,600
101-801-818-000	CONTRACTUAL SERVICES	7,952	9,971	0
101-801-853-000	TELEPHONE	0	370	600
<b>CONTRACTUAL SERVICES</b>		<b>\$8,357</b>	<b>\$11,546</b>	<b>\$2,700</b>
<b>OTHER CHARGES</b>				
101-801-960-000	PROFESSIONAL DEVELOPMENT	\$1,040	\$380	\$1,500
<b>OTHER CHARGES</b>		<b>\$1,040</b>	<b>\$380</b>	<b>\$1,500</b>
<b>CAPITAL OUTLAY</b>				
101-801-981-000	FURNITURE	\$120	\$0	\$0
<b>CAPITAL OUTLAY</b>		<b>\$120</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENSES - PLANNING</b>		<b>\$65,181</b>	<b>\$67,900</b>	<b>\$61,394</b>

**FUND: 101 GENERAL**  
**DEPT: 821 COMMUNITY DEVELOPMENT**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$69,174	\$69,806	\$74,513
MATERIALS AND SUPPLIES	1,880	1,730	1,995
CONTRACTUAL SERVICES	469	863	1,629
OTHER CHARGES	2,561	1,156	1,400
CAPITAL OUTLAY	300	0	0
<b>TOTAL</b>	<b>\$74,384</b>	<b>\$73,555</b>	<b>\$79,537</b>

**STAFF**

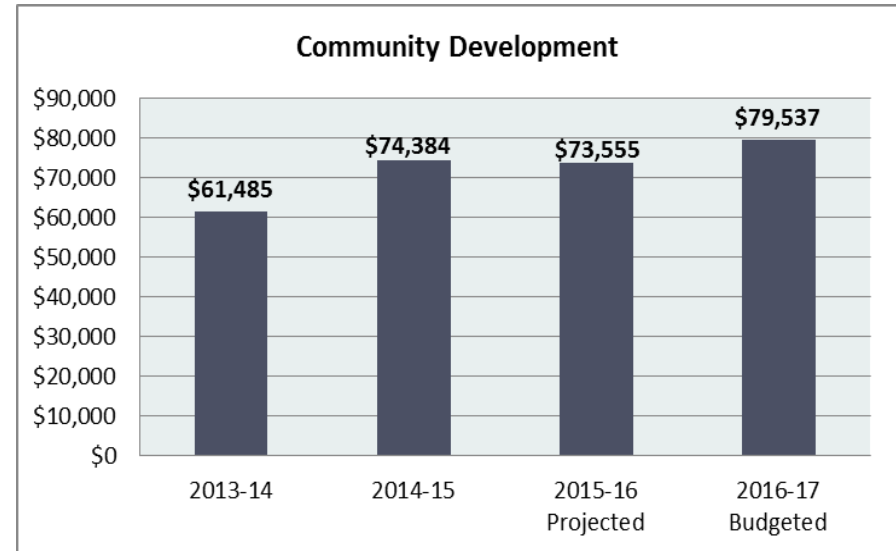
(2) Code Enforcement Officers

**PROGRAM DESCRIPTION**

The Code Enforcement Division ensures that properties are maintained in compliance with the laws adopted by the City Council. Code Enforcement Officers patrol the city and respond to complaints on a variety of topics such as grass and weeds, vermin control, junk and debris and un-shoveled snow. One Code Enforcement Officer is a certified Fire Inspector and also performs building inspections and plans reviews to ensure compliance with fire codes.

**MAJOR 2016-2017 OBJECTIVES**

- Enforce existing and newly adopted ordinances and building codes.
- Continue to work with 44<sup>th</sup> District Court to resolve enforcement matters.



**FUND: 101 GENERAL**  
**DEPT: 821 COMMUNITY DEVELOPMENT**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
101-821-707-000 PT CODE ENFORCEMENT	\$58,197	\$57,882	\$62,007
101-821-715-000 FICA	4,452	4,428	4,744
101-821-716-000 HDLO	135	94	97
101-821-718-000 RETIREMENT	6,163	7,151	7,417
101-821-725-000 WORKERS COMPENSATION	227	251	248
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$69,174</b>	<b>\$69,806</b>	<b>\$74,513</b>
<b>MATERIALS AND SUPPLIES</b>			
101-821-744-000 UNIFORMS	\$204	\$204	\$400
101-821-751-000 FUEL & OIL	1,676	1,526	1,595
<b>MATERIALS AND SUPPLIES</b>	<b>\$1,880</b>	<b>\$1,730</b>	<b>\$1,995</b>
<b>CONTRACTUAL SERVICES</b>			
101-821-803-000 MEMBERSHIPS	\$80	\$60	\$305
101-821-853-000 TELEPHONE	369	783	1,224
101-821-864-000 MEETINGS & CONFERENCES	20	20	100
<b>CONTRACTUAL SERVICES</b>	<b>\$469</b>	<b>\$863</b>	<b>\$1,629</b>
<b>OTHER CHARGES</b>			
101-821-939-000 VEHICLE MAINTENANCE	\$2,561	\$1,156	\$1,400
<b>OTHER CHARGES</b>	<b>\$2,561</b>	<b>\$1,156</b>	<b>\$1,400</b>
<b>CAPITAL OUTLAY</b>			
101-821-981-000 FURNITURE	\$300	\$0	\$0
<b>CAPITAL OUTLAY</b>	<b>\$300</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENSES - COMMUNITY DEVELOPMENT</b>	<b>\$74,384</b>	<b>\$73,555</b>	<b>\$79,537</b>



**FUND: 101 GENERAL**

**DEPT: 954 MUNICIPAL EMPLOYEES RETIREMENT SYSTEM RETIREES (MERS)**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES AND FRINGE BENEFITS	\$731,190	\$696,855	\$729,698
CONTRACTUAL SERVICES	400	936	1,000
INSURANCE	6,800	3,999	3,000
<b>TOTAL</b>	<b>\$738,390</b>	<b>\$701,790</b>	<b>\$733,698</b>

**STAFF**

None

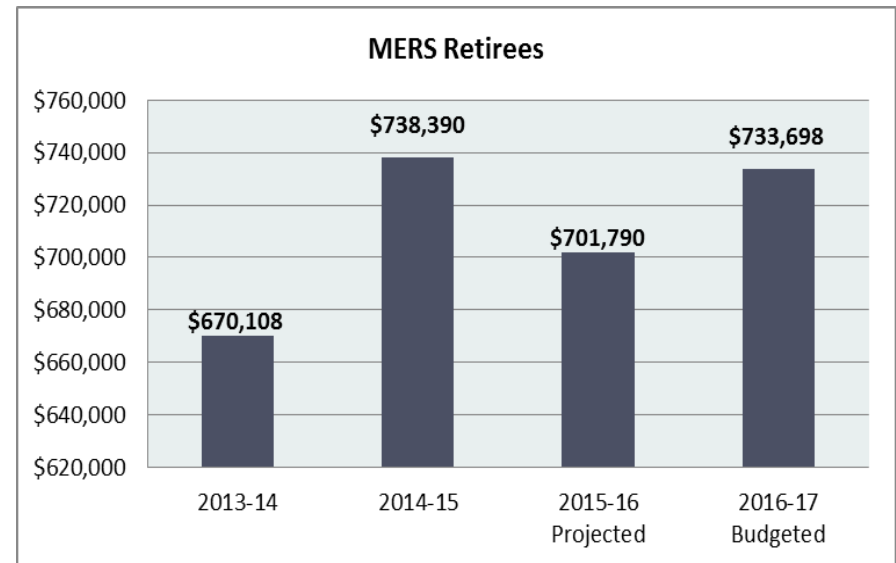
**PROGRAM DESCRIPTION**

Defined Benefit Pension System – All full time eligible Merit System (non-union) and Department of Public Works (DPW) employees are eligible for a defined benefit pension when they retire. All Merit System employees hired on or after 7/1/2008, have different benefit calculations for their defined benefit pension than those hired prior to 7/1/2008. All Merit System employees and certain DPW employees contribute to their pension benefit as well as the City making an employer contribution. As of 12/31/2015, there are forty-one (41) active employees participating and eighty-seven (87) retirees (including deferred retirees) included in this program.

Defined benefit employer and employee pension contributions are accounted for by department.

Defined Benefit Health Care costs including prescription drug coverage for all Merit System and DPW employees and retirees who were hired on or before 7/1/2005 are accounted for in this department. In most instances the monthly premium for this health coverage is paid for entirely by the City. However, the retiree is subject to deductibles and co-pays for this benefit. These costs are the only costs appropriated for within this department all other benefits/costs are allocated by department.

Defined Contribution Health Care is the coverage for all Merit System and DPW employees who were hired on or after 7/1/2005. For every dollar the employee contributes to the program the City will match with two dollars up to a maximum of \$100 per month. Vesting is after six years of employment with the City only. Various levels of pre-tax and post-tax contribution is available depending on labor group. City Contribution is appropriated for by department.



**FUND: 101 GENERAL**

**DEPT: 954 MUNICIPAL EMPLOYEES RETIREMENT SYSTEM RETIREES (MERS)**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>			
101-954-716-000 HDLO	\$627,352	\$587,751	\$620,594
101-954-716-718 HDLO GASB 45 CONTRIBUTION	103,838	109,104	109,104
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$731,190</b>	<b>\$696,855</b>	<b>\$729,698</b>
<b>CONTRACTUAL SERVICES</b>			
101-954-864-000 MEETINGS & CONFERENCES	\$400	\$936	\$1,000
<b>CONTRACTUAL SERVICES</b>	<b>\$400</b>	<b>\$936</b>	<b>\$1,000</b>
<b>INSURANCE</b>			
101-954-916-000 MEDICARE DRUG SUBSIDY PROGRAM-ADVISORS	\$6,800	\$3,999	\$3,000
<b>INSURANCE</b>	<b>\$6,800</b>	<b>\$3,999</b>	<b>\$3,000</b>
<b>TOTAL EXPENSES - MERS RETIREES</b>	<b>\$738,390</b>	<b>\$701,790</b>	<b>\$733,698</b>

**FUND: 101 GENERAL**  
**DEPT: 955 PUBLIC SAFETY OFFICERS PENSION SYSTEM RETIREES**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$703,619	\$673,355	\$688,940
<b>TOTAL</b>	<b>\$703,619</b>	<b>\$673,355</b>	<b>\$688,940</b>

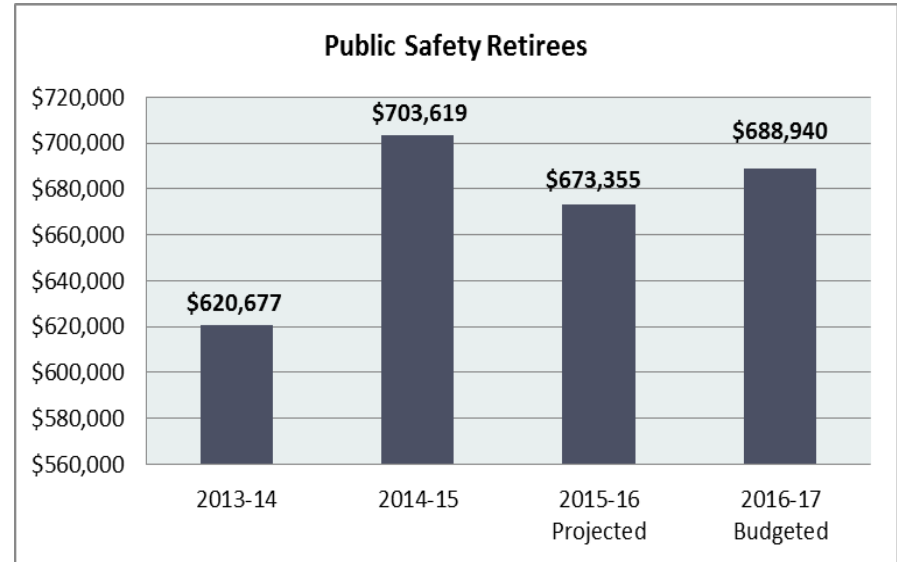
**STAFF**  
 Finance Director  
 Accountants (2)

**PROGRAM DESCRIPTION**

The City of Berkley, through the public safety command officers and public safety officer labor agreements, provides a defined benefit retirement program for retired public safety officers. Approximately 49 retirees (plus eligible family members) receive pension benefits. The pension system is a State of Michigan PA345 of 1997 retirement plan that is modified through collective bargaining. Berkley voters approved the original retirement plan in 1965.

**MAJOR 2016-2017 OBJECTIVES**

- Continue to administer the program according to labor agreement and other applicable laws and mandates.



**FUND: 101 GENERAL**

**DEPT: 955 PUBLIC SAFETY OFFICERS PENSION SYSTEM RETIREES**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
101-955-704-000	FINANCE DIRECTOR/TREASURER	\$4,805	\$4,884	\$5,000
101-955-706-000	ACCOUNTANTS	4,928	5,008	5,127
101-955-712-000	IN LIEU	365	365	391
101-955-715-000	FICA	768	785	805
101-955-716-000	HDLO	597,169	561,732	576,998
101-955-716-718	HDLO GASB 45 CONTRIBUTION	93,362	98,096	98,096
101-955-718-000	RETIREMENT	2,185	2,444	2,483
101-955-725-000	WORKERS COMPENSATION	37	41	40
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$703,619</b>	<b>\$673,355</b>	<b>\$688,940</b>
<b>TOTAL EXPENSES - PSO PENSION PLAN</b>		<b>\$703,619</b>	<b>\$673,355</b>	<b>\$688,940</b>

**FUND: 101 GENERAL  
DEPT: 966 OTHER FINANCING USES**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
OTHER FINANCING USES	\$1,388,242	\$429,732	\$799,670
<b>TOTAL</b>	<b>\$1,388,242</b>	<b>\$492,732</b>	<b>\$799,670</b>

**STAFF**

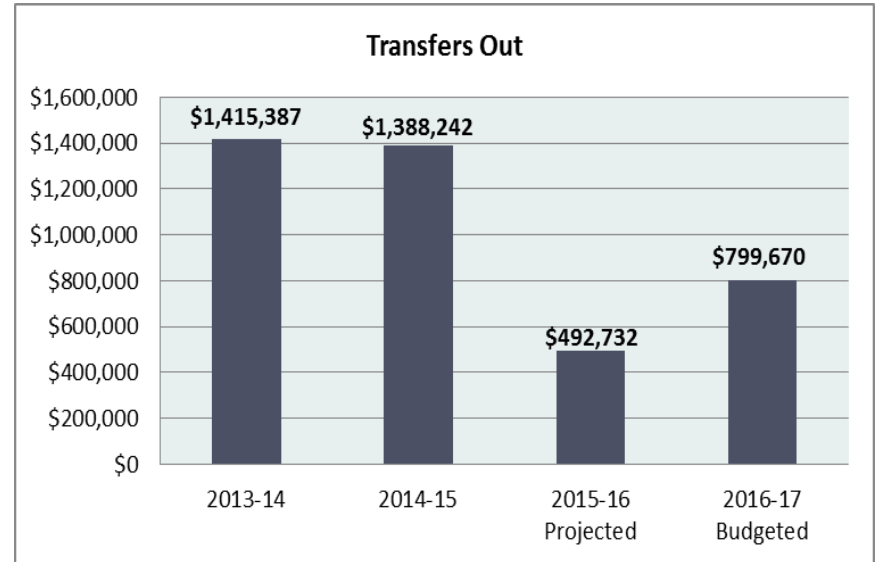
None

**PROGRAM DESCRIPTION**

This department accounts for the operating transfers from the General Fund to other Special Revenue, Enterprise, Capital Improvement and Component Unit Funds as required by City Council needs.

**MAJOR 2016/17 OBJECTIVES**

- Ensure that the voter approved Three Mill levy is allocated to those operating funds requiring funding to meet current operational needs.
- Provide for long-term funding of compensated absences.



**FUND: 101 GENERAL**  
**DEPT: 966 OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
101-966-999-000      TRANSFERS OUT	\$1,388,242	\$492,732	\$799,670
<b>OTHER FINANCING USES</b>	\$1,388,242	\$492,732	\$799,670
<b>TOTAL - TRANSFERS OUT</b>	<b>\$1,388,242</b>	<b>\$492,732</b>	<b>\$799,670</b>

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**Special Revenue Fund Expenditures  
Fiscal Year 2016-2017  
Adopted**



**City of Berkley**  
**SPECIAL REVENUE FUNDS EXPENDITURES – OVERVIEW**

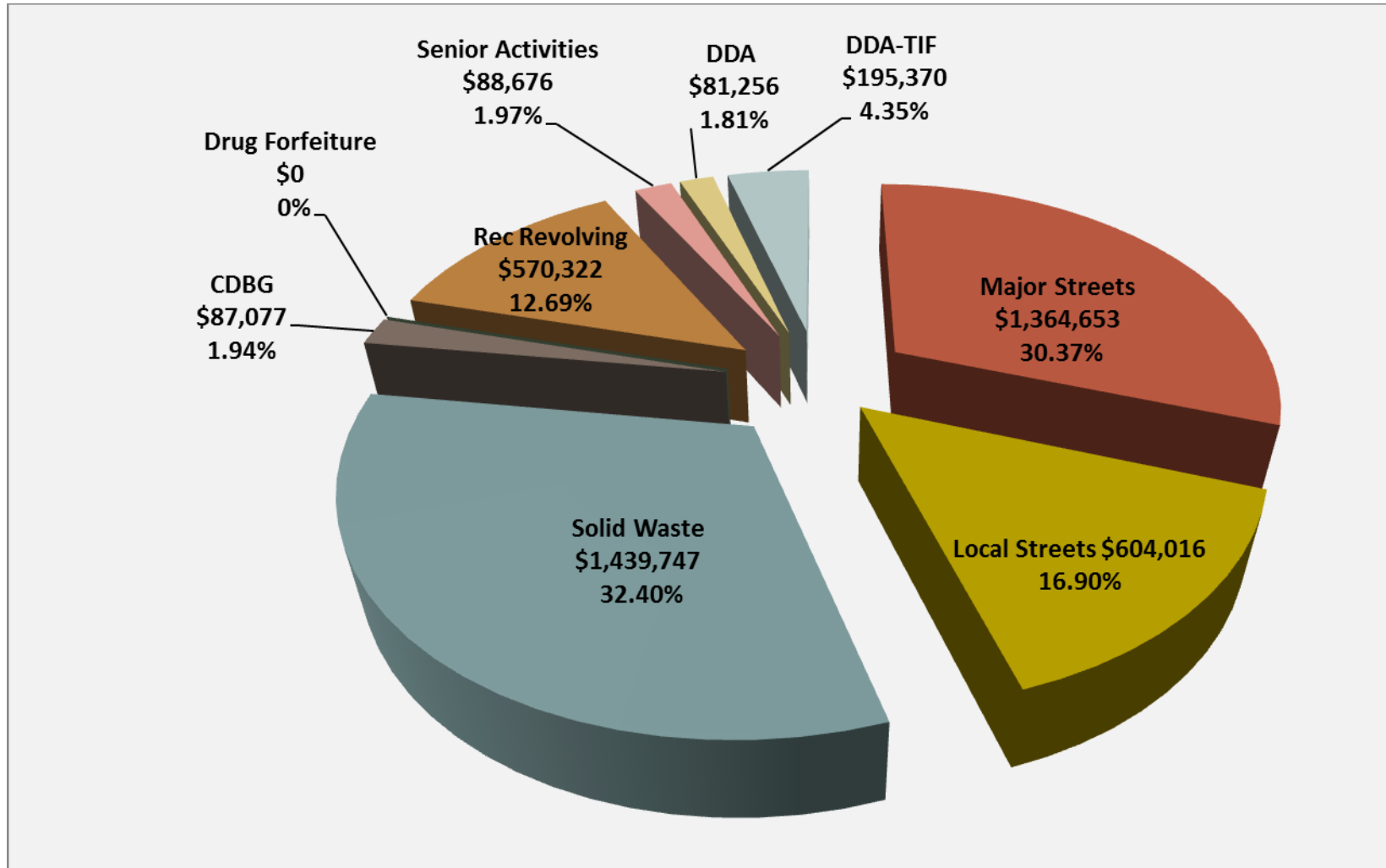
Special Revenue Funds account for specific revenues that are legally restricted to expenditures for specific purposes. Berkley has seven special revenue funds for which we account for separately. Also provided in this section are two discrete component units from the Downtown Development Authority. (Operating and Tax Capture Funds)

Special Revenue Funds and the Downtown Development Authority Funds are appropriated for and transactions are accounted for on the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recorded when measurable and available. Expenditures are recorded when a liability has been incurred.

The City's Special Revenue operating funds are the Major Street Fund, Local Street Fund, Solid Waste Fund, Community Development Block Grant Fund, Drug Forfeiture Fund, Recreation Revolving Fund, Senior Recreation Activities Fund. The two discrete component units are the Downtown Development Authority (DDA) Operating Fund, Downtown Development Authority (DDA) Tax Increment Financing (TIF) Fund.

Detailed information regarding all Special Revenue Funds is provided later in this publication.

**City of Berkley**  
**Special Revenue Expenditures - \$4,493,179**  
**FY 2016-2017**



**CITY OF BERKLEY, MICHIGAN  
ALL SPECIAL REVENUE FUNDS**

COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
RECOMMENDED FOR THE YEAR ENDING JUNE 30, 2017

	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Recommended 2016-2017
<b>Revenues</b>					
Property taxes	\$ 1,084,227	\$ 1,109,173	\$ 1,107,477	\$ 1,134,485	\$ 1,147,433
Charges for services	694,761	777,747	766,814	858,357	910,238
Licenses and Permits	-	-	-	500	-
State-Shared Revenues & Grants	985,519	1,017,449	1,112,318	1,502,006	1,282,849
Fines and forfeitures	21,878	20,598	18,888	19,138	19,411
Investment earnings	19,552	14,275	18,564	18,728	19,319
Miscellaneous	92,379	105,832	411,927	88,638	84,431
Other Financing Sources - Insurance Reimburse	-	-	-	103,007	-
Total revenues	2,898,316	3,045,074	3,435,988	3,724,859	3,463,681
<b>Expenditures</b>					
General government	1,365,329	1,359,840	1,801,302	1,159,804	2,154,897
Public works	1,185,731	1,182,192	1,680,563	1,222,963	1,439,059
Health and welfare	165,670	128,882	123,095	118,686	169,932
Recreation and culture	318,132	300,915	314,962	415,359	440,766
Debt service	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total expenditures	3,034,862	2,971,829	3,919,922	2,916,812	4,204,654
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	(136,546)	73,245	(483,934)	808,047	(740,973)
<b>Other Financing Sources (Uses)</b>					
Operating transfers in	168,463	669,212	912,289	508,867	857,000
Operating transfers out	(422,544)	(502,350)	(471,794)	(438,982)	(288,525)
Total other financing sources (uses)	(254,081)	166,862	440,495	69,885	568,475
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures Other Financing Sources (Uses)</b>	(390,627)	240,107	(43,439)	877,932	(172,498)
<b>Fund Balance - Beginning of Year</b>	3,564,903	3,174,276	\$ 3,414,389	3,370,950	4,248,882
<b>Fund Balance - End of Year</b>	\$ 3,174,276	\$ 3,414,389	\$ 3,370,950	\$ 4,248,882	\$ 4,076,384

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**FUND: 202 MAJOR STREETS  
DEPT: SUMMARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$199,855	\$178,217	\$217,508
MATERIALS AND SUPPLIES	71,482	72,663	103,650
CONTRACTUAL SERVICES	256,787	202,658	368,192
OTHER CHARGES	124,707	107,089	128,274
CAPITAL OUTLAY	552,804	27,730	389,320
OTHER FINANCING USES	156,460	160,754	157,709
<b>TOTAL</b>	<b>\$1,362,095</b>	<b>\$749,111</b>	<b>\$1,364,653</b>

**STAFF**

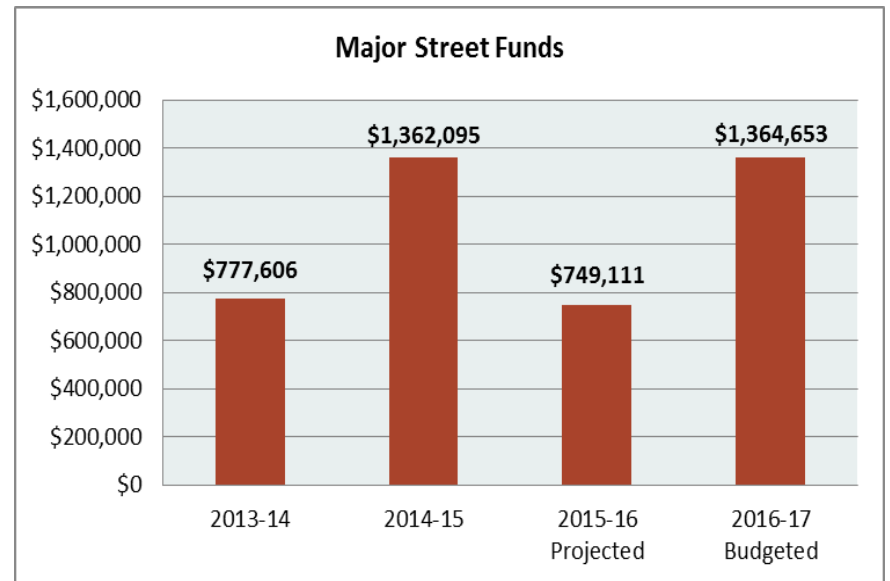
City Manager  
 Director  
 Clerk  
 Finance Director  
 Accountants  
 Foreman  
 Equipment Operators  
 Laborer  
 Mechanic  
 (Employee wages shared with other Funds)

**PROGRAM DESCRIPTION**

Effectively maintain the city’s major road and water infrastructure needs by developing a funding source for a comprehensive road and water main replacement plan. Extend the service life of the road network by continuing the Pavement Maintenance Program with a focus on a “mix of fixes, including Spray Patch and crack sealing.

**MAJOR 2016-2017 OBJECTIVES**

- Design and reconstruct Harvard Road from Woodward to Cass including replacement of existing 6” water main. As a street with a very poor PASER road rating, this section of major road is filled with temporary patches and has frequent main breaks.
- Initiate an engineering survey and study to begin a Sidewalk Replacement Program and Assessment in Fiscal 2017-2018.
- Improve traffic safety at the 11 Mile and Coolidge Intersection by incorporating left turn lane phasing (cooperative effort between the Cities of Berkley, Oak Park and Huntington Woods).
- Begin street name sign replacements in accordance with State of Michigan requirements for reflectivity, size and font.



