

# CITY OF SAGINAW

## *SAGINAW, MICHIGAN*



*2009/2010 Approved Budget*

# CITY OF SAGINAW, MICHIGAN

Honorable Joyce Seals  
Mayor



Darnell Earley  
City Manager

Adopted to City Council

May 18, 2009

Honorable Larry Coulouris, Mayor Pro-Tem

Greg Branch, Council Member

Dan Fitzpatrick, Council Member

Amanda Kitterman, Council Member

Amos O'Neal, Council Member

William G. Scharffe, Council Member

Paul Virciglio, Council Member

Andrew Wendt, Council Member

## 2009-2010 APPROVED BUDGET

# CITY OF SAGINAW, MICHIGAN

Prepared by:

Darnell Earley  
City Manager

Yolanda M. Jones  
Assistant to the City Manager/Budget  
Administrator

Timothy R. Morales  
Assistant City Manager for Fiscal Services

Heather M. Pozenel  
Payroll Specialist

Shontaye R. Bibbs  
Administrative Support Clerk

## Special Acknowledgments:

Dr. Eric Scorsone  
Co-Director  
MSU Extension

Nicole Bradshaw  
State & Local Gov't Specialist  
MSU Extension

Diane Humphery- Snowden  
Admin. Assistant to City Manager

Kaylene R. VanWagner  
Accounts Payable Coordinator

Mary B. Malocha  
Office Assistant III

## 2009-2010 APPROVED BUDGET



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Saginaw  
Michigan**

For the Fiscal Year Beginning

**July 1, 2008**

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Saginaw, Michigan, for its annual budget for the fiscal year beginning July 1, 2008.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

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

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## **INTRODUCTION**





**CITY OF SAGINAW**  
1315 South Washington Avenue  
Saginaw, MI 48601-2599

April 27, 2009

Honorable Mayor and City Council:

In accordance with Section 43 of The Charter of the City of Saginaw and M.C.L.A. 141.421 et seq, the Uniform Budget and Accounting Act submitted to you is the City Manager's Fiscal Year 2010 Approved Budget. The format of this budget document, you will notice, continues with improvements that have been made in past years. The purpose and intent is to publish a budget document that acts as a policy statement, an operations guide, and a financial plan as well as a communication tool.

The recommended budget reflects a "zero growth budget" that allocates very scarce resources toward financial and administrative stability and requires diligent review and monitoring throughout the fiscal year.

The major highlights of the fiscal year 2010 Approved Budget include:

**A General Fund budget total of \$35,485,136** - This represents a "zero growth budget," which equates to a decrease of \$550,567 from the FY 2009 General Fund budget of \$36,035,703.

**A recommended tax levy of 14.5381 mills** – In 2009, the tax levy is projected to increase .2793 mills from 2008. The General Fund property tax receipts will be limited by the gross revenue ceiling limitation in the City Charter.

Millage Rate	2009
City Operating	5.5849
Trash Collections	2.9532
Police & Fire Special Asmt.	<u>6.0000</u>
Total	14.5381

**Rate of Growth of Property Tax Base** – Proposal A (a 1994 amendment to the State constitution) requires that the increase in taxable value be capped at the Consumer Price Index or 5%, whichever is less, but shall not exceed state equalized value. For the 2009 tax year, the Proposal A cap is 4.4%. As a result of all these factors, and the overall decrease to state equalized value, the net taxable value decreased by 5% from \$721,640,702 to \$685,551,914.

**General Fund staffing complement** - The General Fund complement is anticipated to decrease by seven positions in FY 2010. Also, within the Department of Fiscal Services, Plante & Moran will continue to perform the functions of the City Controller's Office (City Controller, Deputy City Controller and two

Fiscal Services Accountant positions eliminated in the 2009 budget). In the Department of Police, the personnel complement will decrease by three School Crossing Guards. Since the General Fund continues to operate under declining financial resources, the City is unable to expand its complement in other departments. In fact, in order to alleviate more of the financial strain, as well as, become more compliant with the Cost Allocation Plan, the following positions have been distributed to other funds: 15% of two Customer Service Representatives and 15% of a Customer Service Coordinator from the Department of Fiscal Services; 10% Public Services Director, 15% Deputy Public Services Director, and 15% of the Staff Professional from the Administration Division of General Fund - Public Services Department; 25% of the City Engineer and 25% of the Engineering Office Supervisor from the Engineering Division of the General Fund - Public Services Department will be allocated to Sewer and Water Operations and Maintenance Funds. Likewise, 55% of the Traffic Electrician from the Engineering Division of General Fund - Public Services Department will be allocated to the Major Streets Fund. In addition, .25% of Building Operations Supervisor will be allocated to the Rubbish Collection Fund. To offset the shift in personnel to other funds, 15% of the Labor Foreman for Environment/Streets will be added to the Building and Grounds Maintenance Division of the General Fund - Public Services Department.

Non-General Funds account for 76% of the \$147,118,090 City budget. Sewer and Water Utility Enterprise Funds make up 59% of the total Non-General Fund spending with a combined budget of \$65,513,456.

This year's budget message covers three major topic areas: Budget Preparation and Presentation, FY 2010 Budget Highlights, and a brief comment on unfunded liabilities. This 2010 "zero growth" approach to spending is indicative of the future direction of budget development and implementation in the City of Saginaw. Except where inflationary differences, contractual obligations, and organizational changes have been noted, no other areas reflect significant budgetary changes.

The 2010 Approved Budget also reflects the strategic planning efforts and priorities as discussed in ongoing strategic planning sessions. Our intent for 2010 is to continue services at current levels, balance the budget, retain minimum staffing levels, and at the same continue to evaluate the structure and efficiencies of all city departments. We have achieved that objective with this approved spending plan. In order to retain current services for FY 2010, approximately \$750,000 of the undesignated fund balance will have to be appropriated to balance the FY 2010 Budget. This is \$48,567 more than what was projected to be used in the FY 2009 budget. As we project forward to the end of this current fiscal year, we anticipate that because of diligent budgeting and accounting monitoring, aggressive revenue collections, and regular budget adjustments, expenditures will be balanced to revenues. This budget use is in compliance with the State of Michigan's General Appropriations (Budget) Act.

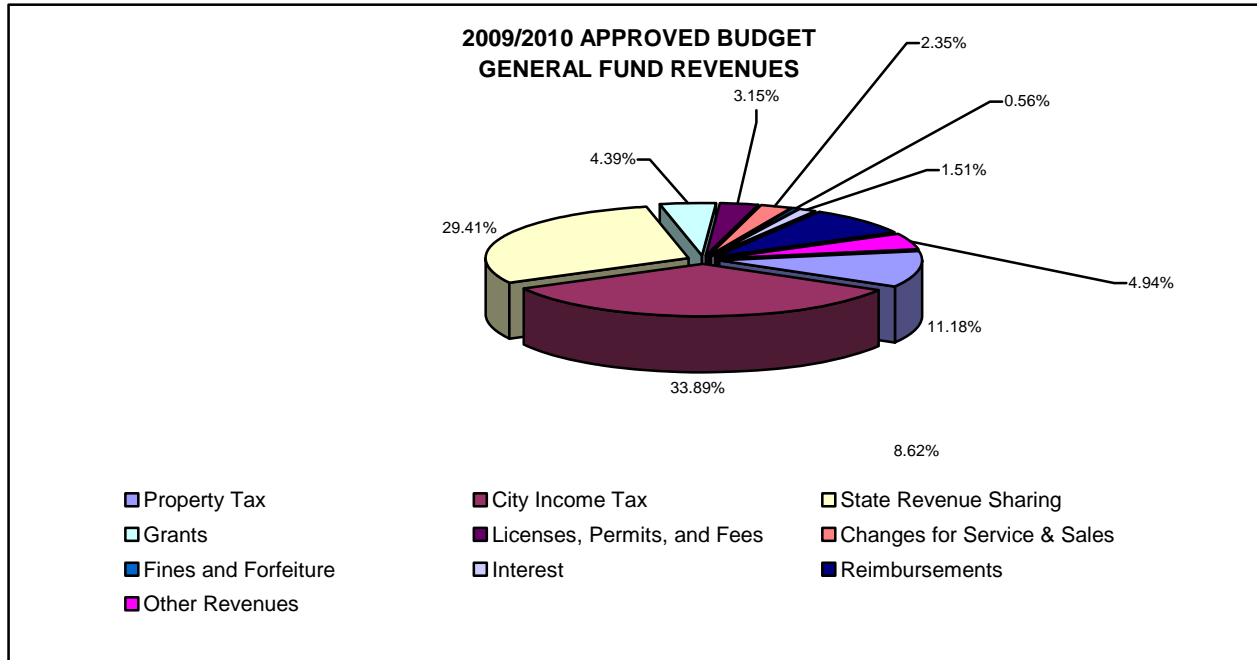
### Budget Preparation and Presentation

The FY 2010 Budget uses a format recommended by the Government Finance Officers Association of the U.S. and Canada and used by cities throughout the two countries. The document has been further refined for FY 2010 to make the budget useful as a management tool, communication device, and policy document. The budget process as it relates to wage and salary, and other benefits projections is challenged by the fact that the City recently settled several labor union contracts which included salary increases, as well as anticipates having all contracts settled by the end of FY 2010. Budget adjustment appropriations will have to be made contingent upon any negotiated or arbitrated settlement with the remaining units.

## FY 2010 Budget Highlights

### General Fund Revenues

The following chart indicates the various General Fund Revenue Sources for 2009/2010 and the approved relative percentage supplied by each.



### Tax Rate

The 2010 Budget calls for a total City tax levy of 14.5381 mills. This represents a .2793 increase in the overall millage rate from 2008. Declining property values have resulted in a necessary higher millage rate.

It is important to note that the ceiling of \$3,828,778, as per the City of Saginaw Charter, has been reached and thereby the maximum allowable general operating millage rate of 7.5000 has decreased to 5.5849. This is the result of the overall increase in the tax base of the City of Saginaw since 1979.

### Property Tax Millage Rates

The City Council has authority for the 2009/2010 fiscal year, to levy a tax rate of up to 14.5381 without a vote of the citizens, as indicated below.

Millage Rate History	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010
City Operating	5.5412	5.4185	5.2598	5.1701	5.3056	5.5849
Trash Collection	2.9532	2.9532	2.9532	2.9532	2.9532	2.9532
Police & Fire Special Asmt.	<u>0.0000</u>	<u>0.0000</u>	<u>6.0000</u>	<u>6.0000</u>	<u>6.0000</u>	<u>6.0000</u>
	8.4944	8.3717	14.2130	14.1233	14.2588	14.5381

## Tax Shift

The taxable value of residential properties decreased from \$471,601,430 to \$445,170,091, which is a decrease of 5.6%. The total taxable value projected for FY 2010 is \$685,551,914 of which real property will be \$587,445,643, and personal property will be \$98,106,271.

## Income Tax

The Uniform City Income Tax Ordinance empowers the City to collect an income tax of one and one-half percent or three-quarters percent, depending on the individuals residency status and/or place of employment. Income Tax revenue for FY 2010 is projected to be \$12,025,000 (a 3.8% decrease from the FY 2009 projection of \$12,500,000). Income tax revenue relies heavily upon the financial health of businesses operating in the Saginaw area.

It should be noted that \$900,000 of the projected income tax revenue for 2010 is related to delinquent taxes. As the City has been experiencing a decline in the Income Tax base and other revenue sources in previous years, an aggressive approach towards delinquent revenue collections has been undertaken. As part of that process, the City has been working with Plante & Moran, Inc. in the Department of Fiscal Services and other key personnel citywide to develop, implement, and structure a revenue collections effort. Going forward, it will be imperative that the monies that are owed to the City be collected.

## Cost Allocation Plan

In an effort to accurately reflect the cost of providing and administering services in all departments, the City began completing a cost allocation plan annually in 2008. This was instituted because the City strives to continuously improve the budget process. The implementation of this plan has ensured that costs are spread equitably and administered accurately. The 2010 Budget reflects the continued use and updating of the cost allocation plan.

## Health Care Costs

During the past year, the City has made a concerted effort to manage employee health care costs. During the labor negotiation process, the City made control of health care expenses a priority. One cost saving measure that has been included in all of the settled contracts is the move from a Community Blue – 1 Plan to a Community Blue – 3 Plan. This change was effective April 1, 2009 for all members of the bargaining units that have settled contracts as well as all non-union employees. Furthermore, the City worked to negotiate contributions to the cost of health care from employees, and those changes will take effect in future contract years. The City will continue to work to contain the cost of healthcare for all active and retired employees.

## Unfunded Liabilities/Retiree Health Care

The City of Saginaw provides post-employment health care coverage under a traditional insured plan to retired employees, their qualified spouses, and other dependents as mandated by collective bargaining agreements. Historically, the City has recognized the cost of this benefit on a “pay-as-you-go” basis for those current recipients of the benefit, as well as pre-funding a portion of these future benefits.

The Governmental Accounting Standards Board, which is the regulatory body responsible for establishing the financial reporting requirement with which municipalities must comply, has changed the reporting standards for post-employment health benefits through GASB Statement Number 45, *Accounting and Financial Reporting by Employers for Post Employment Benefits Other Than Pensions*. This statement requires governmental entities to begin reporting the Accrued Liability for retiree health care and other

post employment benefits over a phase in period. In addition, there are a variety of unfunded liabilities that are addressed and explained as part of the City's fiscal year end audit.

#### Pension Funding

The 2010 Approved Budget for the City includes all required contributions for employee pension obligations.

#### Fiscal Services Reorganization

In FY 2009, the controller's duties within the Department of Fiscal Services were altered to reflect the restructuring of its General Ledger and accounting maintenance functions to Plante & Moran, Inc. The City took this action due to continued problems with completing the annual audit, other matters related to daily financial administration, and the tight financial constraints on the limited resources available to the City. This measure provided the City with significant savings in direct costs for accounting services, as well as savings related to additional charges that were typically realized during preparation of the annual audit.

This change within the Department of Fiscal Services has proven to be invaluable to one of the core functions of that department, and the City as a whole. Plante & Moran, Inc., has brought the City accounting system current, bank reconciliations are now current, monthly accounting periods are now closed on a timely basis, and previous City receivables are being reviewed in every department. These functions are crucial to the management of the City. City administration now has the ability to make decisions based on sound and up-to-date financial information, which provides for better management of the City. Moving forward, City Administration will continue to develop new procedures and policies in the Department of Fiscal Services that will allow for the collection of past due receivables, identify areas where potential revenue may exist, and better manage City resources.

#### Recycling Program

In an effort to follow the guidelines of community sustainability and green initiatives, the City will operate a recycling site at the Public Services Building for one day a month. Funds have also been included in the 2010 Budget for its operational needs.

#### Capital Improvements

General Fund capital improvement expenses have not been included in the FY 2010 budget. Due to economic conditions, not only within Saginaw but throughout the country, we have experienced a significant decline in revenues and this trend is expected to continue in FY 2010. The City's goal is to continue to provide quality services to residents, and this cannot be accomplished this year if we have significant capital improvement projects. We have been able to balance this budget without a decrease in services and without any loss of jobs for City employees. This is a significant accomplishment as other local governments in Michigan have cut service hours to citizens and have experienced job loss.

The City will continue to work to maintain our service level. At the same time, we realize that some capital improvement expenses are necessary. City administration continually strives to locate and utilize grant funding for many of these projects, and will continue to do so going forward. Additionally, the City management team will continue to review all capital improvement requests and evaluate the urgency of those needs.

## City Strategic Plan

In January 2009, City Council Members and Senior Staff met in a strategic retreat. As part of these continuing sessions, the following five goals and objectives were established, and in the 2010 budget, funding has been earmarked to meet these goals and objectives:

<b>City of Saginaw – Goals and Objectives</b>	<b>Amount designated from 2010 Proposed Budget</b>
Crime and Public Safety Issues	\$27,853,033
Neighborhood Revitalization and City Beautification	\$ 7,474,516
Recreational Offering and Youth Activities	\$ 805,000
Maintain and Enhance City Revenue Efforts	\$ 71,911
Organizational Development	\$ 25,000

## Conclusion

As City Manager, my task is to produce a responsible budget that incorporates long-term financial planning as part of our immediate spending plan. As with previous budgets, the FY 2010 Approved Budget continues a trend that means perpetual reconsideration of the way municipal services are delivered and the level of services that can be provided with available resources. Administrative procedures and departmental policies are continually being implemented to hold the line on expenditures. The Council must consider the services to be provided and also look at new methods for generating revenues to pay for these services. Simply said, because of declining revenues, services in future budget years will have to either be reduced or new revenues put in place.

Additional revenues will be critical to the City during the next few years if the City is to maintain an essential level of service delivery to its citizens. Key areas to be considered are: retirement benefits, unfunded liabilities, fee structures, revenue collections, and the removal of the property tax cap.

Furthermore, the management team must evaluate all City departments during 2010. We must recognize that in many areas, the manner in which services are delivered has changed, however, the employee and management structure has remained the same. The City cannot continue to operate in this manner, as the organization must become more efficient if the City is to continue to provide necessary services to residents.

Many budgetary policy choices and administrative procedure related questions will continue to face the City Council in future years. The challenge we face today is making the tough decisions now to position ourselves to a point where we can respond to the dire revenue projections with which we are all too familiar. The entire administration stands ready to assist with recommendations as the decision process proceeds. The goal of ensuring quality services where prudent, while pursuing an improved financial condition for the City, will be a continuing priority. I am confident that this goal is manageable and achievable.

Respectfully submitted



Darnell Earley  
City Manager

## **HOW TO USE THE BUDGET DOCUMENT**

This page provides an explanation of the format and content of the Fiscal Year (FY) 2009/2010 Approved Budget document. To find the exact location of this information, please refer to the **Table of Contents**. The major portions of this document are described as follows:

### **City Manager's Budget Message**

The City Manager's Budget Message highlights the major changes in City Services, policies, and requirements contained in the 2009/2010 Budget.

### **Policies and Initiative**

This section illustrates City Manager and Councilmanic goals and objectives, which provide direction and budgetary decisions and allocations. Also, new and redirected policies are presented.

### **Additional Introductory Information**

This introductory information consists of a pictorial presentation of the **City Organizational Chart**, **Elected Officials**, and **Organizational Structure** of the City of Saginaw.

### **Budget Overview**

Contained within the Budget Overview is the Budget and Finance section. This section describes the financial and operating policies and procedures that guide the development of the City's budget. Additionally, the Budget Summary section provides the reader a series of financial summaries with information on revenues, expenditures, staffing levels for FY 2009/2010 and prior years, and undesignated fund balance.

### **Budget Detail**

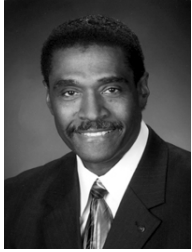
These sections contain information on FY 2009/2010, as well as historical revenue and expenditure information for the General Fund, Special Revenue Funds, Enterprise Funds, Internal Service Funds and Fiduciary Funds operating budgets. Within each is a brief description of the services, strategic goals and objectives, and relevant performance indicators. This detail of fund and corresponding department budgets is represented according to:

- Description of individual programs
- Summary of resources (projected revenue) and appropriations (proposed expenditures) – total fund budget.
- Line-item detail – provides detail of revenues and expenditures for FY 2006-2008 actual, FY 2009 Approved Budget, FY 2009 Adjusted Budget, FY 2009 projected, and FY 2010 approved budget.

- Revenue line items identify specific funding sources. Expenditure line items are categorized as personnel, operating, capital outlay, and miscellaneous. In accordance with the request of City Council, the following categories have been listed for “Other Services” on the Expenditure Detail pages:
  - Professional Fees – covers all expenditures that are related to professional services provided to the City. This includes Professional Services, Legal Services, Engineering Services, Employment Agency Fees, Operating Services, Labor Professional Services, Insurance, Workers Compensation Payments, and Advertising.
  - Maintenance Fees – covers all expenditures that are related to services performed or utilized. These fees include: Demolition, postage and freight, telephone/cell phone/pagers, printing, utilities, water/sewer, general repairs, motor pool charges, motor vehicle repairs, streets resurfacing, equipment rental, rents and taxes, impounding fees, and other service fees.
  - Other Contracted Fees – covers all expenditures that are related to specific services, professional organization, subscriptions, and employee enhancement. These costs would be: subscriptions, dues, recruitment fees, right-to-know expenses, claims and judgments, council meals, travel/meal/lodging, training and development, education reimbursements and other reimbursements.



**CITY OF SAGINAW  
ELECTED  
OFFICIALS**



**City Manager  
Darnell Earley**



**Mayor  
Joyce Seals**



**Mayor Pro-Tem  
Larry Coulouris**



**Council Member  
Greg Branch**



**Council Member  
Dan Fitzpatrick**



**Council Member  
Amanda Kitterman**



**Council Member  
Amos O'Neal**



**Council Member  
William G. Scharffe, Ph.D.**



**Council Member  
Paul Virciglio**



**Council Member  
Andrew Wendt**

# City of Saginaw



# **City of Saginaw**

## **Organizational Structure**

The City of Saginaw operates under the Council-Manager form of government. Nine Council members are elected on a non-partisan, at-large basis for four-year, overlapping terms. The Mayor is elected from the Council by the Council at the first meeting after each election, for a two-year term. The City Council appoints the City Manager who in turn appoints all City employees and Department Heads. The City Manager, as the Chief Executive Officer, prepares and submits his/her budget to City Council for review and approval. Organizationally, the City Manager provides the institutional focus for planning, programming, and developing policy.

The City Manager, as Chief Executive Officer, has the sole responsibility to select, direct, and oversee his Administration. As the head of the Executive/Administrative Branch of government, the City Manager is responsible for conveying City Council instructions to department heads and division heads. With a top-down form of management, department heads and division heads are fully accountable for departmental operations. This includes overseeing supervisory line management to assure the City's goals, objectives, and priorities are met.

The formal organizational structure of the City is comprised of General Government operations, Department of Fiscal Services, Public Safety Department, Department of Development, Department of Public Services, and Information Services Department. The largest organizational component within a department is the division. The structural design of the division is closely related to service output or function. Divisions provide separation of duties within each department. With responsibilities delegated at such a definitive level, many divisions can be interpreted as local government programs, wherein the City places emphasizes on the distribution of workloads to achieve a specific output. To evaluate this output, the Budget staff has incorporated policy goals, objectives and performance measurements into the budget document to analyze the effectiveness and efficiency of service delivery. Meeting organizational goals and objectives is the ultimate outcome each department is attempting to achieve.

To account for departmental and office fiscal transactions, the City utilizes the fund basis of accounting whereby all governmental activities are accounted for through a series of distinct funds which include reporting entities to control resources and demonstrates compliance with various legal and budget constraints affecting government. The General Fund accounts for all resources not otherwise devoted to specific activities and finances many of the basic municipal functions. Other governmental funds include Special Revenue Funds, Enterprise Funds, Internal Service Funds, and Fiduciary Funds. The City also has several Expendable Trust Funds. The budget is organized by fund and is further identified by revenue and expenditure details.

Some departments combine the operations of more than one fund. The Department of Development combines General Fund operations with Community Development Block Grant (CDBG) Fund Operations as well as Tax Increment Financing Authority (TIFA) and the Local Development Financing Authority (LDFA). The Information Services Department combines the General Fund's SGTV Division with the Internal Service Fund's Information Service Fund. Additionally, the Department of Public Services combines General Fund Operations with Special Revenue Funds – Major and Local Streets, Rubbish Collection Fund, Andersen Enrichment Center,

and Boat Launch, Enterprise Funds –Celebration Park, Parking Operations, Sewer and Water Operations and Maintenance Funds, and Internal Service Funds – Public Works Building, Geographical Information Systems, Radio Operation Fund, and the Motor Pool Operation Fund. All Enterprise Funds are owed and operated by the City; therefore, all revenues go directly for those operations.

The Offices of General Government and departments listed below are part of the General Fund with the exception of Special Revenue Funds, Enterprise Funds, Internal Service Funds, and Fiduciary Funds. Further discussions regarding the departments will involve the roles of management and supervisory personnel.

The Department of General Government encompasses five offices, which include separate offices for elected officials. The City Council Office is made up of nine at-large elected members headed by the Mayor. The Administrative Assistant to the City Manager provides technical and administrative support to City Council. The Administrative Support Clerk assists the Administrative Assistant to the City Manager with all related responsibilities.

The City Manager's Office is the managerial office for all administrative activities. The City Manager, who is appointed by City Council, is the highest-ranking official. The City Manager Office personnel include - Assistant to the City Manager/Budget Administrator, Administrative Assistant to the City Manager, and 50% of an Administrative Support Clerk. Both administrative staff individuals conduct the day-to-day business for the office. The responsibilities of the City Manager are the supervision and coordination of the City administration in implementing policies formulated by the City Council; preserving the health, safety, and general welfare of persons and property within the City of Saginaw; and enforcing the City Charter, City Ordinances, and applicable State and Federal Laws. Likewise, the primary responsibilities of this office are preparation of Council agendas; providing informational material and staff support to Council members; providing information to the general public; creating and submitting, an annual recommended budget to the City Council; performing all administrative functions necessary for the operation of City government programs and services; and identifying and securing outside funding resources for City programs and projects

An Employee Services Director heads the Employee Services Office. This individual manages the City human resource operation which includes maintenance of personnel records, recruitment for vacant positions, labor administration and negotiation of collective bargaining contracts, payroll, equal employment opportunity, workers compensation, health and safety, and administering the City's benefit programs. There are four employees in this office – Director, Personnel Generalist, Benefits Coordinator, and an Administrative Assistant. All individuals are considered non-union management.

The City Clerk's Office is headed by the City Clerk, who serves the City Council by recording and indexing minutes of Council meetings and handling correspondence needed as a result of official Council action. The office updates codes and ordinances, maintains a legislative history of code changes, and indexes and files all legal documents pertaining to city business. The City Clerk serves as Clerk of the Civil Service Commission, operates the Charter mandated Bureau of Public Information and Complaints, and oversees the operation of the City Hall mail service, printing and office supplies sections. The office also administers city licensing functions and publishes all legal notices, unless otherwise provided.

The City Clerk's Office also functions as the Election Office. The City Clerk, along with the Deputy City Clerk and other supporting staff, is also responsible for ballot preparation, issuance of absent voter ballots, delivery and set up of voting equipment, training of election board workers in proper election procedures, the processing of ballots in compliance with federal and state election laws and the maintenance of voter registration files.

The City Attorney's Office provides advice and counsel to the City Council, City Manager, department and division supervisors, and employees of the city on city-related business. In addition, the City Attorney's Office provides assistance and counsel to the city's boards and commissions, and it represents the City and city employees when they are sued for acts occurring in the course of their employment.

The Department of Fiscal Services is comprised of seven divisions: Administration, Office of the Controller, Purchasing, Treasury, Assessor's Office, Income Tax, and Customer Accounting. The Assistant City Manager for Fiscal Services heads this department, and is responsible for all financial planning, control and reporting for the City of Saginaw. The Department of Fiscal Services also provides administrative support in budgeting, financial planning, management, evaluation and forecasting necessary for administering City services and assisting all departments in their missions. The Assistant City Manager for Fiscal Services is also responsible for conducting the day-to-day City business in the absence of the City Manager as well as other duties as assigned by the City Manager.

A Chief, who is a management employee, heads the Police Department. The total number of sworn officers in the Police Department is 99. The divisions within this department are: Administration, Police Patrol, Police Investigation, Criminal Investigation, Building and Maintenance, and Technical Support. The City of Saginaw has instituted the 12-hour shift for the Patrol Officers and fourteen Command Officers. In FY 2006, the City of Saginaw passed a public safety millage, which pays the salaries and benefits of 51 Police Officers and Firefighters. The Police Department has 31 Patrol Officers paid through this millage. The Public Safety millage is renewable in FY 2011. The costs for these 51 individuals are reflected in the Special Revenue Fund – Public Safety Fund. The Police Department is also responsible for five grant funds – Community Policing, Department of Justice Grant, Drug Forfeiture Grant, Youth Initiative Grant, and Auto Theft Prevention Grant.

The Fire Department, headed by the Chief of Fire and three Battalion Chiefs, consists of five divisions: Administration, Fire Prevention, Fire Suppression, Fire Training, and Fire Apparatus Operations and Maintenance. , The Fire Department has approximately 20 firefighters who are paid from the public safety millage as with the Police Department. There are approximately 67 sworn individuals in this department, wherein only the Chief is considered to be management.

The Director of Development, who is accountable for all of the Community Development Block Grant (CDBG) programs, Planning and Zoning, and Inspections, supervises the Department of Development. The General Fund portion of this Department is composed of the Planning and Zoning and Inspection divisions. The Planning and Zoning division consists of the Zoning and Development Coordinator, an Associate Planner, 25% of the Director of Development, and 10% of a SEDC Loan Support position. Their main responsibility is to provide the comprehensive management structure for all development related activities. Further, these individuals oversee all planning and zoning activities of the City, including staff support to the Planning Commission and Zoning Board of Appeals. Staff also provides customer service functions with regard to numerous zoning inquiries, site plan review, and other regulatory questions.

The second division of the Department of Development is Inspections, which consists of a Chief Inspector, Assistant Building Inspector, Plumbing/Mechanical Inspector, Electrical Inspector, two Code Enforcement Inspectors and an Office Assistant. The primary goal of this division is to protect the general health, safety, and welfare of the public by administering and enforcing the City's building, electrical, plumbing, mechanical, and other property codes. This division is also responsible for managing the inspection staff assigned to the housing rehabilitation program and demolitions.

The third division of the Department of Development is the Community Development Block Grant (CDBG) Division. This division administers federal funds to carry out a wide range of community development activities

directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services. There are approximately 10 full time individuals in this division – 60% Director of Development, 90% SEDC Loan Support, an CDBG Accountant/SEDC Coordinator, Block Grant Manager, Block Grant Specialist, Office Assistant, Dangerous Building Inspector, two Residential Rehabilitation Specialist, and two Rehabilitation Application Specialist. The City also utilizes four interns in this department.