**FUND: 202 MAJOR STREET FUND  
DEPT: 464 STREET MAINTENANCE**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
202-464-704-000	PUBLIC WORKS DIRECTOR	\$13,058	\$13,271	\$13,587
202-464-706-000	LABORERS	15,050	14,932	16,501
202-464-707-000	PART TIME EMPLOYEES	912	765	780
202-464-709-000	OVERTIME	1,031	1,935	1,250
202-464-712-000	IN LIEU	110	416	408
202-464-715-000	FICA	2,302	2,402	2,492
202-464-716-000	HDLO	10,001	9,201	9,393
202-464-718-000	RETIREMENT	7,717	8,129	8,910
202-464-722-000	SICK LEAVE	56	85	55
202-464-725-000	WORKERS COMPENSATION	1,338	1,967	2,117
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$51,575</b>	<b>\$53,103</b>	<b>\$55,493</b>
<b>MATERIALS AND SUPPLIES</b>				
202-464-744-000	UNIFORMS	\$524	\$580	\$600
202-464-758-000	PROGRAM SUPPLIES	1,628	2,416	6,800
202-464-782-000	ROAD SUPPLIES	9,702	7,915	5,000
<b>MATERIALS AND SUPPLIES</b>		<b>\$11,854</b>	<b>\$10,911</b>	<b>\$12,400</b>
<b>CONTRACTUAL SERVICES</b>				
202-464-818-000	CONTRACTUAL SERVICES	\$95,474	\$107,736	\$100,000
202-464-821-010	ENGINEERING	110,516	52,583	182,000
<b>CONTRACTUAL SERVICES</b>		<b>\$205,990</b>	<b>\$160,319</b>	<b>\$282,000</b>

**FUND: 202 MAJOR STREET FUND  
DEPT: 464 STREET MAINTENANCE**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER CHARGES</b>				
202-464-940-000	EQUIPMENT RENTAL	\$6,201	\$6,105	\$7,022
202-464-940-001	EQUIPMENT RENTAL - VENDOR	0	207	0
<b>OTHER CHARGES</b>		\$6,201	\$6,312	\$7,022
<b>CAPITAL OUTLAY</b>				
202-464-975-100	CONSTRUCTION - MAJOR STREETS	\$552,804	\$27,730	\$389,320
<b>CAPITAL OUTLAY</b>		\$552,804	\$27,730	\$389,320
<b>TOTAL EXPENSES - STREET MAINTENANCE</b>		<b>\$828,424</b>	<b>\$258,375</b>	<b>\$746,235</b>

**FUND: 202 MAJOR STREET FUND  
DEPT: 466 STREET SWEEPING**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
202-466-706-000	LABORERS	\$7,217	\$7,661	\$10,919
202-466-709-000	OVERTIME	955	683	357
202-466-715-000	FICA	622	638	863
202-466-716-000	HDLO	2,349	2,263	2,127
202-466-718-000	RETIREMENT	2,558	2,664	4,012
202-466-722-000	SICK LEAVE	11	0	10
202-466-725-000	WORKERS COMPENSATION	371	391	377
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$14,083</b>	<b>\$14,300</b>	<b>\$18,665</b>
<b>CONTRACTUAL SERVICES</b>				
202-466-818-000	CONTRACTUAL SERVICES	\$11,000	\$4,908	\$11,000
<b>CONTRACTUAL SERVICES</b>		<b>\$11,000</b>	<b>\$4,908</b>	<b>\$11,000</b>
<b>OTHER CHARGES</b>				
202-466-940-000	EQUIPMENT RENTAL	\$21,210	\$22,643	\$22,710
<b>OTHER CHARGES</b>		<b>\$21,210</b>	<b>\$22,643</b>	<b>\$22,710</b>
<b>TOTAL EXPENSES - STREET SWEEPING</b>		<b>\$46,293</b>	<b>\$41,851</b>	<b>\$52,375</b>



**FUND: 202 MAJOR STREET FUND**  
**DEPT: 468 STREET TREES**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
202-468-706-000	LABORERS	\$8,746	\$6,929	\$9,799
202-468-707-000	PART TIME EMPLOYEES	137	204	197
202-468-709-000	OVERTIME	2,137	1,017	2,040
202-468-712-000	IN LIEU	25	93	97
202-468-715-000	FICA	845	633	916
202-468-716-000	HDLO	3,691	3,577	3,480
202-468-718-000	RETIREMENT	3,445	2,409	3,788
202-468-722-000	SICK LEAVE	21	32	22
202-468-725-000	WORKERS COMPENSATION	249	760	778
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$19,296</b>	<b>\$15,654</b>	<b>\$21,117</b>
<b>MATERIALS AND SUPPLIES</b>				
202-468-758-000	PROGRAM SUPPLIES	\$13,492	\$6,782	\$14,250
<b>MATERIALS AND SUPPLIES</b>		<b>\$13,492</b>	<b>\$6,782</b>	<b>\$14,250</b>
<b>CONTRACTUAL SERVICES</b>				
202-468-818-000	CONTRACTUAL SERVICES	\$24,763	\$23,057	\$51,000
<b>CONTRACTUAL SERVICES</b>		<b>\$24,763</b>	<b>\$23,057</b>	<b>\$51,000</b>
<b>OTHER CHARGES</b>				
202-468-940-000	EQUIPMENT RENTAL	\$9,799	\$8,263	\$6,750
<b>OTHER CHARGES</b>		<b>\$9,799</b>	<b>\$8,263</b>	<b>\$6,750</b>
<b>TOTAL EXPENSES - STREET TREES</b>		<b>\$67,350</b>	<b>\$53,756</b>	<b>\$93,117</b>

**FUND: 202 MAJOR STREET FUND  
DEPT: 469 CATCH BASINS**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
202-469-706-000	LABORERS	\$2,599	\$2,714	\$3,922
202-469-707-000	PART TIME EMPLOYEES	38	19	0
202-469-709-000	OVERTIME	0	212	0
202-469-712-000	IN LIEU	4	16	17
202-469-715-000	FICA	205	232	305
202-469-716-000	HDLO	1,572	1,594	1,616
202-469-718-000	RETIREMENT	877	944	1,441
202-469-722-000	SICK LEAVE	47	72	44
202-469-725-000	WORKERS COMPENSATION	214	244	258
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$5,556</b>	<b>\$6,047</b>	<b>\$7,603</b>
<b>MATERIALS AND SUPPLIES</b>				
202-469-758-000	PROGRAM SUPPLIES	\$3,143	\$7,297	\$5,000
<b>MATERIALS AND SUPPLIES</b>		<b>\$3,143</b>	<b>\$7,297</b>	<b>\$5,000</b>
<b>CONTRACTUAL SERVICES</b>				
202-469-818-000	CONTRACTUAL SERVICES	\$1,500	\$343	\$1,500
<b>CONTRACTUAL SERVICES</b>		<b>\$1,500</b>	<b>\$343</b>	<b>\$1,500</b>
<b>OTHER CHARGES</b>				
202-469-940-000	EQUIPMENT RENTAL	\$7,941	\$8,830	\$7,523
<b>OTHER CHARGES</b>		<b>\$7,941</b>	<b>\$8,830</b>	<b>\$7,523</b>
<b>TOTAL EXPENSES - CATCH BASINS</b>		<b>\$18,140</b>	<b>\$22,517</b>	<b>\$21,626</b>

**FUND: 202 MAJOR STREET FUND  
DEPT: 471 GRASS AND WEEDS**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
202-471-706-000	LABORERS	\$8,971	\$6,730	\$14,451
202-471-707-000	PART TIME EMPLOYEES	459	789	3,211
202-471-709-000	OVERTIME	96	0	0
202-471-712-000	IN LIEU	241	915	849
202-471-715-000	FICA	746	645	1,417
202-471-716-000	HDLO	6,682	5,136	4,555
202-471-718-000	RETIREMENT	3,060	2,340	5,309
202-471-722-000	SICK LEAVE	2	3	7
202-471-725-000	WORKERS COMPENSATION	615	1,070	1,134
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$20,872</b>	<b>\$17,628</b>	<b>\$30,933</b>
<b>MATERIALS AND SUPPLIES</b>				
202-471-758-000	PROGRAM SUPPLIES	\$648	\$1,063	\$1,000
<b>MATERIALS AND SUPPLIES</b>		<b>\$648</b>	<b>\$1,063</b>	<b>\$1,000</b>
<b>CONTRACTUAL SERVICES</b>				
202-471-818-000	CONTRACTUAL SERVICES	\$787	\$981	\$1,060
<b>CONTRACTUAL SERVICES</b>		<b>\$787</b>	<b>\$981</b>	<b>\$1,060</b>
<b>OTHER CHARGES</b>				
202-471-940-000	EQUIPMENT RENTAL	\$8,488	\$7,180	\$6,233
<b>OTHER CHARGES</b>		<b>\$8,488</b>	<b>\$7,180</b>	<b>\$6,233</b>
<b>TOTAL EXPENSES - GRASS AND WEEDS</b>		<b>\$30,795</b>	<b>\$26,852</b>	<b>\$39,226</b>

**FUND: 202 MAJOR STREET FUND  
DEPT: 475 STREET SIGNS**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
202-475-706-000	LABORERS	\$1,686	\$3,722	\$2,950
202-475-707-000	PART TIME EMPLOYEES	97	551	0
202-475-709-000	OVERTIME	815	978	210
202-475-712-000	IN LIEU	13	50	46
202-475-715-000	FICA	200	407	246
202-475-716-000	HDLO	1,283	1,166	1,303
202-475-718-000	RETIREMENT	734	1,707	1,084
202-475-722-000	SICK LEAVE	8	13	15
202-475-725-000	WORKERS COMPENSATION	160	183	233
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$4,996</b>	<b>\$8,777</b>	<b>\$6,087</b>
<b>MATERIALS AND SUPPLIES</b>				
202-475-758-000	PROGRAM SUPPLIES	\$4,298	\$6,500	\$28,500
<b>MATERIALS AND SUPPLIES</b>		<b>\$4,298</b>	<b>\$6,500</b>	<b>\$28,500</b>
<b>CONTRACTUAL SERVICES</b>				
202-475-803-000	MEMBERSHIPS	\$2,150	\$2,200	\$2,300
202-475-818-000	CONTRACTUAL SERVICES	9,567	9,522	18,000
<b>CONTRACTUAL SERVICES</b>		<b>\$11,717</b>	<b>\$11,722</b>	<b>\$20,300</b>
<b>OTHER CHARGES</b>				
202-475-933-000	EQUIPMENT MAINTENANCE	\$30,765	\$22,417	\$37,300
202-475-940-000	EQUIPMENT RENTAL	1,060	2,159	2,180
<b>OTHER CHARGES</b>		<b>\$31,825</b>	<b>\$24,576</b>	<b>\$39,480</b>
<b>TOTAL EXPENSES - STREET SIGNS</b>		<b>\$52,836</b>	<b>\$51,575</b>	<b>\$94,367</b>

**FUND: 202 MAJOR STREET FUND  
DEPT: 478 WINTER MAINTENANCE**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>			
202-478-706-000 LABORERS	\$9,152	\$5,414	\$10,718
202-478-709-000 OVERTIME	14,128	7,823	7,805
202-478-712-000 IN LIEU	35	131	133
202-478-715-000 FICA	1,785	1,026	1,430
202-478-716-000 HDLO	4,339	4,237	3,933
202-478-718-000 RETIREMENT	3,480	2,159	3,938
202-478-722-000 SICK LEAVE	30	46	32
202-478-725-000 WORKERS COMPENSATION	180	640	680
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$33,129</b>	<b>\$21,476</b>	<b>\$28,669</b>
<b>MATERIALS AND SUPPLIES</b>			
202-478-758-000 PROGRAM SUPPLIES	\$38,047	\$40,110	\$42,500
<b>MATERIALS AND SUPPLIES</b>	<b>\$38,047</b>	<b>\$40,110</b>	<b>\$42,500</b>
<b>OTHER CHARGES</b>			
202-478-940-000 EQUIPMENT RENTAL	\$39,243	\$29,285	\$38,556
<b>OTHER CHARGES</b>	<b>\$39,243</b>	<b>\$29,285</b>	<b>\$38,556</b>
<b>TOTAL EXPENSES - WINTER MAINTENANCE</b>	<b>\$110,419</b>	<b>\$90,871</b>	<b>\$109,725</b>

**FUND: 202 MAJOR STREET FUND**  
**DEPT: 483 STREET ADMINISTRATION**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
202-483-704-172 CITY MANAGER	\$11,187	\$4,541	\$10,061
202-483-704-201 FINANCE DIRECTOR	11,533	11,562	12,000
202-483-706-000 LABORERS	3,013	3,021	3,135
202-483-706-201 FINANCE STAFF	7,884	7,904	8,203
202-483-709-000 OVERTIME	22	0	0
202-483-712-000 IN LIEU	1,342	1,272	1,299
202-483-715-000 FICA	2,693	2,173	2,663
202-483-716-000 HDLO	4,591	3,755	4,745
202-483-718-000 RETIREMENT	7,551	6,700	6,628
202-483-722-000 SICK LEAVE	364	118	118
202-483-725-000 WORKERS COMPENSATION	168	186	89
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$50,348</b>	<b>\$41,232</b>	<b>\$48,941</b>
<b>CONTRACTUAL SERVICES</b>			
202-483-807-000 AUDIT SERVICES	\$1,030	\$1,328	\$1,332
<b>CONTRACTUAL SERVICES</b>	<b>\$1,030</b>	<b>\$1,328</b>	<b>\$1,332</b>
<b>TOTAL EXPENSES - STREET ADMINISTRATION</b>	<b>\$51,378</b>	<b>\$42,560</b>	<b>\$50,273</b>

**FUND: 202 MAJOR STREET FUND  
DEPT: 966 OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
202-966-999-000 TRANSFERS OUT	\$156,460	\$160,754	\$157,709
<b>OTHER FINANCING USES</b>	<b>\$156,460</b>	<b>\$160,754</b>	<b>\$157,709</b>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<b>\$156,460</b>	<b>\$160,754</b>	<b>\$157,709</b>
<b>TOTAL EXPENSES - MAJOR STREET FUND</b>	<b>\$1,362,095</b>	<b>\$749,111</b>	<b>\$1,364,653</b>

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**FUND: 203 LOCAL STREETS  
DEPT: SUMMARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$165,185	\$160,475	\$185,580
MATERIALS AND SUPPLIES	77,035	69,882	135,050
CONTRACTUAL SERVICES	175,654	212,165	252,132
OTHER CHARGES	96,166	69,508	92,744
OTHER FINANCING USES	0	3,925	572
<b>TOTAL</b>	<b>\$514,040</b>	<b>\$515,955</b>	<b>\$666,078</b>

**STAFF**

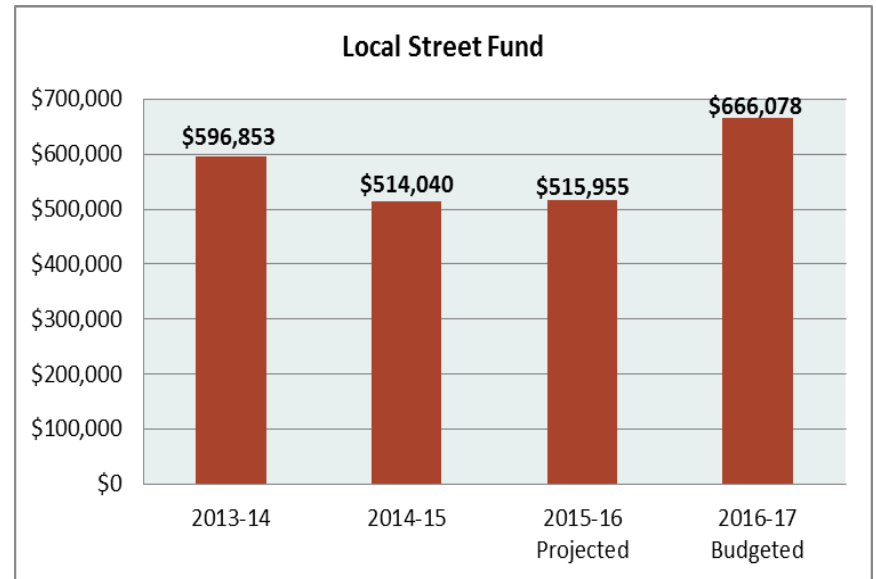
City Manager  
 Director  
 Clerk  
 Foreman  
 Finance Director  
 Accountants  
 Equipment Operators  
 Laborers  
 Mechanic  
 (Employee wages shared with other funds)

**PROGRAM DESCRIPTION**

Effectively maintain the city’s infrastructure needs by developing a funding source for a comprehensive road and water main replacement plan. Extend the service life of the road network by continuing the Pavement Maintenance Program with a focus on a “mix of fixes, including Spray Patch and crack sealing.

**MAJOR 2016-2017 OBJECTIVES**

- Complete necessary engineering reports/estimates for a 2017 city-wide road and water main improvement bond/millage.
- Initiate an engineering survey and study to begin a Sidewalk Replacement Program and Assessment in Fiscal 2017-2018.
- Improve traffic safety at the 11 Mile and Coolidge Intersection by incorporating left turn lane phasing (cooperative effort between the Cities of Berkley, Oak Park and Huntington Woods).
- Begin street name sign replacements in accordance with State of Michigan requirements for reflectivity, size and font.
- Continue to improve and expand on the annual Fall Tree Planting Program.
- Preserve the MITN cooperative bid for rock salt purchases which resulted insignificant cost savings.



**FUND: 203 LOCAL STREET FUND  
DEPT: 464 STREET MAINTENANCE**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
203-464-704-000	PUBLIC WORKS DIRECTOR	\$13,058	\$17,276	\$13,587
203-464-706-000	LABORERS	14,735	21,108	16,735
203-464-707-000	PART TIME EMPLOYEES	912	765	1,144
203-464-709-000	OVERTIME	1,031	1,337	1,122
203-464-712-000	IN LIEU	111	421	413
203-464-715-000	FICA	2,278	3,136	2,529
203-464-716-000	HDLO	10,219	7,115	9,769
203-464-718-000	RETIREMENT	7,610	11,391	8,962
203-464-722-000	SICK LEAVE	56	86	55
203-464-725-000	WORKERS COMPENSATION	1,338	1,967	2,117
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$51,348</b>	<b>\$64,602</b>	<b>\$56,433</b>
<b>MATERIALS AND SUPPLIES</b>				
203-464-744-000	UNIFORMS	\$444	\$247	\$600
203-464-758-000	PROGRAM SUPPLIES	1,168	1,956	2,000
203-464-782-000	ROAD SUPPLIES	9,702	7,915	5,000
<b>MATERIALS AND SUPPLIES</b>		<b>\$11,314</b>	<b>\$10,118</b>	<b>\$7,600</b>
<b>CONTRACTUAL SERVICES</b>				
203-464-818-000	CONTRACTUAL SERVICES	\$125,399	\$145,820	\$125,000
203-464-821-010	ENGINEERING	6,912	28,978	49,000
<b>CONTRACTUAL SERVICES</b>		<b>\$132,311</b>	<b>\$174,798</b>	<b>\$174,000</b>

**FUND: 203 LOCAL STREET FUND  
DEPT: 464 STREET MAINTENANCE**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER CHARGES</b>				
203-464-940-000	EQUIPMENT RENTAL	\$6,201	\$6,105	\$7,019
203-464-940-001	EQUIPMENT RENTAL - VENDOR	0	207	0
<b>OTHER CHARGES</b>		\$6,201	\$6,312	\$7,019
<b>TOTAL EXPENSES - STREET MAINTENANCE</b>		<b>\$201,174</b>	<b>\$255,830</b>	<b>\$245,052</b>

**FUND: 203 LOCAL STREET FUND  
DEPT: 466 STREET SWEEPING**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
203-466-706-000	LABORERS	\$8,327	\$8,367	\$11,094
203-466-709-000	OVERTIME	451	380	300
203-466-715-000	FICA	669	671	873
203-466-716-000	HDLO	2,355	2,273	2,196
203-466-718-000	RETIREMENT	2,866	2,909	4,076
203-466-722-000	SICK LEAVE	16	24	16
203-466-725-000	WORKERS COMPENSATION	371	391	377
<b>SALARIES AND FRINGE BENEFITS</b>		<u>\$15,055</u>	<u>\$15,015</u>	<u>\$18,932</u>
<b>CONTRACTUAL SERVICES</b>				
203-466-818-000	CONTRACTUAL SERVICES	\$14,367	\$8,274	\$12,000
<b>CONTRACTUAL SERVICES</b>		<u>\$14,367</u>	<u>\$8,274</u>	<u>\$12,000</u>
<b>OTHER CHARGES</b>				
203-466-940-000	EQUIPMENT RENTAL	\$21,210	\$22,648	\$22,711
<b>OTHER CHARGES</b>		<u>\$21,210</u>	<u>\$22,648</u>	<u>\$22,711</u>
<b>TOTAL EXPENSES - STREET SWEEPING</b>		<u><u>\$50,632</u></u>	<u><u>\$45,937</u></u>	<u><u>\$53,643</u></u>

**FUND: 203 LOCAL STREET FUND**  
**DEPT: 468 STREET TREES**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
203-468-706-000	LABORERS	\$8,778	\$6,935	\$9,833
203-468-707-000	PART TIME EMPLOYEES	137	204	198
203-468-709-000	OVERTIME	2,137	1,018	2,244
203-468-712-000	IN LIEU	24	93	98
203-468-715-000	FICA	847	634	948
203-468-716-000	HDLO	3,700	3,581	3,482
203-468-718-000	RETIREMENT	3,455	2,411	3,612
203-468-722-000	SICK LEAVE	(49)	31	21
203-468-725-000	WORKERS COMPENSATION	249	760	778
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$19,278</b>	<b>\$15,667</b>	<b>\$21,214</b>
<b>MATERIALS AND SUPPLIES</b>				
203-468-758-000	PROGRAM SUPPLIES	\$17,057	\$7,523	\$14,250
<b>MATERIALS AND SUPPLIES</b>		<b>\$17,057</b>	<b>\$7,523</b>	<b>\$14,250</b>
<b>CONTRACTUAL SERVICES</b>				
203-468-818-000	CONTRACTUAL SERVICES	\$24,638	\$25,565	\$61,000
<b>CONTRACTUAL SERVICES</b>		<b>\$24,638</b>	<b>\$25,565</b>	<b>\$61,000</b>
<b>OTHER CHARGES</b>				
203-468-940-000	EQUIPMENT RENTAL	\$9,341	\$8,263	\$6,596
<b>OTHER CHARGES</b>		<b>\$9,341</b>	<b>\$8,263</b>	<b>\$6,596</b>
<b>TOTAL EXPENSES - STREET TREES</b>		<b>\$70,314</b>	<b>\$57,018</b>	<b>\$103,060</b>

**FUND: 203 LOCAL STREET FUND  
DEPT: 469 CATCH BASINS**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
203-469-706-000	LABORERS	\$2,586	\$2,712	\$3,918
203-469-707-000	PART TIME EMPLOYEES	0	19	49
203-469-709-000	OVERTIME	0	212	0
203-469-712-000	IN LIEU	4	16	17
203-469-715-000	FICA	201	232	308
203-469-716-000	HDLO	1,579	2,022	1,621
203-469-718-000	RETIREMENT	873	943	1,440
203-469-722-000	SICK LEAVE	116	71	44
203-469-725-000	WORKERS COMPENSATION	214	244	258
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$5,573</b>	<b>\$6,471</b>	<b>\$7,655</b>
<b>MATERIALS AND SUPPLIES</b>				
203-469-758-000	PROGRAM SUPPLIES	\$3,143	\$7,736	\$7,000
<b>MATERIALS AND SUPPLIES</b>		<b>\$3,143</b>	<b>\$7,736</b>	<b>\$7,000</b>
<b>CONTRACTUAL SERVICES</b>				
203-469-818-000	CONTRACTUAL SERVICES	\$1,158	\$0	\$1,500
<b>CONTRACTUAL SERVICES</b>		<b>\$1,158</b>	<b>\$0</b>	<b>\$1,500</b>
<b>OTHER CHARGES</b>				
203-469-940-000	EQUIPMENT RENTAL	\$7,941	\$8,830	\$7,155
<b>OTHER CHARGES</b>		<b>\$7,941</b>	<b>\$8,830</b>	<b>\$7,155</b>
<b>TOTAL EXPENSES - CATCH BASINS</b>		<b>\$17,815</b>	<b>\$23,037</b>	<b>\$23,310</b>

**FUND: 203 LOCAL STREET FUND  
DEPT: 471 ROADSIDE CLEANUP**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
203-471-706-000	LABORERS	\$8,978	\$6,862	\$14,554
203-471-707-000	PART TIME EMPLOYEES	459	789	2,080
203-471-709-000	OVERTIME	90	156	536
203-471-712-000	IN LIEU	245	931	864
203-471-715-000	FICA	746	668	1,380
203-471-716-000	HDLO	6,714	4,777	4,560
203-471-718-000	RETIREMENT	3,059	2,386	5,347
203-471-722-000	SICK LEAVE	2	0	7
203-471-725-000	WORKERS COMPENSATION	615	1,070	1,134
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$20,908</b>	<b>\$17,639</b>	<b>\$30,462</b>
<b>MATERIALS AND SUPPLIES</b>				
203-471-758-000	PROGRAM SUPPLIES	\$522	\$638	\$700
<b>MATERIALS AND SUPPLIES</b>		<b>\$522</b>	<b>\$638</b>	<b>\$700</b>
<b>OTHER CHARGES</b>				
203-471-940-000	EQUIPMENT RENTAL	\$8,808	\$7,500	\$6,446
<b>OTHER CHARGES</b>		<b>\$8,808</b>	<b>\$7,500</b>	<b>\$6,446</b>
<b>TOTAL EXPENSES -ROADSIDE CLEANUP</b>		<b>\$30,238</b>	<b>\$25,777</b>	<b>\$37,608</b>

**FUND: 203 LOCAL STREET FUND  
DEPT: 475 STREET SIGNS**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>			
203-475-706-000 LABORERS	\$1,687	\$3,724	\$2,961
203-475-707-000 PART TIME EMPLOYEES	97	551	505
203-475-709-000 OVERTIME	654	811	500
203-475-712-000 IN LIEU	13	51	47
203-475-715-000 FICA	188	394	347
203-475-716-000 HDLO	1,286	1,167	1,308
203-475-718-000 RETIREMENT	680	1,346	1,088
203-475-722-000 SICK LEAVE	8	13	15
203-475-725-000 WORKERS COMPENSATION	160	183	233
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$4,773</b>	<b>\$8,240</b>	<b>\$7,004</b>
<b>MATERIALS AND SUPPLIES</b>			
203-475-758-000 PROGRAM SUPPLIES	\$6,862	\$8,437	\$63,000
<b>MATERIALS AND SUPPLIES</b>	<b>\$6,862</b>	<b>\$8,437</b>	<b>\$63,000</b>
<b>CONTRACTUAL SERVICES</b>			
203-475-803-000 MEMBERSHIPS	\$2,150	\$2,200	\$2,300
<b>CONTRACTUAL SERVICES</b>	<b>\$2,150</b>	<b>\$2,200</b>	<b>\$2,300</b>
<b>OTHER CHARGES</b>			
203-475-933-000 EQUIPMENT MAINTENANCE	\$2,383	\$1,577	\$2,100
203-475-940-000 EQUIPMENT RENTAL	1,060	2,159	2,180
<b>OTHER CHARGES</b>	<b>\$3,443</b>	<b>\$3,736</b>	<b>\$4,280</b>
<b>TOTAL EXPENSES – STREET SIGNS</b>	<b>\$17,228</b>	<b>\$22,613</b>	<b>\$76,584</b>



**FUND: 203 LOCAL STREET FUND  
DEPT: 478 WINTER MAINTENANCE**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
203-478-706-000 LABORERS	\$8,809	\$4,750	\$11,040
203-478-709-000 OVERTIME	13,933	7,955	7,650
203-478-712-000 IN LIEU	34	130	132
203-478-715-000 FICA	1,743	1,025	1,442
203-478-716-000 HDLO	4,568	4,471	4,063
203-478-718-000 RETIREMENT	3,324	1,928	4,056
203-478-722-000 SICK LEAVE	30	45	31
203-478-725-000 WORKERS COMPENSATION	180	640	680
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$32,621</b>	<b>\$20,944</b>	<b>\$29,094</b>
<b>MATERIALS AND SUPPLIES</b>			
203-478-758-000 PROGRAM SUPPLIES	\$38,137	\$35,430	\$42,500
<b>MATERIALS AND SUPPLIES</b>	<b>\$38,137</b>	<b>\$35,430</b>	<b>\$42,500</b>
<b>OTHER CHARGES</b>			
203-478-940-000 EQUIPMENT RENTAL	\$39,222	\$12,219	\$38,537
<b>OTHER CHARGES</b>	<b>\$39,222</b>	<b>\$12,219</b>	<b>\$38,537</b>
<b>TOTAL EXPENSES - WINTER MAINTENANCE</b>	<b>\$109,980</b>	<b>\$68,593</b>	<b>\$110,131</b>

**FUND: 203 LOCAL STREET FUND  
DEPT: 483 STREET ADMINISTRATION**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
203-483-704-172 CITY MANAGER	\$4,794	\$2,288	\$4,312
203-483-704-201 FINANCE DIRECTOR	2,883	2,891	3,000
203-483-706-000 LABORERS	753	755	784
203-483-706-201 FINANCE STAFF	1,971	1,976	2,051
203-483-709-000 OVERTIME	5	0	0
203-483-712-000 IN LIEU	335	318	324
203-483-715-000 FICA	831	629	801
203-483-716-000 HDLO	1,565	1,070	1,606
203-483-718-000 RETIREMENT	2,336	1,970	1,819
203-483-722-000 SICK LEAVE	156	0	0
203-483-725-000 WORKERS COMPENSATION	0	0	89
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$15,629</b>	<b>\$11,897</b>	<b>\$14,786</b>
<b>CONTRACTUAL SERVICES</b>			
203-483-807-000 AUDIT SERVICES	\$1,030	\$1,328	\$1,332
<b>CONTRACTUAL SERVICES</b>	<b>\$1,030</b>	<b>\$1,328</b>	<b>\$1,332</b>
<b>TOTAL EXPENSES - STREET ADMINISTRATION</b>	<b>\$16,659</b>	<b>\$13,225</b>	<b>\$16,118</b>

**FUND: 203 LOCAL STREET FUND**  
**DEPT: 966 OTHER FINANCING USES**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>OTHER FINANCING USES</b>			
203-966-999-000      TRANSFERS OUT	\$0	\$3,925	\$572
<b>OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$3,925</b>	<b>\$572</b>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$3,925</b>	<b>\$572</b>
<b>TOTAL EXPENSES - LOCAL STREET FUND</b>	<b>\$514,040</b>	<b>\$515,955</b>	<b>\$666,078</b>

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**FUND: 226 SOLID WASTE  
DEPT: SUMMARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$234,684	\$185,692	\$202,342
MATERIALS AND SUPPLIES	3,104	4,003	4,600
CONTRACTUAL SERVICES	1,309,439	945,828	1,022,445
OTHER CHARGES	133,336	87,440	89,672
CAPITAL OUTLAY	0	0	120,000
OTHER FINANCING USES	0	4,620	688
<b>TOTAL</b>	<b>\$1,680,563</b>	<b>\$1,227,583</b>	<b>\$1,439,747</b>

**STAFF**

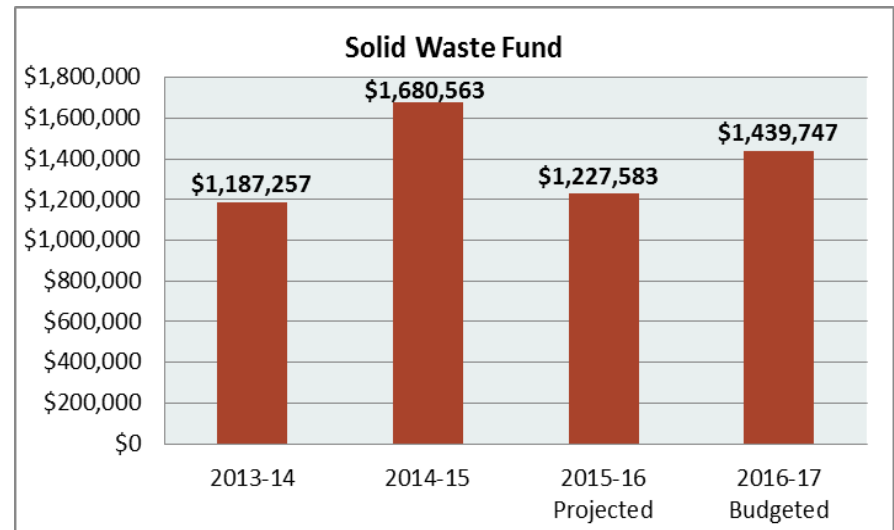
City Manager  
 Director  
 Clerk  
 Finance Director  
 Accountants  
 Deputy Clerk  
 Deputy Treasurer  
 Library Secretary  
 Building Clerk  
 Foreman  
 Equipment Operators  
 Laborers  
 Mechanic  
 (Employee wages shared with other funds)

**PROGRAM DESCRIPTION**

Solid Waste works with SOCRRA and Tringali Sanitation to ensure residents receive the highest quality service at a reasonable price by monitoring the concerns expressed by Berkley residents and communicating these concerns to the contractor on a weekly basis.

**MAJOR 2016-2017 OBJECTIVES**

- Continue to offer garbage totes, recycling bins, trash bags and yard waste stickers for purchase at the DPW office.
- Improve solid waste services by working with SOCRRA to initiate a single-stream recycling program. This would include the reconstruction of the SOCRRA facility in Troy as well as purchasing and distributing large recycling totes.
- Maintain the Fall Curbside Leaf Collection Program which efficiently removes over 1,500 tons of leaves each year (does not include bagged yard waste quantity).



**FUND: 226 SOLID WASTE**  
**DEPT: 528 SOLID WASTE SERVICES**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
226-528-704-172	CITY MANAGER	\$5,327	\$2,542	\$4,791
226-528-704-201	FINANCE DIRECTOR	4,805	4,817	5,000
226-528-704-441	DPW DIRECTOR	19,203	19,251	19,980
226-528-706-000	LABORERS	64,811	52,392	54,705
226-528-706-201	FINANCE STAFF	14,782	14,819	15,350
226-528-706-215	TREASURER'S STAFF	8,613	8,635	8,962
226-528-706-371	BUILDING STAFF	1,618	1,876	1,946
226-528-706-738	LIBRARY STAFF	1,975	1,980	2,055
226-528-707-000	PART TIME EMPLOYEES	1,240	1,273	1,561
226-528-709-000	OVERTIME	28,675	8,031	7,000
226-528-712-000	IN LIEU	2,999	2,730	2,759
226-528-715-000	FICA	11,783	9,071	9,521
226-528-716-000	HDLO	29,172	26,941	28,527
226-528-718-000	RETIREMENT	38,882	30,608	31,982
226-528-720-000	LONGEVITY	98	98	103
226-528-722-000	SICK LEAVE	409	136	242
226-528-725-000	WORKERS COMPENSATION	292	492	7,858
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$234,684</b>	<b>\$185,692</b>	<b>\$202,342</b>
<b>MATERIALS AND SUPPLIES</b>				
226-528-744-000	UNIFORMS	\$561	\$373	\$600
226-528-758-000	PROGRAM SUPPLIES	2,543	3,630	4,000
<b>MATERIALS AND SUPPLIES</b>		<b>\$3,104</b>	<b>\$4,003</b>	<b>\$4,600</b>

**FUND: 226 SOLID WASTE  
DEPT: 528 SOLID WASTE SERVICES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CONTRACTUAL SERVICES</b>			
226-528-807-000 AUDIT SERVICES	\$2,055	\$2,259	\$2,266
226-528-818-000 CONTRACTUAL SERVICES	10,614	375	380
226-528-818-001 RUBBISH COLLECTION	844,841	634,066	618,987
226-528-818-003 TRASH DISPOSAL	425,715	285,295	355,812
226-528-818-004 BRUSH DISPOSAL	26,214	23,833	45,000
<b>CONTRACTUAL SERVICES</b>	<b>\$1,309,439</b>	<b>\$945,828</b>	<b>\$1,022,445</b>
<b>OTHER CHARGES</b>			
226-528-939-000 VEHICLE MAINTENANCE	\$11,861	\$9,257	\$12,000
226-528-940-000 EQUIPMENT RENTAL	121,475	78,183	77,672
<b>OTHER CHARGES</b>	<b>\$133,336</b>	<b>\$87,440</b>	<b>\$89,672</b>
<b>CAPITAL OUTLAY</b>			
226-528-985-000 VEHICLE	\$0	\$0	\$120,000
<b>CAPITAL OUTLAY</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,000</b>
<b>TOTAL EXPENSES - SOLID WASTE SERVICES</b>	<b>\$1,680,563</b>	<b>\$1,222,963</b>	<b>\$1,439,059</b>

**FUND: 226 SOLID WASTE  
DEPT: 966 OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
226-966-999-000 TRANSFERS OUT	\$0	\$4,620	\$688
<b>OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$4,620</b>	<b>\$688</b>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$4,620</b>	<b>\$688</b>
<b>TOTAL EXPENSES - SOLID WASTE FUND</b>	<b>\$1,680,563</b>	<b>\$1,227,583</b>	<b>\$1,439,747</b>



**FUND 275: COMMUNITY DEVELOPMENT BLOCK GRANT  
DEPT: SUMMARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
CONTRACTUAL SERVICES	\$51,979	\$5,037	\$87,077
CAPITAL OUTLAY	276	0	0
<b>TOTAL</b>	<b>\$52,255</b>	<b>\$5,037</b>	<b>\$87,077</b>

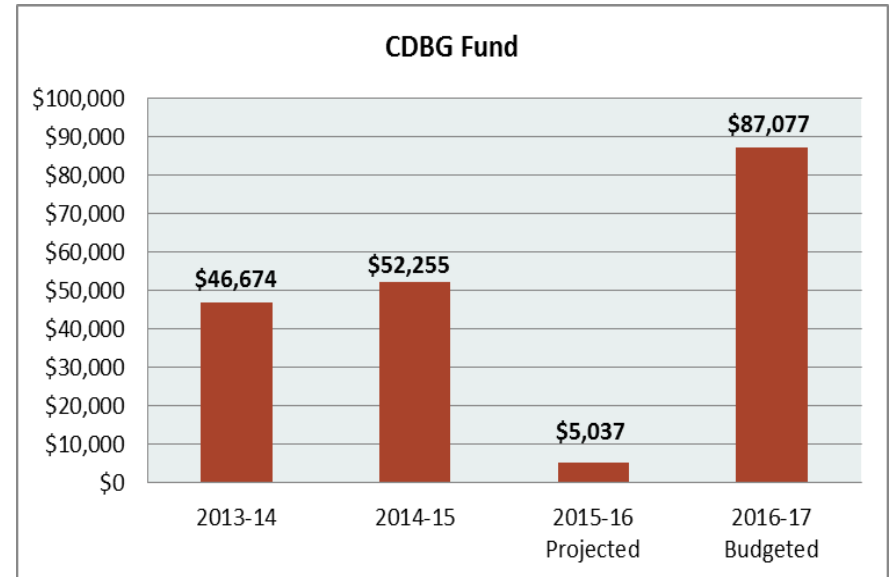
**STAFF**  
None

**PROGRAM DESCRIPTION**

The Community Development Block Grant Program (CDBG) is a flexible program that provides communities with resources to address a wide range of unique community development needs. The Berkeley program works to provide services to eligible income qualified senior citizens tackle community development issues and improve recreational facilities along with eliminating threats to the welfare of individuals and neighborhoods.

**MAJOR 2016-2017 OBJECTIVES**

To deliver timely services to those individuals who periodically need individualized assistance.



**FUND: 275 COMMUNITY DEVELOPMENT BLOCK GRANT**

**DEPT: SUMMARY**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CONTRACTUAL SERVICES</b>			
275-940-818-021	CDBG EXPENSES 11/12 - SIDEWALK RAMPS	\$17,358	\$0
275-940-818-027	CDBG EXPENSES 13/14 - LARGE PRINT BOOK	3,600	0
275-940-818-028	CDBG EXPENSES 14/15 - SIDEWALK RAMPS	28,514	0
275-940-818-030	CDBG EXPENSES 14/15 - LARGE PRINT BOOKS	1,645	4,037
275-940-818-031	CDBG EXPENSES 14/15 - YARD SERVICES	862	1,000
275-940-818-032	CDBG EXPENSES 15/16 - SIDEWALKS	0	0
275-940-818-033	CDBG EXPENSES 15/16 - YARD SERVICES	0	0
275-940-818-034	CDBG EXPENSES - 16/17 SIDEWALKS	0	0
275-940-818-035	CDBG EXPENSES - 16/17 - YARD SERVICES	0	0
275-940-818-036	CDBG EXPENSES - LARGE PRINT BOOKS	0	0
<b>CONTRACTUAL SERVICES</b>	<b>\$51,979</b>	<b>\$5,037</b>	<b>\$87,077</b>
<b>CAPITAL OUTLAY</b>			
275-940-974-000	LAND IMPROVEMENTS	\$276	\$0
<b>CAPITAL OUTLAY</b>	<b>\$276</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENSES - CDBG FUND</b>	<b>\$52,255</b>	<b>\$5,037</b>	<b>\$87,077</b>

**FUND 295: DRUG FORFEITURE  
DEPT: SUMMARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
CAPITAL OUTLAY	\$6,500	\$0	\$0
OTHER FINANCING USES	0	0	0
<b>TOTAL</b>	<b>\$6,500</b>	<b>\$0</b>	<b>\$0</b>

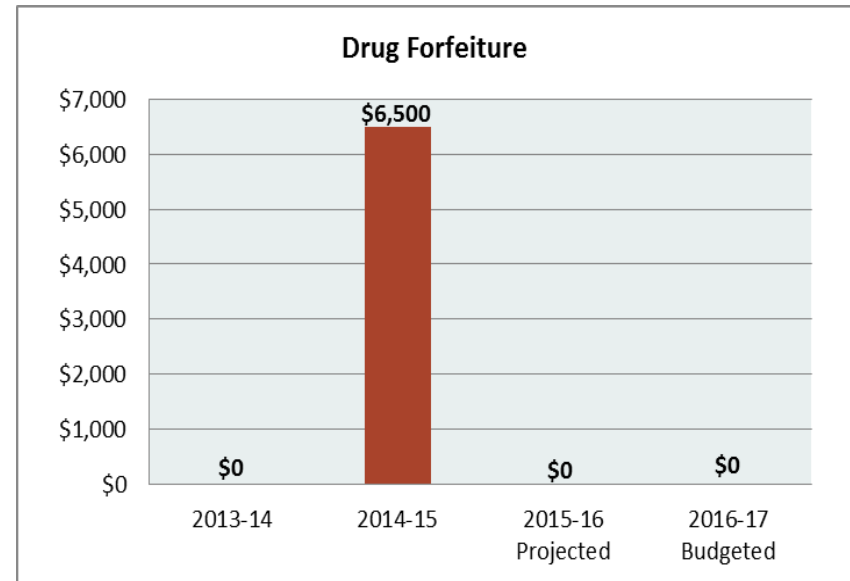
**STAFF**  
None

**PROGRAM DESCRIPTION**

The Drug Forfeiture Fund obtains proceeds and assets derived from confiscated narcotics that were obtained through drug law enforcement activities. This Special Revenue Fund supplements narcotic related law enforcement capabilities throughout the City.

**MAJOR OBJECTIVES**

None



**FUND: 295 DRUG FORFEITURE**  
**DEPT: 174 DRUG FORFEITURE**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>CAPITAL OUTLAY</b>				
295-174-982-000	EQUIPMENT	\$6,500	\$0	\$0
<b>CAPITAL OUTLAY</b>		\$6,500	\$0	\$0
<b>TOTAL EXPENSES – DRUG FOREFEITURE FUND</b>		<b>\$6,500</b>	<b>\$0</b>	<b>\$0</b>

**FUND 614: RECREATION REVOLVING  
DEPT: SUMMARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES AND FRINGE BENEFITS	\$111,245	\$134,745	\$151,478
MATERIALS & SUPPLIES	15,920	20,655	27,600
CONTRACTUAL SERVICES	181,310	192,272	217,167
CAPITAL OUTLAY	2,265	62,333	39,700
INSURANCE	462	485	506
OTHER CHARGES	3,760	4,869	4,315
OTHER FINANCING USES	110,314	59,283	129,556
<b>TOTAL</b>	<b>\$425,276</b>	<b>\$474,642</b>	<b>\$570,322</b>

**STAFF**

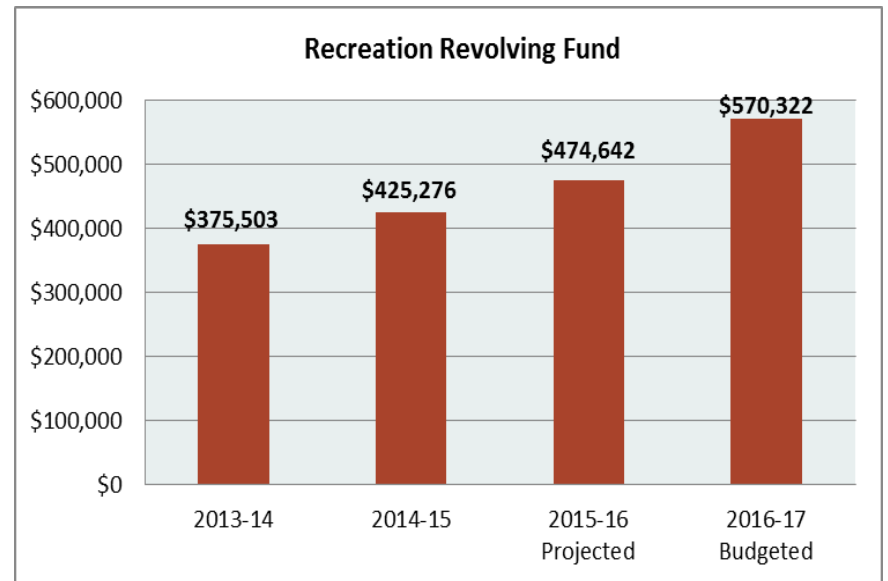
Full Time-  
Recreation Leader  
Part Time-  
Program Workers  
Concessions

**PROGRAM DESCRIPTION**

The Recreation Revolving Fund receives revenues and disperses expenses for all programs offered by the department, excluding senior citizen activities. Department programs include: exercise and fitness classes, youth and adult activities such as athletic leagues and camps and special events.

**MAJOR 2016-2017 OBJECTIVES**

- Continue as the repository for revenue generated by various Parks & Rec programs and events.
- Identify and expand sponsorship opportunities for programs and special events.
- Conduct a comprehensive evaluation to assess program participation, revenues and expenses to ensure programs offered are cost effective and beneficial to participants.
- Plan and execute an extensive summer camp program with input from parents, campers and staff.



**FUND: 614 RECREATION REVOLVING**  
**DEPT: 112 YOUTH/ADULT BUS TRAVEL**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
614-112-707-000 PART TIME EMPLOYEES	\$60,466	\$77,128	\$84,360
614-112-709-000 OVERTIME	11	0	0
614-112-715-000 FICA	4,627	5,900	6,454
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$65,104</b>	<b>\$83,028</b>	<b>\$90,814</b>
<b>MATERIALS AND SUPPLIES</b>			
614-112-758-000 PROGRAM SUPPLIES	\$2,124	\$2,260	\$4,000
<b>MATERIALS AND SUPPLIES</b>	<b>\$2,124</b>	<b>\$2,260</b>	<b>\$4,000</b>
<b>CONTRACTUAL SERVICES</b>			
614-112-818-000 CONTRACTUAL SERVICES	\$40,652	\$49,962	\$52,000
614-112-835-000 MEDICAL EXPENSES	0	40	0
614-112-853-000 TELEPHONE	0	449	324
<b>CONTRACTUAL SERVICES</b>	<b>\$40,652</b>	<b>\$50,451</b>	<b>\$52,324</b>
<b>TOTAL EXPENSES - YOUTH/ADULT BUS TRAVEL</b>	<b>\$107,880</b>	<b>\$135,739</b>	<b>\$147,138</b>

**FUND: 614 RECREATION REVOLVING  
DEPT: 316 GRADE SCHOOL DANCE**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
614-316-707-000      PART TIME EMPLOYEES	\$82	\$82	\$104
614-316-715-000      FICA	6	6	8
<b>SALARIES AND FRINGE BENEFITS</b>	<u>\$88</u>	<u>\$88</u>	<u>\$112</u>
<b>MATERIALS AND SUPPLIES</b>			
614-316-758-000      PROGRAM SUPPLIES	\$0	\$200	\$200
<b>MATERIALS AND SUPPLIES</b>	<u>\$0</u>	<u>\$200</u>	<u>\$200</u>
<b>CONTRACTUAL SERVICES</b>			
614-316-818-000      CONTRACTUAL SERVICES	\$8,240	\$7,769	\$8,000
<b>CONTRACTUAL SERVICES</b>	<u>\$8,240</u>	<u>\$7,769</u>	<u>\$8,000</u>
<b>TOTAL EXPENSES - GRADE SCHOOL DANCE</b>	<u><u>\$8,328</u></u>	<u><u>\$8,057</u></u>	<u><u>\$8,312</u></u>

**FUND: 614 RECREATION REVOLVING  
DEPT: 318 PILLO POLLO**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>			
614-318-707-000     PART TIME EMPLOYEES	\$1,006	\$569	\$1,040
614-318-715-000     FICA	77	44	80
<b>SALARIES AND FRINGE BENEFITS</b>	<u>\$1,083</u>	<u>\$613</u>	<u>\$1,120</u>
<b>MATERIALS AND SUPPLIES</b>			
614-318-758-000     PROGRAM SUPPLIES	\$324	\$387	\$500
<b>MATERIALS AND SUPPLIES</b>	<u>\$324</u>	<u>\$387</u>	<u>\$500</u>
<b>TOTAL EXPENSES - PILLO POLLO</b>	<u><u>\$1,407</u></u>	<u><u>\$1,000</u></u>	<u><u>\$1,620</u></u>



**FUND: 614 RECREATION REVOLVING  
DEPT: 411 GIRL'S TEEN B BALL CLINIC**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
614-411-758-000 PROGRAM SUPPLIES	\$918	\$578	\$700
<b>MATERIALS AND SUPPLIES</b>	<b>\$918</b>	<b>\$578</b>	<b>\$700</b>
<b>CONTRACTUAL SERVICES</b>			
614-411-818-000 CONTRACTUAL SERVICES	\$1,234	\$1,234	\$1,700
<b>CONTRACTUAL SERVICES</b>	<b>\$1,234</b>	<b>\$1,234</b>	<b>\$1,700</b>
<b>TOTAL EXPENSES - GIRL'S TEEN B BALL CLINIC</b>	<b>\$2,152</b>	<b>\$1,812</b>	<b>\$2,400</b>

**FUND: 614 RECREATION REVOLVING  
DEPT: 412 GIRL'S VOLLEYBALL CAMP**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
614-412-758-000 PROGRAM SUPPLIES	\$551	\$551	\$700
<b>MATERIALS AND SUPPLIES</b>	<b>\$551</b>	<b>\$551</b>	<b>\$700</b>
<b>CONTRACTUAL SERVICES</b>			
614-412-818-000 CONTRACTUAL SERVICES	\$2,835	\$2,853	\$2,600
<b>CONTRACTUAL SERVICES</b>	<b>\$2,835</b>	<b>\$2,853</b>	<b>\$2,600</b>
<b>TOTAL EXPENSES - GIRL'S VOLLEYBALL CAMP</b>	<b>\$3,386</b>	<b>\$3,404</b>	<b>\$3,300</b>

**FUND: 614 RECREATION REVOLVING  
DEPT: 416 BOYS TEEN B BALL CLINIC**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
614-416-758-000 PROGRAM SUPPLIES	\$0	\$431	\$500
<b>MATERIALS AND SUPPLIES</b>	<u>\$0</u>	<u>\$431</u>	<u>\$500</u>
<b>CONTRACTUAL SERVICES</b>			
614-416-818-000 CONTRACTUAL SERVICES	\$2,245	\$3,341	\$3,500
<b>CONTRACTUAL SERVICES</b>	<u>\$2,245</u>	<u>\$3,341</u>	<u>\$3,500</u>
<b>TOTAL EXPENSES - BOYS TEEN B BALL CLINIC</b>	<u><u>\$2,245</u></u>	<u><u>\$3,772</u></u>	<u><u>\$4,000</u></u>

**FUND: 614 RECREATION REVOLVING  
DEPT: 502 WOMEN'S SOFTBALL**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
614-502-758-000 PROGRAM SUPPLIES	\$560	\$586	\$1,500
<b>MATERIALS AND SUPPLIES</b>	<b>\$560</b>	<b>\$586</b>	<b>\$1,500</b>
<b>CONTRACTUAL SERVICES</b>			
614-502-818-000 CONTRACTUAL SERVICES	\$1,155	\$2,025	\$1,500
<b>CONTRACTUAL SERVICES</b>	<b>\$1,155</b>	<b>\$2,025</b>	<b>\$1,500</b>
<b>TOTAL EXPENSES - WOMEN'S SOFTBALL</b>	<b>\$1,715</b>	<b>\$2,611</b>	<b>\$3,000</b>

**FUND: 614 RECREATION REVOLVING**  
**DEPT: 605 FRIDAY NIGHT SOFTBALL**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>MATERIALS AND SUPPLIES</b>			
614-605-758-000 PROGRAM SUPPLIES	\$1,059	\$700	\$1,500
<b>MATERIALS AND SUPPLIES</b>	<b>\$1,059</b>	<b>\$700</b>	<b>\$1,500</b>
<b>CONTRACTUAL SERVICES</b>			
614-605-818-000 CONTRACTUAL SERVICES	\$75	\$75	\$1,500
<b>CONTRACTUAL SERVICES</b>	<b>\$75</b>	<b>\$75</b>	<b>\$1,500</b>
<b>TOTAL EXPENSES - FRIDAY NIGHT SOFTBALL</b>	<b>\$1,134</b>	<b>\$775</b>	<b>\$3,000</b>

**FUND: 614 RECREATION REVOLVING**  
**DEPT: 802 ADULT KICKBALL**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
614-802-758-000 PROGRAM SUPPLIES	\$416	\$416	\$1,500
<b>MATERIALS AND SUPPLIES</b>	<b>\$416</b>	<b>\$416</b>	<b>\$1,500</b>
<b>CONTRACTUAL SERVICES</b>			
614-802-818-000 CONTRACTUAL SERVICES	\$75	\$75	\$1,500
<b>CONTRACTUAL SERVICES</b>	<b>\$75</b>	<b>\$75</b>	<b>\$1,500</b>
<b>TOTAL EXPENSES - ADULT KICKBALL</b>	<b>\$491</b>	<b>\$491</b>	<b>\$3,000</b>

**FUND: 614 RECREATION REVOLVING  
DEPT: 803 TENNIS**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CONTRACTUAL SERVICES</b>				
614-803-818-000	CONTRACTUAL SERVICES	\$0	\$0	\$17,000
	<b>CONTRACTUAL SERVICES</b>	\$0	\$0	\$17,000
	<b>TOTAL EXPENSES - TENNIS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$17,000</b>

**FUND: 614 RECREATION REVOLVING**  
**DEPT: 806 COED SOFTBALL**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
614-806-758-000 PROGRAM SUPPLIES	\$0	\$800	\$1,500
<b>MATERIALS AND SUPPLIES</b>	<b>\$0</b>	<b>\$800</b>	<b>\$1,500</b>
<b>CONTRACTUAL SERVICES</b>			
614-806-818-000 CONTRACTUAL SERVICES	\$1,695	\$1,500	\$1,500
<b>CONTRACTUAL SERVICES</b>	<b>\$1,695</b>	<b>\$1,500</b>	<b>\$1,500</b>
<b>TOTAL EXPENSES - COED SOFTBALL</b>	<b>\$1,695</b>	<b>\$2,300</b>	<b>\$3,000</b>



**FUND: 614 RECREATION REVOLVING  
DEPT: 901 COMMUNITY CENTER USE**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>			
614-901-707-000 PART TIME EMPLOYEES	\$13,842	\$15,620	\$16,640
614-901-715-000 FICA	1,118	1,195	1,273
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$14,960</b>	<b>\$16,815</b>	<b>\$17,913</b>
<b>TOTAL EXPENSES - COMMUNITY CENTER USE</b>	<b>\$14,960</b>	<b>\$16,815</b>	<b>\$17,913</b>

**FUND: 614 RECREATION REVOLVING**  
**DEPT: 912 OUTDOOR CONCESSION STAND**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
614-912-758-000 PROGRAM SUPPLIES	\$75	\$0	\$0
<b>MATERIALS AND SUPPLIES</b>	<b>\$75</b>	<b>\$0</b>	<b>\$0</b>
<b>CONTRACTUAL SERVICES</b>			
614-912-818-000 CONTRACTUAL SERVICES	\$260	\$259	\$0
<b>CONTRACTUAL SERVICES</b>	<b>\$260</b>	<b>\$259</b>	<b>\$0</b>
<b>TOTAL EXPENSES - OUTDOOR CONCESSION STAND</b>	<b>\$335</b>	<b>\$259</b>	<b>\$0</b>

**FUND: 614 RECREATION REVOLVING**  
**DEPT: 913 AMUSEMENT PARK TICKET SALES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CONTRACTUAL SERVICES</b>			
614-913-818-000 CONTRACTUAL SERVICES	\$965	\$1,629	\$0
<b>CONTRACTUAL SERVICES</b>	<b>\$965</b>	<b>\$1,629</b>	<b>\$0</b>
<b>TOTAL EXPENSES - AMUSEMENT PARK TICKET SALES</b>	<b>\$965</b>	<b>\$1,629</b>	<b>\$0</b>

**FUND: 614 RECREATION REVOLVING**  
**DEPT: 915 DREAM CRUISE**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>				
614-915-758-000	PROGRAM SUPPLIES	\$8,877	\$12,631	\$12,000
	<b>MATERIALS AND SUPPLIES</b>	<u>\$8,877</u>	<u>\$12,631</u>	<u>\$12,000</u>
<b>CONTRACTUAL SERVICES</b>				
614-915-818-000	CONTRACTUAL SERVICES	\$58,009	\$51,320	\$60,000
	<b>CONTRACTUAL SERVICES</b>	<u>\$58,009</u>	<u>\$51,320</u>	<u>\$60,000</u>
<b>OTHER CHARGES</b>				
614-915-940-000	EQUIPMENT RENTAL	\$3,760	\$4,869	\$4,315
	<b>OTHER CHARGES</b>	<u>\$3,760</u>	<u>\$4,869</u>	<u>\$4,315</u>
	<b>TOTAL EXPENSES - DREAM CRUISE</b>	<u><u>\$70,646</u></u>	<u><u>\$68,820</u></u>	<u><u>\$76,315</u></u>

**FUND: 614 RECREATION REVOLVING**  
**DEPT: 925 SUMMERFEST/WINTERFEST**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
614-925-758-000      PROGRAM SUPPLIES	\$951	\$1,115	\$2,000
<b>MATERIALS AND SUPPLIES</b>	<u>\$951</u>	<u>\$1,115</u>	<u>\$2,000</u>
<b>CONTRACTUAL SERVICES</b>			
614-925-818-000      CONTRACTUAL SERVICES	\$9,084	\$5,246	\$8,000
<b>CONTRACTUAL SERVICES</b>	<u>\$9,084</u>	<u>\$5,246</u>	<u>\$8,000</u>
<b>TOTAL EXPENSES - SUMMERFEST/WINTERFEST</b>	<u><u>\$10,035</u></u>	<u><u>\$6,361</u></u>	<u><u>\$10,000</u></u>

**FUND: 614 RECREATION REVOLVING  
DEPT: 950 MISCELLANEOUS PROGRAMS**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
614-950-704-000 PARKS & REC DIRECTOR	\$0	\$1,593	\$3,603
614-950-706-000 STAFF	19,034	19,925	21,932
614-950-707-000 PART TIME EMPLOYEES	1,668	1,869	3,120
614-950-715-000 FICA	1,584	1,789	2,192
614-950-716-000 HDLO	3,451	3,708	4,411
614-950-718-000 RETIREMENT	4,273	5,317	6,261
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$30,010</b>	<b>\$34,201</b>	<b>\$41,519</b>
<b>MATERIALS AND SUPPLIES</b>			
614-950-758-000 PROGRAM SUPPLIES	\$65	\$0	\$1,000
<b>MATERIALS AND SUPPLIES</b>	<b>\$65</b>	<b>\$0</b>	<b>\$1,000</b>
<b>CONTRACTUAL SERVICES</b>			
614-950-801-000 BANK CHARGES	\$7,943	\$10,027	\$10,250
614-950-807-000 AUDIT SERVICES	2,210	2,414	2,421
614-950-818-000 CONTRACTUAL SERVICES	44,633	51,708	45,000
614-950-853-000 TELEPHONE	0	346	372
<b>CONTRACTUAL SERVICES</b>	<b>\$54,786</b>	<b>\$64,495</b>	<b>\$58,043</b>
<b>INSURANCE</b>			
614-950-914-000 LIABILITY INSURANCE	\$462	\$485	\$506
<b>INSURANCE</b>	<b>\$462</b>	<b>\$485</b>	<b>\$506</b>
<b>CAPITAL OUTLAY</b>			
614-950-974-000 LAND IMPROVEMENTS	\$2,265	\$62,333	\$39,700
<b>CAPITAL OUTLAY</b>	<b>\$2,265</b>	<b>\$62,333</b>	<b>\$39,700</b>
<b>TOTAL EXPENSES - MISCELLANEOUS PROGRAMS</b>	<b>\$87,588</b>	<b>\$161,514</b>	<b>\$140,768</b>

**FUND: 614 RECREATION REVOLVING  
DEPT: 966 OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
614-966-965-101 TRANSFERS OUT	\$110,314	\$59,283	\$129,556
<b>OTHER FINANCING USES</b>	<u>\$110,314</u>	<u>\$59,283</u>	<u>\$129,556</u>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<u><u>\$110,314</u></u>	<u><u>\$59,283</u></u>	<u><u>\$129,556</u></u>
<b>TOTAL EXPENSES - REC REVOLVING FUND</b>	<u><u>\$425,276</u></u>	<u><u>\$474,642</u></u>	<u><u>\$570,322</u></u>

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**FUND 615: SENIOR ACTIVITIES  
DEPT: SUMMARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES AND FRINGE BENEFITS	\$43,680	\$41,587	\$54,373
MATERIALS & SUPPLIES	7,024	6,489	6,670
CONTRACTUAL SERVICES	12,358	12,265	15,986
INSURANCE	3,971	4,450	4,647
OTHER CHARGES	3,507	5,778	7,000
<b>TOTAL</b>	<b>\$70,540</b>	<b>\$70,569</b>	<b>\$88,676</b>

**STAFF**

**Part Time-**

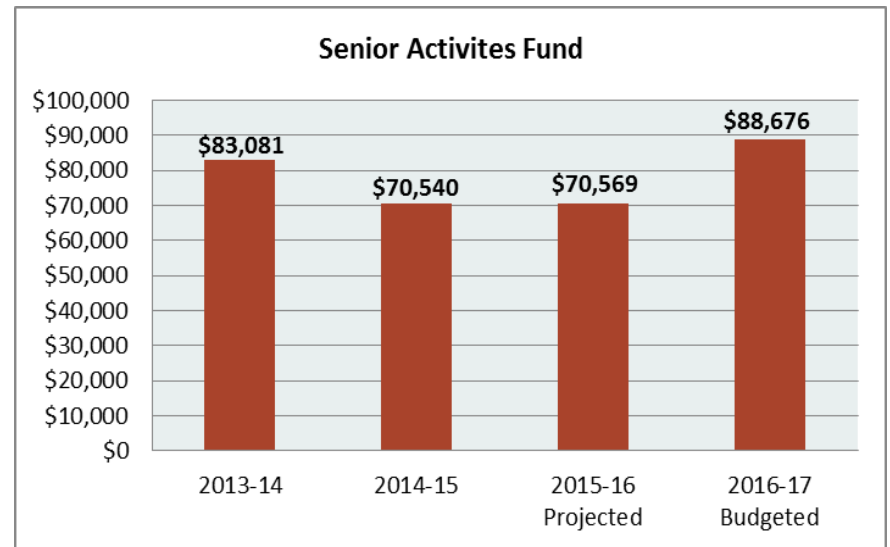
- Senior Coordinator
- Chaperones
- Van Drivers
- Van Dispatchers

**PROGRAM DESCRIPTION**

The Senior Activities Fund receives revenues and disperses expenses for all programs offered to Berkley's senior population. Programs, paid for by grant funds and donations, include an educational series, medical and other health events, day trips and travel excursions.