A Director of Public Services and a Deputy Director head the Department of Public Services. This department makes up more than half the City's workforce and spans multiple funds. The Department of Public Services consist of nine divisions within the General Fund – Cemeteries, Public Services - Administration, Engineering, Traffic Engineering, Street Lighting, Japanese Tea House, Recreations, Weed Abatement, and Building Maintenance; five Special Revenue Funds: Major and Local Streets, Rubbish Collections, Andersen Enrichment Commission, and Boat Launch; five Enterprise Funds: Celebration Park, Parking Operations, and Sewer and Water Operations and Maintenance; and four Internal Service Funds: Public Works Building, Geographical Information Systems, Radio Operations, and Motor Pool Operations; and one Fiduciary Fund: Bliss Park Endowment. Many of the services provided by the Department of Public Services require a twenty-four hour, seven-day-per-week schedule. The crucial utility infrastructure services that are maintained around the clock include water and sewage facilities, traffic signal engineering, and general management of City streets in the event of an emergency. The Administration division oversees the entire operation of the Department of Public Services and serves as an advisor to the City Manager regarding any serious conditions.

A Director of Information Services and a Deputy Director head the Information Services Department. Information Services provides information technology services for all of Saginaw Departments. Activities include telecommunications, cellular phones, computer networking services, software and hardware selection and installation, systems analysis and design, programming, problem resolution, end-user training, and on-line and batch processing. This department is also responsible for the Saginaw Government Television (SGTV), which has been on the air since January 1988. The purpose of the station is to provide residents with up-to-date information such as using a character generated list of City government services, activities, and events; live and taped telecasts of City Council Meetings and special meeting or news conferences; educational programming, and public service announcements.

The City is unique in providing a full array of services including utility operations. The City of Saginaw has taken an entrepreneurial approach to solving problems resulting in substantial savings to the City while meeting public needs. Through continual improvement in productivity, the Administration intends to expand services where necessary and minimize costs.

**CITY OF SAGINAW  
2009/2010 APPROVED BUDGET  
POLICIES AND STRATEGIC PLANNING**

The City Charter, the Uniform Budgeting and Accounting Act for State and Local Units of Government in Michigan, and the generally accepted accounting principles govern the City of Saginaw (City) budget policies. These laws provide for budget control, establish tax levy and assessment valuations limits, and provide for bonded debt limits. The City's resources and appropriations policies are extensions of these laws, and follow generally accepted accounting principles.

**LEGAL REQUIREMENTS:**

The City Charter (*Section 43*) states that by the last Monday of April, the City Manager shall submit to the City Council the proposed budget for the next fiscal year.

Council shall by resolution, determine and adopt the budget and make the appropriations for the next fiscal year and shall provide, by resolution, for a tax levy of the amount necessary to be raised by taxation at least thirty days prior to the first day of the upcoming fiscal year. In accordance with Public Act 5 of 1982 as amended, a public hearing shall be held prior to levying of an additional millage rates (Truth and Taxation) and the adoption of the next fiscal year budget by the council, as such time and place as the council shall direct. The city clerk shall publish the notice of public hearing at least one week in advance.

The amount of property taxes that may be levied by the city in any year shall not exceed three-quarters of one percent of the assessed valuation as equalized of all taxable real and personal property of the city. If the assessed value of all the property in the city as determined on the first Monday in May, 1979, is increased in subsequent years for any reason, the maximum millage rate provided herein shall be permanently reduced to yield the same gross dollar revenue as the fiscal year 1978-79 property tax revenue yield (*Section 45 of City of Saginaw Charter*).

The City is also required by the State of Michigan to present a balanced budget. An appropriation resolution cannot be adopted that would cause total expenditures, including accrued deficit, to exceed total revenues, to include any available surplus, Section 16 of Public Act 621 of 1978.

**FINANCIAL (BUDGET) POLICIES:**

The City of Saginaw's financial policies have been established for the overall fiscal management of the City. These policies operate independently of changing circumstances and conditions. These policies provide the framework to assist the decision-making process for the Council and Administration.

The following policies provide guidelines to evaluate current services as well as proposals for future projects and programs:

- The budget will determine how much money is available. It will then allocate these resources among the highest priorities that have been established by City Council at the City's Strategic Planning Sessions.
- Expanding an existing service program or adding a new service or program will only be considered when a new revenue source has been identified or can be supported through the requesting departments identification of existing service that can be reduced or eliminated. Programs that are financed through grant money shall be budgeted in special revenue funds, and when grant revenues are reduced or eliminated, the service program shall be adjusted accordingly.

- The budget is balanced and the City shall maintain a balanced budget in which estimated revenues and fund balance reserves are equal to or greater than estimated expenditures.
- The City will maintain a budgetary control system to ensure adherence to the budget and will prepare monthly reports comparing actual revenues and expenditures to budgeted amounts.
- The City will monitor departmental expenditures on a monthly basis to ensure conformity to budgets and decide on actions to bring the budget into balance, if necessary.
- The City will integrate performance measurement within the budget.
- The City will avoid budgetary practices or procedures that balance current period expenditures at the expense of future years' revenues.
- The budget will provide for adequate levels of funding for all retirement systems.
- The City will develop and maintain accounting and budgetary control systems to adequately safeguard the assets held in public trust.
- The City will finance essential City services, which have a citywide benefit from revenue sources, which are generated from property taxes, special assessments, State Shared Revenues, and various fees.
- For Enterprise Funds, user fee rate structures will be reassessed to accurately charge the cost of services provided to the customers.

#### **Operating Budget Policies:**

The operating budget for the City is based on the principle of financing current expenditures with current revenues or available and undesignated fund balance. Expenditures shall include adequate funding of the retirement systems (Municipal Employee Retirement Systems and Police and Fire Pension Systems), and adequate maintenance and replacement of capital assets and operating expenditures.

Budgeted expenditures will reflect the City's perceived administrative needs and recommended council strategic long – term goals and objectives. The budget will be based on generally accepted accounting principles.

#### **Transfers of Appropriations:**

**City Council Authority** - After the budget has been adopted, no money shall be drawn from the treasury of the city, nor shall be obligations for the expenditures of money incurred, except pursuant to a budget appropriation. The council may transfer any unencumbered appropriation balance or any portion thereof from one department, fund, or agency to another.

Transfers shall require City Council approval if the transfer will result in an increase or decrease in the appropriation as set forth in the annual budget resolution.

All transfers from the General Fund Contingent Appropriation account shall require City Council approval regardless of the amount.

**City Manager Authority** – The city manager is empowered to transfer appropriations within appropriation centers. General Fund line item budget transfer from one account to another within the same appropriation center can be made without City Council approval. All budget transfers from one appropriation center to another or from the General Fund Contingent Appropriation account must be approved by City Council. In all other funds,



line item budget transfers from one account to another within the same department and fund can be made without City Council approval.

**Budget Controls:**

At the beginning of each quarterly period during the fiscal year, and more often if required by council, the city manager shall submit to the council data showing the relation between the estimated and actual revenue and expense to date; and if it shall appear that the revenue is less than anticipated, the council or city manager may reduce appropriations for any item or items, except amounts required for debt and interest charges, to such a degree as may be necessary to keep expenditures within the cash revenues. If revenues exceed the amounts estimated in the budget, the council may make supplemental appropriations. The manager may provide for monthly or quarterly allotments of appropriations to departments, funds, or agencies under his control.

**REVENUE POLICIES:**

- The City will attempt to maintain a diversified and stable revenue base to shelter itself against short-term and long-term fluctuations.
- Annual revenues will be projected by an objective and thorough analytical process.
- The City will establish user charges and shall set fees for services for enterprise funds at a level that fully supports operational and capital outlay costs and activities

**ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES:**

- An independent audit will be performed annually.
- The City will complete an annual audit report in accordance with Generally Accepted Accounting Principles (GAAP).

**CAPITAL IMPROVEMENT PLAN**

- The City’s Capital Improvement plan shall be developed to reflect the strategic objectives of City Council and City Administration.
- The City shall on an annual basis update its multi-year capital improvement plan including proposed fund sources.
- The City will coordinate decision-making for capital improvement budget with the operating budget to make effective use of the City’s limited resources for operating and maintaining existing services and facilities.

**STRATEGIC PLANNING**

The City of Saginaw’s City Council and the Management Team meet twice a year, January and July, to discuss and prioritize the city’s goals and objectives for the year. At a retreat in January 2009, the following five goals and objectives were established, and are reflected in the 2010 budget. Funding has been earmarked to meet these goals and objectives.

## **Crime and Public Safety Issues**

In fiscal year 2010, the City of Saginaw (City) has projected to spend \$27,853,033 to address crime and public safety issues.

**Goal:** Council and Administration's primary goal is to create a safe place to live, work, and play for all citizens in the City.

In an effort to further improve safety within the City, a 12-hour shift for the police department was implemented in fiscal year 2008. The implementation of the 12-hour shift was intended to reduce overtime incurred. Twelve-hour shifts continue to be utilized in fiscal year 2010.

As an alternative source of revenues in which to further combat and address crime and public safety, the City continues to actively pursue federal and state grants. Over the last year, the City has been awarded approximately \$2,113,635 in grant funding.

- Weed and Seed Grant first awarded in fiscal year 2009 (fiscal 2010 \$142,000), is intended to "weed" out crime and provide guidance to Saginaw area youth. This grant will span three-years.
- Shot Spotter Technology Grant awarded in FY 2009 in the amount of \$266,439 is intended to utilize sound technology to identify gunshot fire within a specific location. This technology allows the Police Department to respond quickly to the occurrences. The Police Administration is in the process of pursuing additional grant funding to expand this technology to more high crime locations within the City.
- Department of Justice Grant – Justice Assistance Grant (J.A.G.) (\$546,196), is an inter-jurisdictional grant that was awarded in cooperation with Saginaw County and other surrounding cities. This grant is intended to support all components of the criminal justice system. J.A.G. funded projects may address crime through the provision of services directly to individuals and/or communities and by improving the effectiveness and efficiencies of criminal justice systems, process, and procedures.
- COPS Hiring Recovery Program, (\$1,126,000), requires that the City hire five additional police officers. This program allows the City to further enhance the City's community policing program.

## **Neighborhood Revitalizations and City Beautification**

In fiscal year 2010, the City has projected to spend \$7,474,516, to continue to address neighborhood revitalizations and city beautification.

**Goal:** Neighborhood Revitalizations and City Beautification.

There are multiple objectives that the City has determined that should be achieved in order to strengthen neighborhood revitalization and City beautification:

- Elimination of blight
- Improve quality of life
- Continue to build strong relationships between the City and Neighborhood Associations
- Attract new businesses through promoting the City of Saginaw as an excellent place to live, work, and play
- Build a stable, livable, clean and well-kept community.

Over the last few years, the City through its Department of Development has actively pursued and has been awarded grants to address the long-term goal and objective of neighborhood revitalization and city beautification. In fiscal year 2009, the City was awarded \$500,000 from the Michigan State Housing

Development Authority (MSHDA) for the Cities of Promise Blight Elimination Program. Through this funding, the City will have the ability to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight within its communities; and additionally demolish blighted structures. Since the adoption of the fiscal year 2010 budget, the City was notified that MSHDA had increased the approved allocation from \$500,000 to \$1,840,000.

Another grant that the Department of Development was also able to secure was the Neighborhood Stabilization Program Grant, in the amount of \$957,000 from the Michigan State Housing Development Authority. These monies will help the City to acquire and redevelop foreclosed properties as well as demolish blighted structures. These monies were awarded to the City based on the number of foreclosed and abandon properties that are within the community.

In addition, the City is expecting to receive \$300,000 from the Federal Housing and Development Department for funding of the Riverfront Community. This grant will pay for the demolition and property acquisition for properties in the riverfront area.

Through the creation of the Saginaw Code Enforcement Neighborhood Improvement Cooperative (SCENIC), the City has been able to deal with blight in the community, improve the quality of life for its citizens, and develop positive relationships with neighborhood associations. The SCENIC team was formed and implemented in June 2008. Over the last year, SCENIC has been very instrumental and effective in addressing many types of situations that would have otherwise had a negative impact in the community. One of the most noteworthy accomplishments for the SCENIC team has been their ability to foster an environment that has lead to the establishment of several new neighborhood organizations and motivated many existing organizations. This team provides a communication link between City Hall and residents.

### **Recreational Offering and Youth Activities**

In fiscal year 2010, the City has projected to spend \$805,000 towards recreational offering and youth activities.

**Goal:** To make Saginaw a safe place to live, work, and play.

Recreational offering and youth activities are the third priority of the City. In an effort to address this priority, the City is currently working on Celebration Park. Celebration Park, formerly known as Andersen Water Park is one of the largest recreational projects currently under construction. So far, the City of Saginaw has received approximately \$1,622,000 in donations for the parks construction. In fiscal year 2010, the City budgeted \$780,000 for construction.

Celebration Park will be a community park that will be comfortable and easily accessible with shaded areas, walking paths, and leisure activities. It will contain a variety of activities and learning experiences, and takes advantage of the natural surroundings. The park will provide a relaxed setting for social interaction and will focus on improving the community and the families that live here. The new park will feature a water splash park, skateboarding plaza, playground, and a scenic boardwalk along Lake Linton, bocce ball courts, volleyball courts, picnic pavilion, exercise paths, and open green space. Best of all, the park is free to the public.

Another program that has demonstrated positive results for the youth in the City is the Summer Recreational Program through First Ward Community Center. In fiscal year 2010, the City designated \$25,000 for the Summer Recreational Program. This program is for youth grades kindergarten through 12<sup>th</sup>. This program provides a variety of activities including organized basketball leagues, soccer, table tennis, billiards, board games, health and fitness activities, art and cultural classes, drug and violence prevention classes, Boy Scouts, Girl Scouts, summer reading program, and library and field trips.

## **Maintain and Enhance City Revenue Efforts**

In fiscal year 2010, the City has projected to spend \$71,911 to maintain and enhance City revenue efforts.

**Goal:** Maintain and improve financial health of the City.

Through the development and the implementation of the City's budget, the City Council and the Management Team have been able to address the issue of financial stability. The City Manager's approved budget demonstrates a long-term sound financial plan that reflects "zero growth." City administration recognizes the need to re-evaluate the way that business can be completed within the City without affecting current service delivery levels to citizens. The City Manager's approved budget recognizes the fact that there will be revenue shortfalls and that expenditures will continue to rise due to the normal cost of living. City administration, through the next few budget cycles, will have to evaluate the following: retirement benefits; funding for the City's Other Post Employee Benefits (OPEB); updating fee structures, improving revenue collections, and the removal of the archaic property tax cap.

The first step towards maintaining and improving financial stability and health began in 2009 in the Department of Fiscal Services, Controller's Office. The controller's office was altered to reflect the restructuring of the General Ledger Accounting Maintenance function with the hiring of Plante & Moran, Inc. After one year, the City has already addressed multiple issues that it faced prior to 2009. One specific issue was the enormous accounts receivable outstanding balance. In fiscal year 2010, the City now has the ability to re-bill and adjust accounts receivables for monies that were owed, but not yet paid. Through the restructuring of the controller's office, the City is now able to react to financial problems in a timely manner as well as make decisions based on sound and up-to-date financial information.

Additionally, the Department of Fiscal Services, in fiscal year 2010, will place strong emphasis on delinquent personal property taxes. In the State of Michigan, the local municipalities are responsible for the collection of delinquent personal property taxes; the County is responsible for ensuring compliance with delinquent real property taxes. For the City of Saginaw, delinquent personal property, as with the accounts receivables, has been an on-going concern. The Department of Fiscal Services will utilize current staff in an effort to aggressively pursue and collect delinquent personal property taxes.

## **Organizational Development**

In fiscal year 2010, the City projects to spend \$25,000 toward organizational development.

**Goal:** Provide effective and efficient delivery of services to the citizens of the City of Saginaw.

Over the past several years, the City has changed the manner in which it does business. However, the organizational structure of city departments has not necessarily been adjusted to reflect those new or modified duties. One of the City's goals is to determine the efficiency and effectiveness of operations and eliminate redundancy, which will allow for the best utilization of employees and resources. The City cannot continue to operate in the same manner, as the organization must become more efficient if the City is to continue to provide the same level of service to residents. Therefore, in fiscal year 2010, the City has budgeted \$25,000 to work with a consulting firm that will provide strategic management consultation.

## **BUDGET OVERVIEW**

## **BUDGET AND FINANCE**

### **SCOPE OF THE BUDGET**

The City of Saginaw budget policies are governed by the City Charter, the Uniform Budgeting and Accounting Act for Local Units of Government in Michigan, and generally accepted accounting principles. These laws provide for budget control, establish tax levy and assessment valuation limits, and provide for bonded debt limits. The City's resources and appropriations policies are extensions of these laws, and follow generally accepted accounting and budgeting principles.

The budget for the City of Saginaw is a multifaceted document that expresses spending policy for the fiscal year, illustrates a resource allocation plan for the Administration to implement, and provides a means of communication between citizens and elected officials.

The budget spells out a management strategy through specific objectives designed to provide the best services at the most efficient cost. With regards to the delivery of services, these objectives must produce measurable results as key indicators of the effectiveness and efficiency of government policies and programs. Programs must be evaluated every year to determine their legitimacy since limited resources must be allocated between existing programs and the need for new ones.

In summary, the budget is a policy document, a financial plan, an operations guide, and a communicative device. The true art of budgeting reflects a combination of leadership, independent judgment, competent administration, and cooperation between various branches of City government.

### **CITY OF SAGINAW'S BUDGET PROCESS AND CALENDAR**

The Office of the City Manager compiles the budget for the City. The fiscal year for the City of Saginaw is July 1 to June 30. The actual budget preparation process gets underway in early December. One important element of this process is a cooperative effort between the Office of the City Manager and the Department of Fiscal Services with other departments within City government.

During the first week of December, the Budget Preparation Manual is distributed to all departments/offices for use in establishing expenditure requests. The City uses an incremental budget technique in arriving at the requested figures. Incremental budgeting emphasizes changes in the costs of providing City services based on competing priorities. To evaluate these priorities, departments/offices examine historical trends of line-item costs using a five-year cost analysis to determine the needs of the department/office for the upcoming year. The department's requests are input onto computerized budgetary spreadsheets that categorically incorporate requests into a singular format, distinguishing expenditures in the following manner: Personnel, Operating Expenses, Debt Service, and Capital Outlay. Once all the data is prepared, it is returned to the Office of the City Manager. The Assistant to the City Manager/Budget Administrator and budget staff review all requests for accuracy and completeness. During the month of January, the Assistant to the City Manager/Budget Administrator meets with all department heads to review and acquire additional information for the data provided. The draft and recommendations are then forwarded to the City Manager for his review. In late March budget hearings are held with each department as forums where department directors can substantiate their expenditure projections and justify their requests.

Forms are prepared and submitted to all department directors for use in developing projections for anticipated revenues for the ensuing year. The Assistant to the City Manager/Budget Administrator prepares the revenue projections for presentation to the City Manager, who will evaluate the budget gap between revenue projections and expenditure requests. The City Manager then provides guidance as to the most viable means to balance the budget. Decisions regarding revenues and expenditures, after the balancing of the budget, are then incorporated into the proposed budget document.

Pursuant to the City Charter Chapter VII, Section 43, the City Manager’s Recommended Budget is presented to City Council on or before the last Monday in April.

Pursuant to the City of Saginaw City Charter Chapter VII, Section 44, the council shall hold a public hearing on the budget before its final adoption.

City Council then makes appropriations and adopts the budget by ordinance by no later than thirty days prior to the end of the fiscal year.

December	<ul style="list-style-type: none"> <li>• Department head meeting kicks-off the Budget Process</li> <li>• Distribute budget instructions, calendar, and narratives</li> <li>• Prepare and distribute revenue and expenditure manuals</li> <li>• Snapshot of Personnel and Pension modules of the City’s Financial System</li> </ul>
January	<ul style="list-style-type: none"> <li>• Personnel manuals distributed to Departments</li> <li>• Distribute performance measures</li> <li>• Budget staff meets with Departments</li> </ul>
February	<ul style="list-style-type: none"> <li>• Prepare a preliminary summary statement of projected revenues vs. expenditures requests</li> <li>• Preliminary summary of projected revenues and expenditures requests presented to City Manager for review</li> </ul>
March	<ul style="list-style-type: none"> <li>• City Manager meets with Departments</li> <li>• 1<sup>st</sup> and 2<sup>nd</sup> rounds of budget review with City Manager and Budget staff</li> </ul>
April	<ul style="list-style-type: none"> <li>• Development and printing of the FY Proposed Budget</li> <li>• City Manager’s Proposed Budget presented to City Council</li> </ul>
May	<ul style="list-style-type: none"> <li>• Council budget hearing and adoption</li> </ul>

**REVENUE PROJECTIONS**

Through the usage of actual and projected data, the Assistant to the City Manager/Budget Administrator and staff perform various analyses to project revenues. Revenue estimates are based on four different projection methods which incorporate growth rates over the previous seven years, current year receipts, collection rates where applicable, and important input from all departments. Each projection method is tested against actual prior year revenues to determine validity and reasonability. These tests are conducted at the revenue line item (detail) level, and only the projection methods deemed valid and reasonable are utilized. In addition, in accordance with the Uniform Budget and Accounting Act, all one-time revenue sources are given appropriate consideration.

**Revenue Projection Methods**

**Method 1:** 7 year Average Growth Rate x 2008 Actual Revenues at June 30, 2008

The seven-year average growth rate from 2001 – 2008 multiplied by 2008 actual revenues is used as a projection for the 2009 revenues. By utilizing the average growth rate for an additional year, the 2010 revenues are projected.

**Method 2:** 2009 Actual Revenues at December 31, 2008 / 6 months x 12 months

A monthly average of current year revenues is calculated based on six months of receipts, which are then annualized to project current year revenues. Based on revenue trends and this method of

projection for 2009 revenues, 2010 revenues are projected. (Please note as more information is provided the revenues are further altered).

**Method 3:** 2009 Actual Revenues at December 31, 2008 / (2008 Actual Revenues at December 31, 2007 / 2008 Actual Revenues at June 30, 2008)

A percent of 2009 revenues are determined from revenues receipts at December 31, 2008. The 2009 revenues at December 31, 2008, are divided by the percentage collected December 31, 2007, to project revenues for 2009. By reviewing revenue trends in conjunction with this method of projections for 2009 revenues, the 2010 revenues are projected.

**Method 4:** Percentage of 2008 Revenue budget collected at June 30, 2008 x 2009 Budget

2009 revenues can be projected by multiplying the percentage of 2008 Budget which was collected at June 30, 2008, times the 2009 Budget. By reviewing the historical actual to budget ratios, assumptions can be determined to assist in 2010 revenue projections.

## **BUDGET AND BUDGETARY ACCOUNTING CONTROLS**

A City Council resolution establishes the annual budget for the City of Saginaw. This resolution provides budget for the General Fund, Special Revenue Funds, Enterprise Funds, Internal Service Funds, and Fiduciary Funds. Budgets for all of these funds are prepared on a cash basis with respect to revenues and on a line item basis with respect to expenditures.

The City maintains budgetary controls to ensure compliance with legal provisions embodied in the annual budget resolution. The appropriations are governed by city ordinance and are established at the department level for the General Fund and at the fund level for all other funds. Administrative control is maintained through line item budgets. The City also maintains an encumbrance accounting system to further achieve budgetary control.

### **Encumbrances**

All unencumbered appropriations lapse at the end of the fiscal year unless specific requests to reserve funds for capital items are made by the departments and approved by Assistant City Manager for Fiscal Services. Encumbrances are commitments under purchase orders or contracts. Outstanding encumbrances at year-end are not recorded as expenditures until the goods or services are received. Only those encumbrances that are recorded as payables at June 30 are included as expenditures for budgetary presentations. Fund balance will be reserved for all outstanding encumbrances in the governmental fund types and will be recorded as expenditures in the subsequent fiscal year. In accordance with the Uniform Budgeting and Accounting Act, all encumbrances, of a fund that ends in a deficit, are cancelled and expenditures are assessed against the following year's budget.

The General Fund, Community Development, Major Streets, Local Streets, Rubbish Collection, Police Grants, Drug Forfeiture, Andersen Center Operation, Boat Launch Operation, and Special Revenue Funds are under formal budgetary control as is required by Michigan Public Act 621. Budgets shown in the financial statements were prepared on the modified accrual basis. This is the same basis used to reflect actual results and consists only of those amounts contained in the formal budget approved by City Council. Special Revenue Funds, in accordance with City Charter, are considered to be departments for budgetary purposes. All Enterprise and Internal Service Funds are budgeted annually for internal control purposes only. Budgetary information for these funds is not required in the financial statements. City Council does not formally adopt budgets for the Municipal Streets, Marina Grant, or the Trust and Agency Funds.

## **ACCOUNTING AND FINANCE REPORTING**



## **Cash and Cash Equivalents**

Cash and cash equivalents for all funds include amounts in demand deposits, petty cash, and certain investments which are payable upon the demand of the City and have an original maturity of three months or less. Cash balances in most of the City's operating funds are pooled and invested in various investments throughout the year. Each fund's cash balance is reported in a separate cash account and the City allocates interest earnings based on the average cash balance in each fund during the year. For purposes of the Annual Financial Report, the City considers all highly liquid investments held by trustees with maturity of three months or less when purchased to be cash equivalents.

## **Reservations and Designations of Fund Equities**

Reservations of fund balance are established to identify (1) claims against resources of the entity that have not materialized as liabilities at the balance sheet date, or (2) the existence of assets that, because of their non-monetary nature or lack of liquidity, represent financial resources not available for current appropriation or expenditure, for example: encumbrances, prepaid items, inventories, specific projects, and long-term advances to other funds. Such reserves are not intended as valuation allowances, but merely demonstrate the current unavailability of the subject assets to pay current expenditures. The City of Saginaw operates from a balanced budget at the onset of every fiscal year. Undesignated fund balance or prior year budgetary surplus can be appropriated to balance a fund's budget if a sufficient balance/surplus exists and the appropriation is fiscally prudent.

## **PERFORMANCE MEASUREMENT**

In 2007, the City began informally implementing performance based budgeting with the assistance of Michigan State University. Performance Based Budgeting utilizes specific program goals and objectives to produce desired outcomes and/or outputs. The budget document is the resource allocation plan in which the City identifies the financial input necessary to meet departmental goals and objectives. City recognizes through this methodology that efficiencies and effectiveness can be measured and that service delivery can be improved.

## **BUDGET SUMMARY RESOURCE ALLOCATION**

The following Resource Allocation chart lists resources and appropriations for each fund and provides a grand total for all City resources. The accounts of the City are organized on the basis of fund(s), each of which is considered to be a separate accounting entity. These funds are the General Fund, Special Revenue Funds, Enterprise Funds, Internal Service Funds, and Fiduciary Funds. Although each fund is accounted for independently, the proper cooperation and interaction among all funds contribute to the overall effective and efficient management of City government.

### **GENERAL FUND**

The General Fund is the top account for resources traditionally associated with government, which are not required legally or by sound financial management to be accounted for in another fund.

### **SPECIAL REVENUE FUNDS**

Special Revenue Funds are defined as those funds used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

#### **Major, Local, and Municipal Street Funds:**

The Major and Local Streets Funds receive allocation of State collected gasoline taxes and license fees to be used for the maintenance, repair, and construction of streets and bridges within the City. The Municipal Street Fund functions as an inventory account for street maintenance materials. These materials are reallocated to the Major and Local Streets Funds upon completion of construction.

#### **Public Safety Fund:**

In May of 2006 the City levied a special property tax earmarked to support 51 Police Officers and Firefighters. This fund accounts for the tax levy proceeds.

#### **Rubbish Collection Fund:**

Under authority of State law, the City levies a special property tax earmarked to support the cost of operating a weekly rubbish collection and disposal service. This fund accounts for the tax levy proceeds, household rubbish fees, and composting fees. It also records the expenditures for rubbish collection, hauling and disposal, recycling, composting and trash cleanup.

#### **Andersen Center Operation Fund:**

This fund accounts for the operation and maintenance expenditures and building rentals for the Andersen Enrichment Center. This fund also accounts for the private donations and individual contributions received by the Saginaw Community Enrichment Commission to provide financial support to cultural and creative arts organizations and to sponsor various social and community events to improve the quality of life in the City.

**Boat Launch Operation Fund:**

This fund accounts for the revenues collected from the Wickes and Rust Avenue boat launches for parking and admission fees. The fund also accounts for the operation and maintenance expenditures of these facilities.

**Community Policing Fund:**

This fund accounts for revenues and expenditures of Police Officers assigned to various City neighborhoods. This program provides the residents with a greater sense of protection and gives them the responsibility for developing and implementing program-solving strategies for their neighborhoods.

**Police Training Fund:**

This fund accounts for allocations received from the State of Michigan pursuant to Act 302 of the Public Acts of 1982. Distributions are made twice annually based on the number of sworn Police Officers. These funds can only be expended for direct costs of criminal justice training of Police Officers.

**Department of Justice Grant:**

This fund accounts for revenues and expenditures related to various projects to provide better services and fight crime in the community as approved by the U.S. Department of Justice. Funding allocations are based on the community's violent crime statistics.

**Youth Initiative Fund:**

This fund accounts for grant funds received from the U.S. Department of Justice. These funds will be used to engage youths and facilities in programs that will enhance self-awareness and self-esteem, and reduce the use of substances through participation in substance abuse programs.

**Drug Forfeiture Fund:**

This fund accounts for all expenditures and funds received from the forfeiture of cash and property seized during drug raids.

**Auto Theft Prevention Fund:**

This fund accounts for the grant funding received from the State of Michigan pursuant to Act 10 of the Public Acts of 1986. These funds are used by Saginaw Police Department and Saginaw Township Police Department for the prevention and investigation of automobile thefts in Saginaw County.

**Community Development Block Grant Fund:**

The Community Development Block Grant Fund is used to account for the revenues and expenditures of the Federal Community Development Block Grant Entitlement Program. The funds that are included under Community Development Block Grant funding are: Residential Loans, Rental Loans, Block Grant Home Program, SEDC Revolving Loan, and Section 108 Loan.

## **ENTERPRISE FUNDS:**

Enterprise Funds are used by a governmental entity to account for services provided to the general public on a user charge basis.

### **Celebration Park Fund:**

Revenues and expenses related to the construction and operation of the Andersen Water Park and are recorded in the Celebration Park Fund. Assets of the facility are also recorded.

### **Parking Fund:**

Revenues and expenses related to the operation of the parking system are recorded in the Parking Fund. Assets of the parking system are also recorded.

### **Sewer Fund:**

The sewer fund is used to account for the revenues and expenses associated with the provision of sewer services to residential, commercial, and industrial establishments of the City as well as several municipalities surrounding the City.

### **Water Fund:**

The Water Fund is used to account for revenues and expenses associated with the provision of water service to residential, commercial, and industrial establishments of the City as well as several municipalities surrounding the City.

## **INTERNAL SERVICE FUNDS**

Internal Service Funds are used to account for goods and service provided to one department by another on a cost reimbursement basis.

### **Public Works Building Fund:**

This fund was established to account for all operating and capital expenses required to maintain the Public Works Service Center. Rent is charged to the departments occupying the building based on square footage.

### **Geographical Information System Fund:**

This fund is used to account for the developmental and operations of the Citywide geographic information system. Money for the operation of this fund is supplied from contributions from other City funds.

### **Information Service Fund:**

Computer and information services are provided to the City operating departments through this fund. The operation is financed by service charges levied against user departments and service contracts with other governmental agencies.

**Radio Operations Fund:**

This fund acquires, installs, and maintains two-way radio equipment for use by City operating departments. Rental fees are charged to using departments to recover the cost of maintaining and replacing equipment.

**Motor Pool Operations Fund:**

This fund is responsible for acquiring and maintaining vehicles and other motorized equipment for use in general City operations. The costs of maintenance and replacement are recovered through rental rates charged to City operations using the vehicles and equipment.

**Self-Insurance Fund:**

This fund was established by City Council to serve as a general insurance reserve for liabilities and claims not covered by commercial carriers or to pay deductibles. This fund accounts for the payment of insurance premiums; the distribution of insurance costs to other City funds, and records the insurance claims liability.

**Worker's Compensation Fund:**

This fund accounts for all expenses, revenues and claims relating to the City's self-insured workers' compensation program. Premiums are charged to other City funds based on budgeted salaries.

**FIDUCIARY FUNDS:**

Fiduciary Funds are used to account for or administer property or assets that are owned by other entities.

**Public Employee Healthcare Fund/ Unfunded Liabilities Fund:**

This fund was established to start funding the unfunded health insurance premiums that are fully paid for all City retirees. The unfunded liability is estimated at over \$115 million.

**Police and Fire Pension Fund:**

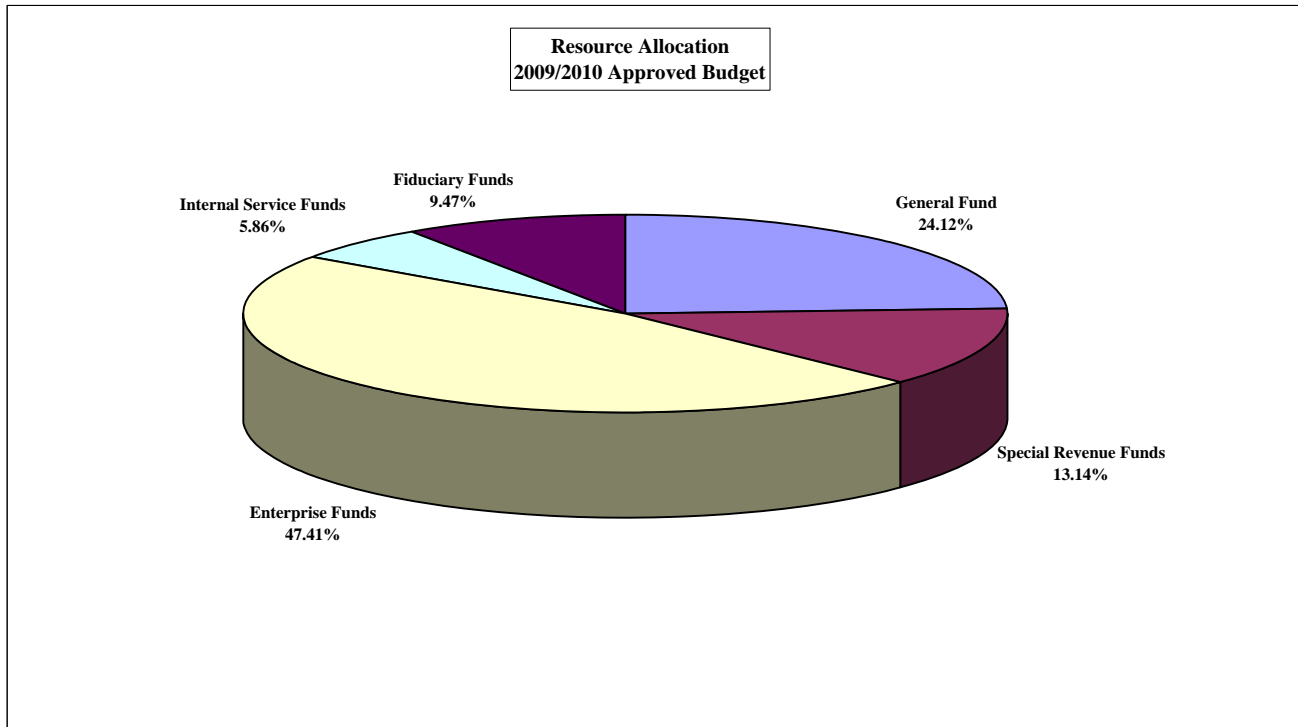
Assets accumulated for the payment of retirement benefits for City Police and Fire personnel are recorded in this fund. Benefits for retired members are paid from this fund and active members contribute to the pension system through payroll deductions. The City contributes to the fund by an annual appropriation from the General Fund and Public Safety Grant Funds, which is determined and set by an annual actuarial valuation.

**Trust and Agency Funds:**

These funds are used to account for property taxes collected by the City for other units of government until the tax proceeds are remitted to them. Funds retained from contractors during construction projects and employee and employer payroll withholdings and benefits are also recorded here.

**RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

RESOURCES			APPROPRIATION	
GENERAL FUND	\$	35,485,136	GENERAL FUND	\$ 35,485,136
SPECIAL REVENUE FUNDS		19,329,174	SPECIAL REVENUE FUNDS	19,329,174
ENTERPRISE FUNDS		69,751,876	ENTERPRISE FUNDS	69,751,876
INTERNAL SERVICE FUNDS		8,626,738	INTERNAL SERVICE FUNDS	8,626,738
FIDUCIARY FUNDS		13,925,166	FIDUCIARY FUNDS	13,925,166
<b>TOTAL RESOURCES</b>	<b>\$</b>	<b>147,118,090</b>	<b>TOTAL APPROPRIATION</b>	<b>\$ 147,118,090</b>



## **BUDGET SUMMARY SUMMARY OF REVENUES**

### **GENERAL FUND**

General Fund revenue is expected to decrease \$550,567, or -1.55% from the 2009 Budget. Property Tax revenue is expected to decrease slightly by \$39,630. City Income Tax revenues, totaling \$12,025,000, are anticipated to decrease \$475,000 in 2010. This decrease is primarily due to the reduction in the number of employers within the City of Saginaw as well as two of the top paying taxpayers experiencing financial hardship. State Shared Revenues is expected to increase by \$377,130, or 3.61% from the 2009 budgeted levels. This increase is primarily attributable to the City receiving funds from the Michigan State Housing Development Authority (MSHDA) for the City's deconstruction program. Grant revenues are expected to increase by \$84,656, or .10%. The City is expecting to receive Federal Housing and Development funding for the Riverfront community. This funding will pay for the demolition and property acquisition for properties in the riverfront area. Licenses, Permits, and Fees revenues are anticipated to increase by \$1,100, or .10%. Fines and Forfeitures revenues are anticipated to increase by \$50,000, or 25%. This increase is due to the City acquiring the Public Education Grant for broadcasting educational programs through the City Cable TV. Interest revenues are anticipated to increase by \$35,300, or 6.58%, from the 2009 Budget. This increase is attributable to the addition of interest revenue for the Andersen Loan. Rent revenue is projected to decrease by \$12,000. This decrease is due to the City not receiving rent monies on the Civitan Recreation Center. Reimbursement revenue will increase \$603,059, or 19.72% from 2009 budgeted levels. This increase is a direct result of the City utilizing the Maximus, Inc. cost allocation plan. Other Revenues will decrease by 68.10%. In FY 2009, the City received one-time revenue allocations from the Radio Operations Fund for the reimbursement to the General Fund for monies held in anticipation of future purchase of radio for Public Safety. These monies will not be received in FY 2010.

### **SPECIAL REVENUE FUND**

#### **Major and Local Streets**

The Major and Local Streets revenues are expected to decrease, in total, by a net of \$169,660. This decrease is primarily due to the decrease in State Shared Revenue for the Gas and Weight Tax.

#### **Public Safety Fund**

The Public Safety Fund is expected to decrease by \$128,221, or -3.38% over the 2009 budgeted levels. This decrease is due to a downward assessment of real property within the City of Saginaw.

#### **Rubbish Collection Fund**

Rubbish Collection revenue is expected to decrease by \$231,875, or -6.56%. This decrease is due to a downward assessment of real property within the City of Saginaw.

#### **Andersen Enrichment Center**

Andersen Enrichment Center revenue is expected to increase \$48,955, or 18.62% from the 2009 budget levels. This increase is attributable to the amount of monies anticipated to be received from the Saginaw Enrichment Commission.

### **Boat Launch Fund**

The Boat Launch Fund will decrease by \$12,000, or 50.10%. Boat Launch Fees are expected to decreased in FY 2010.

### **Economic Development**

The Economic Development Fund will no longer be utilized in FY 2010.

### **Community Policing Fund**

Community Policing Fund revenue will increase \$118,707, or 27.35%. In 2009 the City was awarded the Weed and Seed Grant, which is a three-year grant. In 2010 the City will continue to receive these funds.

### **Justice Assistance Grant**

In FY 2010, the City is expected to receive funding from the Department of Justice for programs and equipment to provide better services and fight crime in the community as approved by the U.S. Department of Justice. Funding allocations are based on the community's violent crime statistics.

### **Community Development Block Grant – Residential Loan**

The CDBG – Residential Loans revenue will decrease 82.78% from the 2009 budget levels. This decrease is due to the decrease in the City's federal allocation.

### **Community Development Block Grant – SEDC Revolving Loan**

The CDBG – SEDC Revolving revenue will increase 31.14% from the 2009 budget levels. In FY 2010 the federal allocation was increased.

## **ENTERPRISE FUND**

### **Celebration Park Fund**

The Celebration Park Fund is new to the City. Its primary function is to reflect monies received for the repurposing of the Andersen Water Park.

### **Sewer Surplus Fund**

In FY 2010, the City has combined its Sewer Surplus Fund with its Sewer Operations and Maintenance Fund. Therefore, all revenue will be reflected in the Sewer Operations and Maintenance Fund.

### **Water Surplus Fund**

In FY 2010, the City has combined its Water Surplus Fund with its Water Operations and Maintenance Fund. Therefore, all revenue will be reflected in the Water Operations and Maintenance Fund.



### **Wave Pool Fund**

The Wave Pool Fund will decrease \$90,000 from the FY 2009 budget. This decrease is due to the reallocation of the revenue to the Celebration Park Fund.

### **Water Operations and Maintenance Fund**

In FY 2010, the Water Operations and Maintenance revenue will increase 63.7%. The increase is due to the recognition of the water bond proceeds from the Water Bond Construction Fund.

### **Sewer Bond Construction Fund**

In FY 2010, the City has combined its Sewer Bond Construction Fund with its Sewer Operations and Maintenance Fund. Therefore, all revenue will be reflected in the Sewer Operations and Maintenance Fund.

### **Water Bond Construction Fund**

In FY 2010, the City has combined its Water Bond Construction Fund with its Water Operations and Maintenance Fund. Therefore, all revenue will be reflected in the Water Operations and Maintenance Fund.

## **INTERNAL SERVICE FUND**

### **Radio Operations Fund**

The Radio Operations Fund decreased \$980,368. In 2009, the City appropriated funds for the reimbursement of monies to the General Fund for contributions received over the last six years for the purchase of radio equipment.

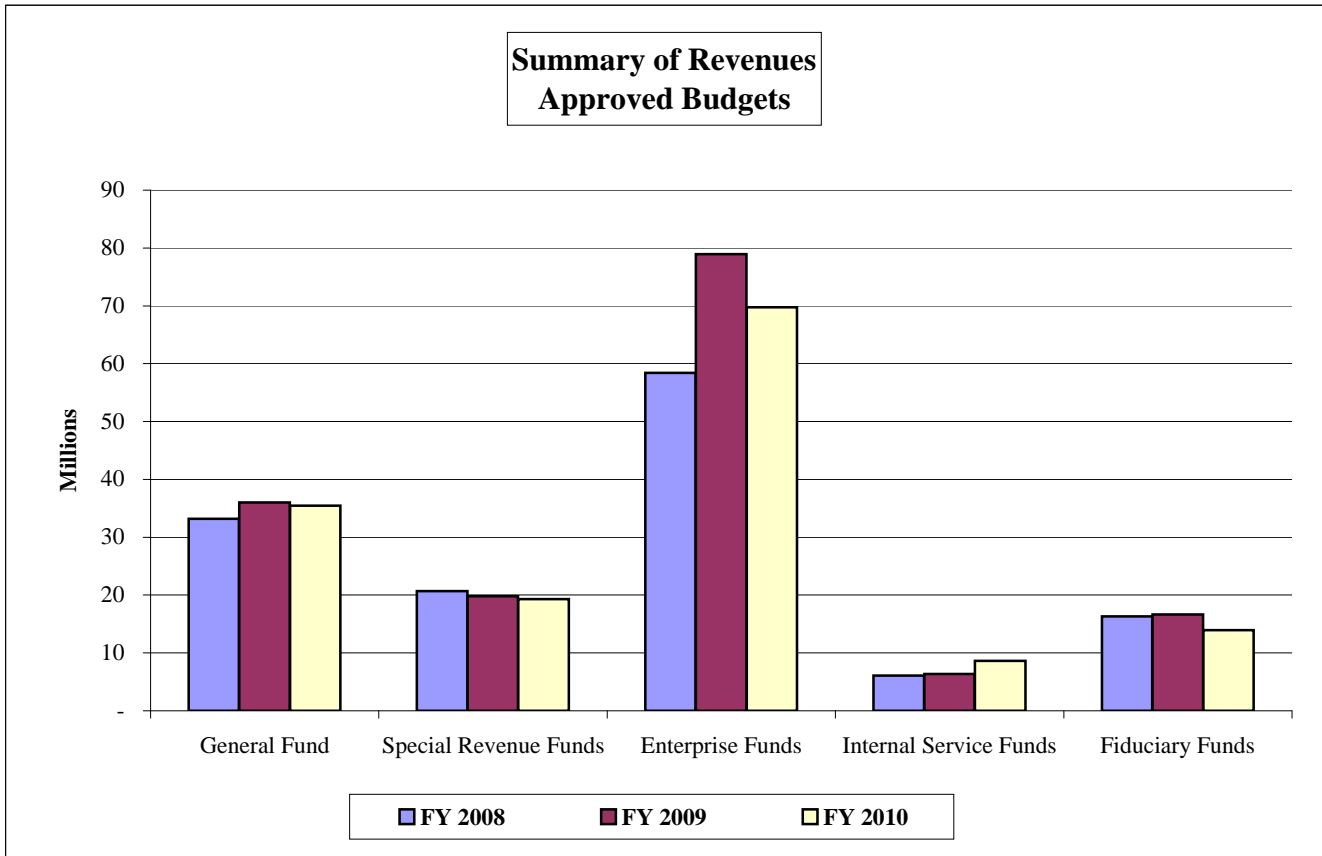
**SUMMARY OF REVENUES  
2009/2010 APPROVED BUDGET**

<b>FUND</b>	<b>2008/2009 APPROVED BUDGET</b>	<b>2009/2010 APPROVED BUDGET</b>	<b>INCREASE/ (DECREASE)</b>	<b>% CHANGE</b>
<b><u>GENERAL FUND</u></b>				
Property Tax	4,032,224	3,992,594	(39,630)	-0.99%
City Income Tax	12,500,000	12,025,000	(475,000)	-3.95%
State Revenue Sharing	10,058,591	10,435,721	377,130	3.61%
Grants	1,472,765	1,557,421	84,656	5.44%
Licenses, Permits, and Fees	1,118,050	1,119,150	1,100	0.10%
Charges for Service & Sales	835,139	834,939	(200)	-0.02%
Fines and Forfeiture	150,000	200,000	50,000	25.00%
Interest	500,800	536,100	35,300	6.58%
Rents	12,500	500	(12,000)	-2400.00%
Reimbursements	2,455,201	3,058,260	603,059	19.72%
Other Revenues	2,900,433	1,725,451	(1,174,982)	-68.10%
<b>TOTAL GENERAL FUND</b>	<b><u>36,035,703</u></b>	<b><u>35,485,136</u></b>	<b><u>(550,567)</u></b>	<b><u>-1.55%</u></b>
<b><u>SPECIAL REVENUE FUNDS</u></b>				
MAJOR STREETS	4,191,949	4,238,740	46,791	1.10%
LOCAL STREETS	1,477,791	1,261,340	(216,451)	-17.16%
PUBLIC SAFETY FUND	3,918,670	3,790,449	(128,221)	-3.38%
RUBBISH COLLECTION FUND	3,768,256	3,536,381	(231,875)	-6.56%
ANDERSEN CENTER FUND	213,959	262,914	48,955	18.62%
GM TOWER PAYMENT	102,500	108,500	6,000	5.53%
BOAT LAUNCH FUND	38,350	25,550	(12,800)	-50.10%
COMMERCE CENTER DDA	28,636	28,558	(78)	-0.27%
DOWNTOWN DEVELOPMENT AUTH.	70,218	75,122	4,904	6.53%
ECONOMIC DEVELOPMENT	345,000	0.00	(345,000)	0.00%
BROWNFIELD AUTHORITY SRRF	36,135	37,392	1,257	3.36%
BAKER PERKINS LDFA	17,040	18,603	1,563	8.40%
SILS ISLAND DDA	2,939	2,836	(103)	-3.63%
SAGINAW TOOL & DIE LDFA	28,750	25,699	(3,051)	-11.87%
SEXTON LDFA	21,952	13,383	(8,569)	-64.03%
THOMSON LDFA	142,218	138,398	(3,820)	-2.76%
TREASURE ISLAND LDFA	6,424	9,207	2,783	30.23%
COMMUNITY POLICING FUND	315,299	434,006	118,707	27.35%
POLICING TRAINING FUND	21,000	21,000	0.00	0.00%
J.A.G. FUND	0.00	546,196	546,196	0.00%
DRUG FORFEITURE FUND	59,471	70,503	11,032	15.65%
YOUTH INITIATIVE GRANT FUND	218,216	216,586	(1,630)	-0.75%
COMM. DEV. BLOCK GRANT FUND	2,494,302	2,366,465	(127,837)	-5.40%
CDBG RESIDENTIAL LOANS	938,049	513,212	(424,837)	-82.78%
CDBG RENTAL LOANS	44,800	37,412	(7,388)	-19.75%
BLOCK GRANT HOME PROGRAM	849,580	980,768	131,188	13.38%
SECTION 108 LOAN	15,000	10,000	(5,000)	-50.00%

**SUMMARY OF REVENUES  
2009/2010 APPROVED BUDGET**

FUND	2008/2009 APPROVED BUDGET	2009/2010 APPROVED BUDGET	INCREASE/ (DECREASE)	% CHANGE
<b><u>SPECIAL REVENUE cont.</u></b>				
SEDC REVOLVING LOAN	275,430	400,000	124,570	31.14%
AUTO THEFT PREVENTION FUND	164,796	159,954	(4,842)	-3.03%
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b><u>19,806,730</u></b>	<b><u>19,329,174</u></b>	<b><u>(477,556)</u></b>	<b><u>-2.47%</u></b>
<b><u>ENTERPRISE FUNDS</u></b>				
CELEBRATION PARK	0.00	780,000	780,000	100.00%
PARKING SYSTEM	366,880	455,920	89,040	19.53%
SEWER SURPLUS	2,243,844	0.00	(2,243,844)	0.00%
WATER SURPLUS	2,751,344	0.00	(2,751,344)	0.00%
WAVE POOL	92,500	2,500	(90,000)	NA
SEWER OPERATIONS & MAINT.	21,987,046	26,288,844	4,301,798	16.36%
WATER OPERATIONS & MAINT.	15,310,521	42,224,612	26,914,091	63.74%
SEWER BOND CONSTRUCTION	8,493,588	0.00	(8,493,588)	NA
WATER BOND CONSTRUCTION	27,717,500	0.00	(27,717,500)	NA
<b>TOTAL ENTERPRISE FUNDS</b>	<b><u>78,963,223</u></b>	<b><u>69,751,876</u></b>	<b><u>(9,211,347)</u></b>	<b><u>-13.21%</u></b>
<b><u>INTERNAL SERVICE FUNDS</u></b>				
CENTRAL STORES	204,025	0.00	(204,025)	0.00%
PUBLIC WORKS BUILDING FUND	465,508	465,508	0.00	0.00%
GEOGRAPHICAL INFORMATION SYS.	501,627	509,179	7,552	1.48%
INFORMATION SERVICES FUND	1,443,902	1,493,678	49,776	3.33%
RADIO OPERATION FUND	1,206,549	226,181	(980,368)	-433.44%
MOTOR POOLS OPERATIONS	2,539,109	2,845,671	306,562	10.77%
SELF-INSURANCE FUND	1,580,629	1,794,566	213,937	11.92%
WORKERS' COMPENSATION FUND	1,240,000	1,291,955	51,955	4.02%
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b><u>9,181,349</u></b>	<b><u>8,626,738</u></b>	<b><u>(554,611)</u></b>	<b><u>-6.43%</u></b>
<b><u>FIDUCIARY FUNDS</u></b>				
UNFUNDED LIABILITIES	500,000	500,000	0	0.00%
FOREST LAWN CEMETERY	19,000	19,000	0	0.00%
OAKWOOD CEMETERY	6,000	6,000	0	0.00%
POLICE AND FIRE PENSION FUND	13,297,802	13,391,466	93,664	0.70%
SAGINAW HOUSING COMMISSION	0.00	0.00	0	0.00%
BLISS PARK EXPENDITURE ENDOW.	9,150	8,700	(450)	-5.17%
<b>TOTAL FIDUCIARY FUNDS</b>	<b><u>13,831,952</u></b>	<b><u>13,925,166</u></b>	<b><u>93,214</u></b>	<b><u>0.67%</u></b>
<b>TOTAL REVENUES</b>	<b><u>157,818,957</u></b>	<b><u>147,118,090</u></b>	<b><u>(10,700,867)</u></b>	<b><u>-7.27%</u></b>

**CITY OF SAGINAW  
SUMMARY OF REVENUES**



From FY 2008 to FY 2009, the overall city budget increased by \$23.12 million. However, from FY 2009 to FY 2010 the overall city budget has decreased by \$10.69 million. The largest change in funds from FY 2009 to FY 2010 was in the Enterprise Funds. In FY 2009, the City obtained a water bond for various construction projects that were started in FY 2008. These projects will continue through FY 2010. Internal Service Funds reflect a slight change from FY 2008 to 2010. This change is due to the allocation of \$965,368 from the Radio Operations Fund to the General Fund in FY 2009. These monies will not be received in FY 2010.

In addition, in FY 2008 and FY 2009, the Self Insurance and Workers Compensation Funds were recognized in the Fiduciary Funds category. In FY 2010, these funds are accurately reflected in the Internal Service Funds.

**BUDGET SUMMARY  
SUMMARY OF EXPENDITURES**

**GENERAL FUND**

General Fund expenditures are expected to decrease \$550,567, or -1.55%, from the 2009 Budget.

**General Government:**

General Government expenditures will decrease \$100,385, or -4.79%, in FY 2010. This decrease in expenses is a direct result of the reduction in the legal fees and labor professional fees in the Attorney's Office; reduction in the professional costs for arbitration and the retirement of the Labor Administrator in Employee Services Office as well as not budgeting for the authorized temporary secretary in the Election Division. These savings are offset by the addition of 40% of wages and benefits of the Assistant to the City Manager/Budget Manager in the Office of the City Manager as well as the City paying the Qualified Employee Benefit Account for a previous employee. In previous years, the Qualified Employee Benefit Account was paid from a liability account.

**Department of Fiscal Services:**

The Department of Fiscal Services will decrease \$109,701, or -4.41%, from FY 2009. In FY 2010, the City has redistributed 40% of wages and benefits for the Assistant to the City Manager/Budget Administrator to the Office of the City Manager as well as the eliminated of the vacant Office Assistant III position in Treasury.

**Department of Public Safety:**

The Police Department expenditures will increase \$506,078, or 3.75%, from FY 2009. This increase is due to contractual increases in the 12-Hour Shift personnel's wages as well as higher cost for retiree healthcare. The Fire Department will decrease by -4.86%. This decrease is due to the decrease in the insurance and fleet management costs.

**Department of Development:**

The Department of Development will increase \$279,595, or 12.96%, from FY 2009. The Department of Development will receive additional monies from federal and state grants for demolitions and the City deconstruction program.

**Department of Public Services:**

The Department of Public Services will decrease \$572,435, or -18.08%. In FY 2010, the following positions or portions of positions will be reallocated to other funds: 10% Public Services Director, 15% Deputy Public Services Director, 15% of the Staff Professional from the Administration Division; as well as 25% of the City Engineer and 25% of the Engineering Office Supervisor from the Engineering Division will all be allocated to Water and Sewer Operations and Maintenance Funds. Likewise, 55% of the Traffic Electrician will be allocated to the Local Street Fund. In addition, 25% of Building Operations Supervisor will be allocated to the Rubbish Collection Fund. To offset the shift in personnel to other funds, 15% of the Labor Foreman for Environment/Streets will be added to the Building and Grounds Maintenance Division of the General Fund's Department of Public Services.

**Other General Fund:**

Other General Fund is expected to decrease \$110,614, or -3.75%, from the 2009 approved budget. This decrease is attributable to the decrease in the transfers to other funds.

## **SPECIAL REVENUE FUND**

### **Major and Local Streets**

The Major and Local Streets expenditures are expected to decrease, in total, by a net of \$169,660. This decrease is primarily due to the following: street and road materials, fleet charges, employment agency fees, and construction project costs. These decreases are offset by increases in internal service charges, cost allocation, and sign supply costs.

### **Public Safety Fund**

The Public Safety Fund is expected to decrease by \$128,221, or -3.38%, over the 2009 budgeted levels. This decrease is due to a downward assessment of revenues within the City of Saginaw. Therefore, the Police and Fire Department have allocated more of their new hires into this fund.

### **Rubbish Collection Fund**

Rubbish Collection revenue is expected to decrease by \$231,875, or -6.56%. Reduction in the fleet management charges and operating services are the contributing factors in the Rubbish Collection Division.

### **Economic Development**

The Economic Development Fund will not longer be utilized in FY 2010.

### **Community Policing Fund**

Community Policing Fund revenue will increase \$118,707, or 27.35%. This increase is attributable to the addition of the Weed and Seed Grant as well as the addition of the fourth Community Police Officer.

### **Justice Assistance Grant**

The Justice Assistance Grant expenditures will increase by \$546,196. In FY 2010 the City is expected to receive funding from the Department of Justice for programs and equipment to provide better services and fight crime in the community as approved by the U.S. Department of Justice. Funding allocations are based on the community's violent crime statistics.

### **Community Development Block Grant – Residential Loan**

The CDBG – Residential Loans revenue will decrease 82.78%, from the 2009 budget levels. This decrease is due to the decrease in the City's federal allocation.

### **Community Development Block Grant – SEDC Revolving Loan**

The CDBG – SEDC Revolving revenue will increase 31.14%, from the 2009 budget levels. This increase is due to the increase in the City's federal allocation.

## **ENTERPRISE FUND**

### **Celebration Park Fund**

The Celebration Park Fund is new to the City. Its primary function is to reflect monies received for the repurposing of the Andersen Water Park.

### **Parking Operations Fund**

The Parking Operations Fund will increase \$89,040, or 19.53% from FY 2009. In FY 2010, repayment of the debt service loan on Ramp #1 will be made through the Parking Operations Fund. .

### **Sewer Surplus Fund**

In FY 2010, the City has combined its Sewer Surplus Fund with its Sewer Operations and Maintenance Fund. Therefore, all expenditures will be reflected in the Sewer Operations and Maintenance Fund.

### **Water Surplus Fund**

In FY 2010, the City has combined its Water Surplus Fund with its Water Operations and Maintenance Fund. Therefore, all expenditures will be reflected in the Water Operations and Maintenance Fund.

### **Wave Pool Fund**

The Wave Pool Fund will decrease \$90,000 from the FY 2009 budget. This decrease is due to the reallocation of the expenditures to the Celebration Park Fund.

### **Water Operations and Maintenance Fund**

In FY 2010, the Water Operations and Maintenance expenditures will increase 63.7%. The increase is due to the recognition of the water bond proceeds from the Water Bond Construction Fund.

### **Sewer Bond Construction Fund**

In FY 2010, the City has combined its Sewer Bond Construction Fund with its Sewer Operations and Maintenance Fund. Therefore, all expenditures will be reflected in the Sewer Operations and Maintenance Fund.

### **Water Bond Construction Fund**

In FY 2010, the City has combined its Water Bond Construction Fund with its Water Operations and Maintenance Fund. Therefore, all expenditures will be reflected in the Water Operations and Maintenance Fund.

## **INTERNAL SERVICE FUND**

### **Radio Operations Fund**

The Radio Operations Fund decreased \$980,368. In 2009, the City appropriated funds for the reimbursement of monies to the General Fund for contributions received over the last six years for the purchase of radio equipment.

### **Motor Pool Operations Fund**

The Motor Pool Operations Fund will increase \$306,562, or 10.77%, from FY 2009. This increase is due to inclusion of the fund into the cost allocation plan. This fund, in the past, was not included in the previous years cost allocation plan.

## **FIDUCIARY SERVICE FUND**

### **Self-Insurance Fund**

In FY 2010, the Self-Insurance Fund will increase \$213,937, or 11.92%. This increase is due to the repayment to the General Fund for insurance costs.

### **Workers Compensation Fund**

The Workers Compensation Fund will increase \$51,955, or 4.02%, from FY 2009. This increase is primarily attributable to the increase in the Workers Compensation Payment and Medical and Rehabilitation costs from previous years.