**MAJOR 2016-2017 OBJECTIVES**

- Conduct a focus group to determine what new programs could be added to attract and retain newly retired seniors.
- Continue to work with SMART to increase ridership on city vehicles.
- Continue to offer travel programs that satisfy the interest of Berkley seniors and other eligible participants.



**FUND: 615 SENIOR ACTIVITIES  
DEPT: 110 SENIOR CITIZEN PROGRAMS**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
615-110-707-000 PART-TIME EMPLOYEES	\$13,580	\$13,504	\$14,645
615-110-715-000 FICA	1,039	1,033	1,120
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$14,619</b>	<b>\$14,537</b>	<b>\$15,765</b>
<b>MATERIALS AND SUPPLIES</b>			
615-110-758-000 PROGRAM SUPPLIES	\$128	\$396	\$400
615-110-781-000 VEHICLE SUPPLIES	1,516	2,187	1,500
<b>MATERIALS AND SUPPLIES</b>	<b>\$1,644</b>	<b>\$2,583</b>	<b>\$1,900</b>
<b>CONTRACTUAL SERVICES</b>			
615-110-807-000 AUDIT SERVICES	\$1,336	\$1,458	\$1,462
615-110-818-000 CONTRACTUAL SERVICES	9,846	9,080	13,000
<b>CONTRACTUAL SERVICES</b>	<b>\$11,182</b>	<b>\$10,538</b>	<b>\$14,462</b>
<b>INSURANCE</b>			
615-110-913-000 VEH EQ INSURANCE	\$928	\$923	\$964
615-110-914-000 LIABILITY INSURANCE	1,485	1,558	1,627
<b>INSURANCE</b>	<b>\$2,413</b>	<b>\$2,481</b>	<b>\$2,591</b>
<b>OTHER CHARGES</b>			
615-110-939-000 VEHICLE MAINTENANCE	\$2,460	\$5,535	\$5,000
<b>OTHER CHARGES</b>	<b>\$2,460</b>	<b>\$5,535</b>	<b>\$5,000</b>
<b>TOTAL EXPENSES - SENIOR CITIZEN PROGRAMS</b>	<b>\$32,318</b>	<b>\$35,674</b>	<b>\$39,718</b>

**FUND: 615 SENIOR ACTIVITIES  
DEPT: 111 SENIOR NEWSLETTER**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CONTRACTUAL SERVICES</b>			
615-111-904-000 PRINTING	\$1,112	\$1,053	\$1,200
<b>CONTRACTUAL SERVICES</b>	\$1,112	\$1,053	\$1,200
<b>TOTAL EXPENSES - SENIOR NEWSLETTER</b>	<b>\$1,112</b>	<b>\$1,053</b>	<b>\$1,200</b>

**FUND: 615 SENIOR ACTIVITIES  
DEPT: 113 VAN TRANSPORTATION**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
615-113-707-000 PART-TIME EMPLOYEES	\$26,994	\$25,128	\$35,864
615-113-715-000 FICA	2,067	1,922	2,744
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$29,061</b>	<b>\$27,050</b>	<b>\$38,608</b>
<b>MATERIALS AND SUPPLIES</b>			
615-113-751-000 FUEL&LUBE	\$5,380	\$3,906	\$4,770
<b>MATERIALS AND SUPPLIES</b>	<b>\$5,380</b>	<b>\$3,906</b>	<b>\$4,770</b>
<b>CONTRACTUAL SERVICES</b>			
615-113-835-000 MEDICAL EXPENSES	\$64	\$225	\$0
615-113-853-000 TELEPHONE	0	449	324
<b>CONTRACTUAL SERVICES</b>	<b>\$64</b>	<b>\$674</b>	<b>\$324</b>
<b>INSURANCE</b>			
615-113-913-000 VEH EQ INSURANCE	\$1,558	\$1,969	\$2,056
<b>INSURANCE</b>	<b>\$1,558</b>	<b>\$1,969</b>	<b>\$2,056</b>
<b>OTHER CHARGES</b>			
615-113-939-000 VEHICLE MAINTENANCE	\$1,047	\$243	\$2,000
<b>OTHER CHARGES</b>	<b>\$1,047</b>	<b>\$243</b>	<b>\$2,000</b>
<b>TOTAL EXPENSES - VAN TRANSPORTATION</b>	<b>\$37,110</b>	<b>\$33,842</b>	<b>\$47,758</b>
<b>TOTAL EXPENSES - SENIOR ACTIVITIES</b>	<b>\$70,540</b>	<b>\$70,569</b>	<b>\$88,676</b>

**FUND 814: DOWNTOWN DEVELOPMENT AUTHORITY (DDA)  
DEPT: SUMMARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES AND FRINGE BENEFITS	\$1,491	\$1,394	\$2,457
MATERIALS AND SUPPLIES	0	0	0
CONTRACTUAL SERVICES	51,067	46,723	78,799
OTHER FINANCING USES	0	0	0
<b>TOTAL</b>	<b>\$52,558</b>	<b>\$48,117</b>	<b>\$81,256</b>

**STAFF**  
None

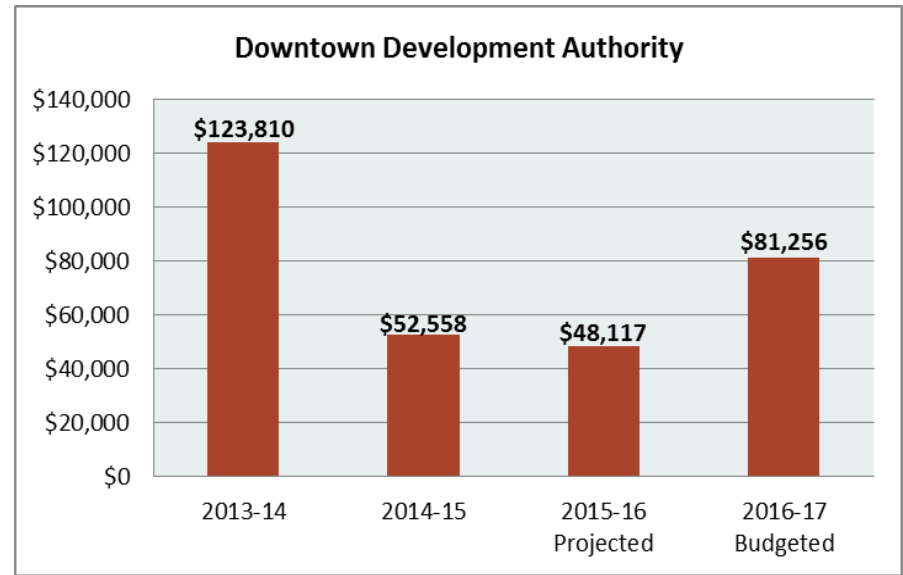
**PROGRAM DESCRIPTION**

An ordinance was created in 1993 by the City Council creating the City of Berkley Downtown Development Authority (DDA). The Berkley DDA was given all the powers and duties prescribed for a downtown development authority pursuant to PA 197 of 1975 as amended. The DDA seeks to attack problems of urban decline, strengthen existing areas within the DDA and encourage new private developments in the downtown district.

The general area of the DDA can be described as incorporating all property along both sides of Twelve Mile Road from Coolidge Highway to Greenfield and both sides of Coolidge Highway from Twelve Mile to Eleven Mile.

**MAJOR 2016-2017 OBJECTIVES**

- Defray normal operating costs of the Authority.
- Continually improve and promote the Berkley Downtown area.



**FUND: 814 DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**  
**DEPT: 822 DDA OPERATIONS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>CONTRACTUAL SERVICES</b>				
814-822-807-000	AUDIT SERVICES	\$1,577	\$1,740	\$1,745
814-822-818-000	SERVICES	1,469	1,700	2,400
<b>CONTRACTUAL SERVICES</b>		<b>\$3,046</b>	<b>\$3,440</b>	<b>\$4,145</b>
<b>TOTAL EXPENSES - DDA OPERATIONS</b>		<b>\$3,046</b>	<b>\$3,440</b>	<b>\$4,145</b>

**FUND: 814 DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**  
**DEPT: 824 SPECIAL EVENTS**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
814-824-706-000	DPW WORKERS	\$592	\$445	\$1,317
814-824-712-000	IN LIEU	5	19	17
814-824-715-000	FICA	46	34	102
814-824-716-000	HDLO	640	625	529
814-824-718-000	RETIREMENT	200	271	484
814-824-722-000	SICK LEAVE	8	0	8
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$1,491</b>	<b>\$1,394</b>	<b>\$2,457</b>
<b>CONTRACTUAL SERVICES</b>				
814-824-817-004	DDA - EVENTS	\$22,696	\$23,383	\$31,200
814-824-817-005	DDA - MEDIA	4,625	3,000	3,000
814-824-818-000	CONTRACTUAL SERVICES	0	0	6,000
814-824-901-000	ADVERTISING	0	0	34,454
<b>CONTRACTUAL SERVICES</b>		<b>\$27,321</b>	<b>\$26,383</b>	<b>\$74,654</b>
<b>TOTAL EXPENSES - SPECIAL EVENTS</b>		<b>\$28,812</b>	<b>\$27,777</b>	<b>\$77,111</b>

**FUND: 814 DOWNTOWN DEVELOPMENT AUTHORITY (DDA)**

**DEPT: 825 APPEARANCE**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CONTRACTUAL SERVICES</b>			
814-825-830-001 STREET MAINTENANCE	\$20,700	\$16,900	\$0
<b>CONTRACTUAL SERVICES</b>	\$20,700	\$16,900	\$0
<b>TOTAL EXPENSES - APPEARANCE</b>	<u>\$20,700</u>	<u>\$16,900</u>	<u>\$0</u>
<b>TOTAL EXPENSES - DDA OPERATIONS</b>	<u>\$52,558</u>	<u>\$48,117</u>	<u>\$81,256</u>



**FUND 815: DOWNTOWN DEVELOPMENT AUTHORITY – TAX INCREMENT FINANCING (TIF)**  
**DEPT: SUMMARY**

	2014-15 ACTUAL ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
CONTRACTUAL SERVICES	\$10,016	14,370	\$86,370
OTHER CHARGES	1,737	10	2,500
CAPITAL OUTLAY	11,116	40,000	106,500
OTHER FINANCING USES	205,020	210,400	0
<b>TOTAL</b>	<b>\$227,889</b>	<b>\$264,780</b>	<b>\$195,370</b>

**STAFF**

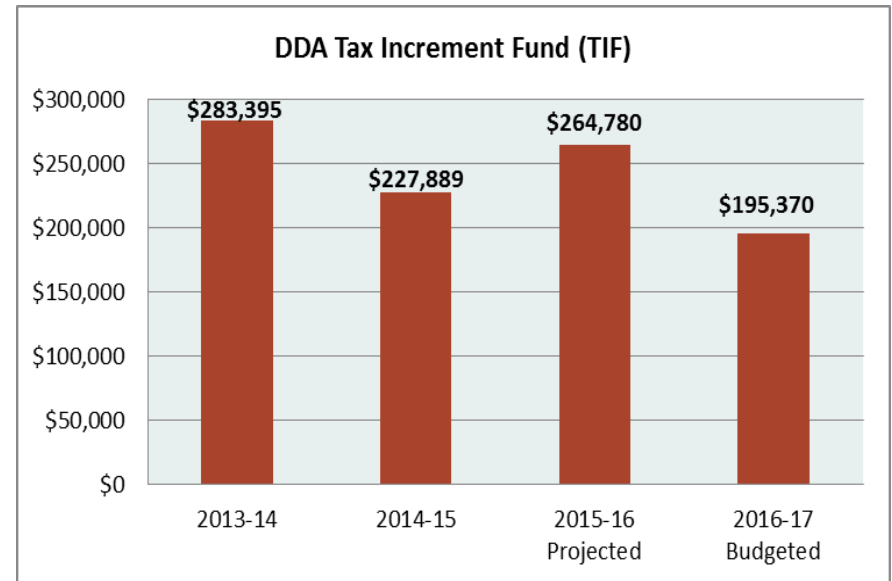
DPW Staff

**PROGRAM DESCRIPTION**

Funds are to be utilized to assist the DDA in facilitating any type of infrastructure project within the scope and Plan of the DDA.

**MAJOR 2016-2017 OBJECTIVES**

- Pay for Led Lighting Project at Library
- Engineering Design for Robina Project
- Phase I – Hanging Flower Baskets (Streetscape)
- Banner Poles – 12 Mile Road



**FUND: 815 DOWNTOWN DEVELOPMENT AUTHORITY - TAX INCREMENT FINANCING (TIF)**  
**DEPT: 265 CITY HALL**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER CHARGES</b>				
815-265-921-100	TRIBUNAL/BOARD OF REVIEW TAX EXPENSE	\$1,737	\$10	\$2,500
	<b>OTHER CHARGES</b>	\$1,737	\$10	\$2,500
	<b>TOTAL EXPENSES - CITY HALL</b>	<b>\$1,737</b>	<b>\$10</b>	<b>\$2,500</b>

**FUND: 815 DOWNTOWN DEVELOPMENT AUTHORITY - TAX INCREMENT FINANCING (TIF)**  
**DEPT: 940 PUBLIC IMPROVEMENT**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>CONTRACTUAL SERVICES</b>				
815-940-818-000	CONTRACTUAL SERVICES	\$0	\$0	\$64,370
815-940-821-001	ENGINEERING - ROBINA PROJECT	0	13,100	22,000
815-940-821-030	PLANNING - LSL	10,016	1,270	0
<b>CONTRACTUAL SERVICES</b>		<b>\$10,016</b>	<b>\$14,370</b>	<b>\$86,370</b>
<b>CAPITAL OUTLAY</b>				
815-940-974-003	SIDEWALK REPAIR	\$0	\$25,000	\$0
815-940-974-004	STREET IMPROVEMENTS	0	0	13,500
815-940-976-738	BUILDING IMPROVEMENTS - LIBRARY	11,116	15,000	45,000
815-940-982-000	EQUIPMENT	0	0	48,000
<b>CAPITAL OUTLAY</b>		<b>\$11,116</b>	<b>\$40,000</b>	<b>\$106,500</b>
<b>TOTAL EXPENSES - PUBLIC IMPROVEMENT</b>		<b>\$21,132</b>	<b>\$54,370</b>	<b>\$192,870</b>

**FUND: 815 DOWNTOWN DEVELOPMENT AUTHORITY - TAX INCREMENT FINANCING (TIF)**  
**DEPT: 966 OTHER FINANCING USES**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>OTHER FINANCING USES</b>			
815-966-965-302      TRANSFER OUT	\$205,020	\$210,400	\$0
<b>OTHER FINANCING USES</b>	<u>\$205,020</u>	<u>\$210,400</u>	<u>\$0</u>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<u><b>\$205,020</b></u>	<u><b>\$210,400</b></u>	<u><b>\$0</b></u>
<b>TOTAL EXPENSES - DDA TIF FUND</b>	<u><b>\$227,889</b></u>	<u><b>\$264,780</b></u>	<u><b>\$195,370</b></u>

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**ENTERPRISE FUND EXPENDITURES**  
**Fiscal Year 2016/2017**  
**Adopted**

**City of Berkley**  
**ENTERPRISE FUNDS EXPENDITURES – Overview**

The Ice Arena Fund and Water and Sewer Fund are the City's two Enterprise Funds. An Enterprise Fund has operations where the costs of providing goods or services are financed or recovered through user fees.

Enterprise Funds are appropriated for and transactions are accounted for on a full accrual basis of accounting.

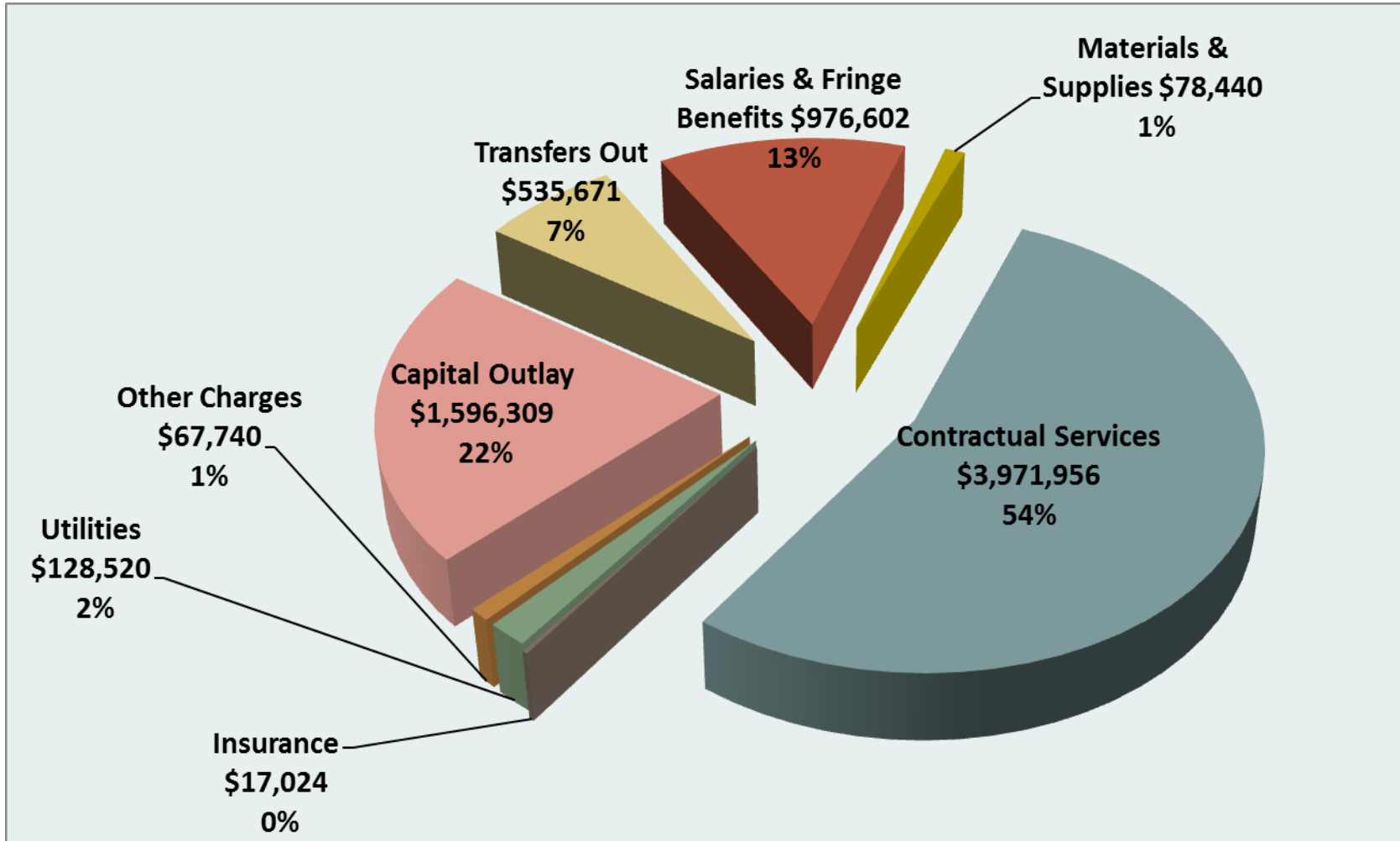
The City will record revenues when earned and expenses when incurred for internal service fund and enterprise fund activity.

Detailed information regarding all Enterprise Funds is provided later in this publication.

# City of Berkley

Enterprise Fund Expenditures - \$7,372,262

FY 2016-2017





**CITY OF BERKLEY, MICHIGAN  
ALL ENTERPRISE FUNDS**

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
RECOMMENDED FOR THE YEAR ENDING JUNE 30, 2017

	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Recommended 2016-2017
<b>Revenues</b>					
Charges for services	\$ 5,182,543	\$ 5,254,457	\$ 5,352,525	\$ 5,578,971	\$ 5,659,758
Fines and forfeitures	629,606	614,077	585,889	592,001	611,065
Investment earnings	4,781	4,489	10,097	12,317	10,723
Property and Equipment Rental	45,824	59,637	77,171	65,390	66,521
Miscellaneous	84,436	32,960	62,848	31,737	32,641
Federal/State Grants	-	-	86,292	282,734	233,116
Total revenues	<u>5,947,190</u>	<u>5,965,620</u>	<u>6,174,822</u>	<u>6,563,150</u>	<u>6,613,824</u>
<b>Expenses</b>					
Arena operations	398,498	387,968	400,676	369,388	433,070
Water and sewer operations	4,502,279	4,568,043	4,874,411	5,092,678	6,403,521
Contingency	-	-			
Total expenses	<u>4,900,777</u>	<u>4,956,011</u>	<u>5,275,087</u>	<u>5,462,066</u>	<u>6,836,591</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	1,046,413	1,009,609	899,735.00	1,101,084	(222,767)
<b>Other Financing Uses</b>					
Operating transfers in	73,315	51,000	140,974.00	50,982	111,320
Operating transfers out	(1,544)	(842)	-	(2,430)	(535,671)
Total other financing uses	<u>71,771</u>	<u>50,158</u>	<u>140,974.00</u>	<u>48,552</u>	<u>(424,351)</u>
<b>Net Earnings (Loss) and Other Financing Uses</b>	1,118,184	1,059,767	1,040,709.00 (1,548,788)	1,149,636	(647,118)
<b>Retained Earnings, Beginning of Year</b>	<u>11,722,305</u>	<u>12,840,489</u>	<u>13,900,237</u>	<u>13,392,158</u>	<u>14,541,794</u>
<b>Retained Earnings, End of Year</b>	<u>\$ 12,840,489</u>	<u>\$ 13,900,237</u>	<u>\$ 13,392,158</u>	<u>\$ 14,541,794</u>	<u>\$ 13,894,676</u>

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**FUND: 546 ARENA  
DEPT: SUMMARY**

	2014-2015 ACTUAL	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$172,343	\$126,207	\$158,228
MATERIALS AND SUPPLIES	12,825	11,070	20,900
CONTRACTUAL SERVICES	8,198	9,555	9,388
INSURANCE	5,031	5,280	5,514
OTHER CHARGES	35,890	65,245	48,000
UTILITIES	103,276	97,041	120,000
CAPITAL OUTLAY	63,113	54,990	71,040
OTHER FINANCING USES	0	2,430	280
<b>TOTAL</b>	<b>\$400,676</b>	<b>\$371,818</b>	<b>\$433,350</b>

**STAFF**

**Full Time-**

Director  
Manager

**Part time-**

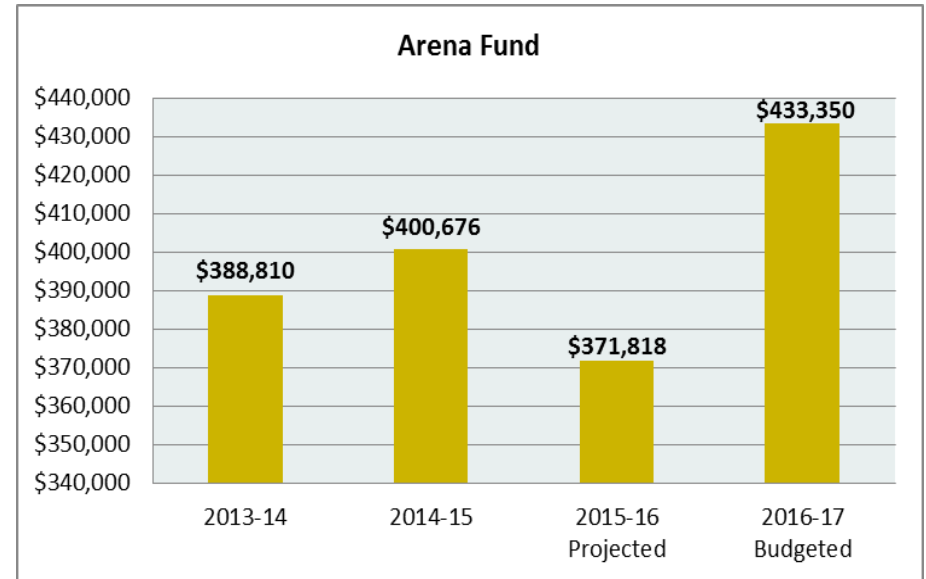
Office Assistant  
Concessions  
Rink Attendants  
Building Supervisors- Zamboni  
Skate Instructors (contractors)

**PROGRAM DESCRIPTION**

The Ice Arena is a full-service facility offering indoor ice skating for local hockey teams, learn-to-skate classes and other opportunities for advanced skating skill development. Youth and adult hockey programs are offered in conjunction with various hockey associations with reserved ice available for private rentals during the evenings and early morning hours.

**MAJOR 2016-2017 OBJECTIVES**

- Continue to attract and retain hockey teams to secure rentals of all available ice time.
- Identify and secure other annual ice skating events to increase revenue.
- Identify affordable methods to update the facility, including equipment, heating and cooling, locker rooms and façade.