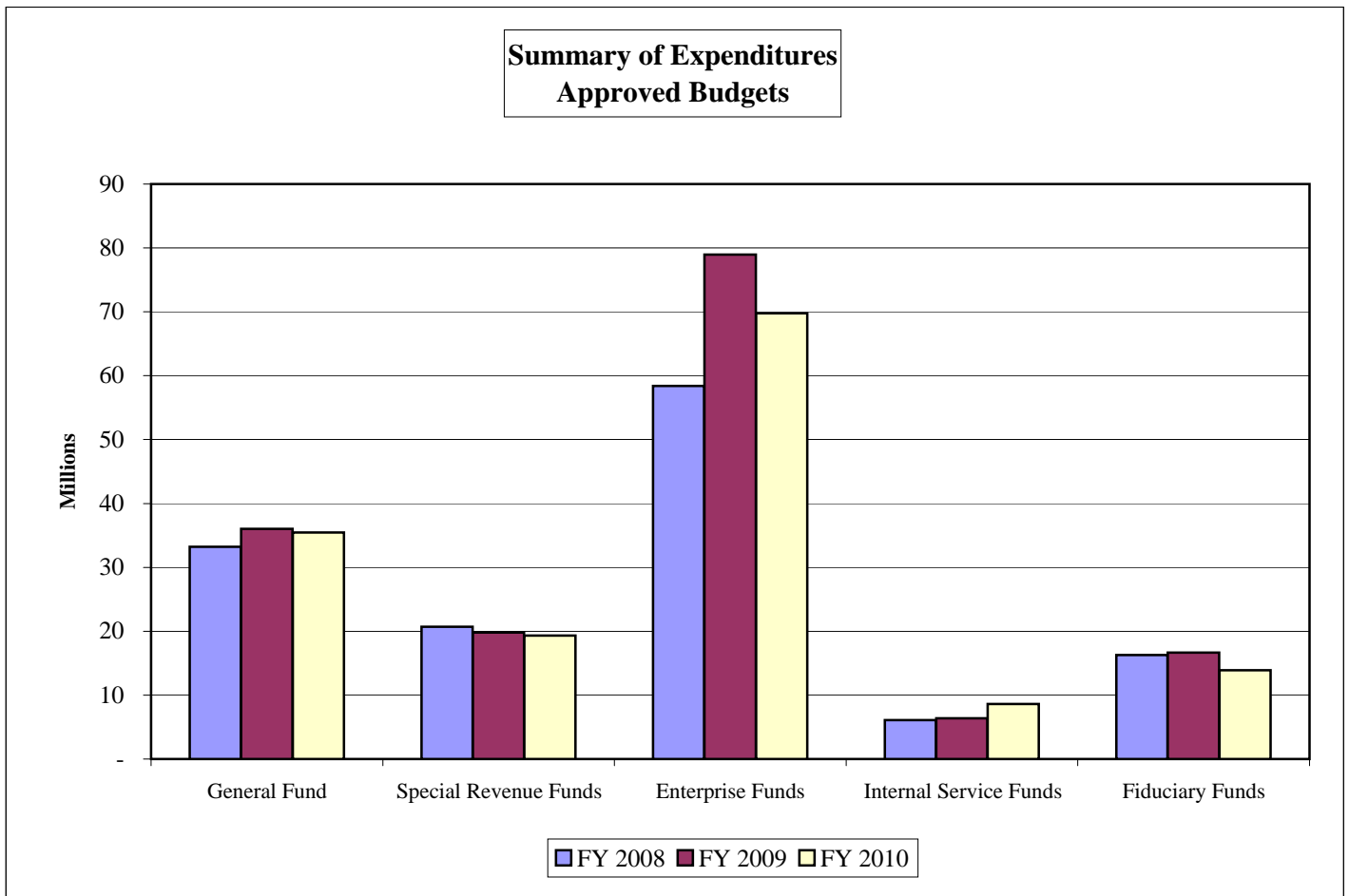
**SUMMARY OF EXPENDITURES  
2009/2010 APPROVED BUDGET**

<b>FUND</b>	<b>2008/2009 APPROVED BUDGET</b>	<b>2009/2010 APPROVED BUDGET</b>	<b>INCREASE/ (DECREASE)</b>	<b>% CHANGE</b>
<b>GENERAL FUND</b>				
General Government	2,195,474	2,095,089	(100,385)	-4.79%
Fiscal Services	2,596,711	2,487,010	(109,701)	-4.41%
Police	12,994,495	13,500,573	506,078	3.75%
Fire	9,567,903	9,124,798	(443,105)	-4.86%
Development	1,878,293	2,157,888	279,595	12.96%
Public Services	3,739,094	3,166,659	(572,435)	-18.08%
Other Expenditures	3,063,733	2,953,119	(110,614)	-3.75%
<b>TOTAL GENERAL FUND</b>	<b><u>36,035,703</u></b>	<b><u>35,485,136</u></b>	<b><u>(550,567)</u></b>	<b><u>-1.55%</u></b>
<b><u>SPECIAL REVENUE FUNDS</u></b>				
MAJOR STREETS	4,191,949	4,238,740	46,791	1.10%
LOCAL STREETS	1,477,791	1,261,340	(216,451)	-17.16%
PUBLIC SAFETY FUND	3,918,670	3,790,449	(128,221)	-3.38%
RUBBISH COLLECTION FUND	3,768,256	3,536,381	(231,875)	-6.56%
ANDERSEN CENTER FUND	213,959	262,914	48,955	18.62%
GM TOWER PAYMENT	102,500	108,500	6,000	5.53%
BOAT LAUNCH FUND	38,350	25,550	(12,800)	-50.10%
COMMERCE CENTER DDA	28,636	28,558	(78)	-0.27%
DOWNTOWN DEVELOPMENT AUTH.	70,218	75,122	4,904	6.53%
ECONOMIC DEVELOPMENT	345,000	0.00	(345,000)	0.00%
BROWNFIELD AUTHORITY SRRF	36,135	37,392	1,257	3.36%
BAKER PERKINS LDFA	17,040	18,603	1,563	8.40%
SILS ISLAND DDA	2,939	2,836	(103)	-3.63%
SAGINAW TOOL & DIE LDFA	28,750	25,699	(3,051)	-11.87%
SEXTON LDFA	21,952	13,383	(8,569)	-64.03%
THOMSON LDFA	142,218	138,398	(3,820)	-2.76%
TREASURE ISLAND LDFA	6,424	9,207	2,783	30.23%
COMMUNITY POLICING FUND	315,299	434,006	118,707	27.35%
POLICING TRAINING FUND	21,000	21,000	0.00	0.00%
J.A.G. FUND	0.00	546,196	546,196	0.00%
DRUG FORFEITURE FUND	59,471	70,503	11,032	15.65%
YOUTH INITIATIVE GRANT FUND	218,216	216,586	(1,630)	-0.75%
COMM. DEV. BLOCK GRANT FUND	2,494,302	2,366,465	(127,837)	-5.40%
CDBG RESIDENTIAL LOANS	938,049	513,212	(424,837)	-82.78%
CDBG RENTAL LOANS	44,800	37,412	(7,388)	-19.75%
BLOCK GRANT HOME PROGRAM	849,580	980,768	131,188	13.38%
SECTION 108 LOAN	15,000	10,000	(5,000)	-50.00%
SEDC REVOLVING LOAN	275,430	400,000	124,570	31.14%
AUTO THEFT PREVENTION FUND	164,796	159,954	(4,842)	-3.03%
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b><u>19,806,730</u></b>	<b><u>19,329,174</u></b>	<b><u>(477,556)</u></b>	<b><u>-2.47%</u></b>

**SUMMARY OF EXPENDITURES  
2009/2010 APPROVED BUDGET**

<b>FUND</b>	<b>2008/2009 APPROVED BUDGET</b>	<b>2009/2010 APPROVED BUDGET</b>	<b>INCREASE/ (DECREASE)</b>	<b>% CHANGE</b>
<b><u>ENTERPRISE FUNDS</u></b>				
CELEBRATION PARK	0.00	780,000	780,000	100.00%
PARKING SYSTEM	366,880	455,920	89,040	19.53%
SEWER SURPLUS	2,243,844	0.00	(2,243,844)	0.00%
WATER SURPLUS	2,751,344	0.00	(2,751,344)	0.00%
WAVE POOL	92,500	2,500	(90,000)	NA
SEWER OPERATIONS & MAINT.	21,987,046	26,288,844	4,301,798	16.36%
WATER OPERATIONS & MAINT.	15,310,521	42,224,612	26,914,091	63.74%
SEWER BOND CONSTRUCTION	8,493,588	0.00	(8,493,588)	NA
WATER BOND CONSTRUCTION	27,717,500	0.00	(27,717,500)	NA
<b>TOTAL ENTERPRISE FUNDS</b>	<b><u>78,963,223</u></b>	<b><u>69,751,876</u></b>	<b><u>(9,211,347)</u></b>	<b><u>-13.21%</u></b>
<b><u>INTERNAL SERVICE FUNDS</u></b>				
CENTRAL STORES	204,025	0.00	(204,025)	0.00%
PUBLIC WORKS BUILDING FUND	465,508	465,508	0.00	0.00%
GEOGRAPHICAL INFORMATION SYS.	501,627	509,179	7,552	1.48%
INFORMATION SERVICES FUND	1,443,902	1,493,678	49,776	3.33%
RADIO OPERATION FUND	1,206,549	226,181	(980,368)	-433.44%
MOTOR POOLS OPERATIONS	2,539,109	2,845,671	306,562	10.77%
SELF-INSURANCE FUND	1,580,629	1,794,566	213,937	11.92%
WORKERS' COMPENSATION FUND	1,240,000	1,291,955	51,955	4.02%
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b><u>9,181,349</u></b>	<b><u>8,626,738</u></b>	<b><u>(554,611)</u></b>	<b><u>-6.43%</u></b>
<b><u>FIDUCIARY FUNDS</u></b>				
UNFUNDED LIABILITIES	500,000	500,000	0	0.00%
FOREST LAWN CEMETERY	19,000	19,000	0	0.00%
OAKWOOD CEMETERY	6,000	6,000	0	0.00%
POLICE AND FIRE PENSION FUND	13,297,802	13,391,466	93,664	0.70%
BLISS PARK EXPENDITURE ENDOW.	9,150	8,700	(450)	-5.17%
<b>TOTAL FIDUCIARY FUNDS</b>	<b><u>13,831,952</u></b>	<b><u>13,925,166</u></b>	<b><u>93,214</u></b>	<b><u>0.67%</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>157,818,957</u></b>	<b><u>147,118,090</u></b>	<b><u>(10,700,867)</u></b>	<b><u>-7.27%</u></b>

**CITY OF SAGIANW  
SUMMARY OF EXPENDITURES**



From FY 2008 to FY 2009, the overall city budget increased by \$23.12 million. However, from FY 2009 to FY 2010 the overall city budget has decreased by \$10.69 million. The largest change in funds from FY 2009 to FY 2010 was in the Enterprise Funds. In FY 2009, the City obtained a water bond for various construction projects that were started in FY 2008. These projects will continue through FY 2010. Internal Service Funds reflect a slight change from FY 2008 to 2010. This change is due to the allocation of \$965,368 from the Radio Operations Fund to the General Fund in FY 2009. These monies will not be received in FY 2010.

In addition, in FY 2008 and FY 2009, the Self Insurance and Workers Compensation Funds were recognized in the Fiduciary Funds category. In FY 2010, these funds are accurately reflected in the Internal Service Funds.

**BUDGET SUMMARY**  
**EXPENDITURE BY CATEGORY ANALYSIS**

The Expenditure by Category Analysis chart on the following page compares the 2008/2009 Approved Budget to the 2009/2010 Approved Budget by category for all fund types.

Personnel Services is the largest expenditure type, representing 45.69% of the total 2009/2010 Approved Budget. In comparison to the FY 2009 Approved Budget, personnel services have increase 1.66%, or \$1,095,676, for all fund types. This increase is primarily a result of increases to wages for all unions and retirement healthcare increases. During the past year the City has settled with six of the seven collective bargaining unions, which resulted in steps and contractual increases. These increases are reflected in the FY 2010 Budget. Also, as of the beginning of FY 2010, the City settled with the last collective bargaining union. The increases given are reflected in this budget.

Another factor that has increased personnel services is retirement healthcare. During FY 2010, the City projects that retiree healthcare cost will increase between 2.6% and 4.1% from FY 2009 (depending on which contract employee has retired). The City of Saginaw is actively pursuing alternative ways of handling the escalating retiree healthcare. Another key factor that will affect the City in the future is the City's Other Post Employee Benefits (OPEB). As of June 2009, the City completed its actuarial valuation for its retiree. The actuarial reported that the City owes \$215 million in unfunded liabilities, which will have to be reported on its annual financial reports. The City will continue to actively pursue ways to manage retiree healthcare costs as well as its unfunded liabilities.

Operating Expenses, the second largest expenditure category, is 39.34%, of the total 2009/2010 Approved Budget. This category has decreased approximately \$13,392,421, or -18.79% from the previous fiscal year. The decrease in operating expenses is primarily attributed to decrease in fleet management charges for all funds; labor professional fees and legal fees for Employee Services and the Attorney's Office; decreases in insurance costs for the General Fund; and decrease in transfers from the General Fund to other funds. These decreases are offset by increase in motor vehicle supplies, fuels, and all other petroleum based products citywide.

Miscellaneous expenditures represent 9.65% of the total citywide budget. This category consists of Transfers, Increase in Fund Equity, Debt Services, Grants, and Block Grant Services. For FY 2010, this category will decrease -11.86%, or \$1,909,062, from the 2009 budgeted levels. This decrease is primarily attributed to decreases in the principal and interest payments for Water and Sewer Operations and Maintenance Funds as well as decrease in the federal appropriation for Community Development Block Grant Funds.

Capital Outlay, which accounts for 5.33% of the total citywide budget, will increase \$3,504,940, or 80.93% from FY 2009. The increase in Capital Outlay is a direct result of the on-going construction projects for the Streets Divisions and Sewer and Water Operations and Maintenance Funds.

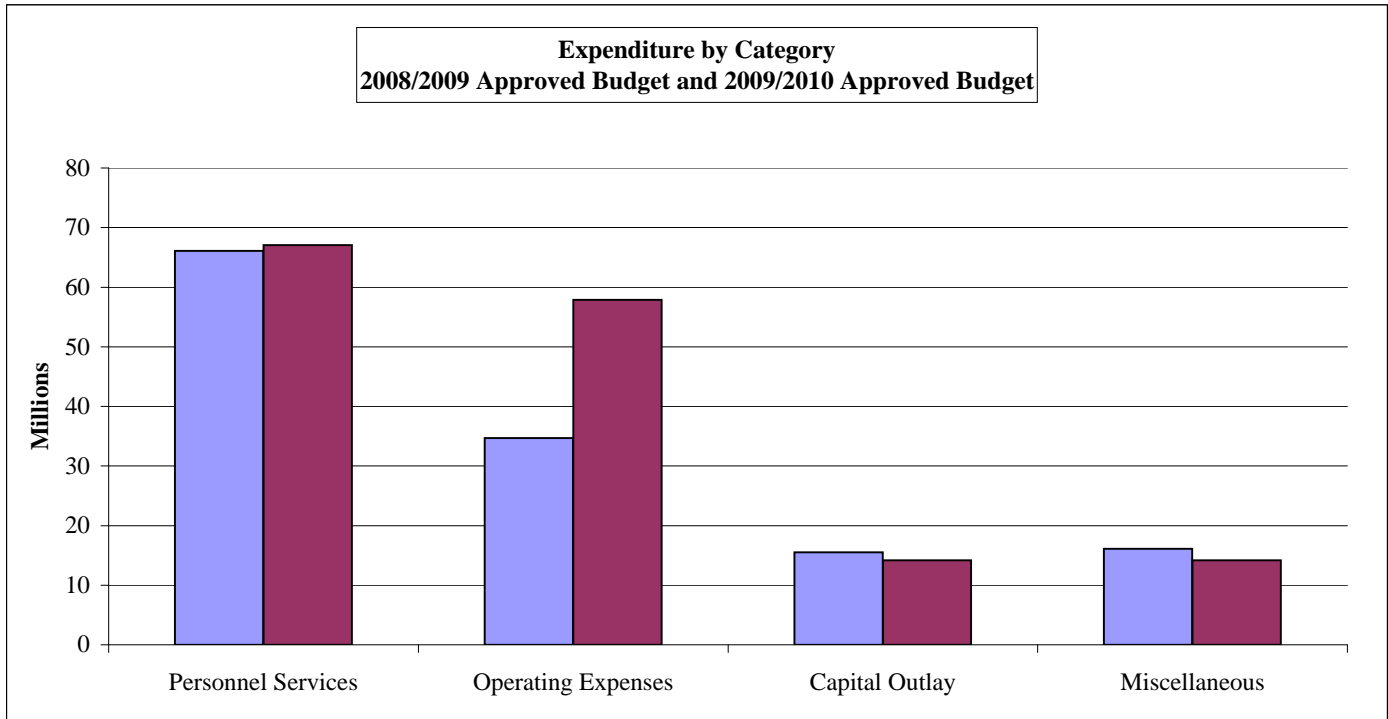
**EXPENDITURES BY CATEGORY ANALYSIS  
2009/2010 APPROVED BUDGET**

<u>EXPENDITURE CATEGORY</u>	<b>2008/2009 APPROVED BUDGET</b>		<b>2009/2010 APPROVED BUDGET</b>		<b>CHANGE</b>		
	<u>AMOUNT</u>	<u>% OF TOTAL</u>	<u>AMOUNT</u>	<u>% OF TOTAL</u>	<u>AMOUNT</u>	<u>%*</u>	<u>%**</u>
Personnel Services	66,117,671	41.89%	67,213,347	45.69%	1,095,676	0.69%	1.66%
Operating Expenses	71,267,800	45.16%	57,875,379	39.34%	(13,392,421)	-8.49%	-18.79%
Capital Outlay	4,330,960	2.74%	7,835,900	5.33%	3,504,940	2.22%	80.93%
Miscellaneous***	16,102,526	10.20%	14,193,464	9.65%	(1,909,062)	-1.21%	-11.86%
<b>TOTAL FUNDS</b>	<b><u>157,818,957</u></b>	<b><u>100%</u></b>	<b><u>147,118,090</u></b>	<b><u>100%</u></b>	<b><u>(10,700,867)</u></b>	<b><u>-6.78%</u></b>	<b><u>N/A</u></b>

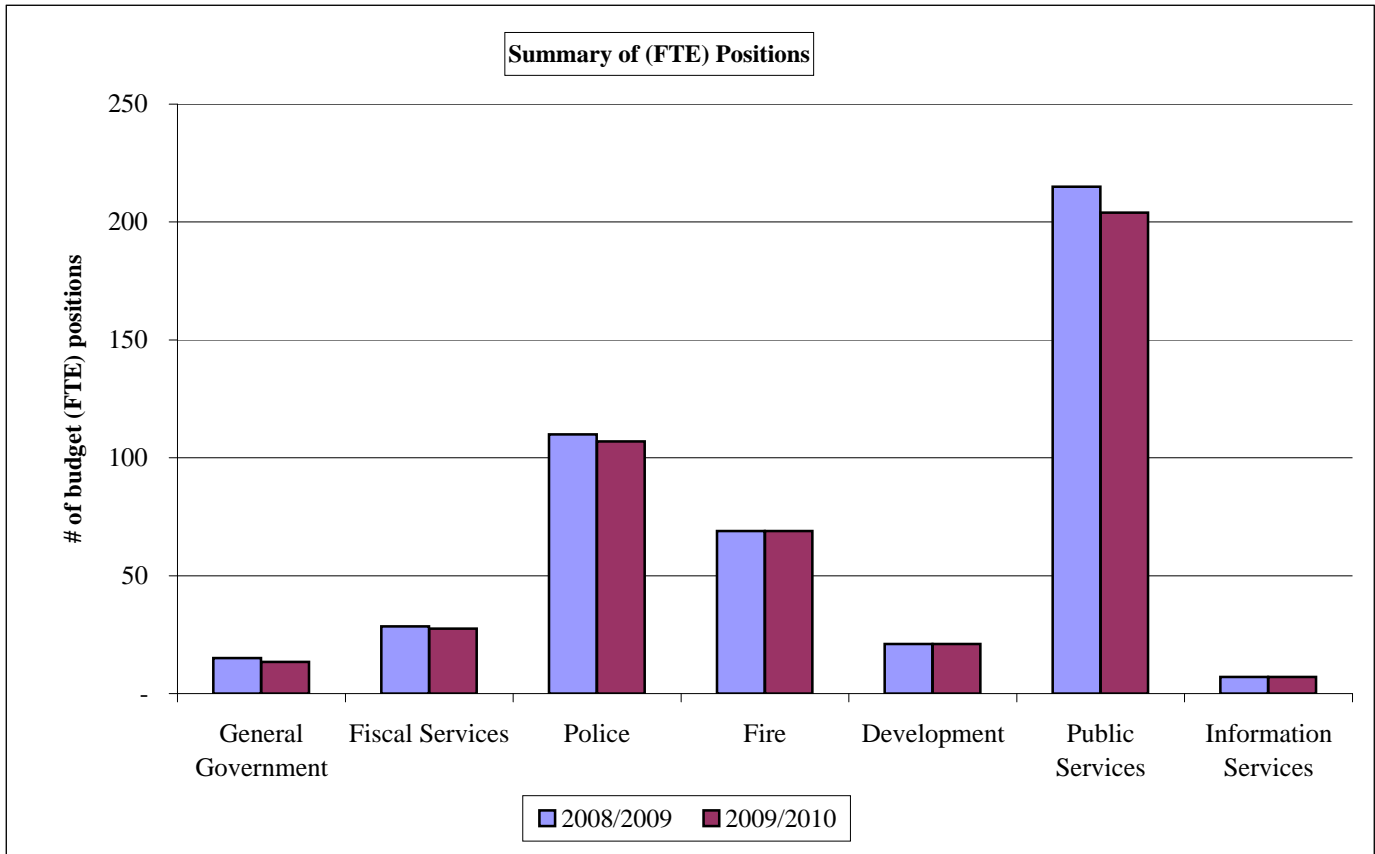
\* Change in each expenditure category as a percentage of the total 2008/2009 Approved Budget.

\*\* Change in each expenditure category as a percentage of total 2008/2009 expenditure category.

\*\*\* Miscellaneous category includes Transfers, Increase in Fund Equity, Debt Service, Grants, and Block Grant Services.



**SUMMARY OF (FTE) POSITIONS  
2009/2010 APPROVED BUDGET**



The above summary compares positions in the 2009 Approved Budget with those in the 2010 Approved Budget by offices, departments, and divisions. The total full-time budgeted positions in 2009 was 466 compared to 449 in the 2010 Approved Budget, a net decrease of approximately 17 positions. The largest departmental decrease will be in the Department of Public Services with the elimination of ten Cement Crew Workers.

In the Department of General Government, two positions will be eliminated and/or excluded from the budget - the Labor Administrator in the Employee Services Office and the temporary Secretary in the Election Division. In addition, .40 of the Assistant to the City/ Budget Administrator will be added to the Office of the City Manager. This position will be shared with the Administration Division of the Department of Fiscal Services.

In the Information Services Department, an Applicant Specialist position has been reclassified to an Office Assistant I due to the retirement of the current employee.

The Department of Fiscal Services, in FY 2010, will eliminate a vacant Office Assistant III position. In addition, .40 of the Assistant to the City Manager/Business Administrator will be allocated to the Office of the City Manager. In addition, .50 of the Assistant City Manager for Fiscal Services was reallocated to the Treasury Office. Also, within the Treasury Office .15 of two Customer Service Representatives and .15 of the Customer Service Coordinator was distributed to the Water and Sewer Operations and Maintenance Fund.

The 2009/2010 personnel complement for the Police Department will decrease by three School Crossing Guards. The Fire Department personnel complement will remain the same.

**SUMMARY OF (FTE) POSITIONS**  
**2009/2010 APPROVED BUDGET**

The Department of Development will reflect a decrease of one vacant Code Enforcement Officer. This position is still authorized but will not be funded in FY 2010. In addition, .10 of the SEDC Loan Support position will be allocated to the Zoning and Planning Division of the General Fund.

The Department of Public Services will eliminate approximately eleven positions in the FY 2010 budget. These positions are: ten Cement Crew Workers and one Heavy Equipment Operator. In addition, to alleviate more of the financial strain from the General Fund as well as become more in compliant with the Cost Allocation Plan, the following positions have been distributed to other funds from the General Fund: 10% Public Services Director, 15% Deputy Public Services Director, and 15% of the Staff Professional from the Administration Division as well as 25% of the City Engineer and 25% of the Engineering Office Supervisor from the Engineering Division will be allocated to Water and Sewer Operations Funds. Likewise, 55% of the Traffic Electrician from the Engineering Division will be allocated to the Local Street Fund. In addition, .25% of Building Operations Supervisor will be allocated to the Rubbish Collection Fund. To offset the shift in personnel to other funds, 15% of the Labor Foreman for Environment/Streets will be added to the Building and Grounds Maintenance Division of the General Fund's Public Services

**SUMMARY OF (FTE) POSITIONS  
2009/2010 APPROVED BUDGET**

<b>DEPARTMENTS</b>	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
GENERAL GOVERNMENT	14.00	15.00	15.00	15.00	15.00	13.40
FISCAL SERVICES	29.00	29.00	32.00	28.50	28.50	27.50
POLICE	104.00	110.00	110.00	110.00	111.00	107.00
FIRE	76.00	65.00	65.00	69.00	69.00	69.00
DEVELOPMENT	24.00	21.00	21.00	21.00	21.00	21.10
PUBLIC SERVICES	219.00	219.00	218.00	215.00	215.00	204.00
INFORMATION SERVICES	8.00	7.00	7.00	7.00	7.00	7.00
<b>TOTAL POSITIONS</b>	<b>474</b>	<b>466</b>	<b>468</b>	<b>466</b>	<b>467</b>	<b>449</b>

**NOTE:** This analysis only takes into consideration Full-Time Equivalents (FTE). Part-Time, Seasonal, and Temporary positions are not included in this analysis. Under each of the respective funds, the total employee complement (FTE, PTE, Seasonal and Temporary) is represented.



**BUDGET SUMMARY**  
**UNDESIGNATED FUND BALANCE ANALYSIS**

The City of Saginaw operates from a balanced budget at the onset of every fiscal year. Undesignated fund balance or prior year budgetary surplus can be appropriated to balance a fund's budget if a sufficient balance/surplus exists and the appropriation is fiscally prudent. In FY 2010, the General Fund has appropriated \$750,000, of its undesignated fund balance. This is approximately \$48,567 higher than used in FY 2009.

Major and Local Streets, ended FY 2008 in a budgetary deficit. Due to this deficit status, the City filed a deficit eliminate plan with the State of Michigan. This deficit was caused by a windstorm that produced substantial damage to many trees and streets. The cleanup costs were in excess of \$1 million. Subsequent to year-end FY 2008, the City applied to FEMA to get federal reimbursement for the cleanup costs. FEMA did approve the City's request for reimbursement. Included in the street funds at June 30, 2008 is approximately \$282,000 of FEMA revenue that had to be deferred due to collection was not within 60 days after year-end (balance of the \$1 million in 2008/2009). In addition, approximately \$269,000 of the fund balance was reserved for encumbrances. These encumbrances are part of a balanced budget for the year ending June 30, 2009.

Again, the Parking Operations Fund held negative undesignated fund balance position at June 30, 2008. Through such measures as user charge increases and prudent internal expenditure controls the City expects to improve this unfavorable undesignated fund balance position in the future.

The \$349,931 deficit in the unrestricted retained earnings balance for the Parking Operations Fund as of June 30, 2008 was and continues to be attributed to the following factors: decline in the parking ticket revenues, broken collection system, retirement of employees, and dilapidation of old parking structures. The decline in these revenues continues to be addressed through intergovernmental communication and improved technology that would streamline the ticket writing process. The City will continue to aggressively pursue past due tickets as well as scrutinize all expenditures.

**UNDESIGNATED FUND BALANCE ANALYSIS  
2009/2010 BUDGET**

	GENERAL FUND	SPECIAL REVENUE FUNDS	ENTERPRISE FUNDS	INTERNAL SERVICE FUNDS	FIDUCIARY FUNDS
Undesignated Fund Balance (Deficit) - June 30, 2009	1,711,264	(718,613)	23,726,879	7,887,697	120,294,083
FY 2009 Projected Revenues	33,601,197	21,027,216	30,236,378	8,036,490	(14,173,817)
FY 2009 Projected Expenditures (w/ Encumb)	34,841,153	21,867,874	36,899,243	8,597,439	13,015,669
Est. Undesignated Fund Balance (Deficit) - June 30, 2009	471,308	(1,559,271)	17,064,014	7,326,749	93,104,597
FY 10 Estimated Revenues:					
Property Taxes	3,992,594	5,612,082	0	0	0
City Income Taxes	12,025,000	0	0	0	0
State Revenue Sharing	10,435,721	4,650,000	0	0	0
Grants	1,194,000	4,622,455	1,654,727	0	0
Licenses, Permits, and Fees	1,119,150	0	400	0	0
Charge for Services	834,939	1,537,500	33,545,945	3,310,914	5,745,000
Fines and Forfeitures	200,000	49,570	196,109	0	0
Interest	536,100	646,169	661,000	110,000	3,590,000
Rents	500	0	0	0	0
Reimbursements	3,058,260	495,000	0	0	0
Other Revenues	2,088,872	1,716,398	33,693,695	5,205,824	4,590,166
Total FY 10 Estimated Revenues	35,485,136	19,329,174	69,751,876	8,626,738	13,925,166
Total Resources Available for Appropriation	35,956,444	17,769,903	86,815,890	15,953,487	107,029,763
FY 10 Expenditure Appropriations:					
General Government	2,095,089	0	0	0	0
Fiscal Services	2,487,010	0	0	0	0
Police	13,500,573	3,071,923	0	0	13,391,466
Fire	9,124,798	1,611,968	0	0	0
Highways and Streets	0	5,500,080	0	0	0
Garbage and Rubbish	0	3,536,381	0	2,845,671	0
Public Works	0	288,464	68,515,956	1,200,867	33,700
Development	2,157,888	5,211,858	0	0	0
Public Services (GF)	3,166,659	0	0	0	0
Other General Services	2,953,119	108,500	1,235,920	4,579,840	500,000
Total FY 10 Expenditure Appropriations	35,485,136	19,329,174	69,751,876	8,626,378	13,925,166
<b>Estimated Undesignated Fund Balance - June 30, 2010</b>	<b>471,308</b>	<b>(1,559,271)</b>	<b>17,064,014</b>	<b>7,327,109</b>	<b>93,104,597</b>



## **GENERAL FUND REVENUES**

**GENERAL FUND REVENUE (101)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
PROPERTY TAXES	3,992,594	GENERAL GOVERNMENT	2,095,089
CITY INCOME TAXES	12,025,000	FISCAL SERVICES	2,487,010
STATE REVENUE SHARING	10,435,721	POLICE	13,500,573
GRANTS	1,194,000	FIRE	9,124,798
LICENSES, PERMITS, & FEES	1,119,150	DEVELOPMENT	2,157,888
CHARGE FOR SERVICES	834,939	PUBLIC SERVICE (GF)	3,166,659
FINES AND FORFEITURES	200,000	OTHER GENERAL FUND	2,953,119
INTEREST	536,100		
RENTS	500		
REIMBURSEMENTS	3,058,260		
FUND BALANCE	750,000		
OTHER REVENUES	1,338,872		
<b>TOTAL RESOURCES</b>	<b><u><u>35,485,136</u></u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u><u>35,485,136</u></u></b>

**CITY OF SAGINAW**  
**SCHEDULE OF TAXABLE VALUE**

	<u>2000</u>	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>
<b>BY PROPERTY TYPE</b>					
Real Property					
Agricultural	140,870	118,773	118,773	98,362	99,786
Commercial	78,148,860	80,479,980	85,587,616	90,909,193	93,217,849
Industrial	43,296,339	46,621,391	44,668,255	44,860,660	45,112,282
Residential	<u>374,317,566</u>	<u>388,116,469</u>	<u>403,269,702</u>	<u>413,964,808</u>	<u>428,229,633</u>
Total Real	495,903,635	515,336,613	533,644,346	549,833,023	566,659,550
Personal Property					
Commercial	38,553,596	41,582,426	47,149,374	45,770,900	41,335,600
Industrial	106,750,600	146,661,900	88,485,700	71,968,600	68,297,000
Utility	<u>20,380,850</u>	<u>18,241,000</u>	<u>18,720,800</u>	<u>14,844,100</u>	<u>14,669,100</u>
Total Personal	<u>165,685,046</u>	<u>206,485,326</u>	<u>154,355,874</u>	<u>132,583,600</u>	<u>124,301,700</u>
Total Real & Personal	<u><u>661,588,681</u></u>	<u><u>721,821,939</u></u>	<u><u>688,000,220</u></u>	<u><u>682,416,623</u></u>	<u><u>690,961,250</u></u>

<b>BY TAXPAYER CLASS</b>					
Agricultural	140,870	118,773	118,773	98,362	99,786
Commercial	116,702,456	122,062,406	132,736,990	136,680,093	134,553,449
Industrial	150,046,939	193,283,291	133,153,955	116,829,260	113,409,282
Residential	374,317,566	388,116,469	403,269,702	413,964,808	428,229,633
Utility	<u>20,380,850</u>	<u>18,241,000</u>	<u>18,720,800</u>	<u>14,844,100</u>	<u>14,669,100</u>
Total	<u><u>661,588,681</u></u>	<u><u>721,821,939</u></u>	<u><u>688,000,220</u></u>	<u><u>682,416,623</u></u>	<u><u>690,961,250</u></u>

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>
<b>BY PROPERTY TYPE</b>					
Real Property					
Agricultural	102,078	105,157	77,958	95,631	114,440
Commercial	95,061,305	95,064,902	96,361,425	96,304,235	94,999,826
Industrial	49,008,656	48,980,153	48,939,004	47,738,218	47,161,286
Residential	<u>442,314,586</u>	<u>461,076,412</u>	<u>477,680,156</u>	<u>471,601,430</u>	<u>445,170,091</u>
Total Real	586,486,625	605,226,624	623,058,543	615,739,514	587,445,643
Personal Property					
Commercial	42,377,998	41,796,637	45,810,753	43,787,288	40,897,871
Industrial	62,754,000	65,211,400	55,373,600	45,371,600	39,775,400
Utility	<u>14,982,400</u>	<u>15,691,400</u>	<u>16,306,500</u>	<u>16,742,300</u>	<u>17,433,000</u>
Total Personal	<u>120,114,398</u>	<u>122,699,437</u>	<u>117,490,853</u>	<u>105,901,188</u>	<u>98,106,271</u>
Total Real & Personal	<u><u>706,601,023</u></u>	<u><u>727,926,061</u></u>	<u><u>740,549,396</u></u>	<u><u>721,640,702</u></u>	<u><u>685,551,914</u></u>

<b>BY TAXPAYER CLASS</b>					
Agricultural	102,078	105,157	77,958	95,631	114,440
Commercial	137,439,303	136,861,539	142,172,178	140,091,523	135,897,697
Industrial	111,762,656	114,191,553	104,312,604	93,109,818	86,936,686
Residential	442,314,586	461,076,412	477,680,156	471,601,430	445,170,091
Utility	<u>14,982,400</u>	<u>15,691,400</u>	<u>16,306,500</u>	<u>16,742,300</u>	<u>17,433,000</u>
Total	<u><u>706,601,023</u></u>	<u><u>727,926,061</u></u>	<u><u>740,549,396</u></u>	<u><u>721,640,702</u></u>	<u><u>685,551,914</u></u>

## **GENERAL FUND REVENUE**

Total 2009/2010 Approved General Fund resources are budgeted at \$35,485,136, which represents a decrease of \$550,567, or -1.5%, from 2009 approved resources of \$36,035,703.

### **PROPERTY TAXES**

City property taxes are levied each July 1 on the taxable value of property located in the City as of the preceding December 31, tax day and the lien date. In accordance with the provisions of Proposal A (see below), taxable value is the lower of the following three computations: 1) assessed/state equalized value; 2) the prior year's taxable value multiplied by the increase in the consumer price index or five percent (5%), whichever is less; or 3) the multiplier value. Proposal A requires the City Assessor to annually establish the assessed values and the equalization of said assessed values by the State of Michigan at 50 percent of current market value, prior to the application of formulas to determine the taxable value. Real property taxable value for the July 1, 2009 levy will be assessed at \$587,445,643 and personal property taxable value will be assessed at \$98,106,271.

The City of Saginaw's operating tax rate for FY 2010 is projected to be 5.5849 mills (limited to 7.50 mills) with an additional 2.9532 mills for rubbish collection. A special assessment of 6.0000 mills is also levied for public safety. The City does not levy for debt service.

On March 15, 1994, voters in the State of Michigan approved Proposal A, a property tax reform proposal, which shifted the funding of education from property taxes to a combination of property taxes, higher sales tax and a real estate transfer tax. Property taxes were reduced to a maximum of six mills for homestead property and eighteen mills for non-homestead property; the State Sales Tax was increased from four cents to six cents; and a new real estate transfer tax of \$7.50 per thousand dollars was added. In addition, Proposal A restricted the growth of assessments on individual properties to the increase in the consumer price index or five percent (5%), whichever is less, until ownership of the property is transferred. The citizens of Saginaw subsequently approved an additional four mills for public libraries when Proposal A eliminated their millage from the school's millage and another three mills to operate a public transportation system.

Taxes are due and payable on July 1 at the City Treasurer's Office and become delinquent after 30 days. To all real and personal taxes paid on or after August 1, there shall be added interest at the rate of ½ of 1 percent for every month, or fraction thereof, from August 1 until the date of payment. A penalty of ½ of 1 percent is added after July 31. From March 1 and thereafter, real taxes are collected by the Treasurer of Saginaw County, who adds and keeps a collection fee of four percent (4%) on the unpaid balance, and in addition, adds interest at the rate of one percent (1%) per month from March 1 until the date of payment. Unpaid taxes, together with all charges thereon, become a continuing lien on the property assessed. The general tax law provides that real estate with delinquent taxes shall be sold at a state land sale.

### **Tax Limitation**

By general law, property taxes for City purposes are limited to two percent (2%) of the assessed valuation of all real and personal property in the municipality, provided that no such restriction shall prevent the levy of taxes required for the payment of general debt obligations.

The charter of the City of Saginaw provided that City taxes shall be subject to the overall limitation (City, School and County) imposed by Section 21, Article X, of the Michigan State Constitution, which is 1-1/2 percent of assessed value exclusive of debt incurred prior to December 8, 1932. Act No. 44, Public Acts of 1948, effective August 20, 1948, amended all Michigan city charters nullifying charter limitations and authorized that the levy for city purposes shall not exceed one percent (1%) of assessed valuation in any one year, unless and until a different tax rate limitation is provided by charter. State equalized valuations have been used in place of local assessed valuations.

On November 6, 1979, pursuant to an initiatory referendum, the City Charter was amended by the electors of the City of Saginaw to reduce the maximum property tax that may be levied by the City in any year from 10 mills to 7.50 mills. The amendment further provided that if in subsequent years the assessed value of all property within the City is increased for any reason, this maximum 7.50 mill rate would have to be permanently reduced so as to yield the same gross dollar revenue as the fiscal year 1979 property tax revenue yield (\$3,828,778). The amendment further provided for up to a 3 mill emergency levy if a specific emergency is declared by the Mayor and concurred in by a 3/4ths vote of the full Council.

On November 5, 2002 and May 3, 2005, special elections were held to remove the property tax dollar limitation of \$3,828,778 and the 7.50 mill limitation that was approved by the voters on November 6, 1979. The voters overwhelmingly defeated the proposal in both special elections.

### **LOCAL INCOME TAXES**

The City of Saginaw receives approximately 40% of its General Fund revenue from local income tax. Economic conditions continue to have a negative impact on this revenue source. For the 2009/2010 Approved Budget, the revenue from income taxes is expected to decrease \$475,000, or -3.9%. The decrease is primarily due to the continued loss of business within the City.

### **STATE SHARED REVENUES**

The City of Saginaw receives approximately 30% of its General Fund revenue from state revenue sharing. The State of Michigan has experienced significant budget problems, which it attempted to partially remedy by cutting payments of shared sales tax revenues to local units of government. The City's 2009/2010 Approved Budget reflects an overall increase of 3.6%. The increase in the State Shared Revenue category is primarily attributed to the City receiving funding from a (Michigan State Housing Development Authority) MSHDA grant for the deconstruction program.

### **GRANTS**

For FY 2010, the City has budgeted \$1,194,000 for federal grant funding related to police overtime, gas reimbursements for drug enforcement and for the riverfront development.

### **LICENSES, PERMITS, & FEES**

The City anticipates \$1,119,150 for licenses, permits, and fees for FY 2010. This represents an increase of \$1,100, over the projected 2009 revenue. This includes business licenses, building permits, and cable television franchise fees.



## **CHARGE FOR SERVICES**

The total charges for services for FY 2010 is \$834,939. Charges for services include cemetery charges, Public Act 425, and Police and Fire Services. Future State of Michigan Public Act 425 Agreements or corresponding service agreements are being negotiated with other communities as they increase business and residential development. These agreements will provide a direct revenue flow to the General Fund.

## **FINES AND FORFEITURES**

The revenue in this category includes ordinance fines and transfer affidavit fees. The revenue in this category is anticipated to increase from the 2009 approved revenue by \$50,000, or 25%.

## **INTEREST REVENUE**

Interest revenue is projected to increase by \$35,300, or 7.0% from 2009 approved. This is primarily due to the City lending Celebration Park monies to begin construction. The City anticipates receiving interest on the loan.

## **REIMBURSEMENTS**

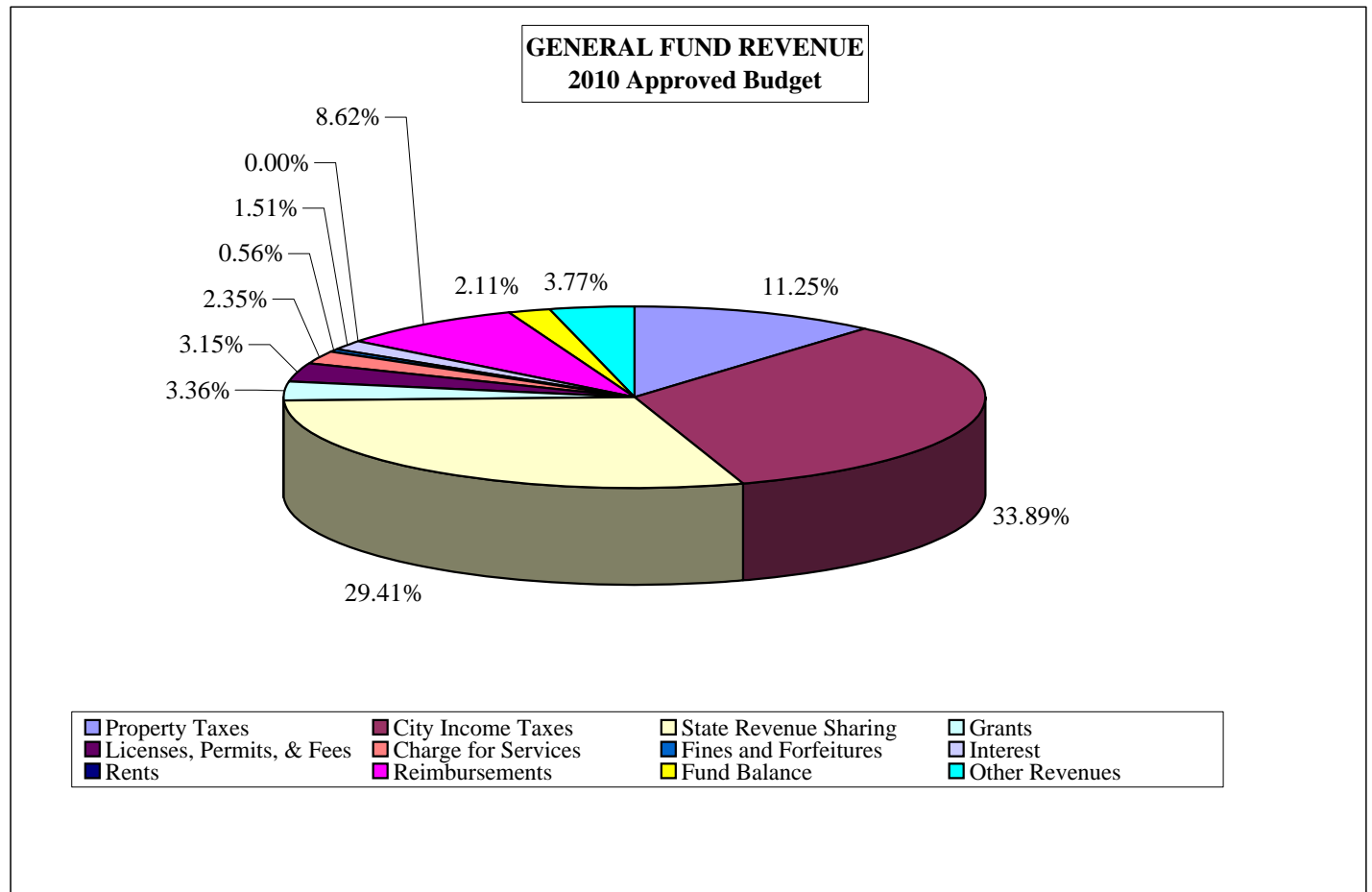
The General Fund charges cost allocations to other funds as a part of its internal cost allocation plan. In 2001, 2007, and 2009, the City hired Maximus to prepare a cost allocation plan. For FY 2010, a total of \$2,876,471, is budgeted for indirect cost allocations.

## **OTHER REVENUES**

Other revenues will decrease \$860,128, from 2009 budgeted levels. This includes miscellaneous revenue related to police department services, donations, the sale of assets, and transfers from other funds.

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Property Taxes	4,279,652	4,997,694	3,947,494	4,032,224	4,069,113	3,992,594
City Income Taxes	13,549,513	13,406,280	12,776,297	12,500,000	11,326,389	12,025,000
State Revenue Sharing	10,164,682	9,837,511	10,190,127	10,058,591	9,545,554	10,435,721
Grants	166,593	92,399	406,812	1,472,765	471,313	1,194,000
Licenses, Permits, & Fees	988,978	786,611	924,840	1,118,050	1,092,441	1,119,150
Charge for Services	765,049	656,280	763,822	835,139	1,010,742	834,939
Fines and Forfeitures	168,143	261,630	184,337	150,000	230,740	200,000
Interest	486,842	570,248	506,623	500,800	308,278	536,100
Rents	62,500	500	104,073	12,500	31,218	500
Reimbursements	2,333,746	2,409,528	2,810,120	2,455,201	2,681,514	3,058,260
Fund Balance	0	0	0	701,433	1,431,093	750,000
Other Revenues	532,863	788,057	253,699	2,199,000	1,406,197	1,338,872
<b>TOTAL RESOURCES</b>	<b>33,498,561</b>	<b>33,806,737</b>	<b>32,868,243</b>	<b>36,035,703</b>	<b>33,604,592</b>	<b>35,485,136</b>



**REVENUE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>TAXES</b>						
Real Property	2,989,509	2,996,707	3,027,151	2,954,336	3,054,611	2,957,493
Real Property - IFT	7,237	5,745	5,341	5,171	3,961	3,089
Personal Property	561,671	501,122	437,543	508,117	406,318	493,916
Personal Property - IFT	172,856	111,740	85,614	41,494	39,160	36,096
Property Taxes - Chargeback	0	0	(83,174)	0	0	0
Penalties & Interest	126,397	148,916	72,000	125,000	178,953	130,000
Tax Administration Fees	365,626	373,999	375,005	371,106	346,398	345,000
<b>PROPERTY TAX</b>	<b>4,223,296</b>	<b>4,138,229</b>	<b>3,919,480</b>	<b>4,005,224</b>	<b>4,029,401</b>	<b>3,965,594</b>
Housing Commission	25,020	14,005	11,283	15,000	15,000	15,000
Birch Park	10,466	0	20,534	12,000	12,000	12,000
Bancroft Eddy	20,870	0	12,712	0	12,712	0
<b>P. I. L. O. T. TAXES</b>	<b>56,356</b>	<b>14,005</b>	<b>44,529</b>	<b>27,000</b>	<b>39,712</b>	<b>27,000</b>
City Income Taxes	13,549,513	13,406,280	12,776,297	12,500,000	10,371,748	11,125,000
Delinq City Income Tax	0	0	0	0	954,642	900,000
<b>INCOME TAXES</b>	<b>13,549,513</b>	<b>13,406,280</b>	<b>12,776,297</b>	<b>12,500,000</b>	<b>11,326,389</b>	<b>12,025,000</b>
<b>TOTAL TAXES</b>	<b>17,829,165</b>	<b>17,558,514</b>	<b>16,740,306</b>	<b>16,532,224</b>	<b>15,395,502</b>	<b>16,017,594</b>
<b>INTERGOVERNMENTAL</b>						
Statutory	6,319,746	6,102,944	5,945,785	6,327,343	5,531,343	6,244,906
Constitutional	4,227,514	4,157,409	4,260,144	4,149,537	4,149,537	4,110,104
Inventory Tax Reimb.	(467,289)	(467,289)	(467,289)	(467,289)	(467,289)	(467,289)
Parimutuels Tax	16,964	0	0	0	0	0
Liquor Licenses	46,495	43,157	41,635	45,000	38,087	44,000
State Grants	21,252	1,290	0	4,000	293,875	504,000
<b>STATE SHARED REV.</b>	<b>10,164,682</b>	<b>9,837,511</b>	<b>9,780,275</b>	<b>10,058,591</b>	<b>9,545,554</b>	<b>10,435,721</b>
FEMA	25,436	0	0	0	96,114	0
Federal Grants	64,460	224,754	43,160	1,094,000	20,327	1,194,000
Police Drug Overtime	75,593	110,439	111,377	128,765	114,896	123,421
Miscellaneous	1,103	0	0	0	0	0
Reimbursement/Medicare	0	273,632	1,800	250,000	239,976	240,000
<b>GRANTS</b>	<b>166,593</b>	<b>608,825</b>	<b>156,337</b>	<b>1,472,765</b>	<b>471,313</b>	<b>1,557,421</b>
<b>TOTAL INTERGOV'TAL</b>	<b>10,331,276</b>	<b>10,446,336</b>	<b>9,936,612</b>	<b>11,531,356</b>	<b>10,016,867</b>	<b>11,993,142</b>
<b>LICENSES, PERMITS &amp; FEES</b>						
Occupational	25,943	24,369	23,364	5,000	27,900	25,000
General Business License	76,465	75,650	70,000	70,000	84,568	75,000
<b>TOTAL LICENSES</b>	<b>102,408</b>	<b>100,019</b>	<b>93,364</b>	<b>75,000</b>	<b>112,468</b>	<b>100,000</b>

**REVENUE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Housing Registration Fees	295,978	176,515	166,998	242,308	279,609	250,000
Building Permits	146,828	165,333	108,209	173,077	97,555	125,000
Electrical Permits	34,815	44,954	28,185	41,538	23,585	30,000
Mechanical Permits	46,888	54,276	25,309	48,462	20,555	30,000
Plumbing Permits	33,986	34,545	22,335	34,615	18,035	30,000
Demolition Permits	76	0	0	0	0	0
Sign Permits	1,510	1,450	1,250	1,000	2,800	1,500
Street Cut Permits	3,135	3,315	1,680	1,000	2,235	1,500
Curb Cut Permits	1,335	405	255	500	435	300
Fire Department Permits	0	0	75	400	211	700
Barricade Permits	870	1,890	1,800	150	1,425	150
<b>TOTAL PERMITS</b>	<b>565,420</b>	<b>482,682</b>	<b>356,096</b>	<b>543,050</b>	<b>446,444</b>	<b>469,150</b>
Telecommunications Fees	0	0	500	0	0	0
Cable TV Franchise Fees	466,266	709,549	467,434	500,000	482,484	500,000
Cable TV PEG Fees	0	0	0	0	51,045	50,000
<b>TOTAL FEES</b>	<b>466,266</b>	<b>709,549</b>	<b>467,934</b>	<b>500,000</b>	<b>533,529</b>	<b>550,000</b>
<b>TOTAL LIC./PERM/FEES</b>	<b>1,134,094</b>	<b>1,292,250</b>	<b>917,394</b>	<b>1,118,050</b>	<b>1,092,441</b>	<b>1,119,150</b>

**CHARGE FOR SERVICES**

Arthur Hill Swim Fees	64	0	0	0	0	0
Tea House Fees	6,414	5,441	6,983	5,000	1,109	7,000
<b>RECREATION</b>	<b>6,477</b>	<b>5,441</b>	<b>6,983</b>	<b>5,000</b>	<b>1,109</b>	<b>7,000</b>
PILOT Application Fee	0	0	0	0	2,500	2,500
Witness Fees	7,043	7,467	19,473	7,000	20,341	15,000
Board of Appeal Case Fees	0	(735)	0	0	0	0
Zoning Code Fees	6,135	11,515	6,430	10,000	5,625	7,000
Fire System Plan Review	450	50	50	0	200	200
Attorney Collections	0	0	2	0	0	0
Traffic Engineering	227	0	1,000	0	0	0
Public Act 425	163,489	111,089	118,000	242,689	355,178	242,689
Election Services	740	0	23,780	0	(1)	0
Special Events Services	25,879	35,577	25,000	30,000	43,233	30,000
Special Events Ojibway	7,228	7,830	5,942	6,000	11,850	7,000
Engineering Plans	965	2,476	1,535	1,000	4,256	1,500
Abandoned Vehicles	18,045	13,800	0	0	0	0
Sale of Junk	225	784	624	1,000	1,632	1,000
Traffic Signs	20	0	50	50	25	50
Materials and Services	33,034	16,267	14,230	25,000	13,971	25,000
<b>TOTAL GENERAL GOVT.</b>	<b>263,479</b>	<b>206,119</b>	<b>216,116</b>	<b>322,739</b>	<b>458,810</b>	<b>331,939</b>

**REVENUE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Gun Registration Fees	1,520	1,505	1,815	1,700	1,845	1,800
Vehicle Storage Fees	2,970	0	30	0	0.00	0.00
Hazmat Clean Up Fees	2,739	4,531	2,291	0	1,092	2,800
False Alarm Fees	6,455	1,050	1,680	2,500	6,425	5,000
Police Department	30,270	43,586	36,163	30,000	47,710	24,400
Fire Department	3,989	1,885	1,957	2,000	1,763	2,000
Materials and Services	20,284	35,640	0	0	0	0
<b>TOTAL POLICE &amp; FIRE</b>	<b>68,227</b>	<b>88,196</b>	<b>43,936</b>	<b>36,200</b>	<b>58,835</b>	<b>36,000</b>
Internment Services	260,100	303,318	247,909	280,000	253,710	240,000
Markers and Bases	(1,592)	70,274	34,549	1,200	13,328	30,000
Grave Spaces	94,745	146,268	127,689	120,000	146,611	120,000
Materials and Services	73,613	74,558	87,651	70,000	78,340	70,000
<b>TOTAL CEMTERIES</b>	<b>426,866</b>	<b>594,418</b>	<b>497,798</b>	<b>471,200</b>	<b>491,988</b>	<b>460,000</b>
<b>TOTAL CHARGE SVC.</b>	<b>765,049</b>	<b>894,174</b>	<b>764,833</b>	<b>835,139</b>	<b>1,010,742</b>	<b>834,939</b>
<b>FINES &amp; FORFEITURES</b>						
Ordinance Fines	106,924	97,693	123,594	150,000	166,599	150,000
Parking Violation Fines	14,077	68	893	0	546	0
Civil Infractions	(950)	0	0	0	100	0
Parking Tickets	5,931	0	0	0	0	0
Transfer Affidavit Fines	42,161	67,245	59,850	0	63,495	50,000
<b>TOTAL FINES &amp; FORFEIT.</b>	<b>168,143</b>	<b>165,005</b>	<b>184,337</b>	<b>150,000</b>	<b>230,740</b>	<b>200,000</b>
<b>INTEREST</b>						
Andersen Loan	0	0	0	0	0	52,800
Interest on Investments	175,134	219,118	179,374	160,000	7,234	160,000
Interest on City Income Taxes	205,431	245,566	224,263	250,000	262,784	225,000
Interest on Spec Asmts	17,053	(6)	3,187	500	5,584	3,000
Interest and Penalties	0	2,846	300	300	1,994	300
Cemetery Int on Investments	89,224	117,029	98,984	90,000	30,683	95,000
<b>TOTAL INTEREST</b>	<b>486,842</b>	<b>584,553</b>	<b>506,108</b>	<b>500,800</b>	<b>308,278</b>	<b>536,100</b>
<b>RENTS &amp; PRIVILEGES</b>						
Civitan Recreation Center	11,000	0	0	12,000	0	0
Land and Building Rentals	51,500	500	104,073	500	31,218	500
<b>TOTAL RENTS &amp; PRIV.</b>	<b>62,500</b>	<b>500</b>	<b>104,073</b>	<b>12,500</b>	<b>31,218</b>	<b>500</b>

**REVENUE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Approved Budget
<b>OTHER REVENUES</b>						
City/Cty/School Liaison	10,000	10,000	10,000	10,000	100,000	10,000
Riverfront Comm Donations	4,749	2,150	950	0	2,000	0
Contributions	1,150	6,000	0	0	6,000	0
<b>CONTRIBUTIONS</b>	<b>15,899</b>	<b>18,150</b>	<b>10,950</b>	<b>10,000</b>	<b>108,000</b>	<b>10,000</b>
Sale of Land/Buildings	6	51,843	87,729	345,000	85,296	260,000
<b>SALES OF PROPERTY</b>	<b>6</b>	<b>51,843</b>	<b>87,729</b>	<b>345,000</b>	<b>85,296</b>	<b>260,000</b>
Special Assessments	67,076	45,108	83,207	700,000	243,910	350,000
<b>TOTAL SPECIAL ASSESS.</b>	<b>67,076</b>	<b>45,108</b>	<b>83,207</b>	<b>700,000</b>	<b>243,910</b>	<b>350,000</b>
Surplus Receipts	32,033	47,617	17,798	25,000	17,765	25,000
Demolition Contracts	5,050	14,994	15,362	3,000	3,905	5,000
Cash Over and Short	(714)	(1,503)	(13,310)	0	16	0
Smoke Detectors	0	125	4,098	5,000	0	0
Police Donations	5,000	20,000	0	20,000	1,000	0
Fire Donations	0	0	0	0	110	100
Pawn Shop	0	0	4,543	24,000	16,024	24,000
<b>TOTAL SURPLUS RECEIPT</b>	<b>41,369</b>	<b>81,232</b>	<b>28,491</b>	<b>77,000</b>	<b>38,820</b>	<b>54,100</b>
Indirect Costs	2,188,692	2,351,376	2,737,821	2,378,201	2,483,939	2,876,471
Weed and Seed Admin	0	0	0	0	16,688	16,688
Insurance Proceeds	106,621	9,279	63,973	2,000	33,444	10,000
Insurance Premiums	8,433	6,809	6,900	75,000	2,950	7,000
Reimbursements	30,000	116,255	1,096	0	14,412	0
Saginaw Housing Comm	0	0	0	0	130,081	148,101
<b>TOTAL REIMBURSEMENTS</b>	<b>2,333,746</b>	<b>2,483,755</b>	<b>2,809,790</b>	<b>2,455,201</b>	<b>2,681,514</b>	<b>3,058,260</b>
Police Dept Services	110	10	480	0	20,172	8,163
<b>TOTAL PUB. SAFETY FEE</b>	<b>110</b>	<b>10</b>	<b>480</b>	<b>0</b>	<b>20,172</b>	<b>8,163</b>
Gain/Loss on Investment	3,215	0	0	0	0	0
<b>TOTAL G/L ON INVEST.</b>	<b>3,215</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL OTHER REVENUE</b>	<b>2,461,421</b>	<b>2,680,098</b>	<b>3,020,647</b>	<b>3,587,201</b>	<b>3,177,711</b>	<b>3,740,523</b>