**FUND: 546 ARENA**  
**DEPT: 697 ARENA GENERAL**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>				
546-697-704-000	RECREATION DIRECTOR	\$31,291	\$16,746	\$14,413
546-697-705-000	RECREATION MANAGER	2,558	811	31,455
546-697-706-000	STAFF	25,555	19,249	0
546-697-707-000	PART TIME EMPLOYEES	47,980	47,556	54,206
546-697-709-000	OVERTIME	0	0	2,040
546-697-712-000	IN LIEU	4,376	0	0
546-697-715-000	FICA	8,488	6,454	10,062
546-697-716-000	HDLO	15,643	7,780	10,530
546-697-718-000	RETIREMENT	13,358	9,095	11,247
546-697-718-005	RETIREMENT - NET PENSION LIABILITY	14,402	15,000	14,500
546-697-724-000	UNEMPLOYMENT	7,304	52	1,800
546-697-725-000	WORKERS COMPENSATION	934	1,882	1,516
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$171,889</b>	<b>\$124,625</b>	<b>\$151,769</b>
<b>MATERIALS AND SUPPLIES</b>				
546-697-728-000	OFFICE SUPPLIES	\$123	\$51	\$400
546-697-744-000	UNIFORMS	902	0	1,000
546-697-751-000	FUEL & LUBE	4,024	3,616	6,000
546-697-776-000	MAINTENANCE SUPPLIES	1,665	441	2,000
546-697-777-000	CUSTODIAL SUPPLIES	1,075	347	2,000
546-697-778-000	EQUIPMENT SUPPLIES	1,308	3,848	4,000
546-697-787-000	TOOLS	0	0	300
<b>MATERIALS AND SUPPLIES</b>		<b>\$9,097</b>	<b>\$8,303</b>	<b>\$15,700</b>

**FUND: 546 ARENA**  
**DEPT: 697 ARENA GENERAL**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>CONTRACTUAL SERVICES</b>				
546-697-807-000	AUDIT SERVICES	\$2,041	\$2,245	\$2,252
546-697-818-000	CONTRACTUAL SERVICES	230	1,606	1,200
546-697-853-000	TELEPHONE	826	581	936
546-697-901-000	ADVERTISEMENT	828	539	1,000
<b>CONTRACTUAL SERVICES</b>		<b>\$3,925</b>	<b>\$4,971</b>	<b>\$5,388</b>
<b>INSURANCE</b>				
546-697-914-000	LIABILITY INSURANCE	\$5,031	\$5,280	\$5,514
<b>INSURANCE</b>		<b>\$5,031</b>	<b>\$5,280</b>	<b>\$5,514</b>
<b>UTILITIES</b>				
546-697-920-000	UTILITIES	\$103,276	\$97,041	\$120,000
<b>UTILITIES</b>		<b>\$103,276</b>	<b>\$97,041</b>	<b>\$120,000</b>
<b>OTHER CHARGES</b>				
546-697-931-000	BUILDING MAINTENANCE	\$3,987	\$5,408	\$13,000
546-697-933-000	EQUIPMENT MAINTENANCE	23,991	59,837	35,000
<b>OTHER CHARGES</b>		<b>\$27,978</b>	<b>\$65,245</b>	<b>\$48,000</b>
<b>CAPITAL OUTLAY</b>				
546-697-968-000	DEPRECIATION	\$52,931	\$53,500	\$52,500
546-697-976-000	BUILDING IMPROVEMENTS	10,182	0	18,000
546-697-982-000	EQUIPMENT	0	950	0
546-697-986-000	COMPUTER SOFTWARE	0	540	540
<b>CAPITAL OUTLAY</b>		<b>\$63,113</b>	<b>\$54,990</b>	<b>\$71,040</b>

**FUND: 546 ARENA**  
**DEPT: 697 ARENA GENERAL**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
546-697-969-000    LOSS ON ASSET DISPOSAL	\$7,712	\$0	\$0
546-697-969-001    RECEIVABLE WRITE OFF	\$200	\$0	\$0
<b>OTHER FINANCING USES</b>	<b>\$7,912</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENSES - ARENA GENERAL</b>	<b>\$392,221</b>	<b>\$360,455</b>	<b>\$417,411</b>

**FUND: 546 ARENA**  
**DEPT: 698 CONCESSION STAND**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>			
546-698-707-000      PART TIME EMPLOYEES	\$422	\$1,469	\$6,000
546-698-715-000      FICA	32	113	459
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$454</b>	<b>\$1,582</b>	<b>\$6,459</b>
<b>MATERIALS AND SUPPLIES</b>			
546-698-758-000      PROGRAM SUPPLIES	\$2,809	\$2,504	\$4,000
<b>MATERIALS AND SUPPLIES</b>	<b>\$2,809</b>	<b>\$2,504</b>	<b>\$4,000</b>
<b>TOTAL EXPENSES - CONCESSION STAND</b>	<b>\$3,263</b>	<b>\$4,086</b>	<b>\$10,459</b>

**FUND: 546 ARENA**  
**DEPT: 700 FIGURE SKATING LESSONS**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>			
546-700-758-000      PROGRAM SUPPLIES	\$919	\$263	\$1,200
<b>MATERIALS AND SUPPLIES</b>	<u>\$919</u>	<u>\$263</u>	<u>\$1,200</u>
<b>CONTRACTUAL SERVICES</b>			
546-700-818-000      CONTRACTUAL SERVICES	\$4,273	\$4,584	\$4,000
<b>CONTRACTUAL SERVICES</b>	<u>\$4,273</u>	<u>\$4,584</u>	<u>\$4,000</u>
<b>TOTAL EXPENSES - FIGURE SKATING LESSONS</b>	<u><u>\$5,192</u></u>	<u><u>\$4,847</u></u>	<u><u>\$5,200</u></u>



**FUND: 546 ARENA**  
**DEPT: 966 OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
546-966-965-000      TRANSFERS	\$0	\$2,430	\$280
<b>OTHER FINANCING USES</b>	<u>\$0</u>	<u>\$2,430</u>	<u>\$280</u>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<u><u>\$0</u></u>	<u><u>\$2,430</u></u>	<u><u>\$280</u></u>
<b>TOTAL EXPENSES - ARENA FUND</b>	<u><u>\$400,676</u></u>	<u><u>\$371,818</u></u>	<u><u>\$433,350</u></u>

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**FUND: 592 WATER AND SEWER  
DEPT: SUMMARY**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$850,865	\$802,968	\$818,374
MATERIALS AND SUPPLIES	152,894	83,982	57,540
CONTRACTUAL SERVICES	3,319,751	3,427,607	3,962,568
OTHER CHARGES	18,366	20,154	19,740
CAPITAL OUTLAY	391,351	625,537	1,525,269
DEBT SERVICE	122,128	113,950	0
INSURANCE	10,816	11,022	11,510
UTILITIES	8,240	7,458	8,520
OTHER FINANCING USES	0	0	535,391
<b>TOTAL</b>	<b>\$4,874,411</b>	<b>\$5,092,678</b>	<b>\$6,938,912</b>

**STAFF**

Director  
Clerk  
Foreman  
Mechanics  
Laborers  
(Employee Wages shared with other Funds)

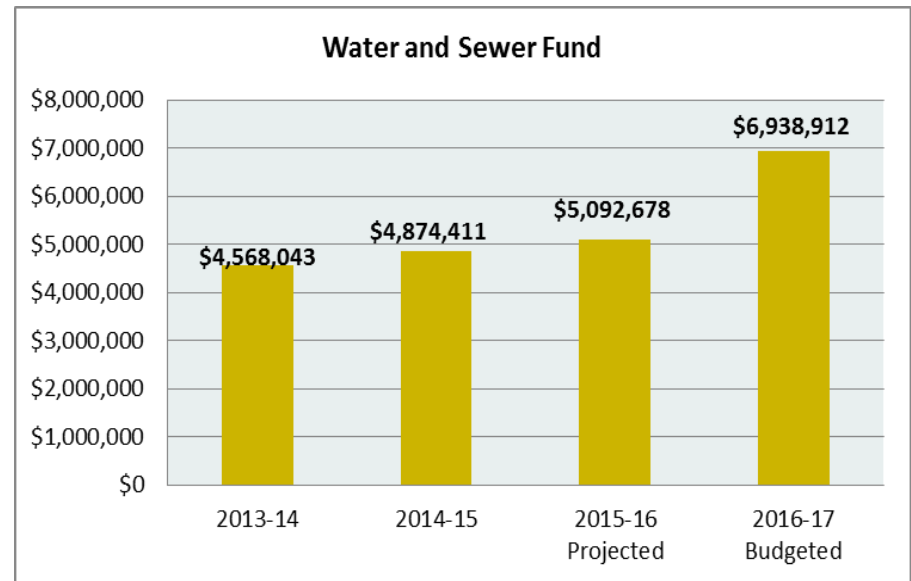
**PROGRAM DESCRIPTION**

Effectively maintain the city’s road, water and sewer infrastructure needs by developing a funding source and a comprehensive road and water main replacement plan. Improve streets with a very poor PASAR road rating, (as indicated by the budget) to address temporary patches and frequent water main breaks.

**MAJOR 2016-2017 OBJECTIVE**

- Design and reconstruct Harvard Road from Woodward to Cass including replacement of existing 6” water main.

- Monitor wholesale water purchases and sales to ensure every effort is taken to minimize waterloss.
- Continue with the annual Sewer Lining Program to structurally upgrade the public sewer system.
- Improve water and sewer operations by expanding employee training for Certified Drinking Water Operators
- Complete the third and final year of the Stormwater, Asset Management and Wastewater (SAW) Grant Project. The State of Michigan Grant will allow the city to prepare a sewer asset management plan to effectively manage future improvements.
- Improve customer access to utility data and meter read efficiency through radio read meter installations.
- Continue to expand Arc GIS software capabilities to improve utility management and operations.



**FUND: 592 WATER AND SEWER  
DEPT: 536 WATER & SEWER SERVICES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>			
592-536-704-000 DPW DIRECTOR	\$23,812	\$23,868	\$24,775
592-536-704-172 CITY MANAGER	21,309	10,169	19,164
592-536-704-201 FINANCE DIRECTOR	28,833	28,901	30,000
592-536-705-000 DPW FOREMAN	40,703	40,798	42,350
592-536-706-000 LABORERS	174,759	186,872	176,429
592-536-706-191 CLERK/TREASURER STAFF	3,674	3,683	3,823
592-536-706-201 FINANCE STAFF	24,637	24,696	25,634
592-536-706-215 TREASURER'S STAFF	12,346	12,376	12,846
592-536-706-755 IT COORDINATOR	12,798	12,829	13,316
592-536-707-000 PART TIME EMPLOYEES	20,313	20,461	22,933
592-536-709-000 OVERTIME	33,532	21,750	27,700
592-536-712-000 IN LIEU	6,832	6,271	6,553
592-536-715-000 FICA	30,918	28,213	31,490
592-536-716-000 HDLO	92,539	89,626	93,170
592-536-716-001 HDLO RETIREES	65,735	54,449	54,773
592-536-716-718 HDLO GASB 45 CONTRIBUTION	68,561	34,000	34,000
592-536-718-000 RETIREMENT	96,899	102,603	100,665
592-536-718-005 RETIREMENT - NET PENSION LIABILITY	24,269	25,000	25,000
592-536-721-000 ANNUAL LEAVE	1,671	919	705
592-536-722-000 SICK LEAVE	(131)	2,077	1,385
592-536-725-000 WORKERS COMP	7,299	12,446	12,840
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$791,308</b>	<b>\$742,007</b>	<b>\$759,551</b>

**FUND: 592 WATER AND SEWER  
DEPT: 536 WATER & SEWER SERVICES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>MATERIALS AND SUPPLIES</b>				
592-536-728-000	OFFICE SUPPLIES	\$500	\$328	\$500
592-536-729-000	STATIONARY	4,661	2,891	5,000
592-536-730-000	POSTAGE	11,859	12,798	13,200
592-536-744-000	UNIFORMS	2,749	2,984	3,200
592-536-751-000	FUEL & LUBE	22,785	16,705	26,140
592-536-758-000	PROGRAM SUPPLIES	107,305	45,709	6,500
592-536-787-000	TOOLS	3,035	2,567	3,000
<b>MATERIALS AND SUPPLIES</b>		<b>\$152,894</b>	<b>\$83,982</b>	<b>\$57,540</b>
<b>CONTRACTUAL SERVICES</b>				
592-536-807-000	AUDIT SERVICES	\$4,008	\$5,218	\$5,233
592-536-811-000	CUSTODIAL	3,210	3,210	3,235
592-536-817-000	CONSULTANT	379	0	3,000
592-536-818-000	CONTRACTUAL SERVICES	9,492	8,054	272,166
592-536-821-000	ENGINEER	22,028	2,250	152,000
592-536-822-000	CROSS CONNECTIONS	0	5,055	20,000
592-536-830-000	DPW CONTRACTUAL	21,831	33,100	22,000
592-536-835-000	MEDICAL EXPENSES	1,493	712	800
592-536-853-000	TELEPHONE	112	102	520
592-536-864-000	MEETINGS & CONFERENCES	3,432	3,650	3,950
592-536-926-000	BULK WATER	655,738	772,445	804,856
592-536-927-000	BULK SEWAGE	893,253	916,296	964,108
592-536-928-000	NONRESIDENTAIL SURCHARGE	81,093	51,057	55,311
<b>CONTRACTUAL SERVICES</b>		<b>\$1,696,069</b>	<b>\$1,801,149</b>	<b>\$2,307,179</b>

**FUND: 592 WATER AND SEWER  
DEPT: 536 WATER & SEWER SERVICES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>INSURANCE</b>				
592-536-913-000	VEHICLE INSURANCE	\$5,938	\$5,903	\$6,165
592-536-914-000	LIABILITY INSURANCE	4,878	5,119	5,345
<b>INSURANCE</b>		<b>\$10,816</b>	<b>\$11,022</b>	<b>\$11,510</b>
<b>UTILITIES</b>				
592-536-920-000	UTILITIES	\$8,240	\$7,458	\$8,520
<b>UTILITIES</b>		<b>\$8,240</b>	<b>\$7,458</b>	<b>\$8,520</b>
<b>OTHER CHARGES</b>				
592-536-939-000	VEHICLE MAINTENANCE	\$3,928	\$14,041	\$13,000
592-536-940-001	EQUIPMENT RENTAL - VENDOR	0	1,645	2,500
592-536-946-000	OFFICE EQUIPMENT RENTAL	4,535	4,468	4,240
<b>OTHER CHARGES</b>		<b>\$8,463</b>	<b>\$20,154</b>	<b>\$19,740</b>
<b>OTHER FINANCING USES</b>				
592-536-969-000	LOSS ON ASSET DISPOSAL	\$9,903	\$0	\$0
<b>OTHER FINANCING USES</b>		<b>\$9,903</b>	<b>\$0</b>	<b>\$0</b>
<b>CAPITAL OUTLAY</b>				
592-536-968-000	DEPRECIATION	\$373,348	\$384,598	\$400,000
592-536-975-000	CONSTRUCTION	0	0	225,819
592-536-976-000	BUILDING IMPROVEMENTS	0	0	60,000
592-536-982-000	CONCRETE REPAIR	0	0	50,000
592-536-982-592	EQUIPMENT	10,272	6,070	208,500

**FUND: 592 WATER AND SEWER  
DEPT: 536 WATER & SEWER SERVICES**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CAPITAL OUTLAY (CONTINUED)</b>				
592-536-984-000	RADIO EQUIPMENT	2,541	100	500
592-536-985-000	VEHICLE	0	0	320,000
592-536-986-000	COMPUTER SOFTWARE	5,190	14,250	10,450
<b>CAPITAL OUTLAY</b>		<b>\$391,351</b>	<b>\$405,018</b>	<b>\$1,275,269</b>
<b>DEBT SERVICE</b>				
592-536-993-000	INTEREST EXPENSE	\$122,128	\$113,950	\$0
<b>DEBT SERVICE</b>		<b>\$122,128</b>	<b>\$113,950</b>	<b>\$0</b>
<b>TOTAL EXPENSES - WATER &amp; SEWER SERVICE</b>		<b>\$3,191,172</b>	<b>\$3,184,740</b>	<b>\$4,439,309</b>

**FUND: 592 WATER AND SEWER  
DEPT: 537 STORM SEWER SYSTEM**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>SALARIES AND FRINGE BENEFITS</b>			
592-537-706-000 LABORERS	\$26,356	\$29,856	\$30,981
592-537-709-000 OVERTIME	6,169	4,342	1,610
592-537-712-000 IN LIEU	149	565	0
592-537-715-000 FICA	2,501	2,665	2,493
592-537-716-000 HDLO	13,157	12,379	11,655
592-537-718-000 RETIREMENT	10,525	10,381	11,382
592-537-722-000 SICK LEAVE	44	67	40
592-537-725-000 WORKERS COMP	656	706	662
<b>SALARIES AND FRINGE BENEFITS</b>	<b>\$59,557</b>	<b>\$60,961</b>	<b>\$58,823</b>
<b>CONTRACTUAL SERVICES</b>			
592-537-927-000 STORM FLOW	\$1,623,682	\$1,626,458	\$1,655,389
<b>CONTRACTUAL SERVICES</b>	<b>\$1,623,682</b>	<b>\$1,626,458</b>	<b>\$1,655,389</b>
<b>TOTAL EXPENSES - STORM SEWER SYSTEM</b>	<b>\$1,683,239</b>	<b>\$1,687,419</b>	<b>\$1,714,212</b>



**FUND: 592 WATER AND SEWER  
DEPT: 940 PUBLIC IMPROVEMENT**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CAPITAL OUTLAY</b>			
592-940-974-000 IMPROVEMENTS-WATER	\$0	\$220,519	\$250,000
<b>CAPITAL OUTLAY</b>	\$0	\$220,519	\$250,000
<b>TOTAL EXPENSES - PUBLIC IMPROVEMENT</b>	<b>\$0</b>	<b>\$220,519</b>	<b>\$250,000</b>

**FUND: 592 WATER AND SEWER  
DEPT: 966 OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
592-966-965-000      TRANSFERS	\$0	\$0	\$535,391
<b>OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$535,391</b>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$535,391</b>
<b>TOTAL EXPENSES - WATER &amp; SEWER FUND</b>	<b>\$4,874,411</b>	<b>\$5,092,678</b>	<b>\$6,938,912</b>

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**INTERNAL SERVICE FUND EXPENDITURES**  
**Fiscal Year 2016/17**  
**Adopted**

**City of Berkley**  
**INTERNAL SERVICE FUND EXPENDITURES – Overview**

The Fringe Benefit Internal Service Fund is the City's only Internal Service Fund. An Internal Service Fund has operations where the costs of providing for payment of leave accruals is financed or recovered through charges to the General Fund, Special Revenue Funds and Enterprise Funds.

Internal Services Funds are appropriated for and transactions are accounted for on a full accrual basis of accounting. The City will record revenues when earned and expenses when incurred for internal service fund activity.

Detailed information regarding the Internal Service Fund is provided later in this publication.

**CITY OF BERKLEY, MICHIGAN  
INTERNAL SERVICE FUND**

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
RECOMMENDED BUDGET FOR THE YEAR ENDING JUNE 30, 2017

	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Recommended 2016-2017
<b>Revenues</b>					
Investment income	\$ 3,813	\$ 2,364	\$ 3,616	\$ 2,241	\$ 2,878
Miscellaneous	-	-			
Total Revenues	3,813	2,364	3,616	2,241	2,878
<b>Expenditures</b>					
FICA	2,498	5,739	1,371	3,234	3,323
Retirement	2,779	7,741	5	4,365	1,095
HDLO	23	51	1,665	36	
Annual leave	(4,040)	36,737	19,590	15,525	6,746
Earned Leave - PSO	4,108	(1,181)	(10,317)		
Sick leave	62	149,824	(79,225)	62,129	10,129
Sick leave buyback	(1,964)	(12,519)	5,696	(5,398)	465
Holiday Leave buyback	10,100	9,887	7,333	69,741	3,195
Compensated absences	6,799	12,124	2,435	(5,651)	
LTD insurance	-	-			
Total expenditures	20,365	208,403	(51,447)	143,981	24,953
<b>Other Financing Sources</b>					
Operating transfers in	17,603	206,040		141,740	22,075
Operating transfers out	(1,052)	-	(55,063)		
Total other financing sources	16,551	206,040	(55,063)	141,740	22,075
<b>Net Change in Fund Balance</b>	(1)	1	-	-	-
<b>Fund Balance - Beginning of year</b>	1	-	1		
<b>Fund Balance - End of year</b>	\$ -	\$ 1	\$ 1	\$ -	\$ -

**FUND: 690 FRINGE BENEFITS  
DEPT: SUMMARY**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	(\$51,447)	\$143,981	\$24,953
OTHER FINANCING USES	55,063	0	0
<b>TOTAL</b>	<b>\$3,616</b>	<b>\$143,981</b>	<b>\$24,953</b>

**STAFFING**

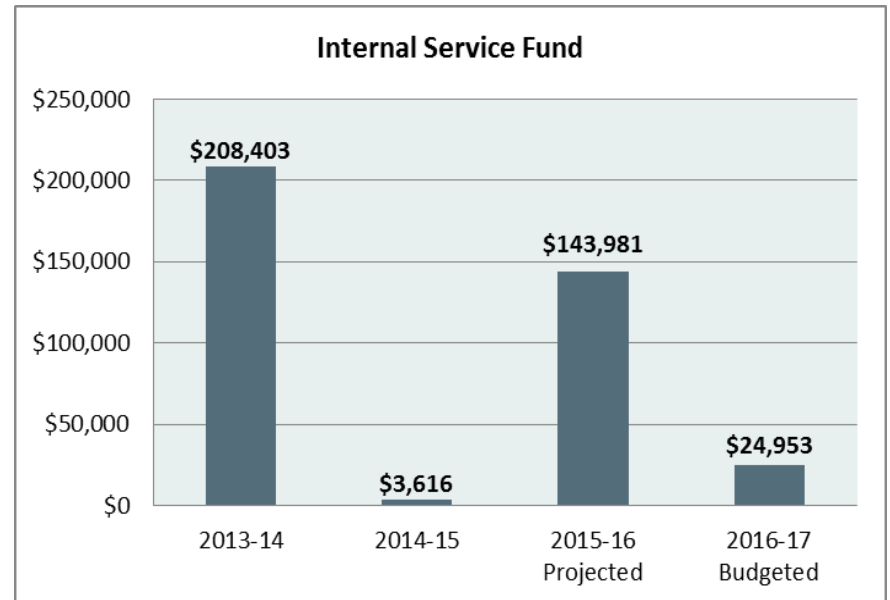
None

**PROGRAM DESCRIPTION**

The Fringe Benefit Fund appropriates and accounts for the payment of severance and other final payouts that are due to an employee upon retirement as outlined in their collective bargaining agreement or the Merit System of Personnel Management. Types of payment include but are not limited to annual leave payment, sick leave payment and holiday leave payment on eligible accrued employee leave balances.

**MAJOR 2016-2017 OBJECTIVES**

- To defray those accrued personal leave costs that arise when an employee retires or leaves the City.
- To defray the increase in liability value of employee leave time accruals.



**FUND: 690 FRINGE BENEFITS**  
**DEPT: SUMMARY**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>			
690-100-715-000 FICA	\$1,371	\$3,234	\$3,323
690-100-716-000 HDLO	5	36	0
690-100-718-000 RETIREMENT	1,665	4,365	1,095
690-100-721-000 ANNUAL LEAVE	19,590	15,525	6,746
690-100-721-001 EARNED LEAVE - PSO	(10,317)	0	0
690-100-722-000 SICK LEAVE	(79,225)	62,129	10,129
690-100-722-001 SICK LEAVE BUYBACK	5,696	(5,398)	465
690-100-723-000 HOLIDAY LEAVE BUY BACK	7,333	69,741	3,195
690-100-726-000 COMPENSATED ABSENCES	2,435	(5,651)	0
<b>SALARIES AND FRINGE BENEFITS</b>	<b>(51,447)</b>	<b>\$143,981</b>	<b>\$24,953</b>
<b>OTHER FINANCING USES</b>			
690-966-999-000 TRANSFERS OUT	\$55,063	\$0	\$0
<b>OTHER FINANCING USES</b>	<b>\$55,063</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENSES - LONG TERM FRINGE BENEFITS</b>	<b>\$3,616</b>	<b>\$143,981</b>	<b>\$24,953</b>



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**DEBT FUND EXPENDITURES**  
**Fiscal Year 2016-2017**  
**Adopted**

**City of Berkley**  
**DEBT SERVICE FUNDS – Overview**

The Debt Service Funds are the City’s long-term debt principal and interest obligations. The City of Berkley issues bonds to provide for the acquisition and construction of major capital facilities and infrastructure. These types of funds are established by Public Act 279 of 1909 as amended and section 11.1 of the Berkley City Charter.

Currently, the City has issued bonds for governmental purposes (Roads) and for business purposes. (Sanitary and Stormwater abatement)

The governmental debt issues is budgeted and accounted for within the debt service funds of the City. The business debt is appropriated for within the debt service funds of the City to insure that water/sewer rates meet the upcoming fiscal year debt obligation. However, a budget amendment is performed later in the fiscal year to remove the business debt issue from the appropriated Debt Service Fund and the business debt is re-appropriated. (Interest only) When the business debt is then actually paid, an interest appropriation is utilized and the payment of principal on the debt is accounted for on the balance sheet (Bonds Payable) of the Water/Sewer Fund of the City.

**GOVERNMENTAL DEBT ISSUES - ROADS**

The City received voter approval in 2005 to fund the governmental debt issues of the City via property taxes. This is commonly known as an “Unlimited Tax Issue”. This unlimited tax approval allows the City to raise the necessary taxes, unobstructed by the Headlee property tax law, to pay the bond debt in the fiscal year the debt is due. Therefore, the General Fund and the Special Revenue Fund operations are not directly affected in paying for these debt issues.

The Mayor and City Council will appropriate the necessary General Fund resources if necessary or, Major Street and Local Street gas taxes, to maintain these improvements into the future.

<u>Fiscal Year</u>	<u>Total Governmental Activities - Summary</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$225,000	\$46,444	\$271,444
2018	225,000	37,500	262,500
2019	250,000	28,000	278,000
2020-2021	<u>575,000</u>	<u>23,500</u>	<u>598,500</u>
<b>TOTAL</b>	<b><u>\$1,275,000</u></b>	<b><u>\$135,444</u></b>	<b><u>\$1,410,444</u></b>

**BUSINESS ACTIVITY DEBT – STORM AND SANITARY SEWERS**

The City is a member of the George W. Kuhn Drainage District. (The Drainage District) The Drainage District is operated by the Oakland County Water Resources Commissioner. The City’s Storm and Sanitary flow are first sent to the Drainage District where it is screened and receives primary treatment. The flow is then sent to the City of Detroit for final wastewater processing and discharge into the Detroit River. The City is a 6.3% member of the Drainage District. There are eleven municipality Board members and two non-member municipalities.

The debt is issued through the Drainage District and the City is invoiced for its share of the costs (6.3%) of the debt semi-annually. The debt was issued in various series between 2000 and 2008 to take advantage of Federal Clean Water Act funding which has a very low interest rate. Construction is complete on the project.

The Mayor and City Council adjust and appropriate each July 1 through water and sewer rates the necessary water/sewer rate to fully pay the debt coming due for the fiscal year. This process allows for the City to continually maintain its infrastructure and pay the debt obligation annually.

**City of Berkley**  
**DEBT SERVICE FUNDS – Overview**

**BUSINESS ACTIVITY DEBT – STORM AND SANITARY SEWERS CONTINUED:**

The City does set aside water/sewer rate dollars for future infrastructure/equipment needs or for extraordinary repair events within the City. Please see Debt Fund 309 for further details on the George W. Kuhn Drainage District.

Included in the outstanding debt line is all of the Governmental bonds and the Business Activity bonds Outstanding. There is no other City debt.

Outstanding interest due on the outstanding principle debt amount of \$5,073,436 at 7/1/2016 is \$575,878.21 across all operating funds. See the schedule of debt payments below.

<u>Fiscal Year</u>	<u>Total Business-Type Activities - Summary</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$441,682	\$93,710	\$534,561
2018	452,394	81,374	532,086
2019	461,857	70,495	531,936
2020-2024	2,259,263	182,371	2,366,443
2025-2029	<u>183,240</u>	<u>12,485</u>	<u>195,725</u>
<b>TOTAL</b>	<b><u>\$3,798,436</u></b>	<b><u>\$440,435</u></b>	<b><u>\$4,160,751</u></b>

**Legal Debt Margin as of 7/1/2016:**

<b>2015 State Equalized Value</b>	<b>\$634,050,220</b>
<b>Add: Act 198 tax levies</b>	<b>\$0</b>
<b>Total Valuation</b>	<b>\$634,050,220</b>
<b>Debt Limit – 10%</b>	<b>\$63,405,022</b>
<b>Outstanding Debt Less: Revenue Bonds</b>	<b>\$5,073,436</b>
<b>Legal Debt Margin</b>	<b>\$58,131,586</b>

**City of Berkley**  
**DEBT SERVICE FUNDS – Overview**

**FUTURE CAPITAL/DEBT SPENDING CONSIDERATIONS CONTINUED:**

Funding in this manner would not impact gas tax appropriations for annual road maintenance. Also, with an additional water rate component to fund this debt, water line maintenance would continue at current maintenance levels.

Watermain breaks have become more prevalent with the extreme cold temperatures in the region. It would be anticipated that this capital work would reduce water main breaks and associated overtime costs in fixing those breaks. Thus, water/sewer operational rates would not rise as fast in the future. This work would also improve water service to households due to less main breaks.

This debt road rehabilitation/repair on the poor roads would allow for more gas tax maintenance on roads that do not need as much rehabilitation. This strategy would lengthen the life on those roads receiving the additional maintenance dollars. If a watermain is being repaired under this project so will the road that is above.

The cost of this issue would have to be (and is) within the legal debt margin calculated above. An unlimited tax issue with a potential combination of water/sewer rate increases would be utilized to fund this project.

There are no other debt issues or major capital projects planned in the immediate future by the City. Please see the Capital Improvement and Capital Equipment sections of this document for all capital improvement/equipment being considered by the City going into the future.

As of 4/30/2015, The City of Berkley's bond rating in accordance with Fitch Rating Service is AA with a stable ratings outlook. The best rating offered by the Fitch rating service is an AAA rating.