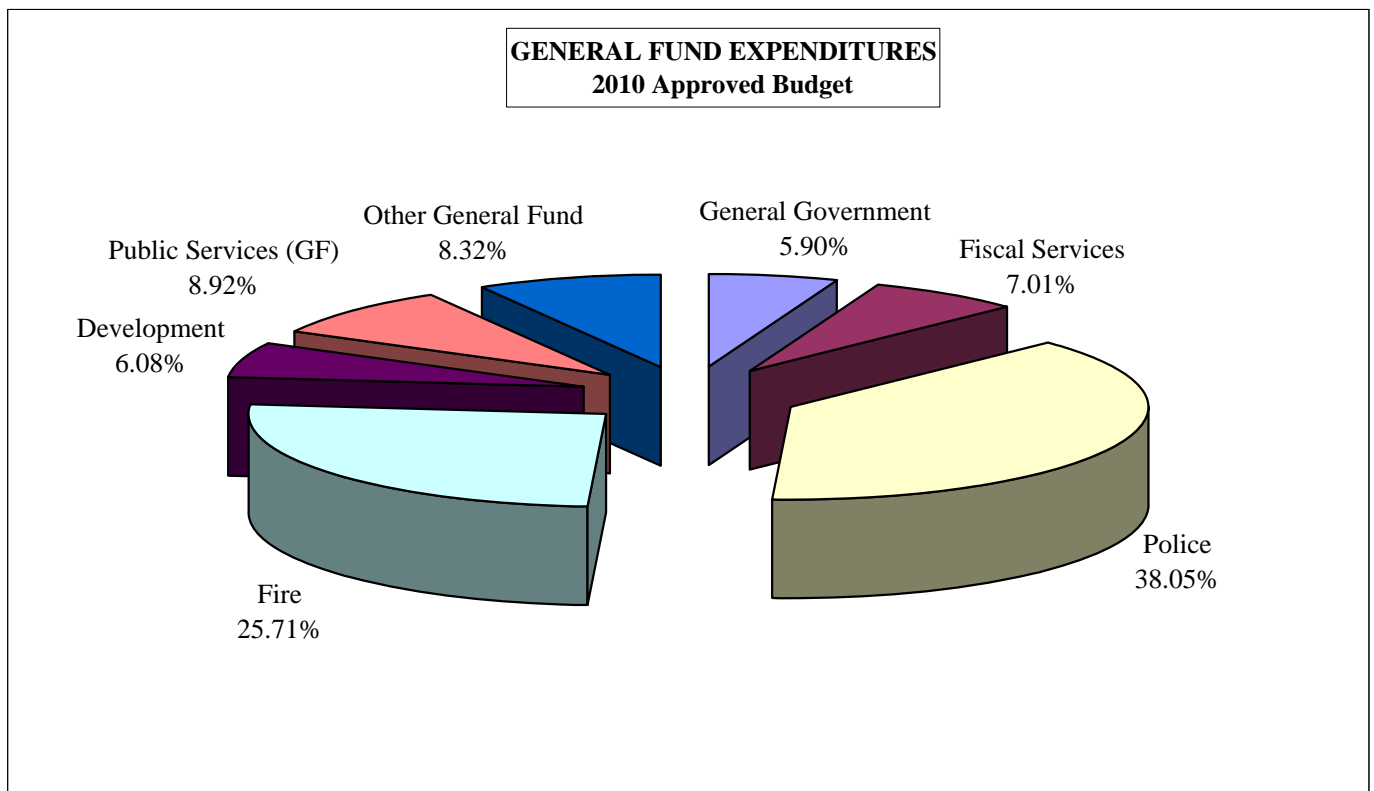
**REVENUE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Decrease in Fund Equity	0	0	500,000	701,433	1,431,093	750,000
<b>TOTAL FUND EQUITY</b>	<b>0</b>	<b>0</b>	<b>500,000</b>	<b>701,433</b>	<b>1,431,093</b>	<b>750,000</b>
Community Dev. Block Grant	0	0	13,963	0	0	0
Transfer from Other Funds	0	0	20,763	0	0	0
Insurance Fund	0	0	0	0	0	293,188
Sick and Vacation Fund	405,186	0	0	157,000	0	0
Budget Stabilization	0	0	0	0	0	0
Radio Operation Fund	0	0	0	910,000	910,000	0
<b>TOTAL TRANSFERS</b>	<b>405,186</b>	<b>0</b>	<b>34,726</b>	<b>1,067,000</b>	<b>910,000</b>	<b>293,188</b>
<b>TOTAL GENERAL FUND</b>	<b>33,643,676</b>	<b>33,621,430</b>	<b>32,709,036</b>	<b>36,035,703</b>	<b>33,604,592</b>	<b>35,485,136</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
General Government	1,787,222	2,036,347	2,130,204	2,195,474	1,967,522	2,095,089
Fiscal Services	1,990,488	2,153,864	2,604,139	2,596,711	2,506,531	2,487,010
Police	12,918,338	11,332,238	11,566,200	12,994,495	12,184,241	13,500,573
Fire	10,101,550	9,293,121	9,451,388	9,567,903	8,565,451	9,124,798
Development	963,201	1,183,470	1,170,616	1,878,293	1,687,377	2,157,888
Public Services (GF)	2,626,965	4,061,505	3,493,632	3,739,094	3,613,546	3,166,659
Other General Fund	2,467,462	3,921,321	2,853,799	3,063,733	2,744,969	2,953,119
<b>TOTAL GENERAL FUND</b>	<b>32,855,226</b>	<b>33,981,866</b>	<b>33,269,978</b>	<b>36,035,703</b>	<b>33,269,636</b>	<b>35,485,136</b>

Personnel Services	25,124,043	22,775,269	24,322,324	27,915,253	25,761,535	28,664,616
Operating Expenses	5,111,785	7,022,323	6,073,755	7,222,170	6,517,117	6,315,478
Capital Outlay	151,936	262,950	20,100	0	66,082	0
Miscellaneous	2,467,462	3,921,321	2,853,799	898,280	924,902	505,042
<b>TOTAL GENERAL FUND</b>	<b>32,855,226</b>	<b>33,981,863</b>	<b>33,269,978</b>	<b>36,035,703</b>	<b>33,269,636</b>	<b>35,485,136</b>





**GENERAL FUND APPROPRIATIONS**

GENERAL GOVERNMENT

DEPARTMENT OF FISCAL SERVICES

DEPARTMENT OF PUBLIC SAFETY

Police Department  
Fire Department

DEPARTMENT OF DEVELOPMENT

DEPARTMENT OF PUBLIC SERVICES

OTHER GENERAL FUND



# **GENERAL GOVERNMENT**

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>0101 CITY COUNCIL</u></b>						
Personnel Services	20,597	17,343	17,985	18,271	16,434	19,529
Operating Expenses	30,404	55,110	65,175	43,687	29,236	39,664
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	51,001	72,453	83,160	61,958	45,670	59,193
<b><u>0105 CITY/COUNTY/SCHOOL LIAISON</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	11,898	11,678	9,985	15,000	9,517	15,000
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	11,898	11,678	9,985	15,000	9,517	15,000
<b><u>1710 CITY MANAGER</u></b>						
Personnel Services	322,189	227,812	225,949	322,770	263,147	322,770
Operating Expenses	60,903	69,834	82,469	44,818	67,680	44,818
Capital Outlay	1,151	150	1,416	0	0	0
<b>TOTALS</b>	384,243	297,796	309,834	367,588	330,828	367,588
<b><u>1711 SGTV</u></b>						
Personnel Services	38,472	29,022	29,652	31,212	34,517	40,427
Operating Expenses	1,011	4,781	4,574	7,687	5,238	9,573
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	39,483	33,803	34,226	38,899	39,756	50,000
<b><u>1725 EMPLOYEE SERVICES</u></b>						
Personnel Services	422,532	460,645	432,599	406,714	410,436	353,217
Operating Expenses	39,777	107,024	74,377	94,567	73,043	137,600
Capital Outlay	1,766	270	0	0	0	0
<b>TOTALS</b>	464,075	567,939	506,976	501,281	483,479	490,817

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1730 CITY CLERK</u></b>						
Personnel Services	207,559	290,738	263,181	280,280	271,831	295,430
Operating Expenses	35,415	79,832	60,595	77,277	70,079	72,553
Capital Outlay	375	632	0	0	493	0
<b>TOTALS</b>	<b>243,348</b>	<b>371,202</b>	<b>323,776</b>	<b>357,557</b>	<b>342,403</b>	<b>367,983</b>
<b><u>1731 ELECTIONS</u></b>						
Personnel Services	65,866	107,333	82,277	76,766	88,933	67,022
Operating Expenses	55,082	65,176	81,408	119,119	79,812	66,720
Capital Outlay	0	0	1,006	0	10,331	0
<b>TOTALS</b>	<b>120,948</b>	<b>172,509</b>	<b>164,691</b>	<b>195,885</b>	<b>179,076</b>	<b>133,742</b>
<b><u>1734 CITY ATTORNEY</u></b>						
Personnel Services	352,541	385,030	323,157	396,473	390,725	408,631
Operating Expenses	119,686	122,566	140,812	291,263	145,016	202,135
Capital Outlay	0	0	0	0	1,052	0
<b>TOTALS</b>	<b>472,227</b>	<b>507,596</b>	<b>463,969</b>	<b>687,736</b>	<b>536,793</b>	<b>610,766</b>
<b>TOTAL GENERAL GOVERNMENT</b>						
Personnel Services	1,429,755	1,517,923	1,374,800	1,532,486	1,476,025	1,507,026
Operating Expenses	354,175	517,371	519,395	693,418	479,621	588,063
Capital Outlay	3,292	1,052	2,422	0	11,876	0
<b>TOTAL EXPENDITURES</b>	<b>1,787,222</b>	<b>2,036,347</b>	<b>1,896,617</b>	<b>2,225,904</b>	<b>1,967,522</b>	<b>2,095,089</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>GENERAL GOVERNMENT</b>						
Office of City Council	9.00	9.00	9.00	9.00	9.00	9.00
Office of the City Manager	2.05	2.00	2.00	2.50	2.50	2.90
Cable TV	1.00	1.00	1.00	1.00	1.00	1.00
Employee Services	4.00	4.40	4.40	3.95	3.95	2.95
Office of the City Clerk	3.60	3.40	3.40	4.40	4.40	4.40
Elections	1.40	1.60	1.60	1.60	1.60	0.60
Office of City Attorney	5.00	4.00	4.00	4.00	4.00	4.00
<b>TOTAL POSITIONS</b>	<b>26.05</b>	<b>25.40</b>	<b>25.40</b>	<b>26.45</b>	<b>26.45</b>	<b>24.85</b>

The Approved 2010 total General Government personnel complement is projected to change from 26.45 to 24.85, which is a 1.6 positional change. In the Office of the City Manager, .40 of the Assistant to the City Manager/Budget Administrator has been added. This addition has been offset by the retirement of the Labor Administrator in the Office of Employee Services. In addition, in Elections the temporary part-time secretary will not be funded in FY 2010. This position is primarily utilized during presidential elections years.

**FUND: 101 – General Fund**  
**DEPARTMENT: General Government**  
**ACTIVITY: 0101 – City Council**

### **STRATEGIC NARRATIVE**

The City Council is the legislative body of the City. The Council establishes policies, approves contracts, enacts ordinances and approves rules and regulations, which supplement the ordinances. The Council is comprised of nine members elected at large in non-partisan elections for four-year overlapping terms. The Mayor is selected from among the Council membership for a two-year term and serves as the presiding officer of the Council and as representative of the Council for ceremonial purposes.

The Council holds public hearings on various subjects, such as zoning changes, the city's budget, and special assessment rolls; receives and acts upon petitions; and makes appointments to various boards and commissions. Regular meetings are held bi-weekly on Monday evenings at 6:30 p.m. On occasion, Committee of the Whole meetings are held on Mondays to discuss special subjects. All meetings are open to the public, except as provided in the Open Meetings Act. A calendar of the regular Council meetings is adopted each year in December for the upcoming twelve months.

### **FY 2009/2010 OBJECTIVES**

1. To adopt policies and programs that allows the City of Saginaw to realize the strategic vision that will improve the overall condition of the City.
2. Move forward with the implementation of a five-year fiscal health plan.
3. To aggressively lobby federal and state government legislative officials on issues that would improve the overall urban conditions of the City of Saginaw.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-0101 City Council**

Allocation Plan		Position Control	
		JOB CLASSIFICATION	2010 BUDGET ALLOCATION
<b>PERSONNEL SERVICES</b>			
Salaries	13,470	Council Members	9.00      13,470
Overtime	0		
Fringe Benefits	6,059	<b>Total Personnel</b>	<u>9.00      13,470</u>
<b>TOTAL</b>	<u><b>19,529</b></u>	Overtime	<u>0</u>
<b>OPERATING EXPENSES</b>			
Supplies	500	FICA	1,028
Internal Services	64	Healthcare Benefits - Active	5,031
Other Services		Healthcare Benefits - Retirees	0
Professional Fees	2,500	Pension	0
Maintenance Fees	2,100	<b>Total Fringe Benefits</b>	<u>6,059</u>
Other Contracted Fees	34,500		
<b>TOTAL</b>	<u><b>39,664</b></u>	<b>TOTAL</b>	<u><u><b>9.00      19,529</b></u></u>
<b>CAPITAL OUTLAY</b>			
	0		
<b>TOTAL</b>	<u><b>0</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>59,193</b></u></u>		



**FUND: 101 – General Fund**  
**DEPARTMENT: General Government**  
**ACTIVITY: 0105 – City/County/School Liaison**

**STRATEGIC NARRATIVE**

The City/County/School Liaison Committee was formed to coordinate mutual efforts between the City of Saginaw, School District of Saginaw and County of Saginaw to enhance the quality of life for its citizens in areas including, but not limited to: recreation, health, public safety, outdoor playgrounds, real estate transactions and job placement. These entities propose to strive to produce a city and county in which citizens can truly be proud to live, work, attend school, and play.

The City of Saginaw receives funds from the Committee to coordinate the annual Job Fair.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-0105 City/County/School Liaison**

<b>Allocation Plan</b>	<b>Position Control</b>			
<b>PERSONNEL SERVICES</b>	<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>	
Salaries				0
Overtime				0
Fringe Benefits				0
<b>TOTAL</b>			<u>0.00</u>	<u>0</u>
	Overtime			<u>0</u>
<b>OPERATING EXPENSES</b>				
Supplies				3,280
Internal Services				0
Other Services				
Professional Fees				4,150
Maintenance Fees				1,820
Other Contracted Fees				5,750
<b>TOTAL</b>			<u>0.00</u>	<u>0</u>
	FICA			0
	Healthcare Benefits - Active			0
	Healthcare Benefits - Retirees			0
	Pension			0
	<b>Total Fringe Benefits</b>			<u>0</u>
	<b>TOTAL</b>		<u><u>0.00</u></u>	<u><u>0</u></u>
<b>CAPITAL OUTLAY</b>				0
<b>TOTAL</b>				<u>0</u>
<b>TOTAL APPROPRIATION</b>				<u><u>15,000</u></u>

**FUND: 101 – General Fund**  
**DEPARTMENT: General Government**  
**ACTIVITY: 1710 – City Manager**

**STRATEGIC NARRATIVE**

The City Manager is responsible for the supervision and coordination of the City administration in implementing policies formulated by the City Council; preserving the health, safety and general welfare of persons and property within the City of Saginaw; and enforcing the City Charter, City ordinances, and applicable State and Federal laws.

**FY 2009/2010 OBJECTIVES**

1. More fully utilize information systems into the daily operations of communication and management practices of all departments.
2. Create a set of performance measurements for all service delivery areas in order to improve the efficiency and effectiveness of city operations.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1710 City Manager**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	202,746	City Manager	1.00 110,000
Overtime	0	Assistant to City Manager/ Budget Administrator	0.40 26,906
Fringe Benefits	120,024	Administrative Assistant	1.00 54,608
<b>TOTAL</b>	<b>322,770</b>	Admin Support Clerk (PT)	0.50 11,232
		<b>Total Personnel</b>	<b>2.90 202,746</b>
<b>OPERATING EXPENSES</b>			
Supplies	5,000	Overtime	0
Internal Services	19,566		
Other Services			
Professional Fees	5,400	FICA	15,701
Maintenance Fees	(398)	Healthcare Benefits - Active	33,899
Other Contracted Fees	15,250	Healthcare Benefits - Retirees	6,750
<b>TOTAL</b>	<b>44,818</b>	Pension	63,674
		<b>Total Fringe Benefits</b>	<b>120,024</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>		
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>2.90 322,770</b>
<b>TOTAL APPROPRIATION</b>	<b>367,588</b>		

**FUND: 101 – General Fund**  
**DEPARTMENT: General Government**  
**ACTIVITY: 1711 – Cable TV**

**STRATEGIC NARRATIVE**

Saginaw Government Television (SGTV) has been on the air since January 1988. The cable access station airs public service programs, a 24-hour message board that features city programs and activities, Committee of the Whole meetings, bi-weekly City Council meetings and other programming. SGTV is one of three PEG (Public, Educational and Government access) channels provided under the franchise agreement between the City of Saginaw and Charter Communications, Inc.

The station is staffed by a part-time professional TV director/producer. The primary communication medium is a PowerPoint based message board. The station also airs live City Council meetings, news conferences, public service announcements and original programming. Staff also assists with audiovisual consulting; maintenance of audio/visual/TV equipment; meeting set-ups of audiovisual equipment as well as PowerPoint presentations; recording of audio for various meetings; and other general duties as needed. SGTV also airs live results of City of Saginaw ballot issues, including the upcoming November City Council Election. Staff is also responsible for the editing of the employee newsletter “The Saginaw Mark”.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Provide citizens with convenient and up-to-date information regarding City services, programs and events.
  - a. Expand the variety of programming aired on SGTV.

	2008 Actual	2009 Projected	2010 Target
Airing of each bi-weekly City Council Meeting.	1 live broadcast	1 live broadcast	1 live broadcast 1 taped replay
Airing of pre-recorded programs.	5 hours per week	6 hours per week	7 hours per week

- b. Improve the quality and visual appearance of Power Point presentations in the City Council Chamber.

	2008 Actual	2009 Projected	2010 Target
Average number of slides per presentation that are visually challenging.	2	2	0

- c. Increase the number of events for which staff provides technical support and audiovisual equipment/recording.

	2008 Actual	2009 Projected	2010 Target
Annual number of events supported	60	70	80

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1711 SGTV**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	28,288	SGTV Director	1.00 28,288
Overtime	0		
Fringe Benefits	12,139	<b>Total Personnel</b>	<u>1.00 28,288</u>
<b>TOTAL</b>	<u><b>40,427</b></u>	Overtime	<u>0</u>
<b>OPERATING EXPENSES</b>			
Supplies	2,000	FICA	395
Internal Services	4,666	Healthcare Benefits - Active	10,723
Other Services		Healthcare Benefits - Retirees	0
Professional Fees	2,007	Pension	1,021
Maintenance Fees	800	<b>Total Fringe Benefits</b>	<u>12,139</u>
Other Contracted Fees	100		
<b>TOTAL</b>	<u><b>9,573</b></u>	<b>TOTAL</b>	<u><u><b>1.00 40,427</b></u></u>
<b>CAPITAL OUTLAY</b>	0		
<b>TOTAL</b>	<u><b>0</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>50,000</b></u></u>		

**FUND: 101 – General Fund**  
**DEPARTMENT: General Government**  
**ACTIVITY: 1725 – Employee Services**

**STRATEGIC NARRATIVES**

The office of Employee Services reports directly to the City Manager and is responsible for providing centralized Human Resource services to all departments and divisions for the City of Saginaw. Major functions include but are not limited to employee wages and benefits; employee relations and labor relations; recruitment; training and development; employee health and safety. Employee Services operates within the confines of all City ordinance and administrative policies as well as State and Federal regulatory requirements.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Improve Labor Relations

- a. To reduce the number of Bargaining Unit contracts to be settled.

	2008 Actual	2009 Projected	2010 Target
Number of Labor Contracts that are expired	7	1	0

- b. To reduce the number of grievances filed from prior year.

	2008 Actual	2009 Projected	2010 Target
Total number of Grievances filed	57	50	>50

2. Maintain Cost Containment with Employee Benefit Plans

- a. To reduce employee benefit cost through contract negotiations or funding mechanisms

	2008 Actual	2009 Projected	2010 Target
Total benefit costs as a percentage of payroll	40%	39%	38%

3. Provide a Healthy and Safe Work Environment for all employees

- a. To reduce work related illnesses and injuries.

	2008 Actual	2009 Projected	2010 Target
Number of work related illnesses and injuries	97	95	90

4. Provide proper staffing for all City wide departments and divisions

- a. To improve the time it takes to fill an open position.

	2008 Actual	2009 Projected	2010 Target
Average days it takes to fill an open position	119	105	95

5. Provide management training for all AFSCME and Non-Union management personnel

- a. To provide ongoing education and training programs targeted for all supervisor and management personnel.

	2008 Actual	2009 Projected	2010 Target
Total training hours conducted per fiscal year	0	0	208



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1725 Employee Services**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	185,233	Director of Employee Services	1.00 80,719
Overtime	0	Personnel Generalist	0.55 33,349
Fringe Benefits	167,984	Benefits Coordinator	1.00 52,769
		Administrative Assistant I	0.40 18,396
<b>TOTAL</b>	<b>353,217</b>	<b>Total Personnel</b>	<b>2.95 185,233</b>
<b>OPERATING EXPENSES</b>			
		Overtime	0
Supplies	5,000		
Internal Services	22,096		
Other Services		FICA	15,832
Professional Fees	95,554	Healthcare Benefits - Active	45,989
Maintenance Fees	6,000	Healthcare Benefits - Retirees	18,395
Other Contracted Fees	8,950	Pension	87,768
<b>TOTAL</b>	<b>137,600</b>	<b>Total Fringe Benefits</b>	<b>167,984</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>2.95 353,217</b>
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>490,817</b>		

**FUND: 101 – General Fund**  
**DEPARTMENT: General Government**  
**ACTIVITY: 1730 – City Clerk**

**STRATEGIC NARRATIVE**

The Office of the City Clerk serves as the City’s Bureau of Information and Complaint. It documents and assigns all citizen complaints, and maintains contracts/agreements, reports, petitions and informational documentation related to the City. The City Clerk/Deputy Clerk attends all meetings of Council and the Civil Service Commission and preserves all minutes and records of their proceedings; she/he preserves codes/ordinances; manages the City’s license requirements; coordinates the annual special single lot assessments and provides an internal centralized risk management service through coordination of insurance coverage and handling of claims both on behalf of or against the City.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Improve the process of taking complaints/requests from citizens and distribution to the proper division/individual, resulting in improved relations with citizens as well as faster resolution of complaints/requests.
  - a. Keep staff up-to-date on the capabilities of the existing computer system(s) available for the recording and processing of complaints/requests, and trained in the use thereof.
  - b. Continually strive to make the complaint and request process as easy and user-friendly as possible for the citizens of the City.

	2008 Actual	2009 Projected	2010 Target
Complaints/requests received	11,498	11,498	11,498

2. Improve the collection of fees owed in relation to all business licenses (both business and housing registration licenses).
  - a. To identify unlicensed and those licensed businesses which had changes in ownership.

	2008 Actual	2009 Projected	2010 Target
Non-Owner Occupied	4,048	4,250	4,450
General Business	1,039	1,100	1,200
Occupational	582	600	625
Encroachments	78	85	90

- b. To increase collection of unlicensed/past due businesses through ordinance changes and awareness campaigns.

	2008 Actual	2009 Projected	2010 Target
Non-Owner Occupied	(140) 4%	< 5%	< 5%
General Business	(64) 6%	< 5%	< 5%
Occupational	(21) 4%	< 5%	< 5%
Encroachments	(9) 10%	< 5%	< 5%

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1730 City Clerk**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	175,794	City Clerk	0.70 54,587
Overtime	0	Deputy City Clerk	0.70 39,798
Fringe Benefits	119,636	Office Assistant III	1.00 33,392
		Office Assistant II	1.00 33,041
		Secretary (PT)	1.00 14,976
<b>TOTAL</b>	<b>295,430</b>	<b>Total Personnel</b>	<b>4.40 175,794</b>
<b>OPERATING EXPENSES</b>			
Supplies	2,500	Overtime	0
Internal Services	28,148		
Other Services			
Professional Fees	25,200	FICA	13,449
Maintenance Fees	13,200	Healthcare Benefits - Active	37,189
Other Contracted Fees	3,505	Healthcare Benefits - Retirees	0
		Pension	68,998
<b>TOTAL</b>	<b>72,553</b>	<b>Total Fringe Benefits</b>	<b>119,636</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>		
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>4.40 295,430</b>
<b>TOTAL APPROPRIATION</b>	<b>367,983</b>		

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1731 Elections**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	40,619	City Clerk	23,394
Overtime	5,000	Deputy City Clerk	17,225
Fringe Benefits	21,403		
<b>TOTAL</b>	<b>67,022</b>	<b>Total Personnel</b>	<b>40,619</b>
		Overtime	5,000
<b>OPERATING EXPENSES</b>			
Supplies	4,870	FICA	3,491
Internal Services	17,255	Healthcare Benefits - Active	5,250
Other Services		Healthcare Benefits - Retirees	0
Professional Fees	36,035	Pension	12,662
Maintenance Fees	8,210		
Other Contracted Fees	350	<b>Total Fringe Benefits</b>	<b>21,403</b>
<b>TOTAL</b>	<b>66,720</b>	<b>TOTAL</b>	<b>67,022</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>		
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>133,742</b>		

**FUND: 101 – General Fund**  
**DEPARTMENT: General Government**  
**ACTIVITY: 1734 – City Attorney**

**STRATEGIC NARRATIVE**

The City Attorney’s Office is responsible for handling all legal matters affecting the City. This entails providing legal counsel to the City Council and various City departments. The Attorney’s Office also handles all legal action taken by the City and defends actions filed by and against the City, including prosecuting code violations and criminal misdemeanors. In addition, it plays a significant role in developing special projects undertaken by the City. Duties of the City Attorney’s Office include: drafting and/or reviewing contracts, ordinances, council communications, Freedom of Information Act responses, employee disciplines, legal opinions, pleadings, risk management issues, Police and Fire Pension Board issues, Purchasing matters and special events applications. It also performs demolition of buildings (DBO) reviews.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To maximize revenue enhancement efforts related to income tax, business licenses, rental registration, housing inspections, environmental and demolitions.
2. To prepare and issue misdemeanor warrants based upon information provided by the Finance Department in order to pursue prosecutions against individuals that have outstanding income taxes.
  - a. Prepare files/warrants for prosecution of income taxes.

	2008 Actual	2009 Estimated	2010 Target
Files prepared for prosecution of income taxes	580	2,400	2,400
Warrants prepared for prosecution of income taxes	2,564	7,200	7,200

3. To prepare legal documents for municipal civil infractions based upon information provided by the Inspections (Repair, Rental Registrations, etc.), Zoning and Environmental Divisions.
  - a. Prepared notices, motions and orders for municipal civil infractions, which will assist in alleviating blight in the City. (Based upon a calendar year.)

	2008 Actual	2009 Estimated	2010 Target
Housing	126	186	186
Business Licenses	38	12	12
Zoning	9	9	9

4. To provide legal services for the prosecution of misdemeanors based upon information provided by the Police Department.
5. To prepare and issue misdemeanor warrants for the prosecution of misdemeanors of local City ordinances. (Based upon a calendar year.)
  - a. Prepared warrants for prosecution to assist Public Safety in alleviating criminal activity in the City. (Based upon a calendar year.)

	2008 Actual	2009 Estimated	2010 Projected
Warrants prepared to assist Public Safety in alleviating criminal activity	265	265	265

6. To provide legal services for demolition of buildings (DBO) in the City.
7. To review all DBO records to ensure compliance with the law.
  - a. Conducted initial/final reviews of DBO files to assist the Development Department in alleviating blight in the City.

	2008 Actual	2009 Estimated	2010 Projected
DBO's conducted to assist the Development Department in alleviating blight in the City	400	400	400

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1734 City Attorney**

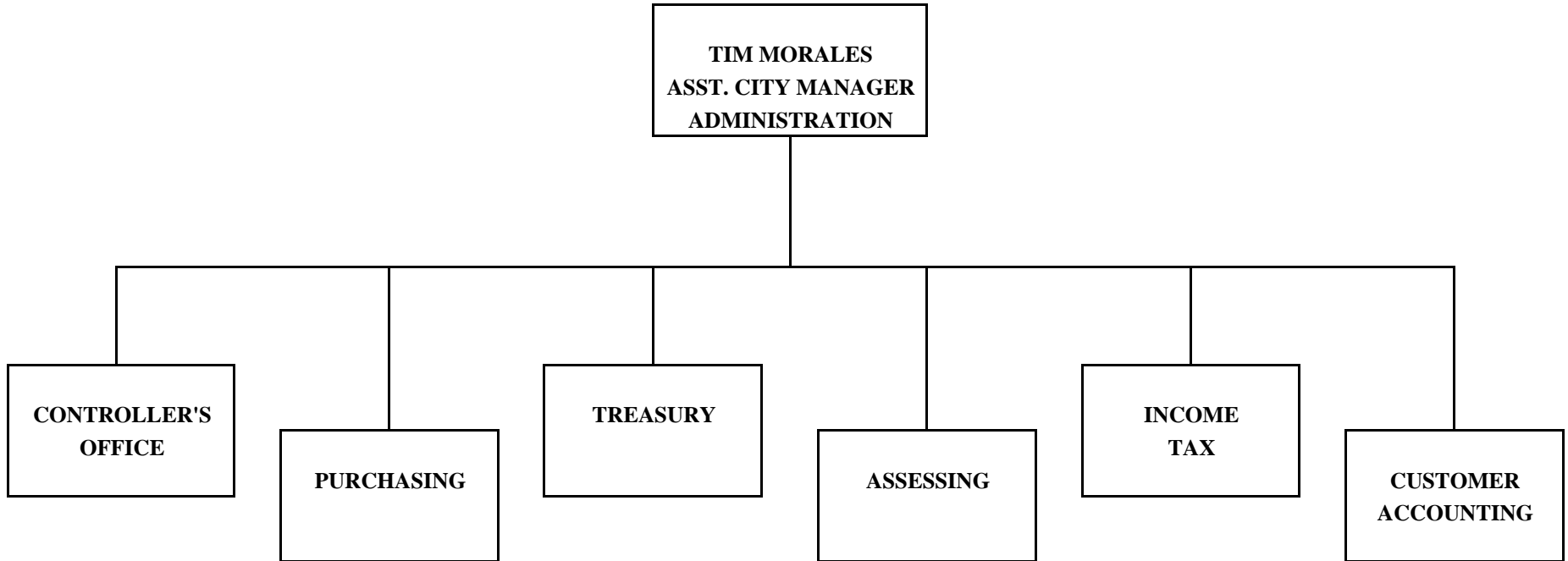
Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	250,444	City Attorney	1.00	89,971
Overtime	0	Chief Asst. City Attorney	1.00	69,623
Fringe Benefits	158,187	Legal Assistant II	1.00	46,487
		Legal Assistant I	1.00	44,363
<b>TOTAL</b>	<b>408,631</b>	<b>Total Personnel</b>	<b>4.00</b>	<b>250,444</b>
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	5,300			
Internal Services	24,239			
Other Services		FICA		19,457
Professional Fees	147,296	Healthcare Benefits - Active		54,319
Maintenance Fees	3,300	Healthcare Benefits - Retirees		0
Other Contracted Fees	22,000	Pension		84,411
<b>TOTAL</b>	<b>202,135</b>	<b>Total Fringe Benefits</b>		<b>158,187</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>4.00</b>	<b>408,631</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>610,766</b>			





**DEPARTMENT OF FISCAL SERVICES**

**CITY OF SAGINAW  
DEPARTMENT OF FISCAL SERVICES**



**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1740 ADMINISTRATION</u></b>						
Personnel Services	180,295	185,157	170,333	238,521	194,836	300,845
Operating Expenses	27,198	82,662	130,657	54,830	59,456	83,912
Capital Outlay	0	372	859	0	6,301	0
<b>TOTALS</b>	207,493	268,191	301,849	293,351	260,593	384,757
<b><u>1741 CITY CONTROLLER</u></b>						
Personnel Services	357,759	362,770	457,956	170,629	158,216	0
Operating Expenses	172,140	160,200	145,341	386,992	367,605	340,928
Capital Outlay	0	188	0	0	511	0
<b>TOTALS</b>	529,899	523,157	603,297	557,621	526,332	340,928
<b><u>1742 PURCHASING</u></b>						
Personnel Services	111,617	124,179	167,180	154,565	163,752	169,834
Operating Expenses	10,041	19,090	13,425	17,686	18,364	21,534
Capital Outlay	0	370	585	0	0	0
<b>TOTALS</b>	121,658	143,639	181,190	172,251	182,116	191,368
<b><u>1743 TREASURER</u></b>						
Personnel Services	335,771	298,230	303,513	324,640	297,659	286,766
Operating Expenses	121,808	124,716	118,200	135,785	117,176	131,678
Capital Outlay	0	188	33	0	0	0
<b>TOTALS</b>	457,579	423,134	421,746	460,425	414,836	418,444
<b><u>1744 ASSESSORS</u></b>						
Personnel Services	284,152	295,684	406,414	426,571	469,681	465,786
Operating Expenses	70,410	102,325	105,424	124,230	107,573	117,666
Capital Outlay	0	820	0	0	0	0
<b>TOTALS</b>	354,562	398,830	511,838	550,801	577,254	583,452

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1745 INCOME TAX</u></b>						
Personnel Services	197,381	237,582	358,884	446,243	447,533	459,497
Operating Expenses	121,916	159,443	91,736	116,019	97,452	108,564
Capital Outlay	0	188	1,460	0	415	0
<b>TOTALS</b>	<b>319,297</b>	<b>397,212</b>	<b>452,080</b>	<b>562,262</b>	<b>545,400</b>	<b>568,061</b>
<b>TOTAL FISCAL SERVICES</b>						
Personnel Services	1,466,974	1,503,601	1,864,280	1,761,169	1,731,678	1,682,728
Operating Expenses	523,514	648,436	604,783	835,542	767,626	804,282
Capital Outlay	0	2,125	2,937	0	7,227	0
<b>TOTAL EXPENDITURES</b>	<b>1,990,488</b>	<b>2,154,162</b>	<b>2,472,000</b>	<b>2,596,711</b>	<b>2,506,531</b>	<b>2,487,010</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>FISCAL SERVICES</b>						
Fiscal Services - Administration	2.10	2.00	2.00	2.00	2.00	3.60
Office of the Controller	5.00	6.00	6.00	2.00	2.00	0.00
Purchasing Office	2.00	2.00	2.00	2.00	2.00	2.00
Treasury Office	5.50	5.50	5.50	4.20	4.20	3.25
Office of the Assessor	6.00	6.00	6.00	6.00	6.00	6.00
Income Tax Office	4.00	4.00	4.00	6.00	6.00	6.00
Customer Accounting	5.00	5.00	5.00	5.00	5.00	5.45
<b>TOTAL POSITIONS</b>	<b>29.60</b>	<b>30.50</b>	<b>30.50</b>	<b>27.20</b>	<b>27.20</b>	<b>26.30</b>

The Approved 2009/2010 Budget reflects a -.90 decrease in the personnel complement from FY 2009. During FY 2009 the Director of Fiscal Services and the Budget Officer positions were reclassified to the Assistant City Manager for Fiscal Services and Assistant to the City Manager/Budget Administrator, respectively. In FY 2010, the Assistant City Manager for Fiscal Services will be split .50 in the Administration Division and .50 in Treasury. Likewise, the Assistant to the City Manager/Budget Administrator position will only be split .60 in the Administration Division and .40 in the Office of the City Manager. In addition, both the Payroll Specialist and Accounts Payable Coordinator will be 100% in the Administration Division. There will be no personnel in the Office of the Controller. In the Treasury Division, a Office Assistant III position has been eliminated from the personnel complement. In addition .15 of two Customer Service Representative and the Customer Service Coordinator positions have been allocated to the Customer Accounting Division of the Sewer and Water Operations and Maintenance Funds.

**FUND: 101 – General Fund**  
**DEPARTMENT: Fiscal Services**  
**ACTIVITY: 1740 – Fiscal Services Administration**

**STRATEGIC NARRATIVE**

Fiscal Services Administration is responsible for financial planning, control and reporting for the City of Saginaw. The Department's role is to provide sound fiscal practices in budgeting and accounting for all City funds. Administration works toward establishing a financially strong fiscal policy that allows reserves for future economic emergencies and provides solutions for unfunded liabilities.

Coordinating the responsibilities of the following divisions is a primary function of Administration: Assessing, Controller, Customer Accounting (Water/Sewer billing), Purchasing, Revenue and Collections, Income Tax, and Treasury.

**FY 2009/2010 OBJECTIVES**

1. Provide timely, accurate and complete financial data to the City Manager, City Council, and the Citizens of Saginaw.
  - a. File Annual Audit Report and Single Audit Report for each Fiscal Year prior to Calendar Year End.

	2008 Actual	2009 Projected	2010 Target
Audit filed by CY end	Completed prior to 12/31	Complete prior to 12/31	Complete prior to 12/31

- b. Earn the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award

	2008 Actual	2009 Projected	2010 Target
Earn GFOA Award	Earned award for 2008-09 Budget Document	Earn award for 2009-10 Budget Document	Earn award for 2010-11 Budget Document

- c. Work to create opportunities to present the City's financial position to residents of the City of Saginaw, agencies, and other stakeholders. The intent is to assist in building a more informed support of city initiatives.
  - d. Address key issues related to the processing of data.

2. Continue ongoing analysis of the City’s fiscal health and develop a plan to meet costs, given revenue constraints.

a. Restructure City grant application and management process.

b. Analyze City tax and fee structure.

	2008 Actual	2009 Projected	2010 Target
Review City Department fees	N/A	Review 15% of departments	Review 50% of Departments

c. Provide for proactive generation of revenue and expenditure adjustments.



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1740 Fiscal Services Administration**

<b>Allocation Plan</b>		<b>Postion Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	181,616	Assistant City Manager	
Overtime	1,500	for Fiscal Services	0.50 47,309
Fringe Benefits	117,729	Assistant to City Manager/ Budget Administrator	0.60 40,360
<b>TOTAL</b>	<b>300,845</b>	Payroll Specialist	1.00 44,184
		Acct Payable Coordinator	1.00 38,531
		Admin. Support Clerk (PT)	0.50 11,232
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>3.60 181,616</b>
Supplies	6,000	Overtime	1,500
Internal Services	33,933	FICA	10,187
Other Services		Healthcare Benefits - Active	43,689
Professional Fees	30,501	Healthcare Benefits - Retirees	0
Maintenance Fees	7,478	Pension	63,853
Other Contracted Fees	6,000	<b>Total Fringe Benefits</b>	<b>117,729</b>
<b>TOTAL</b>	<b>83,912</b>	<b>TOTAL</b>	<b>3.60 300,845</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>		
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>384,757</b>		

**FUND: 101 – General Fund**  
**DEPARTMENT: Fiscal Services**  
**ACTIVITY: 1741 – Controller**

### **STRATEGIC NARRATIVE**

The Controller maintains the City's accounting system in accordance with generally accepted accounting principals for local units of government and continually monitors and reviews all aspects of the City's financial software by training City employees to enter, compile and analyze financial information. The division is also responsible for auditing, reconciling cash receipts, and approving all claims for payment. The Controller assists in the preparation of the Annual Financial Report and provides financial history to assist outside divisions and the Budget Administrator in the preparation of the annual budget. The Controller also assists in the physical inventory of fixed assets and updates the records in the financial operating system.

### **FY 2009/2010 OBJECTIVES**

1. Provide complete and timely financial information to the City.
  - a. Develop a plan to change the Annual Financial Report into a Comprehensive Annual Financial Report. The report is expected to be of a standard worthy of receiving the certificate of excellence from the Government Finance Officers Association (GFOA). The City last received the award in 2002.
  - b. Perform monthly period closings by the 20<sup>th</sup> of the following month and complete annual audit preparation within three months of fiscal year end. This will provide for the timely accumulation of data to support planning and decision-making.
  - c. Reconcile all bank accounts to the general ledger no later than the end of the following month. This will ensure that all cash transactions are recorded to properly reflect the City's cash position and ensure ensure that funds are not misappropriated.
  
2. Provide accounting, review, and management of all City receivables.
  - a. Continue and modify as necessary the plan to review and clean up all account receivable balances in all funds of the City.
  - b. Develop a plan to ensure all customers are systematically sent statements on a monthly basis. Additionally, the division will work with the City Attorney and other departments to develop procedures for ensuring timely collection of all balances.
  - c. Continue staff training on accounts receivable and general ledger modules.
  - d. Continue to work with the City's Information Systems Department in developing a plan to perform accounts receivable data cleanup, collections, and write offs within the financial system. Continued attention to address the accounts receivable system will result in additional cash flow and revenue recognition.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1741 Controller**

<b>Allocation Plan</b>		<b>Postion Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	0		
Overtime	0	<b>Total Personnel</b>	<u>0.00</u>
Fringe Benefits	0		<u>0</u>
<b>TOTAL</b>	<u><b>0</b></u>	Overtime	<u>0</u>
<b>OPERATING EXPENSES</b>			
		FICA	0
		Healthcare Benefits - Active	0
Supplies	500	Healthcare Benefits - Retirees	0
Internal Services	48,478	Pension	0
Other Services			
Professional Fees	290,200	<b>Total Fringe Benefits</b>	<u>0</u>
Maintenance Fees	1,750		
Other Contracted Fees	0		
<b>TOTAL</b>	<u><b>340,928</b></u>	<b>TOTAL</b>	<u><u><b>0.00</b></u></u>
<b>CAPITAL OUTLAY</b>	0		<u><u><b>0</b></u></u>
<b>TOTAL</b>	<u><b>0</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>340,928</b></u></u>		

**FUND: 101 – General Fund**  
**DEPARTMENT: Fiscal Services**  
**ACTIVITY: 1742 - Purchasing**

**STRATEGIC NARRATIVE**

The Purchasing Division provides centralized purchasing of equipment, supplies, materials and services for all City operations and the Block grant rehabilitation program. Purchasing solicits all sealed bids, quotes and proposals for City Departments and Divisions. The division also monitors and maintains all vendors, contract compliance information, as well as contractor licenses and insurance records.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To modify and update the purchasing procedures to incorporate the changes incurred by the HTE software, technology, and ordinance changes.
  - a. In conjunction with the City Attorney and the City Clerk, produce an updated document in the calendar year 2009.
  
2. To update contract compliance records and vendor files.
  - a. Starting in 2010, notify all vendors requesting they update their information for our vendor database.

	2008 Actual	2009 Projected	2010 Target
Number of Vendor Files Updated	0	15%	50%

3. To initiate a procurement card system that will adhere to all City purchasing policies and procedures, thus facilitating the purchase of goods and services for all city departments and reducing the number of purchase order (P.O.) numbers issued.
  - a. Use Blanket and Annual P.O.'s more extensively.

	2008 Actual	2009 Projected	2010 Target
Number of P.O.'s Issued	2,354	2,154	2,000

4. To develop policies and procedures that will maximize the efficiency of the purchasing process.
  - a. Make better use of “Just in Time” delivery systems, utilization of the State of Michigan procurement program, and on-line systems such as the Michigan Intergovernmental Trade Network (MITN) for issuing sealed bids.

	2008 Actual	2009 Projected	2010 Target
Number of State of Michigan Contracts Used	10	20	30

	2008 Actual	2009 Projected	2010 Target
Number of bids listed on MITN (or similar sites)	0	20	50

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1742 Purchasing**

<b>Allocation Plan</b>		<b>Postion Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	91,402	Purchasing Officer	53,633
Overtime	0	Purchasing Assistant	37,769
Fringe Benefits	78,432		
<b>TOTAL</b>	<b>169,834</b>	<b>Total Personnel</b>	<b>91,402</b>
		Overtime	0
<b>OPERATING EXPENSES</b>			
Supplies	1,000	FICA	7,183
Internal Services	10,456	Healthcare Benefits - Active	17,582
Other Services		Healthcare Benefits - Retirees	12,242
Professional Fees	7,478	Pension	41,425
Maintenance Fees	1,800		
Other Contracted Fees	800	<b>Total Fringe Benefits</b>	<b>78,432</b>
<b>TOTAL</b>	<b>21,534</b>		
		<b>TOTAL</b>	<b>2.00</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>		
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>191,368</b>		

**FUND: 101 –General Fund**  
**DEPARTMENT: Fiscal Services**  
**Activity 1743 - Treasury**

**STRATEGIC NARRATIVE**

The Treasurer’s Division administers the collection of funds for the City of Saginaw, including the following: property tax (real and personal) billing and collection for 26,000 customers semi-annually; water invoice collection for 20,090 customers monthly; collection of fees for 4,500 business licenses, rental registrations, occupational licenses, and boiler operator licenses annually; and collection of fees for electrical, plumbing, and building permits. Additionally, Treasury is responsible for the processing of income tax payments and the collection of non-sufficient fund checks.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Improve the efficiency of Treasury staff.
  - a. Increase the accuracy of data entered.

	2008 Actual	2009 Projected	2010 Target
Decrease the number of required corrections	Approximately 250 Corrections	Approximately 230 Corrections	200 Corrections

2. Improve set up time required for July and December tax bills and automate data transfer.
  - a. Fully implement BS&A tax software in the Treasurer’s Division.

	2008 Actual	2009 Projected	2010 Target
Implementation And use of BS&A Software	Planning & Purchase	Implementation, Testing, and Use	Fully implemented and all employees trained

- b. Improve the accuracy of information transferred from the Assessor to Treasury; the implementation of BS&A will allow for 100% of the data to be electronically transferred and will eliminate manual data entry of this information.
    - c. Decrease the time for processing and setting up of the tax billing.

	2008 Actual	2009 Projected	2010 Target
Tax billing set up period	2 Months	10 Days	5 Days

- d. Decrease the time for settlement of taxes with local taxing entities.

	2008 Actual	2009 Projected	2010 Target
Weeks to Settle	4-Weeks	2-Weeks	1-Week

3. Improve processing and tracking of delinquent personal and real property taxes.
- a. Fully train all employees in the use of software to promote ease of payment entry and searches for delinquent taxes.

	2008 Actual	2009 Projected	2010 Target
Percent of Employees Trained on New Software	0%	100%	100%

- b. Provide accurate statements to citizens with delinquent property taxes; the new software will allow for statements to be sent to property tax payers so that they will know all taxes outstanding without having check with the office.



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1743 Treasury**

<b>Allocation Plan</b>		<b>Postion Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	164,593	Assistant City Manager for		
Overtime	0	Fiscal Services	0.50	47,309
Fringe Benefits	122,173	Deputy Treasurer	1.00	58,589
<b>TOTAL</b>	<b>286,766</b>	Office Assistant III	1.00	36,150
		Customer Serv. Coordinator	0.25	7,359
		Customer Serv. Rep. IV	0.50	15,186
		<b>Total Personnel</b>	<b>3.25</b>	<b>164,593</b>
<b>OPERATING EXPENSES</b>				
Supplies	11,500	Overtime		0
Internal Services	61,542	FICA		10,782
Other Services		Healthcare Benefits - Active		40,613
Professional Fees	626	Healthcare Benefits - Retirees		0
Maintenance Fees	37,910	Pension		70,778
Other Contracted Fees	20,100	<b>Total Fringe Benefits</b>		<b>122,173</b>
<b>TOTAL</b>	<b>131,678</b>	<b>TOTAL</b>	<b>3.25</b>	<b>286,766</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>418,444</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Fiscal Services**  
**ACTIVITY: 1744 - Assessor**

**STRATEGIC NARRATIVES**

The Assessing Division is responsible for identifying and valuing all taxable real and personal property within the City of Saginaw. The Division annually produce the ad valorem real and personal property assessment rolls, the specific assessment roll, and the property tax rolls in accordance with Michigan's General Property Tax Laws and the City of Saginaw Charter.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To maintain uniform and equitable real and personal property assessments on all tangible property in compliance with statute.
  - a. Appraise property at 50% of market value.

	2008 Actual	2009 Projected	2010 Target
Number of real properties physically inspected	4,000	5,000	5,000

	2008 Actual	2009 Projected	2010 Target
Process personal property statements by March 1 <sup>st</sup>	100%	100%	100%

- b. To maintain accurate property records.

	2008 Actual	2009 Projected	2010 Target
Process owner and address changes	100 %	100%	100%

	2008 Actual	2009 Projected	2010 Target
Review building permits	100 %	100%	100%

c. Complete residential reappraisal.

	2008 Actual	2009 Projected	2010 Target
Develop up-to-date land maps	100 %	100%	100%

	2008 Actual	2009 Projected	2010 Target
Percent of residential data that is verified	80%	100%	N/A

	2008 Actual	2009 Projected	2010 Target
Mail notice of assessments to residential property owners by October 1, 2009	0%	100%	100%

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

101-1744 Assessor

Allocation Plan		Postion Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	266,972	City Assessor	1.00	73,130
Overtime	500	Property Appraiser III	2.00	97,963
Fringe Benefits	198,314	Property Appraiser II	1.00	44,641
		Office Assistant III	1.00	35,430
		Clerical II (PT)	1.00	15,808
<b>TOTAL</b>	<b>465,786</b>			
		<b>Total Personnel</b>	<b>6.00</b>	<b>266,972</b>
<b>OPERATING EXPENSES</b>				
Supplies	5,400	Overtime		500
Internal Services	60,941			
Other Services				
Professional Fees	2,800	FICA		19,480
Maintenance Fees	34,775	Healthcare Benefits - Active		72,412
Other Contracted Fees	13,750	Healthcare Benefits - Retirees		0
		Pension		106,422
<b>TOTAL</b>	<b>117,666</b>			
		<b>Total Fringe Benefits</b>		<b>198,314</b>
<b>CAPITAL OUTLAY</b>	0			
		<b>TOTAL</b>	<b>6.00</b>	<b>465,786</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>583,452</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Fiscal Services**  
**ACTIVITY: 1745 – Income Tax**

**STRATEGIC NARRATIVES**

The Income Tax Division administers and processes the collection of all income tax revenue for the City of Saginaw according to Saginaw's Uniform Income Tax Ordinance, enacted September 28, 1964. The Income Tax Division processes 43,000 payments, 38,000 individual tax returns, 2,245 employer withholding reconciliation accounts with 48,535 w-2's, and 4,000 corporate and partnership tax returns annually.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To increase revenue by expanding collection avenues, follow-up measures and legal proceedings.
  - a. To implement new employer compliance procedures using business license and the State of Michigan tape for information.

	2008 Actual	2009 Projected	2010 Target
Number of Warrant Files	670	785	880

- b. To monitor all payment plans more closely for timely payments to increase collection revenue.
  - c. To write-off all uncollectable debt prior to 1999, to better reflect an accurate picture of accounts receivable.

	2008 Actual	2009 Projected	2010 Target
Number of years Written off	4 years	7 years	6 years

2. To expand and enhance on-line services offered to employers, payroll companies and individuals to reduce time spent entering daily data.
  - a. To implement/require payroll companies to submit payments electronically.

	2008 Actual	2009 Projected	2010 Target
Number of electronic payments	196	294	441

- b. To increase the number of tax returns submitted electronically via E-File.

	2008 Actual	2009 Projected	2010 Target
Number of years written off	0	5,000	10,000

- c. To increase the number of employers' Sw-3 and w-2's filed electronically.

	2008 Actual	2009 Projected	2010 Target
Number of SW-3 and W-2's filed electronically	50	100	200

3. To enhance the educational development of employees through a cross training program.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1745 Income Tax**

<b>Allocation Plan</b>		<b>Postion Control</b>		
		<b>JOB CLASISIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	242,632	Income Tax Manager	1.00	55,504
Overtime	0	Income Tax Specialist	1.00	47,498
Fringe Benefits	216,865	Income Tax Auditor	3.00	109,599
		Office Assistant II	1.00	30,031
<b>TOTAL</b>	<b>459,497</b>	<b>Total Personnel</b>	<b>6.00</b>	<b>242,632</b>
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	5,000			
Internal Services	48,214			
Other Services		FICA		18,562
Professional Fees	8,300	Healthcare Benefits - Active		74,557
Maintenance Fees	43,700	Healthcare Benefits - Retirees		0
Other Contracted Fees	3,350	Pension		123,746
<b>TOTAL</b>	<b>108,564</b>	<b>Total Fringe Benefits</b>		<b>216,865</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>6.00</b>	<b>459,497</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>568,061</b>			

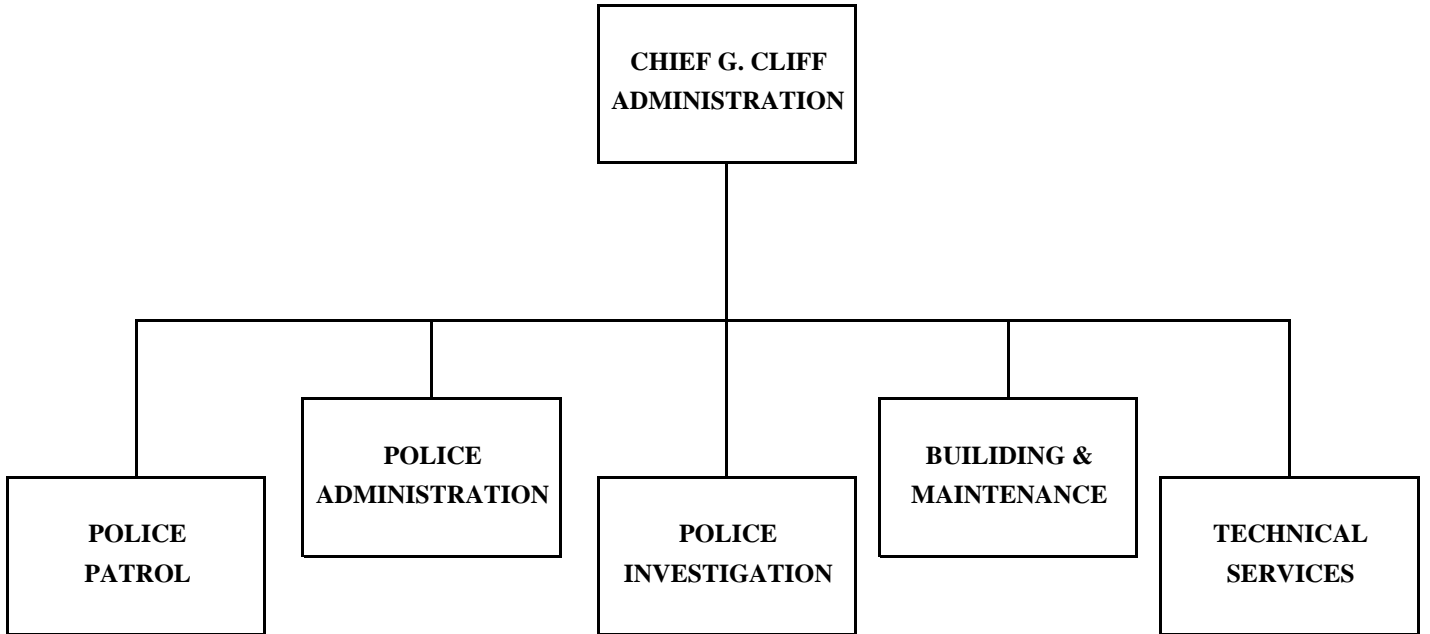




**DEPARTMENT OF PUBLIC SAFETY**

**POLICE DEPARTMENT  
AND  
FIRE DEPARTMENT**

**CITY OF SAGINAW  
DEPARTMENT OF PUBLIC SAFETY  
POLICE DEPARTMENT**



**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>3010 POLICE CHIEF - ADMINISTRATION</u></b>						
Personnel Services	327,235	412,560	407,772	434,839	416,816	358,108
Operating Expenses	18,520	22,434	23,287	29,284	31,863	29,940
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>345,755</b>	<b>434,994</b>	<b>431,059</b>	<b>464,123</b>	<b>448,679</b>	<b>388,048</b>
<b><u>3011 POLICE PATROL</u></b>						
Personnel Services	8,690,772	6,883,343	7,248,925	8,598,185	7,812,428	9,217,051
Operating Expenses	82,070	297,710	241,520	117,577	119,867	120,955
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>8,772,842</b>	<b>7,181,053</b>	<b>7,490,445</b>	<b>8,715,762</b>	<b>7,932,296</b>	<b>9,338,006</b>
<b><u>3012 POLICE ADMINISTRATION</u></b>						
Personnel Services	166,639	178,009	181,730	193,880	191,932	307,382
Operating Expenses	234,645	235,219	155,136	218,795	217,299	73,225
Capital Outlay	10,050	0	0	0	0	0
<b>TOTALS</b>	<b>411,334</b>	<b>413,228</b>	<b>336,866</b>	<b>412,675</b>	<b>409,231</b>	<b>380,607</b>
<b><u>3013 POLICE INVESTIGATION</u></b>						
Personnel Services	1,566,718	1,537,813	1,520,459	1,419,918	1,530,052	1,657,678
Operating Expenses	191,839	152,915	148,258	164,378	138,875	146,310
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>1,758,557</b>	<b>1,690,728</b>	<b>1,668,717</b>	<b>1,584,296</b>	<b>1,668,927</b>	<b>1,803,988</b>
<b><u>3014 POLICE BUILDING MAINTENANCE</u></b>						
Personnel Services	345,015	298,676	346,184	461,877	430,064	458,126
Operating Expenses	825,337	848,018	1,024,251	810,430	747,468	604,452
Capital Outlay	1,985	2,308	2,840	0	4,174	0
<b>TOTALS</b>	<b>1,172,337</b>	<b>1,149,001</b>	<b>1,373,275</b>	<b>1,272,307</b>	<b>1,181,706</b>	<b>1,062,578</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>3015 POLICE TECHNICAL SERVICES</u></b>						
Personnel Services	353,985	345,507	369,839	397,551	416,178	376,148
Operating Expenses	103,527	117,726	93,090	147,781	127,224	151,198
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>457,512</b>	<b>463,234</b>	<b>462,929</b>	<b>545,332</b>	<b>543,402</b>	<b>527,346</b>
<b>TOTAL POLICE</b>						
Personnel Services	11,450,365	9,655,908	10,074,909	11,506,250	10,797,471	12,374,493
Operating Expenses	1,455,938	1,674,022	1,685,542	1,488,245	1,382,597	1,126,080
Capital Outlay	12,035	2,308	2,840	0	4,174	0
<b>TOTAL EXPENDITURES</b>	<b>12,918,338</b>	<b>11,332,238</b>	<b>11,763,291</b>	<b>12,994,495</b>	<b>12,184,241</b>	<b>13,500,573</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>DEPARTMENT OF POLICE</b>						
Police Chief's Office	6.00	5.00	5.00	5.00	5.00	4.00
Police Patrol	96.00	81.00	81.00	72.00	72.00	70.00
Police Administration	2.00	2.00	2.00	2.00	2.00	3.00
Police Investigation	18.00	15.00	15.00	10.00	10.00	13.00
Building Maintenance	7.00	7.00	7.00	7.00	7.00	7.00
Technical Services	8.00	7.00	7.00	7.00	7.00	7.00
<b>TOTAL POSITIONS</b>	<b>137.00</b>	<b>117.00</b>	<b>117.00</b>	<b>103.00</b>	<b>103.00</b>	<b>104.00</b>

The 2010 Approved Budget reflects a change of four positions. In the Office of the Police Chief, the Deputy Chief became vacant in FY 2009. This position is a non-union position and will remain in the complement but will not be budgeted for in the FY 2010. In the Patrol Division, three seasonal School Crossing Guards were eliminated from the complement. In the Police Administration Division a Lieutenant was added to the complement. In the Police Investigation Division, three patrol officers were added to the division. Both Maintenance and Technical Services remained the same as FY 2009.

**FUND: 101 – General Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3010 – Police Administration**

**STRATEGIC NARRATIVE**

Police Administration will perpetually evaluate and implement continuous improvements in its communications, customer service, and operations to ensure that the best police service is rendered to this city. The department will endeavor to work together with neighborhood groups in solving issues specific to their respective areas. Our mission is to continue the progress that has been made in partnering with the community to reduce the fear and incidence of crime, to enhance the quality of life, and to render the highest standards of professional law enforcement.

**FY 2009/2010 OBJECTIVES**

1. To continue to meet monthly with neighborhood groups and organizations in order to facilitate problem solving and enhance community relations.
  - a. Increase number of neighborhood groups by 5% to train and certify.
  - b. Increase participation of citizenry in neighborhood association meetings and volunteer activities by 5%.
  - c. Increase number of mobile volunteer patrols during Arson Watch by 10%.
  