**CITY OF BERKLEY**  
**Schedule of Debt Payments**  
**2016-17 Budget**

FUND/DESCRIPTION	Original Debt	Maturity Date	Principal Remaining 6/30/2016	Principal Due in FY 2016/17	Interest Due in FY 2016/17	Total Payments FY 2016/17
<b>-GOVERNMENTAL ACTIVITIES-</b>						
2006 General Obligation 12 Mile Road Bonds	\$850,000	2016	\$0	\$0	\$0	\$0
2006 General Obligation 11 Mile Road Bonds	\$2,500,000	2021	1,275,000	225,000	46,444	271,444
2006 General Obligation Other Road Bonds	\$2,625,000	2016	0	0	0	0
2002 Installment Purchase Agreement	\$1,260,000	2016	0	0	0	0
Total Governmental Activities 2016/17			\$1,275,000	\$225,000	\$46,444	\$271,444
<b>-BUSINESS ACTIVITIES-</b>						
<b>Contractual Obligations with Oakland County-</b>						
<b>The George W. Kuhn Drainage District:</b>						
2000-A	\$1,126,053	2022	\$398,022	\$62,349	\$9,951	\$72,300
2001-C	\$5,176,822	2024	2,380,898	272,696	59,522	332,218
2001-D	\$199,641	2024	62,832	7,243	1,571	8,814
2006-F	\$103,643	2026	51,767	4,798	841	5,639
2006-G	\$112,919	2028	71,974	5,438	1,170	6,608
2015-B&E Refinanced	\$784,710	2024	486,508	66,127	11,994	78,121
2008-H	\$491,662	2029	346,435	23,032	8,661	31,693
Total Business Activities 2016/17			\$3,798,436	\$441,683	\$93,710	\$535,393
<b>Total Bond Obligations</b>	<b>\$15,230,450</b>		<b>\$5,073,436</b>	<b>\$666,683</b>	<b>\$140,154</b>	<b>\$806,837</b>

**CITY OF BERKLEY, MICHIGAN  
DEBT FUNDS**

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
RECOMMENDED FOR THE YEAR ENDING JUNE 30, 2017

	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Recommended 2016-2017
<b>Revenues</b>					
Property taxes	\$ 730,253	\$ 709,383	\$ 778,357	\$ 765,934	\$ 272,928
Investment earnings	225	235	337	387	166
Other	-	-	-	7,481	
Total revenues	<u>730,478</u>	<u>709,618</u>	<u>778,694</u>	<u>773,802</u>	<u>273,094</u>
<b>Expenditures</b>					
Debt service	905,847	883,610	974,276	1,001,176	806,835
Contingency	-	-	10		
Total expenditures	<u>905,847</u>	<u>883,610</u>	<u>974,286</u>	<u>1,001,176</u>	<u>806,835</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	(175,369)	(173,992)	(195,592)	(227,374)	(533,741)
<b>Other Financing Sources</b>					
Operating transfers in	186,140	188,340	205,020	226,867	535,391
Operating transfers out	-	-		(19,871)	-
Total other financing sources	<u>186,140</u>	<u>188,340</u>	<u>205,020</u>	<u>206,996</u>	<u>535,391</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures and Other Financing Sources</b>	10,771	14,348	9,428	(20,378)	1,650
<b>Fund Balance, Beginning of Year</b>	<u>33,441</u>	<u>44,212</u>	<u>58,560</u>	<u>67,988</u>	<u>47,610</u>
<b>Fund Balance, End of Year</b>	<u>\$ 44,212</u>	<u>\$ 58,560</u>	<u>\$ 67,988</u>	<u>\$ 47,610</u>	<u>\$ 49,260</u>

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**FUND: 302 2002 INSTALLMENT LOAN**  
**DEPT: 938 CAPITAL PROJECT**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
DEBT SERVICE	\$205,020	\$210,400	\$0
OTHER FINANCING USES	0	3,404	0
<b>TOTAL</b>	<b>\$205,020</b>	<b>\$213,804</b>	<b>\$0</b>

**STAFF**

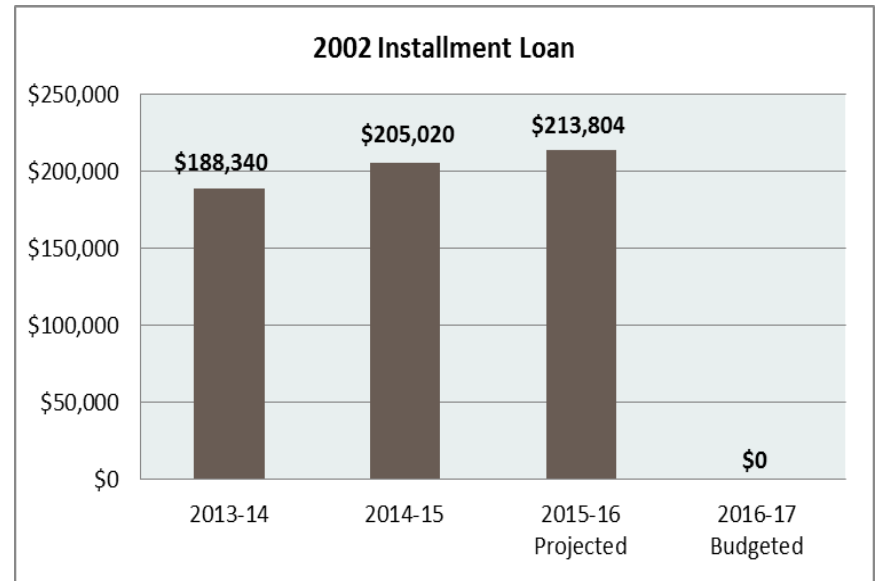
None

**PROGRAM DESCRIPTION**

Final payment on this debt issues was made in April, 2016.

**MAJOR 2015-2016 OBJECTIVES**

None



**FUND: 302 2002 INSTALLMENT LOAN  
 DEPT: 938 CAPITAL PROJECT**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>DEBT SERVICE</b>				
302-938-993-000	PRINCIPAL	\$185,000	\$200,000	\$0
302-938-995-000	INTEREST	20,020	10,400	0
<b>DEBT SERVICE</b>		\$205,020	\$210,400	\$0
<b>TOTAL EXPENSES - 302 DEBT FUND</b>		<b>\$205,020</b>	<b>\$210,400</b>	<b>\$0</b>

**FUND: 302 2002 INSTALLMENT LOAN  
DEPT: 966 OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
302-966-999-000 TRANSFERS OUT	\$0	\$3,404	\$0
<b>OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$3,404</b>	<b>\$0</b>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$3,404</b>	<b>\$0</b>
<b>TOTAL EXPENSES - 302 FUND</b>	<b>\$205,020</b>	<b>\$213,804</b>	<b>\$0</b>

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**FUND: 309 KUHN DRAIN BONDS**  
**DEPT: 938 CAPITAL PROJECT**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
DEBT SERVICE	\$0	\$0	\$535,391
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$535,391</b>

**STAFF**  
None

**PROGRAM DESCRIPTION**

These bond payments defray the City of Berkley’s share of the George W. Kuhn Drain project that amounts to \$144,000,000. Berkley’s total share of this debt amounts to \$7,995,450.

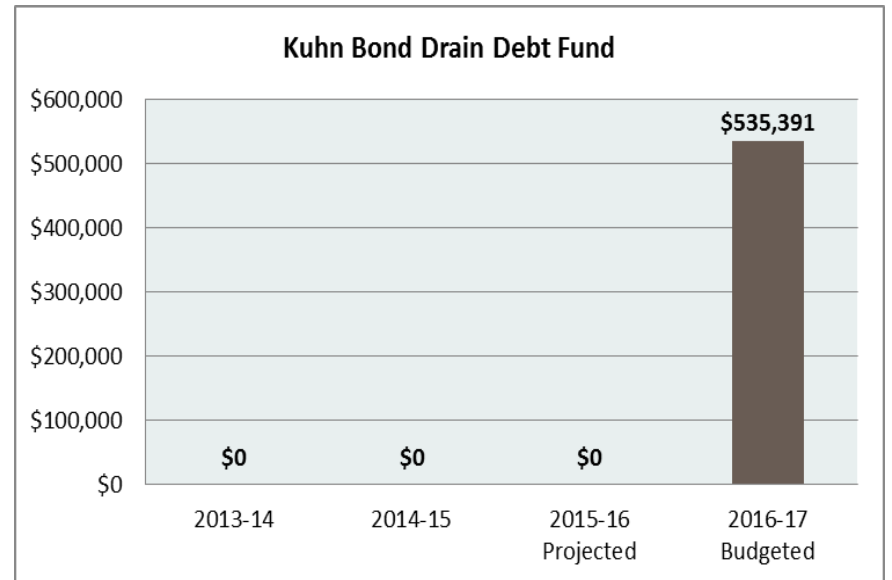
The Office of the Oakland County Drain Commissioner has completed an extensive evaluation and construction of the Retention Treatment Facility that retains and treats combined sewage overflows (CSO) from the Twelve Towns Drainage District’s 11 member municipalities and two non-member municipalities that are part of the Southeastern Oakland County Sewage Disposal System.

Other projects being paid by this debt includes large diameter storm drains that outlet to the Red Run Drain and disconnects a municipality’s storm drain from the retention basin. Rerouting of combined sewers to meet compliance standards and retention basin capacity limits.

A division of the annual user rate water charge are raised or lowered utilized to pay the annual debt payment.

**MAJOR 2016-2017 OBJECTIVES**

Pay the cost of the annual debt payment due for Series A through H for the Kuhn Drain Project through user rates. There are 6-12 years remaining on various debt issues.



**FUND: 309 KUHN BOND DRAIN FUND  
DEPT: 938 CAPITAL PROJECT**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>DEBT SERVICE</b>				
309-938-993-000	PRINCIPAL	\$0	\$0	\$441,682
309-938-995-000	INTEREST	0	0	93,709
<b>DEBT SERVICE</b>		<b>\$0</b>	<b>\$0</b>	<b>\$535,391</b>
<b>TOTAL EXPENSES - 309 FUND</b>		<b>\$0</b>	<b>\$0</b>	<b>\$535,391</b>

**FUND: 310 MAJOR & LOCAL STREET BONDS**  
**DEPT: 938 CAPITAL PROJECT**

	2014-15	2015-16	2016-17
	ACTIVITY	PROJECTED	ADOPTED
		ACTIVITY	BUDGET
<b>EXPENDITURES</b>			
DEBT SERVICE	\$398,344	\$383,063	\$0
Other Financing Uses	0	6,331	0
<b>TOTAL</b>	<b>\$398,344</b>	<b>\$389,394</b>	<b>\$0</b>

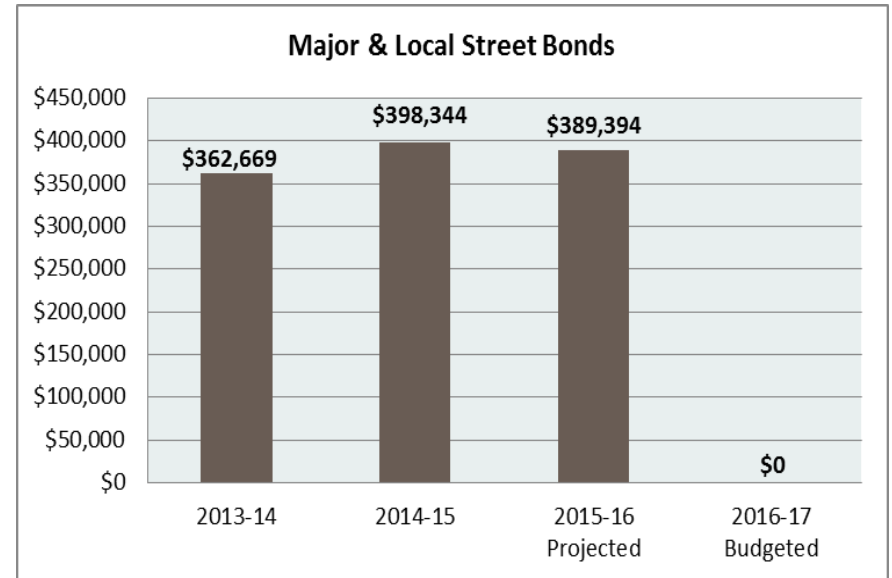
**STAFF**  
None

**PROGRAM DESCRIPTION**

This was a ten year debt issue that came to completion at the end of the 2015/16 fiscal year.

**MAJOR 2016-2017 OBJECTIVES**

None



**FUND: 310 MAJOR & LOCAL STREET BONDS**  
**DEPT: 938 CAPITAL PROJECT**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>DEBT SERVICE</b>				
310-938-993-000	PRINCIPAL	\$375,000	\$375,000	\$0
310-938-995-000	INTEREST	22,594	7,313	0
310-938-997-000	PAYING AGENT FEES	750	750	0
<b>DEBT SERVICE</b>		<u>\$398,344</u>	<u>\$383,063</u>	<u>\$0</u>
<b>TOTAL EXPENSES – CAPITAL PROJECT</b>		<u><b>\$398,344</b></u>	<u><b>\$383,063</b></u>	<u><b>\$0</b></u>



**FUND: 310 MAJOR & LOCAL STREET BONDS**

**DEPT: 966 OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
310-966-999-000 TRANSFERS OUT	\$0	\$6,331	\$0
<b>OTHER FINANCING USES</b>	<u>\$0</u>	<u>\$6,331</u>	<u>\$0</u>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<u>\$0</u>	<u>\$6,331</u>	<u>\$0</u>
<b>TOTAL EXPENSES – 310 FUND</b>	<u><u>\$398,344</u></u>	<u><u>\$389,394</u></u>	<u><u>\$0</u></u>

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**FUND: 311 11 MILE ROAD BONDS**  
**DEPT: 938 CAPITAL PROJECT**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
DEBT SERVICE	\$237,406	\$254,788	\$271,444
<b>TOTAL</b>	<b>\$237,406</b>	<b>\$254,788</b>	<b>\$271,444</b>

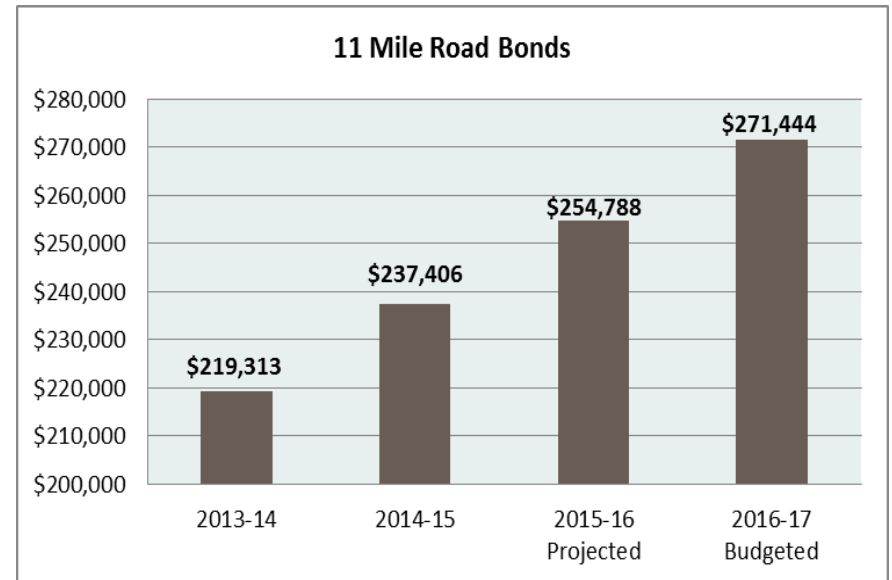
**STAFF**  
None

**PROGRAM DESCRIPTION**

Pay the cost of a fifteen year annual debt payment due for the Eleven Mile Road rehabilitation improvements. There are four (4) years remaining on this debt. Funding is derived from an annual ad valorem tax levy approved by the voters in 2006 and the City Council annually. This is an unlimited tax obligation levy not subject to the Headlee tax rate limitation.

**MAJOR 2016-2017 OBJECTIVES**

Pay the cost of a fifteen year annual debt payment due for the Eleven Mile Road rehabilitation improvements.



**FUND: 311 11 MILE ROAD BONDS  
DEPT: 938 CAPITAL PROJECT**

		<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>DEBT SERVICE</b>				
311-938-993-000	PRINCIPAL	\$175,000	\$200,000	\$225,000
311-938-995-000	INTEREST	62,406	54,788	46,444
<b>DEBT SERVICE</b>		<u>\$237,406</u>	<u>\$254,788</u>	<u>\$271,444</u>
<b>TOTAL EXPENSES - 311 DEBT FUND</b>		<u><b>\$237,406</b></u>	<u><b>\$254,788</b></u>	<u><b>\$271,444</b></u>

**FUND: 312 12 MILE ROAD BONDS**  
**DEPT: 938 CAPITAL PROJECT**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
DEBT SERVICE	\$133,506	\$152,925	\$0
Other Financing Uses	0	10,136	0
<b>TOTAL</b>	<b>\$133,506</b>	<b>\$163,061</b>	<b>\$0</b>

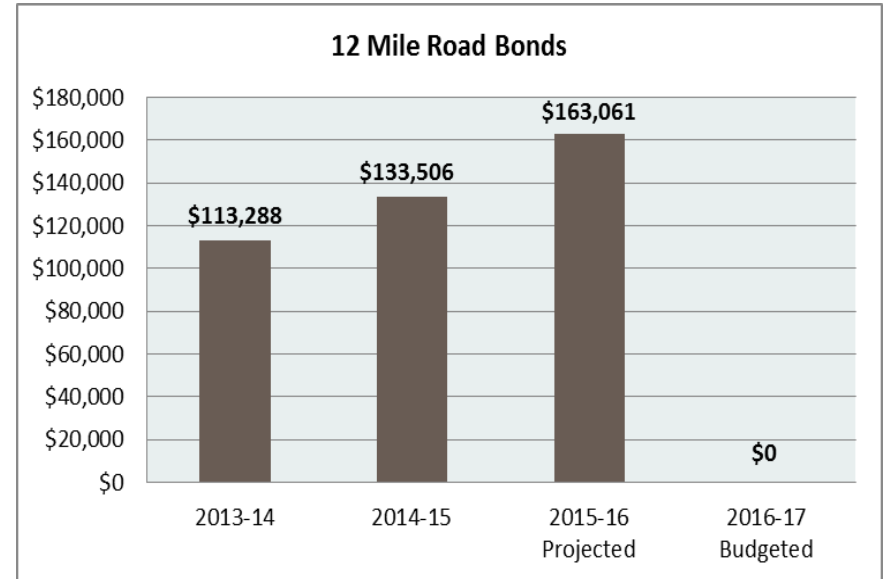
**STAFF**  
None

**PROGRAM DESCRIPTION**

This was a ten year debt issue that came to completion after the end of the 2015/16 fiscal year.

**MAJOR 2016-2017 OBJECTIVES**

None



**FUND: 312 12 MILE & COOLIDGE BONDS**  
**DEPT: 938 CAPITAL PROJECT**

		<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>
		<b>ACTIVITY</b>	<b>PROJECTED</b>	<b>ADOPTED</b>
			<b>ACTIVITY</b>	<b>BUDGET</b>
<b>DEBT SERVICE</b>				
312-938-993-000	PRINCIPAL	\$125,000	\$150,000	\$0
312-938-995-000	INTEREST	8,506	2,925	0
<b>DEBT SERVICE</b>		<u>\$133,506</u>	<u>\$152,925</u>	<u>\$0</u>
<b>TOTAL EXPENSES – CAPITAL PROJECT</b>		<u><b>\$133,506</b></u>	<u><b>\$152,925</b></u>	<u><b>\$0</b></u>

**FUND: 312 12 MILE & COOLIDGE BONDS  
DEPT: 966 OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
312-966-999-000 TRANSFERS OUT	\$0	\$10,136	\$0
<b>OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$10,136</b>	<b>\$0</b>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$10,136</b>	<b>\$0</b>
<b>TOTAL EXPENSES - 312 FUND</b>	<b>\$133,506</b>	<b>\$163,061</b>	<b>\$0</b>

**CAPITAL PROJECT FUND EXPENDITURES**  
**Fiscal Year 2016-2017**  
**Adopted**



## City Of Berkley

### CAPITAL PROJECT FUND EXPENDITURES - Overview

Capital Project Funds are described as financial resources used for the acquisition or construction of major capital projects. These operating funds are utilized for those expenses that are non-recurring in nature over a long period of time.

The City in most instances will utilize cash on hand or anticipated revenues from the fiscal year the capital expenditure will be made. However, in some instances the City will borrow funds through the sale of bonds or bank financing to finance capital projects.

The City currently has only two active Capital Project Funds that the City utilizes. The Court Building Fund was reclassified from a special revenue fund to a Capital Project Fund in fiscal year 2010/11 due to Government Accounting Standards Board accounting Statement 54. This Capital Project Fund is the Court Building Fund. The Sidewalk Fund is a new fund in 2016/17.

#### **Court Building Fund**

This fund accounts for all of the building improvements at the District Court. The funding source for this Fund is an ordinance approved by City Council. The District Court Judge adjudicates cases and fines are levied from the ordinance that supports this operating fund.

On June 1, 2015, the operation of the City's district court building ended. The City of Berkley's 45A District Court was merged with Royal Oak's 44<sup>th</sup> District Court in accordance with State law. A 44<sup>th</sup> District Court Agreement has been executed by the City of Berkley and the City of Royal Oak. This agreement allows the City of Berkley to keep all Court Building Fund revenues levied on a City of Berkley ticket issued up and through May 31, 2015.

Effective June 1, 2015, all fines and fees levied on a City of Berkley ticket or complaint that is designated as being for maintenance of the 44<sup>th</sup> District Court building and facilities shall be 100% allocated to the City of Royal Oak.

All 2016/17, appropriation details in regards to this Capital Projects fund is detailed in this section of this document.

#### **Sidewalk Fund**

This fund will manage the special assessment sidewalk project in the area of 12 Mile from Tyler to Greenfield. The General Fund will transfer the necessary operating dollars to the Sidewalk Fund where expenses will also be recorded. All future special assessment revenue will then be directed to the General Fund in the year the special assessment is collected, to reimburse the General Fund for program costs. An \$80,000 transfer-in from the General Fund will cover engineering and planning expenses as appropriated in FY 2016/17.

#### **Capital Improvements Plan**

Michigan Compiled Law (MCL) section 125.39 - Municipal planning commission; public works; powers of council; failure to act; requires that whenever the (Planning) Commission shall have adopted the master plan of the municipality or of 1 or more major sections or districts thereof no street, square, park, or other public way, ground, or open space, or public building or structure, shall be constructed or authorized in the municipality or in such planned section and district until the location, character, and extent thereof shall have been submitted to and approved by the (Planning) Commission. The Commission shall annually prepare such a program for the ensuing 6 years, which program shall show those public structures and improvements, in the general order of their priority, which in the commission's judgment will be needed or desirable and can be undertaken within the 6-year period.

Annually the City of Berkley Planning Commission approves and recommends to the Berkley City Council the annual Capital Improvements Plan (CIP). This Plan in its entirety is presented at the end of this document.

Overall, the 2016/17 seven year CIP as presented has \$44,507,100 worth of proposed projects within the City. The total proposed CIP as presented in 2015/16 fiscal year had \$34,041,564 of proposed projects over the prior seven year period. This is a \$10,465,536 increase or a 30% increase in citywide projects for the proposed 2016/17 CIP.

## City of Berkley

### CAPITAL PRJOECT FUNDS EXPENDITURES - Overview

#### **Capital Improvements Plan - Continued**

The 2016/17 CIP has \$2,419,216 of projects for fiscal year 2016/17. All of these 2016/17 CIP projects have been appropriated by the City Council across multiple City operating funds within the capital expenditure section of the approved departmental operating budget. Projects include \$168,000 of various recreation projects including park rehabilitation and community center improvements. The Plan has \$1.95 million dollars for various infrastructure improvements. This includes rehabilitating various major and local streets and various sewer relining projects. Finally, the Plan is anticipating spending \$254,000 on various city building infrastructure improvements in 2016/17.

The projects that have been appropriated for are being appropriated because of the need to have the capital improvement work done and because the City can pay-as-we go in lieu of bonding for the expenditure and affecting future budgets. Further, funds were available so the City appropriated for the project.

If funds are not available for a project, the City will either examine the possibility of bonding for the project as discussed earlier in the debt section of this document or the project will be pushed back in the CIP to a later year when funding is anticipated to be on hand.

#### **Capital Equipment Replacement Plan**

There is no state law that requires a municipality in Michigan to formulate a Plan to purchase or replace equipment. The City does follow a straight line depreciation method to determine equipment life. Depending on vehicle type or piece of equipment, the City will depreciate this type of equipment expenditure in accordance with the assets useful life.

Using this criteria, the City develops a Capital Equipment Plan to insure that each employee regardless of position has a quality piece of equipment to perform their duties as an employee with the City.

The 2016/17 Capital Equipment Plan has \$6,485,564 in potential equipment replacement over the next seven years including 2016/17. The Plan has the City replacing equipment at an estimated cost of \$1,173,769 for 2016/17. This equipment is appropriated for in each applicable Fund that is funding the equipment. These expenses will be appropriated for within the Capital Expense section of each applicable Department.

Comparatively the 2015/16 Capital Equipment and Replacement Plan had \$6,727,544 in potential equipment replacement over a seven year period including 2015/16. The City appropriated for just over \$880,929 worth of equipment in 2015/16.

**CITY OF BERKLEY, MICHIGAN  
ALL CAPITAL PROJECT FUNDS**

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
RECOMMENDED FOR THE YEAR ENDING JUNE 30, 2017

	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Recommended 2016-2017
<b>Revenues</b>					
Charges for services	-	-	-	-	-
Fines and Forfeits	-	-	-	21,200	10,600
Federal Sources	-	-	-	-	-
Investment earnings	2,928	3,007	4,053	3,999	4,009
Miscellaneous	105,604	92,682	85,537	-	-
Total revenues	<u>108,532</u>	<u>95,689</u>	<u>89,590</u>	<u>25,199</u>	<u>14,609</u>
<b>Expenditures</b>					
Capital outlay	-	167,000	1,586	-	80,000
Debt service	-	-	-	-	-
Miscellaneous	2,171	-	-	-	-
Contingency	-	-	-	-	-
Total expenditures	<u>2,171</u>	<u>167,000</u>	<u>1,586</u>	<u>-</u>	<u>80,000</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	106,361	(71,311)	88,004	25,199	(65,391)
<b>Other Financing Sources (Uses)</b>					
Bond Proceeds					
Operating transfers in	2,500	165,000	-	-	80,000
Operating transfers out	-	-	(10,133)	(11,500)	(103,500)
Total other financing sources (uses)	<u>2,500</u>	<u>165,000</u>	<u>(10,133)</u>	<u>(11,500)</u>	<u>(23,500)</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures and Other Financing Sources</b>	108,861	93,689	77,871	13,699	(88,891)
<b>Fund Balance, Beginning of Year</b>	<u>494,480</u>	<u>603,341</u>	<u>697,030</u>	<u>774,901</u>	<u>788,600</u>
<b>Fund Balance (Deficit), End of Year</b>	<u>603,341</u>	<u>697,030</u>	<u>774,901</u>	<u>788,600</u>	<u>699,709</u>

Note: 2011-2012 fund balance now includes Court Building fund

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**FUND: 266 COURT BUILDING FUND  
DEPT: CAPITAL PROJECT**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
CAPITAL OUTLAY	\$1,586	\$0	\$0
OTHER FINANCING USES	0	11,500	103,500
<b>TOTAL</b>	<b>\$1,586</b>	<b>\$11,500</b>	<b>\$103,500</b>

**STAFFING**

None

**PROGRAM DESCRIPTION**

Fines are levied in appropriate circumstances by the District Court Judge based upon a local ordinance established by the Berkley City Council. These fines are accounted for in this Capital Project Fund and are to be utilized to either build a new District Court house or to refurbish the existing District Court facility. Equipment can be purchased by this fund for the Court in conjunction with a building a new building or refurbishing the existing facility.

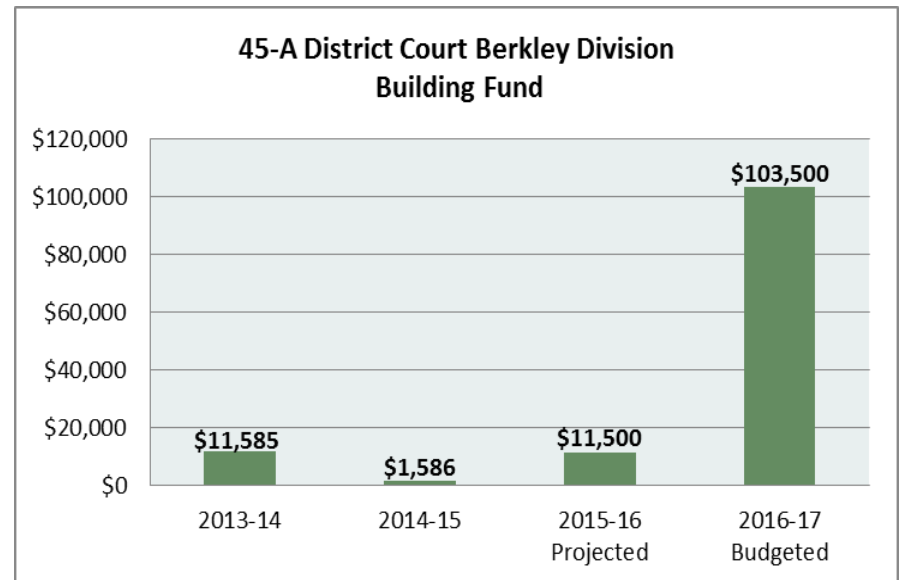
On June 1, 2015, the operation of the City’s district court building ended. The City of Berkley’s 45A District Court was merged with Royal Oak’s 44<sup>th</sup> District Court in accordance with State law. A 44<sup>th</sup> District Court Agreement has been executed by the City of Berkley and the City of Royal Oak. This agreement allows the City of Berkley to keep all Court Building Fund revenues levied on a City of Berkley ticket issued up and through May 31, 2015.

Effective June 1, 2015, all fines and fees levied on a City of Berkley ticket or complaint that is designated for maintenance of the 44<sup>th</sup> District Court Building and facilities shall be 100% allocated to the City of Royal Oak.

Appropriation of expenditures comes from the unrestricted fund balance of this Capital Project Fund.

**MAJOR 2016-17 OBJECTIVES**

None



**FUND: 266 COURT BUILDING FUND**  
**DEPT: CAPITAL PROJECT**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CAPITAL OUTLAY</b>			
266-136-976-000 BUILDING IMPROVEMENTS	\$1,586	\$0	\$0
<b>CAPITAL OUTLAY</b>	<u>\$1,586</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL EXPENSES - COURT BUILDING FUND</b>	<u><u>\$1,586</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>

**FUND: 266 COURT BUILDING FUND  
 DEPT: OTHER FINANCING USES**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
266-966-999-000 TRANSFERS OUT	\$0	\$11,500	\$103,500
<b>OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$11,500</b>	<b>\$103,500</b>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<b>\$0</b>	<b>\$11,500</b>	<b>\$103,500</b>
<b>TOTAL EXPENSES - 45-A DISTRICT COURT BUILDING FUND</b>	<b>\$1,586</b>	<b>\$11,500</b>	<b>\$103,500</b>

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**FUND: 401 PUBLIC IMPROVEMENTS**  
**DEPT: CAPITAL PROJECT**

	2014-15	2015-16	2016-17
	ACTIVITY	PROJECTED	ADOPTED
		ACTIVITY	BUDGET
<b>EXPENDITURES</b>			
CONTRACTUAL SERVICES	\$16,975	\$0	\$0
CAPITAL OUTLAY	138,440	0	0
OTHER FINANCING USES	0	10,133	0
<b>TOTAL</b>	<b>\$155,415</b>	<b>\$10,133</b>	<b>\$0</b>

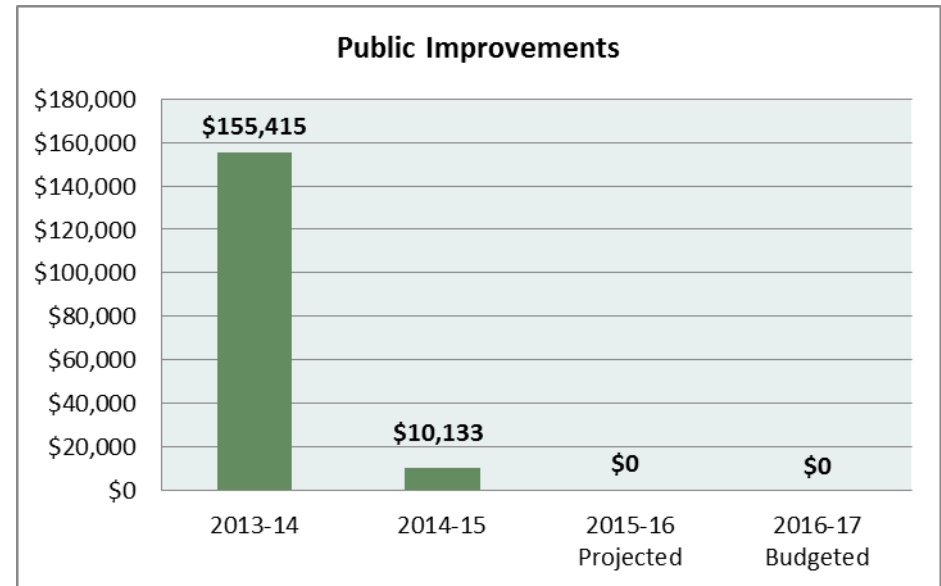
**STAFFING**  
None

**PROGRAM DESCRIPTION**

The Fund accounts for various construction projects the City may develop throughout the fiscal year. For 2015/16, there are no general capital projects that will be accounted for within this Capital Project Fund.

**MAJOR 2015-2016 OBJECTIVES**

None



**FUND: 401 CAPITAL IMPROVEMENTS**  
**DEPT: CAPITAL PROJECT**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>OTHER FINANCING USES</b>			
401-966-999-000 TRANSFERS OUT	\$10,133	\$0	\$0
<b>OTHER FINANCING USES</b>	<b>\$10,133</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENSES - OTHER FINANCING USES</b>	<b>\$10,133</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENSES - PUBLIC IMPROVEMENTS</b>	<b>\$10,133</b>	<b>\$0</b>	<b>\$0</b>

**FUND: 470 SIDEWALKS**  
**DEPT: CAPITAL PROJECT**

	2014-15	2015-16	2016-17
	ACTIVITY	PROJECTED	ADOPTED
		ACTIVITY	BUDGET
<b>EXPENDITURES</b>			
CONTRACTUAL SERVICES	\$0	\$0	\$80,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,000</b>

**STAFFING**

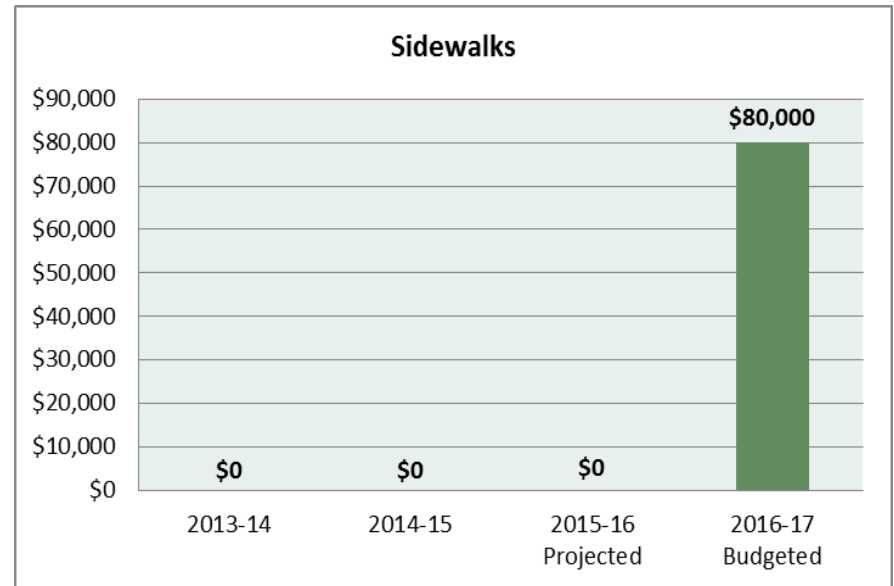
None

**PROGRAM DESCRIPTION**

This fund will manage the special assessment sidewalk project in the area of 12 Mile from Tyler to Greenfield. An \$80,000 transfer-in from the General Fund will cover engineering and planning expenses as appropriated in FY 2016/17.

**MAJOR 2016-2017 OBJECTIVES**

None



**FUND: 470 SIDEWALKS**  
**DEPT: CAPITAL PROJECT**

	<b>2014-15 ACTIVITY</b>	<b>2015-16 PROJECTED ACTIVITY</b>	<b>2016-17 ADOPTED BUDGET</b>
<b>CONTRACTUAL SERVICES</b>			
470-938-821-000 ENGINEER	\$0	\$0	\$80,000
<b>CONTRACTUAL SERVICES</b>	\$0	\$0	\$80,000
<b>TOTAL EXPENSES - SIDEWALKS</b>	\$0	\$0	\$80,000

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**DISTRICT COURT FUND EXPENDITURES**  
**Fiscal Year 2016/2017**  
**Adopted**

**CITY OF BERKLEY, MICHIGAN  
45TH DISTRICT COURT - BERKLEY DIVISION**

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
RECOMMENDED BUDGET FOR THE YEAR ENDING JUNE 30, 2017

	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Recommended 2016-2017
<b>Revenues</b>					
Miscellaneous	\$ -	\$ -	\$ -	\$ 2,525	\$ -
<b>Expenditures</b>					
Court operations	578,738	620,331	574,427		-
<b>Other Financing Sources (Uses)</b>					
Operating transfers in	572,426	616,431	583,892		-
Operating transfers out	(1,415)	-		(150)	-
Total other financing sources (uses)	571,011	616,431	583,892	(150)	-
<b>Net Change in Fund Balance</b>	(7,727)	(3,900)	9,465	2,375	-
<b>Fund Balance - Beginning of year</b>	(211)	(7,938)	(11,838)	(2,375)	-
<b>Fund Balance - End of year</b>	\$ (7,938)	\$ (11,838)	\$ (2,375)	\$ -	\$ -

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**FUND: 265 44/45-A DISTRICT COURT  
DEPT: DISTRICT COURT**

	2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>EXPENDITURES</b>			
SALARIES & FRINGE BENEFITS	\$492,695	\$0	\$0
MATERIALS & SUPPLIES	17,221	0	0
CONTRACTUAL SERVICES	52,073	0	0
INSURANCE	2,349	0	0
UTILITIES	6,464	0	0
OTHER CHARGES	3,275	0	0
CAPITAL OUTLAY	350	0	0
<b>TOTAL</b>	<b>\$574,427</b>	<b>\$0</b>	<b>\$0</b>

**PROGRAM DESCRIPTION**

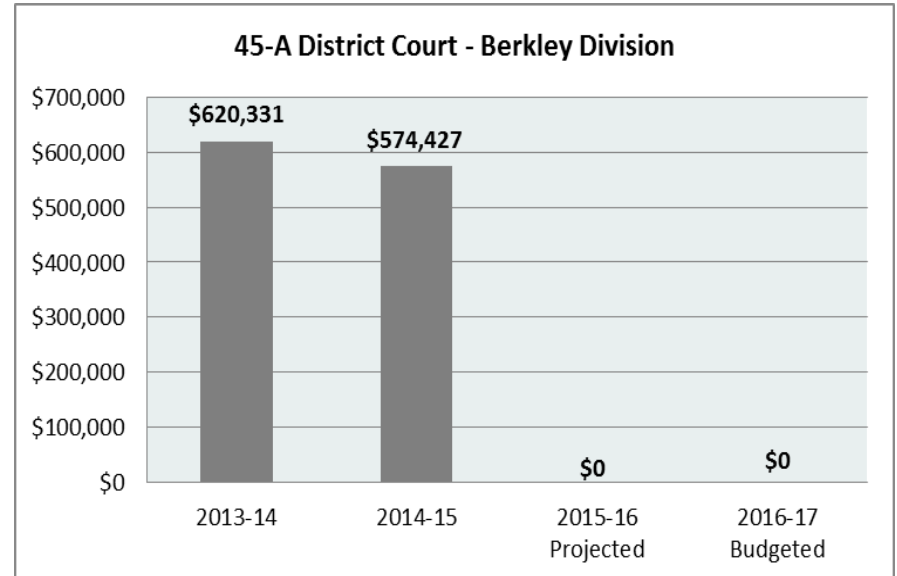
On June 1, 2015, the operation of the City’s district court ended. The City of Berkley’s 44/45A District Court was merged with Royal Oak’s 44<sup>th</sup> District Court in accordance with State law. A 44<sup>th</sup> District Court Agreement has been executed by the City of Berkley and the City of Royal Oak.

The Court Agreement outlines membership, operations of the Court, distribution of fines and fees, other revenues, cost recovery, annual audit, court employees, funding unit clarification, insurance, ownership and other miscellaneous operating issues.

The City of Royal Oak, in general, will receive in accordance with State Law, 2/3rds of eligible adjudicated ticket revenue from a City of Berkley ticket or complaint. In exchange, the City of Berkley will not have any ownership interest in assets or exposure to any type of district court operating liability. Protection from liability would include, but is not limited to, district court Operation, current employee costs, and current and future employee legacy costs, building improvements, bond issues, loans or operating expenditures.

**MAJOR 2016-2017 OBJECTIVES**

- Continue the implementation of the Forty-Fourth district court agreement.



**FUND: 265 44/45-A DISTRICT COURT**  
**DEPT: DISTRICT COURT**

		2014-15	2015-16	2016-17
		ACTIVITY	PROJECTED	ADOPTED
			ACTIVITY	BUDGET
<b>SALARIES AND FRINGE BENEFITS</b>				
265-136-704-000	DISTRICT COURT JUDGE	\$42,031	\$0	\$0
265-136-705-000	COURT ADMINISTRATOR	76,018	0	0
265-136-706-000	DEPUTY CLERKS	101,011	0	0
265-136-706-001	PROBATION OFFICERS	46,014	0	0
265-136-706-002	SECURITY GUARDS	54,959	0	0
265-136-707-000	TEMPORARY EMPLOYEES	9,348	0	0
265-136-709-000	OVERTIME	2,533	0	0
265-136-712-000	IN LIEU	5,348	0	0
265-136-715-000	FICA	22,472	0	0
265-136-716-000	HDLO	81,144	0	0
265-136-718-000	RETIREMENT	50,394	0	0
265-136-725-000	WORKERS COMPENSATION	1,423	0	0
<b>SALARIES AND FRINGE BENEFITS</b>		<b>\$492,695</b>	<b>\$0</b>	<b>\$0</b>
<b>MATERIALS AND SUPPLIES</b>				
265-136-728-000	OFFICE SUPPLIES	\$11,170	\$0	\$0
265-136-730-000	POSTAGE	4,874	0	0
265-136-731-000	BOOKS / PERIODICALS	827	0	0
265-136-741-000	AMMUNITION	350	0	0
<b>MATERIALS AND SUPPLIES</b>		<b>\$17,221</b>	<b>\$0</b>	<b>\$0</b>

**FUND: 265 44/45-A DISTRICT COURT**  
**DEPT: DISTRICT COURT**

		2014-15	2015-16	2016-17
		ACTIVITY	PROJECTED	ADOPTED
			ACTIVITY	BUDGET
<b>CONTRACTUAL SERVICES</b>				
265-136-803-000	MEMBERSHIPS & DUES	\$1,309	\$0	\$0
265-136-807-000	AUDIT SERVICES	4,078	0	0
265-136-811-000	CUSTODIAL	3,750	0	0
265-136-814-000	DATA PROCESSING	16,104	0	0
265-136-824-000	LEGAL SERVICES	22,039	0	0
265-136-825-000	WITNESS JURY	434	0	0
265-136-853-000	TELEPHONE	551	0	0
265-136-864-000	MEETINGS & CONFERENCES	3,808	0	0
<b>CONTRACTUAL SERVICES</b>		<b>\$52,073</b>	<b>\$0</b>	<b>\$0</b>
<b>INSURANCE</b>				
265-136-914-000	LIABILITY INSURANCE	\$2,349	\$0	\$0
<b>INSURANCE</b>		<b>\$2,349</b>	<b>\$0</b>	<b>\$0</b>
<b>UTILITIES</b>				
265-136-920-000	UTILITIES	\$6,464	\$0	\$0
<b>UTILITIES</b>		<b>\$6,464</b>	<b>\$0</b>	<b>\$0</b>
<b>OTHER CHARGES</b>				
265-136-931-000	BUILDING MAINTENANCE	\$1,835	\$0	\$0
265-136-946-000	OFFICE EQUIPMENT RENTAL	1,440	0	0
<b>OTHER CHARGES</b>		<b>\$3,275</b>	<b>\$0</b>	<b>\$0</b>

**FUND: 265 44/45-A DISTRICT COURT**  
**DEPT: DISTRICT COURT**

		2014-15 ACTIVITY	2015-16 PROJECTED ACTIVITY	2016-17 ADOPTED BUDGET
<b>CAPITAL OUTLAY</b>				
265-136-983-000	OFFICE EQUIPMENT	\$350	\$0	\$0
	<b>CAPITAL OUTLAY</b>	\$350	\$0	\$0
	<b>TOTAL EXPENSES - 44-45A DISTRICT COURT</b>	<b>\$574,427</b>	<b>\$0</b>	<b>\$0</b>

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**CAPITAL EQUIPMENT REPLACEMENT PROGRAM**  
**Fiscal Year 2016/17**  
**Adopted**

**CITY OF BERKLEY - CAPITAL EQUIPMENT REPLACEMENT PLAN**

<b>EQUIPMENT</b>	<b>COMMENTS</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
Van (2008) # 1	10 Year Replacement Cycle			\$40,000				
¾ Ton Pickup (2004) # 2	10 Year Replacement Cycle							
¾ Ton Pickup 4WD w/plow (1999) # 3	10 Year Replacement Cycle							
¾ Ton Pickup (2014) # 4	10 Year Replacement Cycle							
Escape Hybrid Director (2010) #5	10 Year Replacement Cycle					\$30,000		
1 Ton Pickup (2014) #6	10 Year Replacement Cycle							
Walk-in Utility Van (2012) #7	10 Year Replacement Cycle							
¾ Ton Pickup Foreman (2002) # 8	10 Year Replacement Cycle			\$37,000				
¾ Ton Pickup (2000) #9	10 Year Replacement Cycle		\$32,000					
1 Ton Pickup 4WD w/plow (2010) #10	10 Year Replacement Cycle				\$45,000			
2 Yd Dump Pickup (2008) # 15	10 Year Replacement Cycle					\$60,000		
Portable Cement Mixer (1981) #16	15 Year Replacement Cycle		\$10,000					
Front end Loader (2007) # 17	10 Year Replacement Cycle		\$225,000					
Rubber Tire Backhoe (1996) # 18	15 Year Replacement Cycle							
Street Sweeper (2004) # 22	10 Year Replacement Cycle							
1 Ton Dump Truck (1995) #23	10 Year Replacement Cycle		\$50,000					
Toolcat Tractor (2012) # 27	10 Year Replacement Cycle							
Rubber Tire Backhoe (2010) # 28	15 Year Replacement Cycle							
Riding Mower 52" (2006) # 32	10 Year Replacement Cycle					\$20,000		
Riding Mower 61" (2005) #33	10 Year Replacement Cycle				\$20,000			
Sewer Rodder (1998) # 34	20 Year Replacement Cycle							
Plate Compactor (1988) #35	20 Year Replacement Cycle		\$3,000					
Dump Truck w/plow spreader (1998) #36	20 Year Replacement Cycle				\$160,000			
Combination Sewer Cleaner (2007) # 38	10 Year Replacement Cycle	\$320,000						
Dump Truck w/snow plow (2000) # 39	20 Year Replacement Cycle					\$160,000		
Dump Truck w/snow plow (2010) # 40	20 Year Replacement Cycle							
Dump Truck w/snow plow (2009) # 41	20 Year Replacement Cycle							
Dump Truck w/snow plow (1987) # 43	20 Year Replacement Cycle		\$160,000					
1 Ton 4WD Pickup w/Crane (1986) #45	15 Year Replacement Cycle		\$45,000					
Walk Behind Mower (1998) #46	10 Year Replacement Cycle			\$20,000				
Dump Truck w/Plow Spreader (1997) #48	20 Year Replacement Cycle			\$160,000				
John Deere Gator (1998) #50	20 Year Replacement Cycle							
Sewer Truck and Camera (2014) #53	10 Year Replacement Cycle							

**CITY OF BERKLEY - CAPITAL EQUIPMENT REPLACEMENT PLAN**

<b>EQUIPMENT</b>	<b>COMMENTS</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
Road/Flat Saw (2015) #54	15 Year Replacement Cycle							
Saw Utility Trailer (1994) #55	15 Year Replacement Cycle							
Arrow Board (1999) # 56	20 Year Replacement Cycle							
John Deere Snowblower (1999) #57	20 Year Replacement Cycle							
Arrow Board (1999) #62	20 Year Replacement Cycle							
Arrow Board (1999) # 63	20 Year Replacement Cycle							
Arrow Board (New) # 64	20 Year Replacement Cycle	\$6,000						
Landscape Trailer (2006) # 65	15 Year Replacement Cycle					\$7,000		
Landscape Trailer (2008) #66	15 Year Replacement Cycle						\$7,000	
Rear Load Garbage Truck (1989) # 70-Used	No Replacement Cycle	\$120,000						
Rear Load Garbage Truck (2001) # 71-Used	No Replacement Cycle			\$150,000				
Rear Load Garbage Truck (1990) # 72-Used	No Replacement Cycle		\$150,000					
Paint Line Machine (1999) # 90	10 Year Replacement Cycle				\$10,000			
Steam Cleaner/Thaw Machine (2014) #91	10 Year Replacement Cycle							
Permanent Standby Generator (2009) #96	20 Year Replacement Cycle							
Shop Air Compressor (1950) #97	No Replacement Cycle					\$8,000		
Vacuum Attachment for Mower (New)	10 Year Replacement Cycle							
Asphalt Heater/Reclaimer Trailer (New)	10 Year Replacement Cycle	\$35,000						
Brush Chipper (New)	10 Year Replacement Cycle	\$60,000						
Bucket Truck	10 Year Replacement Cycle			\$175,000				
V-Box Salt Spreader Insert (New)	15 Year Replacement Cycle		\$17,000					
Two Post Equipment Hoist (2008)	15 Year Replacement Cycle							
Inground Equipment Hoist (1950)	30 Year Replacement Cycle				\$50,000			
Copier/Scanner (2013)	5 Year Replacement Cycle			\$8,000				
Letter Folding/Envelope Machine (2013)	5 Year Replacement Cycle				\$8,000			
Tire Changer	10 Year Replacement Cycle	\$6,000						
Tire Balancer	10 Year Replacement Cycle		\$5,500					
Brake Machine	10 Year Replacement Cycle		\$12,000					
Scanner/Software-Mechanic	5 Year Replacement Cycle	\$10,000					\$10,000	
CCTV/ESRI/CMMS Software Maintenance	No Replacment Cycle		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Sensus Flexnet M-2 Support	No Replacment Cycle		\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800
Handheld Meter Reader	5 Year Replacement Cycle		\$8,000					\$8,500
Lead Service Replacements (Main to Curb)	No Replacement Cycle	\$52,500	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	



**CITY OF BERKLEY - CAPITAL EQUIPMENT REPLACEMENT PLAN**

<b>EQUIPMENT</b>	<b>COMMENTS</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
Gate Valve Replacements	No Replacement Cycle	\$30,000	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	
Hydrant Replacements	No Replacement Cycle	\$25,000	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000	
Water Meter Replacements	20 Year Replacement Cycle	\$44,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	
Large Water Meter Replacements	20 Year Replacement Cycle							
Fittings for Vactor	10 Year Replacement Cycle	\$9,000						
Trash Pumps, utility locators	5 Year Replacement Cycle	\$4,000					\$4,225	
Sewer gas detector, tripod, harness and fans	5 Year Replacement Cycle	\$4,000					\$4,225	
Narrow Band Radio Conversion	20 Year Replacement Cycle							
Security Camera Upgrades - DPW	10 Year Replacement Cycle					\$15,000		
Radio Read Meter Improvement-Phase I	No Replacement Cycle							
Transmission Fluid Exchanger	10 Year Replacement Cycle	\$5,000						
Hydraulic Line Crimping Tool and Supplies	10 Year Replacement Cycle	\$7,000						
Shop Wash Station-North Door	20 Year Replacement Cycle	\$3,500						
Shop Wash Station-South Door	20 Year Replacement Cycle		\$3,500					
Sewer Precast Manholes and inlet	20 Year Replacement Cycle	\$30,000						
<b>Total for Public Works</b>		<b>\$771,000</b>	<b>\$876,800</b>	<b>\$745,800</b>	<b>\$448,800</b>	<b>\$455,800</b>	<b>\$181,250</b>	<b>\$20,300</b>
<b><u>Building Department</u></b>								
Bus Stop Shelters - 10	No Replacement Cycle				\$50,000			
Bike Racks - 10	No Replacement Cycle				\$3,000			
<b>Total for Building Department</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$53,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><u>Library</u></b>								
Computer Replacement	5 Year Replacement Cycle		\$8,000	\$8,000	\$8,000	\$7,000	\$8,500	
Public Copy Machine	5 Year Replacement Cycle			\$3,500				
Replace Network Printer	5 Year Replacement Cycle				\$2,000			
Reupholster 11 Lounge Chairs	15 Year Replacement Cycle							
Replace Stacking Chairs in Meeting Room	15 Year Replacement Cycle							
Refinish Surface of Train in Childrens Room	5 Year Replacement Cycle							
Install Security Camera System	10 Year Replacement Cycle							

**CITY OF BERKLEY - CAPITAL EQUIPMENT REPLACEMENT PLAN**

<b>EQUIPMENT</b>	<b>COMMENTS</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
Replace Ethernet cable runs to computers	10 Year Replacement Cycle	\$2,000						
PC Time & Print Management	10 Year Replacement Cycle	\$5,000						
<b>Total for Library</b>		<b>\$7,000</b>	<b>\$8,000</b>	<b>\$11,500</b>	<b>\$10,000</b>	<b>\$7,000</b>	<b>\$8,500</b>	<b>\$0</b>
<b><u>Municipal Building</u></b>								
Copier	No Replacement Cycle	\$12,600	\$12,800	\$13,100	\$13,350	\$13,600	\$13,900	\$14,275
City Hall Security Cameras	No Replacement Cycle							
Waiting Area Chairs	No Replacement Cycle						\$4,000	
Window Treatments	No Replacement Cycle							
Digital Sign Replacement	No Replacement Cycle							
City Council Room AV - Historical	No Replacement Cycle		\$50,000					
City Council Room Furniture - Historical	No Replacement Cycle		\$10,000					
Digital Signage for DPW, Library	No Replacement Cycle		\$15,000					
Conference Phone for Parks/Public Safety	No Replacement Cycle		\$12,000					
TV upgrade - City Manager	No Replacement Cycle							
Furniture- CM, Admin Asst.	No Replacement Cycle							
<b>Total for Municipal Building</b>		<b>\$12,600</b>	<b>\$99,800</b>	<b>\$13,100</b>	<b>\$13,350</b>	<b>\$13,600</b>	<b>\$17,900</b>	<b>\$14,275</b>
<b><u>City Clerk</u></b>								
Additional Voting Booths	No Replacement Cycle	\$798		\$ 825		\$ 850		\$ 900
Additional laptops with equipment	No Replacement Cycle	\$1,200	\$ 1,250		\$ 1,300		\$ 1,350	\$ 1,375
Replace Election Equipment, 9 M-100 & 6	5 Year Replacement Cycle	\$32,000					\$ 33,750	
		<b>\$33,998</b>	<b>\$1,250</b>	<b>\$825</b>	<b>\$1,300</b>	<b>\$850</b>	<b>\$35,100</b>	<b>\$2,275</b>
<b><u>Parks and Recreation</u></b>								
Zero Turn Lawn Mower	6 Year Replacement Cycle				\$11,000			
2000 John Deere 4x2 Gator #50	15 Year Replacement Cycle		\$9,000					
2010 Ford Explorer	5 Year Replacement Cycle					\$30,000		

**CITY OF BERKLEY - CAPITAL EQUIPMENT REPLACEMENT PLAN**

<b>EQUIPMENT</b>	<b>COMMENTS</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
John Deere Tractor #30	No Replacement Cycle			\$30,000				
Copier	No Replacement Cycle		\$5,800					
Toolcat 5600 F-Series with Attachments	No Replacement Cycle					\$75,000		
John Deere 4x2 Gator- 2007	15 Year Replacement Cycle						\$10,000	
Ford Econoline Van	No Replacement Cycle				\$30,000			
Picnic Tables	No Replacement Cycle							
Folding Card Tables	No Replacement Cycle	\$1,000						
Pick up 3/4 Ton Chevy #79	5 Year Replacement Cycle		\$30,000					
Scissor Lift - Arena				\$8,000				
<b>Total for Parks and Recreation</b>		<b>\$1,000</b>	<b>\$44,800</b>	<b>\$38,000</b>	<b>\$41,000</b>	<b>\$105,000</b>	<b>\$10,000</b>	<b>\$0</b>
<b>Public Safety</b>								
Fire Truck-- Pumper (2007)	20 Year Replacement Cycle							
Fire Ladder Truck (1995)	25 Year Replacement Cycle				\$925,000			
Patrol Cars (Total of 7)	2 Year Replacement Cycle	\$81,500	\$83,130	\$84,795	\$86,500	\$88,225	\$90,000	\$91,800
Youth Officer/Fire Marshal Van (1994)	12 Year Replacement Cycle							
Animal Control Vehicle (2009)	4 Year Replacement Cycle		\$35,000				\$45,000	
Car Computers	10 Year Replacement Cycle	\$35,000				\$9,000		
Conference Room Projector	No Replacement Cycle	\$1,000						
HVAC - Dispatch	10 Year replacement Cycle	\$20,000						
Radar Units	10 Year Replacement Cycle	\$18,200						
Radio Equipment	No Replacement Cycle	\$6,000						
Building Generator	15 Year Replacement Cycle	\$50,000						
CAD System Monitor Upgrade	No Replacement Cycle	\$5,000						
SCBA Equipment	2 Year Replacement Cycle	\$2,200		\$2,275		\$2,350		\$2,425
File Cabinets - Basement	No Replacement Cycle	\$1,500						
Clemis/PSAP - Dispatch	10 Year Replacement Cycle	\$90,000						
Photocopier - Administration	5 Year Replacement Cycle	\$6,969						
Washer for Fire turnout Gear	10 Year Replacement Cycle							
<b>Total for Public Safety</b>		<b>\$317,369</b>	<b>\$118,130</b>	<b>\$87,070</b>	<b>\$1,011,500</b>	<b>\$99,575</b>	<b>\$135,000</b>	<b>\$94,225</b>

**CITY OF BERKLEY - CAPITAL EQUIPMENT REPLACEMENT PLAN**

<b>EQUIPMENT</b>	<b>COMMENTS</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
<b><u>WBRK Equipment</u></b>								
City Council Chair Replacement	10 Year Replacement Cycle		\$7,000					
City Phone Replacement/Software Upgrades	5 Year Replacement Cycle		\$5,000					
Video Camera Digital	7 Year Replacement Cycle	\$6,000						
Apple G5 Editing Computer - System B	5 Year Replacement Cycle							
Tripod for Digital Camera	7 Year Replacement Cycle							
Fiber Optic Completion	25 Year Replacement Cycle							
Telephone Replacement	10 Year Replacement Cycle		\$60,000					
Camera Replacement - Council Chambers	10 Year Replacement Cycle		\$17,500					
<b>Total for WBRK</b>		<b>\$6,000</b>	<b>\$89,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><u>Computers/Software</u></b>								
City Hall, Recreation and DPW Computers	5 Year Replacement Cycle	\$10,000	\$7,500	\$8,000	\$8,500	\$8,500	\$9,000	\$9,000
DPW Computers	5 Year Replacement Cycle							
DPW Fax/Printer	5 Year Replacement Cycle		\$1,500			\$1,750		
City Hall Lap Tops	5 Year Replacement Cycle							
I-pads for City Council/Directors	5 Year Replacement Cycle							
City Hall Projector	5 Year Replacement Cycle							
File Servers	5 Year Replacement Cycle					\$48,000		
Treasury Printers	5 Year Replacement Cycle				\$2,000		\$2,000	
Finance Printer	5 Year Replacement Cycle				\$1,750		\$1,750	
City Manager Printer/Fax	5 Year Replacement Cycle							
Building/Planning Printers	5 Year Replacement Cycle			\$1,500		\$1,500		\$1,500
Communications Printers	5 Year Replacement Cycle			\$1,500		\$1,500		\$1,500
Public Safety Computers	5 Year Replacement Cycle		\$5,000		\$5,000		\$5,000	
Elections Printer	5 Year Replacement Cycle							
Zone/Planning Software	No Replacement Cycle	\$5,000						
BS&A Annual Licensing Maintenance	No Replacement Cycle	\$13,000	\$13,210	\$13,425	\$13,650	\$13,850	\$14,100	\$14,300
Various Software Items - General City	No Replacement Cycle	\$12,250	\$12,450	\$12,700	\$12,950	\$13,210	\$13,475	\$13,725
Various Software Items - Water Fund	No Replacement Cycle	\$10,450	\$10,625	\$10,850	\$11,050	\$11,275	\$11,500	\$11,725
City Website Update	No Replacement Cycle			\$11,000			\$12,000	
Postage Machine	No Replacement Cycle		\$2,800	\$2,800	\$2,800	\$2,800	\$2,800	\$2,800

**CITY OF BERKLEY - CAPITAL EQUIPMENT REPLACEMENT PLAN**

<b>EQUIPMENT</b>	<b>COMMENTS</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/2020</b>	<b>2020/2021</b>	<b>2021/2022</b>	<b>2022/2023</b>
Mobile App Development/Maintenance	No Replacement Cycle	\$6,100	\$6,100	\$6,100	\$6,100	\$6,100	\$6,100	\$6,100
Building - Large Monitor and Printer for Plans	5 Year Replacement Cycle						\$1,750	
Wireless Upgrades-Public Safety, DPW, Parks	No Replacement Cycle	\$2,000						
Fiber Connections	No Replacement Cycle							
Support Equipment	No Replacement Cycle	\$4,000						
<b>Total for Computers</b>		\$58,800	\$59,185	\$67,875	\$63,800	\$108,485	\$79,475	\$60,400
<b>GRAND TOTAL</b>		\$1,173,769	\$1,296,215	\$963,345	\$1,641,450	\$789,460	\$432,125	\$189,200

**CAPITAL IMPROVEMENT PROGRAM**  
**Fiscal Year 2016/17**  
**Adopted**

**CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN**

Improvement Project	Funding Source	2016/17	2017/18	2018/19	2019/2020	2020/2021	2021/2022	2022/2023
<b>Recreation</b>								
<b>Merchants Park:</b>								
Play Structure Surface Material	Recreation Revolving Fund					\$2,000		
Utility Infrastructure	General Fund/Grants/Recreation Revolving/Water Fund		\$2,875					
Park Drainage System with engineering	General Fund	\$35,000						
Signage	General Fund/Grants/Recreation Revolving/Water Fund		\$8,000					
Fencing	General Fund/Grants/Recreation Revolving/Water Fund					\$30,000		
Water Fountain	General Fund/Grants/Recreation Revolving/Water Fund		\$3,450					
Light Poles	General Fund/Grants/Recreation Revolving/Water Fund				\$46,000			
Lights	General Fund/Grants/Recreation Revolving/Water Fund				\$20,000			
Ballfield Surface Material	General Fund	\$10,000						
Poles for Netting	General Fund/Grants/Recreation Revolving/Water Fund				\$4,600			
Benches/Netting/Drinking Fountain	General Fund/Grants/Recreation Revolving/Water Fund				\$30,000			
<b>Oxford Open Space - Merchants Park:</b>								
Oxford land rehabilitation - Drainage	General Fund/Rec. Revolving	\$45,000						
Walking Trails	General Fund/State Grants/Recreation Revolving Fund			\$40,000				
Storage Facility	General Fund/State Grants/Recreation Revolving Fund				\$20,000			
Picnic Pavillion	General Fund/State Grants/Recreation Revolving Fund		\$60,000					
Restroom Facilities	General Fund/State Grants/Recreation Revolving Fund		\$120,000					
Playground Equipment	General Fund/State Grants/Recreation Revolving Fund			\$145,000				
<b>Angell Park:</b>								
Basketball Courts repaired/replaced	General Fund/Grants/Recreation Revolving Fund					\$17,250		
Refurbish Tennis Courts	General Fund/Grants/Recreation Revolving Fund					\$115,000		
Play Structure Surface Material (Fiber)	Recreation Revolving Fund					\$3,500		
Ballfield Surface Material	General Fund					\$5,000		
<b>Kiwanis Tot Lot:</b>								
Install Playground Equipment	General Fund/Grants/Recreation Revolving Fund			\$60,000				
Play Structure Surface Material (Fiber)	General Fund					\$3,500		
Drainage	General Fund/Grants/Recreation Revolving Fund		\$5,000					
Utility Infrastructure	General Fund/Grants/Recreation Revolving/Water Fund		\$2,875					
Rest Rooms	General Fund/Grants/Recreation Revolving Fund							
Storage	General Fund/Grants/Recreation Revolving Fund					\$23,000		
Landscaping	General Fund/Grants/Recreation Revolving Fund		\$10,000					
Signage	General Fund/Grants/Recreation Revolving Fund		\$2,300					

**CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN**

Improvement Project	Funding Source	2016/17	2017/18	2018/19	2019/2020	2020/2021	2021/2022	2022/2023
Water Fountain	General Fund/Grants/Recreation Revolving Fund		\$1,150					
ADA Path	General Fund/Grants/Recreation Revolving Fund		\$23,000					
Pavillion	General Fund/Grants/Recreation Revolving Fund				\$11,500			
Light Poles	General Fund/Grants/Recreation Revolving Fund				\$4,600			
Lights	General Fund/Grants/Recreation Revolving Fund				\$4,600			
<b>Lazenby Field:</b>								
Landscaping	General Fund/Grants/CDBG/Recreation Revolving Fund		\$20,000					
Drainage	General Fund/Grants/CDBG/Recreation Revolving Fund		\$5,000					
Utility Infastructure	General Fund/Grants/CDBG/Recreation Revolving Fund		\$2,875					
Signage	General Fund/Grants/CDBG/Recreation Revolving Fund		\$2,000					
Light Poles	General Fund/Grants/CDBG/Recreation Revolving Fund				\$46,000			
Lights	General Fund/Grants/CDBG/Recreation Revolving Fund				\$20,000			
Poles for Netting	General Fund/Grants/CDBG/Recreation Revolving Fund				\$4,600			
Netting	General Fund/Grants/CDBG/Recreation Revolving Fund				\$30,000			
ADA Pathways including engineering	General Fund/Grants/CDBG/Recreation Revolving Fund							
Ballfield Surface Material	General Fund/Grants/CDBG/Recreation Revolving Fund				\$5,000			
Infield Reconfiguration including engineering	General Fund/Grants/CDBG/Recreation Revolving Fund							
Dugout roofing and gates	Recreation Revolving Fund			\$28,600				
<b>Oxford Towers:</b>								
Garden Area with Removing Horseshoe Area	General Fund/Grants/Recreation Revolving Fund							
Community Garden Installation	General Fund/Grants/Recreation Revolving Fund				\$8,000			
Horseshoe Court installation (4)	General Fund/Grants/Recreation Revolving Fund				\$2,000			
Drainage	Recreation Revolving Fund	\$5,000						
Utilities	General Fund	\$2,500						
Rest Rooms	General Fund/Grants/Recreation Revolving Fund					\$70,000		
Signage	General Fund/Grants/Recreation Revolving Fund		\$2,000					
Water Fountain	General Fund/Grants/Recreation Revolving Fund		\$1,150					
ADA Path	General Fund/Grants/Recreation Revolving Fund		\$23,000					
Light Poles repaired	General Fund/Grants/Recreation Revolving Fund	\$4,600						
Lights repaired	General Fund/Grants/Recreation Revolving Fund	\$4,600						
Tennis Courts repaired/replaced	General Fund/Grants/Recreation Revolving Fund					\$115,000		
<b>Jaycee Park:</b>								
Play Structure Surface Material (Fiber)	General Fund/Grants/Recreation Revolving Fund				\$3,000			
Park Drainage System-with engineering costs	General Fund/Grants/Recreation Revolving Fund							
Refurbish Walking Trail-with engineering costs	General Fund/Grants/Recreation Revolving Fund							



**CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN**

Improvement Project	Funding Source	2016/17	2017/18	2018/19	2019/2020	2020/2021	2021/2022	2022/2023
Remodel for Accessibility-with engineering costs	General Fund/Grants/Recreation Revolving Fund			\$6,600				
Play Structure-with engineering costs	General Fund/Grants/Recreation Revolving Fund			\$110,000				
Utility Infrastructure	General Fund/Grants/Recreation Revolving Fund		\$2,875					
Landscaping	General Fund/Grants/Recreation Revolving Fund					\$40,000		
Signage	General Fund/Grants/Recreation Revolving Fund		\$2,000					
Water Fountain	General Fund/Grants/Recreation Revolving Fund		\$3,450					
ADA Path	General Fund/Grants/Recreation Revolving Fund		\$28,750					
Pavillion Repair/Restore	General Fund/Grants/Recreation Revolving Fund			\$15,000				
<b>Community Park:</b>								
Splash Pad/Spray Park	General Fund/Grants/Recreation Revolving Fund				\$260,000			
Play Structure Surface Material (Fiber)	General Fund					\$3,000		
Pathway Replacement-with engineering costs	General Fund/Grants/Recreation Revolving Fund		\$11,000					
Drainage	General Fund/Grants/Recreation Revolving Fund		\$35,000					
Utilities	General Fund/Grants/Recreation Revolving Fund		\$2,875					
Landscaping	General Fund/Grants/Recreation Revolving Fund		\$40,000					
Signage	General Fund/Grants/Recreation Revolving Fund		\$8,000					
ADA Path	General Fund/Grants/Recreation Revolving Fund		\$28,750					
Light Poles	General Fund/Grants/Recreation Revolving Fund				\$46,000			
Lights	General Fund/Grants/Recreation Revolving Fund				\$20,000			
Ballfield Surface Material	General Fund	\$15,000						
Poles for Netting	General Fund/Grants/Recreation Revolving Fund				\$4,600			
Netting	General Fund/Grants/Recreation Revolving Fund						\$90,000	
Sprinkler System Repair	General Fund/Grants/Recreation Revolving Fund		\$11,500					
<b>Community Center:</b>								
Connection btwn Community Center & Ice Arena	General Fund/Grants/Recreation Revolving Fund					\$150,000		
Parking Lot Resurface/Reconstruction	General Fund/Grants/Recreation Revolving Fund		\$250,000					
Various Building Improvements	General Fund	\$9,000			\$20,000			
Park Pathways/Signage	General Fund/Grants/Recreation Revolving Fund			\$30,000				
Repair wall - Community Center	General Fund		\$30,000					
Parking Lot Patching	Recreation Revolving Fund	\$5,000						
Storage with Engineering costs	General Fund/Grants/Recreation Revolving Fund						\$27,500	
Fence Repair	General Fund	\$10,000						
Fire Suppression	General Fund/Grants/Recreation Revolving Fund							
<b>Pattengill Park</b>								
Signage	General Fund	\$2,500						
Ballfield Surface Material	General Fund	\$5,000				\$5,000		

**CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN**

Improvement Project	Funding Source	2016/17	2017/18	2018/19	2019/2020	2020/2021	2021/2022	2022/2023
<b>Other</b>								
New - Lineal Park - Coolidge Between 12 Mile and Webster	UTGO Bond /Grants/Rec. Revolving Fund/General Fund					\$50,000		
New - Veterans Park at Roseland Cemetary	UTGO Bond/Grants/Rec. Revolving Fund/General Fund							\$50,000
<b>Ice Arena:</b>								
Exterior Sign and Low E Mylar Ceiling	Arena Fund		\$45,000					
Facility Reconstruction	UTGO Bond/Public-Private Partnership			\$3,500,000				
HVAC and Roof at Ice Arena	Arena Fund							
Parking Lot Resurface/Reconstruction	UTGO Bond/Grants/Rec. Revolving Fund/Arena Fund				\$200,000			
Air Conditioning Studio Ice Area	UTGO Bond/Grants/Rec. Revolving Fund/Arena Fund				\$45,000			
Locker Room Shower Area Improvements	Arena Fund	\$10,000						
Locker Room Benches	Arena Fund	\$5,000						
Indoor Recreation	Arena Fund					\$22,100		
Fire Supression System	UTGO Bond/Grants/Rec. Revolving Fund/Arena Fund		\$55,000		\$115,000			
<b>Total for Recreation</b>		<b>\$168,200</b>	<b>\$848,875</b>	<b>\$3,935,200</b>	<b>\$970,500</b>	<b>\$654,350</b>	<b>\$117,500</b>	<b>\$50,000</b>
<b>Library</b>								
HVAC (1998)	General Fund/DDA Tax Increment Capture Fund		\$220,000					
Repair and Sealcoat Parking Lot	General Fund/DDA Tax Increment Capture Fund			\$12,000			\$75,000	
Repaint Exterior	General Fund/DDA Tax Increment Capture Fund			\$8,000				
Recarpet Library	General Fund/DDA Tax Increment Capture Fund			\$80,000				
Add door to Young Adult room	DDA Tax Increment Capture Fund							
Lower height of Adult computer workstations	General Fund							
Modification of Children's computer workstation	DDA Tax Capture Fund							
Expand book sale shelving	DDA Tax Capture Fund							
Automatic Doors in Restrooms	CDBG Fund	\$7,000						
Install heating unit in women's restroom	General Fund/DDA Tax Increment Capture Fund							
Replace tile in Library	General Fund/DDA Tax Increment Capture Fund							
Reupholster 14 lounge chairs	General Fund					\$5,000		
Renovation of lobby	General Fund/DDA Tax Increment Capture Fund				\$135,000			
Replace stacking chairs and tables	General Fund		\$16,000					
LED light conversion project	DDA Tax Increment Capture Fund	\$45,000						
Refinish Surface of childrens room train	General Fund					\$1,500		
<b>Total for Library</b>		<b>\$52,000</b>	<b>\$236,000</b>	<b>\$100,000</b>	<b>\$135,000</b>	<b>\$6,500</b>	<b>\$75,000</b>	<b>-</b>
<b>Municipal Building</b>								
Landscaping of City Hall Grounds	General Fund/Grants				\$25,000			\$25,000
Parking Lot Improvement (Rosemont)	General Fund/Grants						\$150,000	

**CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN**

Improvement Project	Funding Source	2016/17	2017/18	2018/19	2019/2020	2020/2021	2021/2022	2022/2023
City Hall Entry Signs	General Fund/Grants				\$15,000			
Interior Painting of City Hall	General Fund/Grants					\$5,000		
Roof Preventative Maintenance	General Fund							
Wayfinding	General Fund/DDA Tax Increment Capture Fund							
Historic Firehall Renovation/District Court Facility/Municipal Building	Building Fund/UTGO Bond Proposal/Public-Private Partnership	\$103,500		\$3,500,000				
Conference Room-Heating/Cooling unit	General Fund/Grants							
Security Door in City Managers Office	General Fund/Grants							
<b>Total for Municipal Building</b>		<b>\$103,500</b>	<b>\$0</b>	<b>\$3,500,000</b>	<b>\$40,000</b>	<b>\$5,000</b>	<b>\$150,000</b>	<b>\$25,000</b>
<b>DPW</b>								
City Wide Road & WM Improvements - Planning	Water & Sewer Fund /Major & Local Street Fund	\$25,000						
City Wide Road & WM Improvements (1 mile per year approx)	UTGO Bond/Water & Sewer Fund /Major & Local Street Funds		\$7,800,000		\$4,200,000			
Harvard Reconstruction(Woodward to Cass)	Major Street Fund & Water Sewer Fund	\$589,639	\$1,722,559					
Coolidge Resurfacing & Long Line Adjs (11 to 12 Mile)	Major Street Fund	\$250,000						
11 Mile & Coolidge Left Turn Lane Improvements	Major Street Fund	\$47,500						
Concrete Repairs - Water Main Breaks	Water & Sewer Fund	\$50,000	\$55,000	\$55,000	\$60,000	\$60,000	\$60,000	\$60,000
Concrete repairs and patches (with design)	Major & Local Street Funds	\$105,000	\$105,000	\$125,000	\$125,000	\$135,000	\$135,000	\$135,000
Spray Patch/Crack Sealing/Overand	Major & Local Street Funds	\$122,000	\$122,000	\$122,000	\$122,000	\$122,000	\$122,000	\$122,000
Seal Coat Stamped Sidewalks	DDA Tax Increment Capture Fund							
Sidewalk Ramps - ADA (Includes Design)	Major & Local Street Funds/CDBG Fund	\$104,198	\$39,000	\$39,000	\$39,000	\$39,000	\$39,000	\$39,000
RCOC Tri-Party Match-County Roads Maintenance	Major Street Fund	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Sewer Mainline Relining	Water & Sewer Fund	\$250,000	\$300,000	\$300,000	\$350,000	\$350,000	\$400,000	\$400,000
SAW Grant Planning & Design (90% Reimbursed)	State Grant/Water & Sewer Fund	\$233,116						
SAW Grant Construction Commitment (Estimate)	Water & Sewer Fund		\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Sidewalk Replacement Program Study	Major & Local Street Funds	\$25,000						
Sidewalk Replacement Program	General Fund/Major & Local Street Funds/Assessments							
Robina Plaza Improvements at 12 Mile	Water & Sewer Fund/Major Street Fund		\$200,000					
Coolidge Sidewalks Twelve Mile to Webster	General Fund/Major Street Fund/Grants				\$150,000			
Twelve Mile Sidewalks Tyler to Greenfield	General Fund/Special Assessments	\$80,000	\$800,000					
New Egress Doors/Hardware - DPW	General Fund	\$20,000						
HVAC Furnace, AC & Ductwork - DPW	General Fund/Water & Sewer Fund			\$60,000				
Radiant Tube Heater Replacements - DPW	General Fund	\$20,000						
Outdated Electric & Emergency Lighting - DPW/Garage	Water & Sewer Fund	\$60,000						
Secure Location for IT & Radio Equipment- DPW	General Fund/Water & Sewer Fund							
Glass Block Window Replacement - DPW	General Fund/Water & Sewer Fund		\$5,000					
Garage Mezzanine Railings - DPW	General Fund	\$10,000						
Salt Dome Replacement - DPW	General Fund/Water & Sewer Fund		\$36,000					\$158,400

**CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN**

Improvement Project	Funding Source	2016/17	2017/18	2018/19	2019/2020	2020/2021	2021/2022	2022/2023
Automated Security Gates (2) - DPW	General Fund/Water & Sewer Fund			\$15,000				
Energy Efficient Lights in main garage - DPW	General Fund/Water & Sewer Fund							
Fire Separation/Conference Room - DPW	General Fund/Water & Sewer Fund		\$60,000					
Public Works Plumbing/Fire Suppression	General Fund/Water & Sewer Fund			\$20,000				
Fuel Island Card Reader/Tracking System - DPW	General Fund/Water & Sewer Fund							
Underground Fuel Tank Replacement - DPW	General Fund/Water & Sewer Fund			\$150,000				
Roof Repairs/Improvements - DPW	General Fund/Water & Sewer Fund		\$8,000		\$8,000			
Loop Actuated Garage Door Opener - DPW	General Fund/Water & Sewer Fund							
Steel Flagpole Replacement - DPW	General Fund/Water & Sewer Fund		\$5,000					
Permieter Brick Wall & Cinderblock repairs-DPW	General Fund/Water & Sewer Fund							
House Demolition & D Yard Expansion-Extend Wall	General Fund/Water & Sewer Fund						\$40,000	
<b>Total for DPW</b>		<b>\$1,996,453</b>	<b>\$11,462,559</b>	<b>\$1,091,000</b>	<b>\$5,259,000</b>	<b>\$911,000</b>	<b>\$1,001,000</b>	<b>\$1,119,400</b>
<b>Public Safety</b>								
HVAC Repair/Replacement	General Fund	\$20,000		\$300,000				
Firearms Range	General Fund							\$75,000
Gutter System	General Fund	\$10,563						
Sallyport Repair	General Fund	\$10,000						
Electrical and Lighting Repair	General Fund					\$25,000	\$125,000	
<b>Total for Public Safety</b>		<b>\$40,563</b>	<b>\$0</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$125,000</b>	<b>\$75,000</b>
<b>Downtown Development Authority</b>								
Robina Plaza - With Engineering & Demonstration Project	DDA Tax Increment Capture/LTGO Bonds	\$22,000	\$470,000	\$400,000	\$430,000			
Side Streetscape Flanking - 12 Mile Wakefield to Coolidge	DDA Tax Increment Capture Fund					\$216,000		
Side Streetscape Flanking - 12 Mile Wakefield to Gardner	DDA Tax Increment Capture Fund						\$200,000	
Side Streetscape Flanking - Coolidge Hwy 11Mile / 12 Mile	DDA Tax Increment Capture Fund							\$200,000
Banner Poles - Permanent - 12 Mile Road	DDA Tax Increment Capture Fund	\$23,000						
Trash recepticals - 12 Mile Road	DDA Tax Increment Capture Fund	\$13,500						
<b>Total Downtown Development Authority</b>		<b>\$58,500</b>	<b>\$470,000</b>	<b>\$400,000</b>	<b>\$430,000</b>	<b>\$216,000</b>	<b>\$200,000</b>	<b>\$200,000</b>
<b>Other City Property</b>								
Screening Walls (7 Municipal Parking Lots)	General Fund/UTGO/LTGO/Grants/Assessments		\$24,000	\$24,000				
Streetscape - Coolidge Hwy 11Mile / 12 Mile	General Fund/UTGO/LTGO/Grants/Assessments					\$4,300,000		

**CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN**

Improvement Project	Funding Source	2016/17	2017/18	2018/19	2019/2020	2020/2021	2021/2022	2022/2023
Streetscape - 12 Mile Greenfield to Tyler	General Fund/UTGO/LTGO/Grants/Assessments						\$2,300,000	
Bike Path Signage	General Fund/DDA/Grants/Assessment		\$10,000					
Municipal Parking Lot at Griffith and 12 Mile	General Fund/Grants/Assessment						\$240,000	
Greenfield Access Road - 12Mile to Catalpa	General Fund/UTGO/LTGO/Grants/Assessments							\$1,056,000
<b>Total for Other City Property</b>		\$0	\$34,000	\$24,000	\$0	\$4,300,000	\$2,540,000	\$1,056,000
<b>GRAND TOTAL</b>		\$2,419,216	\$13,051,434	\$9,350,200	\$6,834,500	\$6,117,850	\$4,208,500	\$2,525,400
<b>Total Estimated Capital Improvement Plan Costs</b>						<b>\$44,507,100</b>		

**GLOSSARY OF BUDGET TERMS**  
**Fiscal Year 2016/2017**

## City of Berkley Glossary of Budget Terms

**Accrual Accounting** – A basis of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred, regardless of the timing of related cash flows.

**Appropriation** – Legal authorization granted by the City to spend money for specific purposes.

**Balanced Budget** – When revenues plus appropriated fund balances equal or exceed expenses within an operating fund.

**Budget** – A plan of financial activity for a specific period of time indicating all planned revenues and expenditures for the period. It is adopted by the City prior to the beginning of the fiscal year and can be amended.

**Budget Message** - Letter written by the City Manager summarizing the operating budget of the City of Berkley.

**Budget Amendment** – Request for an increase or decrease in an existing budget services levels.

**Capital Equipment Plan** - A plan for capital expenditures and the sources of revenues to finance the purchase of vehicles and other rolling stock. This plan also highlights the expenditure and source of revenue by year over a fixed number of years. Capital equipment includes cars, buses and any other rolling stock with a value of \$5,000 or more.

**Capital Expenditure** – The purchase of tangible real and personal property that is expected to have a useful life of more than one year and has a value of \$500 or more.

**Capital Improvement Plan** – A plan for capital expenditures and the sources of revenues to finance the capital expenditure. This plan also highlights the expenditure and source of revenue by year over a fixed number of years.

Capital improvements include park improvements, water and sewer infrastructure, transportation infrastructure, rehabilitation and construction of City assets including buildings along with the purchase of land.

**Capital Outlay** – Expenditures for the acquisition of capital assets.

**CDBG** – The Community Development Block Grant is a federal program for the development of housing and community projects. Funds are awarded to eligible communities on an annual basis.

**City Charter** – Legal authority approved by the voters of the City of Berkley under the State of Michigan constitution establishing the government organization.

**Contractual Services** – Fees paid to outside individuals who provide advice or services.

**Debt Service** – Actual cost of interest and principal based upon a predetermined payment schedule for bond maturities as well as installment purchase agreements.

**Debt Service Fund** – City Operating fund utilized to record the accumulation of resources for the payment of long-term debt of the City.

**Deficit** – When expenditures exceed revenues and fund balance reserve amounts.

**Department** – An organizational unit comprised of divisions or programs managing an operation or group of operations.

**Designated Fund Balance** – The portion of the fund balance of an operating fund that the City Council has designated for a specific type of expenditure or program.

## City of Berkley Glossary of Budget Terms

**Economic Vitality Incentive Program** – State of Michigan revenue sharing program for municipalities based on state reporting and employee benefit requirements.

**Employee Fringe Benefits** – The cost to the City for contributions to employee retirement, social security, health, life and disability insurance and workers' compensation programs.

**Enterprise Funds** – Those operating funds established to account for the operation and maintenance of facilities and services which are predominantly self supporting by user charges.

**Expenditure** - The cost of goods delivered or services rendered, whether paid or unpaid. Where accounts are kept on the accrual or modified accrual basis of accounting, costs are recorded when goods are received services rendered.

**Fair Market Value** - The value of a piece of real estate in the open market. This value is used to determine the State Equalized Value of property for taxing purposes.

**Fees** – A charge to cover the cost of services such as inspection fees, zoning fees, permit fees.

**Fiscal Year** – A twelve month period of time to which the budget applies. For the City of Berkley, Michigan this period is from July 1, through June 30.

**Fixed Asset** – tangible property of long term character including buildings, land, equipment and furniture with a value of \$5,000 or more.

**Full Time Equivalent (FTE)** – One or more employee positions totaling one full year of service or approximately 2080 hours per year.

**Fund** – A independent fiscal and accounting entity with a self balancing set of accounts recording cash and/or other resources, together with all related liabilities, obligations, reserves and equities which are segregated for the

purpose of carrying on specific activities/attaining certain objectives in accordance with rules and regulations.

**Fund Accounting** – The City's accounting of uses Fund Accounting to report on financial position and operations. It is designed to demonstrate legal compliance and to separate transactions for specific government functions.

**Fund Balance** – A reserve amount within a specific City operating fund made up of a beginning balance (including zero) plus the net of expenditures and revenues.

**Funding Source** – An individual, business, governmental unit or other entity that provides revenues, resources, or other assets to be utilized by the City of Berkley for operations.

**GAAP** – Generally Accepted Accounting Principals – The conventions, rules and procedures for accepted accounting practices.

**GASB** – Governmental Accounting Standards Board – The Board that sets financial reporting standards for state and local governments across the United States.

**General Fund** – The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use.

**General Obligation Bond** – A bond whose repayment is guaranteed by pledging all the assets and revenues of the governmental agency.

**Grant** – A contribution from one governmental entity to another usually made for a specific purpose and time period.

**HDLO** – Health care costs including health, life, dental, vision and pay in lieu of health care costs



## City of Berkley Glossary of Budget Terms

**Headlee Amendment** – Statute which places an upper limit on the total amount of property taxes collected in a fiscal year. This limit can only be raised through the vote of the electorate.

**Inter-fund Transfers** – Monies appropriated from one fund to another fund. This is done to reimburse the fund for expenses or to finance the operation of the other fund.

**Internal Service Funds** – These are funds used to account for the financing of goods or services provided by one department or program to other departments or programs of the City on a cost reimbursement basis.

**Materials, Supply and Service** – Expenditures for materials, supplies and related services which are ordinarily consumed within a fiscal year and are not included in department inventories.

**MERS** – Michigan Employees Retirement System - The retirement system utilized by the City of Berkley to fund defined benefit pensions for employees working for the City outside of the Public Safety Department.

**Modified Accrual Basis of Accounting** – A basis of accounting in which revenues are recognized when they become both measurable and available. Available means collectible within the current period no later than 60 days after fiscal year end. Expenditures are recognized when the liability is incurred, except for debt payments which are recognized when they are due.

**Objectives** – Identifies the desired results of the activities of a program.

**OPEB** – Other post-employment benefits. Health and life benefits for retirees and their beneficiaries

**Operating Budget** – A programmatic, financial, and organizational plan of the City that furthers the objectives of the Mayor, City Council and City Manager through the departments of the City typically for a one or two year period.

**Other Expenditures** – Expenditures that do not fall into the category of supplies, materials, maintenance, contractual services or debt.

**Repairs and Maintenance** – Accounting classification that accounts for repairs and maintenance of equipment, buildings, infrastructure, and grounds repair in a fiscal year.

**Personal Services** – Expenditure heading that classifies salaries and fringe benefits paid to City employees.

**Program Revenues** – Revenues received by a department as a result of the services or operations of that department (Such as user fees), which are used to finance the related services or programs. Program revenue is not discretionary (general purpose) revenue.

**Proprietary Funds** – Funds that focus on the determination of operating income, changes in net assets, financial position, and cash flows.

**Proposal A** – Limits the increase on individuals property tax value to the inflation rate or 5% whichever is lower. When the real property is sold, the taxable value becomes the State Equalized value also.

**Reserved Fund Balance** – The portion of Fund Balance within any fund type that has been legally restricted by covenant, City Council, or State law for a specific purpose.

**Revenues** – Amounts estimated to be available for appropriation during the fiscal year other than inter-fund transfers and debt issue proceeds.

**Special Revenue Funds** - Used to account for revenues from specific taxes or other earmarked sources. They are designated by law for a specific purpose.

**City of Berkley**  
**Glossary of Budget Terms**

**State Equalized Value** – The assessed value multiplied by a factor as determined by the State Tax Commission to ensure an assessment level of 50% of market value.

**State Shared Revenue** - A portion of the 6% sales taxes returned to the City based on various formulas, including economic vitality incentive program dollars.

**Tax Levy** – Amount of tax dollars raised by the imposition of the tax rate on the Taxable value of a parcel of real or personal property.

**Tax Rate** – The amount of tax levied for each \$1,000 of assessed valuation.

**Taxable Value** – The property value the property tax rate is applied to determine property taxes on a parcel of land and building. It is determined by multiplying the prior years' taxable value by the current years' cost of living index plus or minus property additions and deletions.

**Unreserved Fund Balance** – The portion of Fund Balance that is not legally restricted for a specific purpose.

**Year-End** – This term means as of June 30 (end of the fiscal year).

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