2. To ensure that the General Orders, Policies and Procedures reflect the Department's values, mission and goals. To complete a review and update of policy and procedure manual so as to assure compliance with current best "practice" guidelines.
  - a. Maintain a strong work environment.
    - i. Issue totally revised Policy & Procedure Manual by July 1, 2009.
    - ii. Implement productivity based performance evaluation.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3010 Police Chief - Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	195,193	Chief of Police	1.00	89,971
Overtime	275	Administrative Professional	1.00	41,343
Fringe Benefits	162,640	Staff Professional	1.00	44,743
		Clerical II (PT)	1.00	19,136
<b>TOTAL</b>	<b>358,108</b>	<b>Total Personnel</b>	<b>4.00</b>	<b>195,193</b>
<b>OPERATING EXPENSES</b>				
		Overtime		275
Supplies	0			
Internal Services	29,940			
Other Services		FICA		8,763
Professional Fees	0	Healthcare Benefits - Active		57,964
Maintenance Fees	0	Healthcare Benefits - Retirees		300
Other Contracted Fees	0	Pension - Civilian		42,923
		Pension - Sworn		52,690
<b>TOTAL</b>	<b>29,940</b>	<b>Total Fringe Benefits</b>		<b>162,640</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>4.00</b>	<b>358,108</b>
<b>TOTAL APPROPRIATION</b>	<b>388,048</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3011 – Police Patrol**

**STRATEGIC NARRATIVE**

The Patrol Division’s primary mission is to provide public safety by answering calls for service, preventing and suppressing criminal activity, apprehending criminals, preserving peace and order, and protecting life and property. The Safe Streets Unit will work closely with Patrol personnel to reduce criminal activity through proactive crime prevention efforts designed to rid our neighborhoods of activities that adversely affect the quality of life. Crime mapping will provide officers and citizens with crime analysis information vital to our crime fighting effort.

**FY 2009/2010 OBJECTIVES**

1. To facilitate a safe environment in which to live and work.
  - a. Reduce number of traffic accidents by 5% of previous year.
  - b. Reduce number of gun arrests by 10% of previous year.
  - c. Reduce number of street level drug arrests by 10% of previous year.
2. Training in the areas of customer service and community relations will provide officers with skills needed to enhance the confidence, trust and respect of the police department.
  - a. Maintain current levels of 302-funded in-service training (dependent upon increase or decrease of State’s 302 funding.)
3. To maintain the Community Policing program with the addition of a fourth CPO District.



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3011 Police Patrol**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	2,726,712	Police Lieutenant	3.00	223,160
Overtime	94,500	Police Sergeant	7.00	452,629
Fringe Benefits	6,395,839	Police Officer	41.00	1,966,743
		Clerical I (PT)	1.00	16,140
		School Crossing Guard	18.00	68,040
<b>TOTAL</b>	<b>9,217,051</b>			
		<b>Total Personnel</b>	<b>70.00</b>	<b>2,726,712</b>
<b>OPERATING EXPENSES</b>				
Supplies	0	Overtime		94,500
Internal Services	120,955			
Other Services				
Professional Fees	0	FICA		52,707
Maintenance Fees	0	Healthcare Benefits - Active		1,207,459
Other Contracted Fees	0	Healthcare Benefits - Retirees		2,482,425
		Pension - Civilian		605
<b>TOTAL</b>	<b>120,955</b>	Pension - Sworn		2,652,643
		<b>Total Fringe Benefits</b>		<b>6,395,839</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>70.00</b>	<b>9,217,051</b>
<b>TOTAL APPROPRIATION</b>	<b>9,338,006</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3012 – Police Administrative Services**

**STRATEGIC NARRATIVE**

The Administrative Services Division oversees and monitors personnel management, training programs, recruiting, grant projects, research and development and fiscal management efforts. Administrative Services will focus on officer skill development, promoting positive community relations, maintaining a high level of department standards through the Inspectional Services Section and fostering labor relations that benefit employees, thus enabling the Department to carry out its mission.

**FY 2009/2010 OBJECTIVES**

1. To take maximum advantage of available grant opportunities.
  - a. Increase in grant monies for department operations.
  - b. Maintain accurate and efficient grant reporting of administration.
  
2. Maintain current levels of required specialized training and certification of all officers and detectives.
  - a. Depending on staffing in each specialty, take maximum advantage of available training opportunities.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3012 Police Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	181,210	Police Lieutenant	1.00	73,696
Overtime	1,600	Police Sergeant	1.00	61,097
Fringe Benefits	124,572	Staff Professional	1.00	46,417
<b>TOTAL</b>	<b>307,382</b>	<b>Total Personnel</b>	<b>3.00</b>	<b>181,210</b>
<b>OPERATING EXPENSES</b>				
		Overtime		1,600
Supplies	6,000			
Internal Services	10,475	FICA		5,543
Other Services		Healthcare Benefits - Active		45,163
Professional Fees	28,500	Healthcare Benefits - Retirees		0
Maintenance Fees	0	Pension - Civilian		21,103
Other Contracted Fees	28,250	Pension - Sworn		52,763
<b>TOTAL</b>	<b>73,225</b>	<b>Total Fringe Benefits</b>		<b>124,572</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>3.00</b>	<b>307,382</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>380,607</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3013 – Police Investigation**

**STRATEGIC NARRATIVE**

The responsibility of the Investigation Services Division is to follow up on criminal complaints involving adult and juvenile offenders. This includes interviewing and obtaining evidence necessary to prosecute offenders. The detective bureau also staffs four vice positions to follow up on drug-related arrests and two vice detectives for narcotic investigations and street enforcement. We will continue to coordinate with the United for Kids Center for the investigation of sexual assaults against children and continue our partnerships with the Underground Rail Road, the Infant Mortality Coalition and the Family Independence Agency.

**FY 2009/2010 OBJECTIVES**

1. Maintain current levels of collaborative efforts with other law enforcement agencies.
2. Direct the unit resources necessary to obtain a 70% or better closure rate on part one criminal complaints.
3. Match or improve on the National Violent Crime Index trend based on FBI yearly reports.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3013 Police Investigation**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	616,491	Police Sergeant	2.00	124,119
Overtime	47,250	Police Officer	8.00	414,584
Fringe Benefits	993,937	Office Assistant	1.00	32,889
		Clerical I	2.00	44,899
<b>TOTAL</b>	<b>1,657,678</b>	<b>Total Personnel</b>	<b>13.00</b>	<b>616,491</b>
<b>OPERATING EXPENSES</b>				
		Overtime		47,250
Supplies	0			
Internal Services	52,360			
Other Services		FICA		14,004
Professional Fees	93,550	Healthcare Benefits - Active		201,518
Maintenance Fees	0	Healthcare Benefits - Retirees		48,968
Other Contracted Fees	400	Pension - Civilian		22,162
		Pension - Sworn		707,285
<b>TOTAL</b>	<b>146,310</b>	<b>Total Fringe Benefits</b>		<b>993,937</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>13.00</b>	<b>1,657,678</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>1,803,988</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3014 – Police Building Maintenance**

**STRATEGIC NARRATIVE**

The Police Building and Property Management Section provides support in partnership with police operations in the areas of building maintenance, vehicle maintenance, and property room management. Specific activities include the building and grounds maintenance of the Law Enforcement Center; purchase and maintenance of police fleet vehicles; control and storage of all evidence and property; and disposition of property and vehicles from cases that have been closed.

**FY 2009/2010 OBJECTIVES**

1. Continue efforts to maintain the work environment according to MIOSHA Standards.
  - a. Zero MIOSHA complaints.
  - b. Obtain ANSI traffic safety vests for all patrol personnel
    - i. Develop policy for use of vests.
2. Implement a standardized program of preventative maintenance so as to minimize vehicle maintenance costs and increase maximized safety for all police vehicles.
  - a. Maintain current maintenance schedules for all vehicles.
  - b. Maintain current lack of major repairs due to poor on-going preventive care.
3. Develop a program of disposal through Internet auction of evidence property no longer needed so as to minimize use of stored property in the evidence property room.
  - a. Dependent on approval of E-Bay Ordinance, begin public auction by Internet.
4. Maintain or improve current evidence property procedures so as to assure compliance with legal requirements.
  - a. Maintain certification of Property Room personnel through International Association for Property and Evidence, Inc (I.A.P.E.).
  - b. Maintain evidence-handling procedures according to standards established by the I.A.P.E.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3014 Building Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	224,613	Prop/Bldg Mtce Supervisor	1.00	50,280
Overtime	2,100	Firearms & Prop. Specialist	1.00	44,544
Fringe Benefits	231,413	Prop/Evidence Specialist	1.00	39,029
		Service Person Mechanic	1.00	40,164
<b>TOTAL</b>	<b>458,126</b>	Property/Supply Clerk (PT)	2.00	33,540
		Custodial Worker (PT)	1.00	17,056
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>7.00</b>	<b>224,613</b>
Supplies	300,650			
Internal Services	110,715	Overtime		2,100
Other Services		FICA		14,076
Professional Fees	91,238	Healthcare Benefits - Active		95,179
Maintenance Fees	101,849	Healthcare Benefits - Retirees		36,726
Other Contracted Fees	0	Pension - Civilian		85,432
<b>TOTAL</b>	<b>604,452</b>	<b>Total Fringe Benefits</b>		<b>231,413</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>7.00</b>	<b>458,126</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>1,062,578</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3015 – Police Records**

### **STRATEGIC NARRATIVE**

The Police Technical Services Division includes the Records, Crime Analysis, Gun Registration and Technical Support Sections for the Police Department. The Records Section provides all record keeping services for the Police Department. Activities include processing, storing, and ensuring a complete and comprehensive police records system, preparation of weekly and monthly statistical programs; and providing access to the National Law Enforcement Information Network (L.E.I.N.). The Crime Analysis Section provides up-to-date crime activity reports to the Police Department. Activities include statistical data, crime pattern information, crime mapping, and informational support for the Same Cop/Same Neighborhood program.

### **FY 2009/2010 OBJECTIVES**

1. Increase utility of mobile data terminals within patrol vehicles for records management and crime analysis processing.
  - a. Complete transition from use of hotspot downloading to use of air card.
2. Develop and implement ShotSpotter technology and effective response protocols so as to track and reduce gun violence.

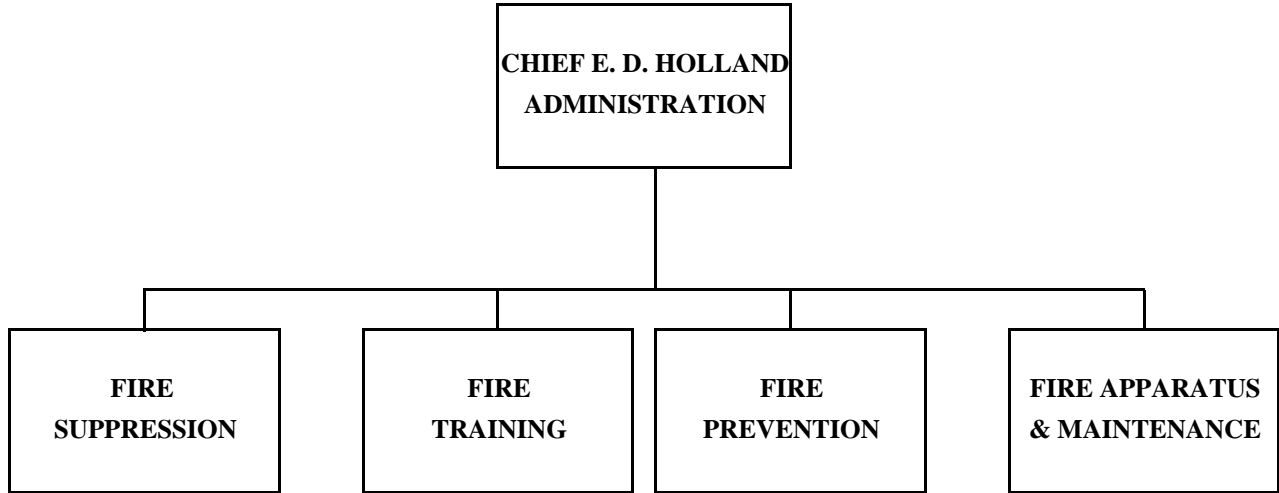


**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3015 Technical Services**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	214,728	Police Sergeant	1.00	65,679
Overtime	200	Tac/Lein Operator	1.00	37,328
Fringe Benefits	161,220	Office Assistant II	2.00	64,297
		Clerical II (PT)	1.00	19,968
		Clerical I (PT)	2.00	27,456
<b>TOTAL</b>	<b>376,148</b>			
		<b>Total Personnel</b>	<b>7.00</b>	<b>214,728</b>
<b>OPERATING EXPENSES</b>				
Supplies	0	Overtime		200
Internal Services	41,898			
Other Services				
Professional Fees	2,800	FICA		9,609
Maintenance Fees	106,500	Healthcare Benefits - Active		77,690
Other Contracted Fees	0	Healthcare Benefits - Retirees		0
		Pension - Civilian		46,718
		Pension - Sworn		27,203
<b>TOTAL</b>	<b>151,198</b>			
		<b>Total Fringe Benefits</b>		<b>161,220</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
		<b>TOTAL</b>	<b>7.00</b>	<b>376,148</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>527,346</b>			

**CITY OF SAGINAW  
DEPARTMENT OF PUBLIC SAFETY  
FIRE DEPARTMENT**



**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>3750 FIRE ADMINISTRATION</u></b>						
Personnel Services	221,865	292,904	201,046	219,032	217,697	220,015
Operating Expenses	143,472	194,811	90,869	132,091	118,186	32,677
Capital Outlay	0	1,070	0	0	1,630	0
<b>TOTALS</b>	<b>365,337</b>	<b>488,785</b>	<b>291,915</b>	<b>351,123</b>	<b>337,513</b>	<b>252,692</b>
<b><u>3751 FIRE SUPPRESSION</u></b>						
Personnel Services	8,277,122	7,199,899	7,142,799	7,873,655	7,139,251	7,932,764
Operating Expenses	775,189	732,640	331,603	409,944	337,766	424,732
Capital Outlay	78,851	219,919	22,311	0	15,962	0
<b>TOTALS</b>	<b>9,131,162</b>	<b>8,152,458</b>	<b>7,496,713</b>	<b>8,283,599</b>	<b>7,492,979</b>	<b>8,357,496</b>
<b><u>3752 FIRE TRAINING</u></b>						
Personnel Services	122,763	127,208	141,154	263,805	147,098	132,996
Operating Expenses	9,698	12,922	36,983	41,807	36,873	56,163
Capital Outlay	56,356	0	0	0	0	0
<b>TOTALS</b>	<b>188,817</b>	<b>140,130</b>	<b>178,137</b>	<b>305,612</b>	<b>183,971</b>	<b>189,159</b>
<b><u>3753 FIRE PREVENTION</u></b>						
Personnel Services	137,926	163,729	111,567	175,530	169,680	160,478
Operating Expenses	10,248	7,972	14,240	20,332	11,021	40,260
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>148,174</b>	<b>171,701</b>	<b>125,807</b>	<b>195,862</b>	<b>180,701</b>	<b>200,738</b>
<b><u>3754 FIRE APPARATUS OPERATIONS AND MAINTENANCE</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	268,060	340,047	280,298	431,707	370,287	124,713
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>268,060</b>	<b>340,047</b>	<b>280,298</b>	<b>431,707</b>	<b>370,287</b>	<b>124,713</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>TOTAL FIRE</b>						
Personnel Services	8,759,676	7,783,740	7,596,566	8,532,022	7,673,726	8,446,253
Operating Expenses	1,206,667	1,288,392	753,993	1,035,881	874,133	678,545
Capital Outlay	135,207	220,989	22,311	0	17,592	0
<b>TOTAL EXPENDITURES</b>	<b>10,101,550</b>	<b>9,293,121</b>	<b>8,372,870</b>	<b>9,567,903</b>	<b>8,565,451</b>	<b>9,124,798</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>DEPARTMENT OF FIRE</b>						
Fire Administration	4.00	4.00	3.00	2.00	2.00	2.00
Fire Suppression	72.00	41.00	44.00	47.00	47.00	47.00
Fire Training	0.00	1.00	1.00	1.00	1.00	1.00
Fire Prevention	1.00	1.00	1.00	2.00	2.00	2.00
Fire Apparatus	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL POSITIONS</b>	<b>77.00</b>	<b>47.00</b>	<b>49.00</b>	<b>52.00</b>	<b>52.00</b>	<b>52.00</b>

The Approved 2010 Budget's personnel complement remains the same as the FY 2009 Approved Budget. For FY 2009, the Department of Fire requested an increase to their personnel complement by 3 Firefighters. By hiring these individuals, the City realized approximately \$179,000 savings in overtime costs. As a part of accurately recording the personnel complement of 19 in the (205) Public Safety Fund, officers will be reflected in the Public Safety Fund. Because of the Public Safety Millage, the City is required to have the total Police and Fire personnel complement within the Public Safety Fund remain at the same levels as when the millage was adopted, therefore the 2008 Budget and personnel complement remained the same as in 2007.

**FUND: 101 – General Fund**  
**DEPARTMENT: Fire**  
**ACTIVITY: 3750 – Fire Administration**

**STRATEGIC NARRATIVE**

The Administrative Division of the Fire Department provides administrative oversight for all divisions and manages fire suppression, training, maintenance, prevention and fire safety education activities. Coordination of these activities with other City departments and agencies is intended to provide the highest level of services based on community need.

In FY 2009/2010, we will continue cost recovery efforts and improvement of competency levels in addition to broadening code enforcement and public information programs. We will research and expand programs relating to cost recovery and department efficiency while continuing to work closely with community neighborhood groups.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To enhance public safety by transforming the delivery of services.
  - a. To continue expanding technology use to enhance information management systems and expansion of mobile hardware.

	2008 Actual	2009 Projected	2010 Target
Increase technology use	3	5	11

2. To develop trust in government and create fiscal health.
  - a. To improve department safety and efficiency by implementing newly updated policies and procedures.

	2008 Actual	2009 Projected	2010 Target
Rules/Policy/ Procedures	39%	63%	100%

- b. To expand cost recovery efforts through ordinance and code development and service level analysis.

	2008 Actual	2009 Projected	2010 Target
Revenue/Recurring	\$0	\$2,900	\$84,000

3. To develop and revitalize neighborhoods.

- a. To increase public awareness of fire and life safety issues through increased community involvement and emergency planning.

	2008 Actual	2009 Projected	2010 Target
Emergency Planning Updates	30%	45%	70%

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3750 Fire Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	136,868	Chief of Fire	1.00	89,971
Overtime	0	Staff Professional	1.00	46,897
Fringe Benefits	83,147			
		<b>Total Personnel</b>	2.00	136,868
<b>TOTAL</b>	<b>220,015</b>			
		Overtime		0
<b>OPERATING EXPENSES</b>				
Supplies	9,000	FICA		4,893
Internal Services	13,023	Healthcare Benefits - Active		26,307
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	500	Pension - Civilian		21,104
Maintenance Fees	1,300	Pension - Sworn		30,843
Other Contracted Fees	8,854			
		<b>Total Fringe Benefits</b>		83,147
<b>TOTAL</b>	<b>32,677</b>			
		<b>TOTAL</b>	<b>2.00</b>	<b>220,015</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>252,692</b>			



**FUND: 101 – General Fund**  
**DEPARTMENT: Fire**  
**ACTIVITY: 3751 – Fire Suppression**

**STRATEGIC NARRATIVE**

The Operations Division’s primary responsibility is to create and maintain a safe living environment in which citizens and employees can safely work and live. The Operations Division will continue to provide immediate response, on-scene management, and mitigation during emergency situations that pose a direct threat to life and property. The Operations Division provides fire suppression and mitigates rescue, extrication, confined space, high angle and water rescue incidents. The Operations Division will command emergency operations at both natural and man-made disasters and hazardous materials incidents. The division will continue an active roll in promoting fire and life safety programs through participation in community education, pre-incident surveys, educational presentations, and expanded involvement as an active partner in neighborhood organizations.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To maintain an emergency response time below the national average with a continued effort toward improvement.
  - a. To continue maintaining an average response time below the national average and demonstrate response effectiveness through monthly reporting.

	2008 Actual	2009 Projected	2010 Target
Response Time (Minutes)	3.34	3.5	3.33

2. To enhance public relations and community awareness through pre-incident surveys and involvement with neighborhood organizations.
  - a. To conduct pre-incident surveys to plan tactics and strategies for effective incident mitigation.

	2008 Actual	2009 Projected	2010 Target
Pre-incident surveys	64	81	105

	2008 Actual	2009 Projected	2010 Target
Teaching/Community Involvement (Hours)	418	400	600

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3751 Fire Suppression**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	2,492,216	Fire Battalion Chief	1.00	75,357
Overtime	213,416	Fire Captain	6.00	412,266
Fringe Benefits	5,227,132	Fire Lieutenant	13.00	747,247
		Fire Engineer	12.00	584,087
		Firefighter I	15.00	673,259
<b>TOTAL</b>	<b>7,932,764</b>			
		<b>Total Personnel</b>	<b>47.00</b>	<b>2,492,216</b>
<b>OPERATING EXPENSES</b>				
Supplies	100,368	Overtime		213,416
Internal Services	146,562			
Other Services				
Professional Fees	37,150	FICA		45,572
Maintenance Fees	133,002	Healthcare Benefits - Active		1,131,124
Other Contracted Fees	7,650	Healthcare Benefits - Retirees		2,306,947
		Pension - Sworn		1,743,489
<b>TOTAL</b>	<b>424,732</b>			
		<b>Total Fringe Benefits</b>		<b>5,227,132</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>47.00</b>	<b>7,932,764</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>8,357,496</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Fire**  
**ACTIVITY: 3752 – Fire Training**

**STRATEGIC NARRATIVE**

The Technical Services and Planning Division conducts, coordinates, and manages training, safety, department wide planning, health and emergency management homeland security programs. Department training programs are designed to enhance professional development through multi-faceted courses, exercises which meet statutory and community requirements, and involvement in development of programs that recognize threats to community safety and established way of life. Training and education is recognized as an essential key in keeping the community and environment safe from disasters. The focus of the Safety and Health Program is the reduction of injuries and potential health hazards identification. Emergency management coordinates disaster response, mitigation, and recovery efforts and this division is the focal point for departmental homeland security efforts and programs.

**FY2009/2010 GOALS AND OBJECTIVES**

1. To enhance public safety through service delivery transformation.
  - a. Provide training in blood borne pathogens, fire suppression methods and techniques, confined space, water/ice and high angle rescue, handling hazardous materials, incident mitigation, and rapid intervention.

	2008 Actual	2009 Projected	2010 Target
Classroom Training (Hours)	11,500	12,000	15,000

	2008 Actual	2009 Projected	2010 Target
Field Training (Hours)	1,320	3,000	3,000

	2008 Actual	2009 Projected	2010 Target
Fire Officer Development	70%	50%	90%

	2008 Actual	2009 Projected	2010 Target
National Incident Management System, 300 and 400 level coursework	80%	97%	100%

	2008 Actual	2009 Projected	2010 Target
Regional Combined Training (Hours)	1,900	1,100	2,000

- b. Provide a safe work environment through promotion of physical conditioning, and quality personal protective equipment.

	2008 Actual	2009 Projected	2010 Target
Physical Fitness (Hours)	7,200	4,000	7,500

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3752 Fire Training**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	75,622	Training Officer	1.00	75,622
Overtime	10,430			
Fringe Benefits	46,944	<b>Total Personnel</b>	<u>1.00</u>	<u>75,622</u>
<b>TOTAL</b>	<u><b>132,996</b></u>			
		Overtime		<u>10,430</u>
<b>OPERATING EXPENSES</b>				
		FICA		1,248
Supplies	35,775	Healthcare Benefits - Active		18,493
Internal Services	4,508	Healthcare Benefits - Retirees		0
Other Services		Pension - Sworn		27,203
Professional Fees	500			
Maintenance Fees	0	<b>Total Fringe Benefits</b>		<u>46,944</u>
Other Contracted Fees	15,380			
<b>TOTAL</b>	<u><b>56,163</b></u>	<b>TOTAL</b>	<u><b>1.00</b></u>	<u><b>132,996</b></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>189,159</b></u></u>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Fire**  
**ACTIVITY: 3753 – Fire Prevention**

**STRATEGIC NARRATIVE**

The Fire Prevention and Safety Division outlines strategies to determine fire prevention needs and identifies the programs and services necessary for fire and life safety in the community. Programs include providing fire and life safety education workshops, elimination of fire hazards and fire code enforcement programs.

Construction plan review is provided and ensures proper fire and life safety code protection for new construction and existing building renovations. Fire prevention and safety personnel conduct inspections to ensure compliance with applicable fire and life safety codes and is an active partner in neighborhood and civic organizations.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To educate the community on fire and life safety.
  - a. To continue an aggressive fire and life safety educational program throughout the community with emphasis on public schools, institutions, and high occupancy facilities.

	2008 Actual	2009 Projected	2010 Target
Fire Safety Programs	50	50	90

- b. To maintain fire and life safety code compliance through inspections of business and institutional facilities.

	2008 Actual	2009 Projected	2010 Target
Inspections	105	150	200

	2008 Actual	2009 Projected	2010 Target
Fire Code Violations	320	190	370

	2008 Actual	2009 Projected	2010 Target
Corrected Fire Code Violations	195	210	300

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3753 Fire Prevention**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	70,026	Deputy Fire Marshall	1.00	55,050
Overtime	11,826	Clerical II (PT)	1.00	14,976
Fringe Benefits	78,626			
		<b>Total Personnel</b>	2.00	70,026
<b>TOTAL</b>	<b>160,478</b>			
<b>OPERATING EXPENSES</b>				
		Overtime		11,826
Supplies	11,800	FICA		2,115
Internal Services	17,920	Healthcare Benefits - Active		20,017
Other Services		Healthcare Benefits - Retirees		1,525
Professional Fees	1,550	Pension - Civilian		562
Maintenance Fees	0	Pension - Sworn		54,407
Other Contracted Fees	8,990			
		<b>Total Fringe Benefits</b>		78,626
<b>TOTAL</b>	<b>40,260</b>			
		<b>TOTAL</b>	<b>2.00</b>	<b>160,478</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>200,738</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Fire**  
**ACTIVITY: 3754 – Fire Maintenance**

**STRATEGIC NARRATIVE**

The apparatus function of the Fire Department provides for the maintenance and repair of 19 pieces of motorized and 3 non-motorized apparatus. Working in concert with private sector business partners, this account provides funding for operations, preventative maintenance, and repairs to all vehicles in the Fire Department fleet.

Breakdown of Fire Department fleet: Six staff vehicles, three fire aerial apparatus, and six fire pumping apparatus. The department operates some highly specialized equipment, including a hazardous materials unit, a Zodiac water and ice rescue boat, and a fire investigation unit designed to carry equipment and serve as a mobile office and interview room.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To maintain apparatus
  - a. To maintain all apparatus for operational safety and efficiency and in compliance with recommended industry standards.

	2008 Actual	2009 Projected	2010 Target
Preventative Maintenance	30	30	30

	2008 Actual	2009 Projected	2010 Target
Annual Pump Testing	8	8	8

	2008 Actual	2009 Projected	2010 Target
Annual Aerial Testing	3	3	3



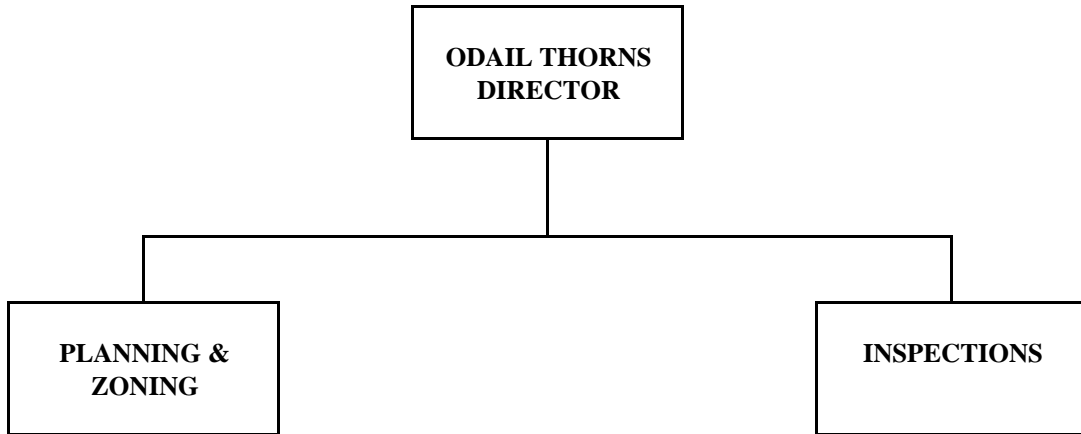
**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3754 Fire Apparatus Operations and Maintenance**

Allocation Plan	Position Control		
PERSONNEL SERVICES	JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
Salaries	0		
Overtime	0		
Fringe Benefits	0		
	<b>Total Personnel</b>	0.00	0
<b>TOTAL</b>	<b>0</b>		
	Overtime		0
<b>OPERATING EXPENSES</b>			
Supplies	70,000	FICA	0
Internal Services	0	Healthcare Benefits - Active	0
Other Services		Healthcare Benefits - Retirees	0
Professional Fees	3,150	Pension - Sworn	0
Maintenance Fees	51,563	<b>Total Fringe Benefits</b>	0
Other Contracted Fees	0		
<b>TOTAL</b>	<b>124,713</b>	<b>TOTAL</b>	<b>0</b>
		<b>0.00</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>	0		
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>124,713</b>		

**DEPARTMENT OF DEVELOPMENT**

**CITY OF SAGINAW  
DEPARTMENT OF DEVELOPMENT**



*The Department of Development is also responsible for the Community Development Block Grant Funds, which are Special Revenue Funds.*

**EXPENDITURE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2009</b>	<b>2010</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Projected</b>	<b>Approved</b>
				<b>Budget</b>		<b>Budget</b>
<b><u>3863 PLANNING &amp; ZONING</u></b>						
Personnel Services	251,062	253,125	239,121	224,076	228,279	228,221
Operating Expenses	55,501	195,753	148,652	103,024	126,742	99,528
Capital Outlay	0	1,476	250	0	0	0
<b>TOTALS</b>	306,564	450,354	388,023	327,100	355,022	327,749
<b><u>3865 INSPECTIONS</u></b>						
Personnel Services	567,857	596,199	602,520	676,223	650,037	607,474
Operating Expenses	88,780	281,797	769,411	874,970	682,318	1,222,665
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	656,637	877,996	1,371,931	1,551,193	1,332,356	1,830,139
<b>TOTAL DEVELOPMENT</b>						
Personnel Services	818,919	849,324	841,641	900,299	878,317	835,695
Operating Expenses	144,281	477,550	918,063	977,994	809,061	1,322,193
Capital Outlay	0	1,476	250	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>963,201</b>	<b>1,328,350</b>	<b>1,759,954</b>	<b>1,878,293</b>	<b>1,687,377</b>	<b>2,157,888</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Development						
Planning and Zoning	2.25	2.25	2.25	2.25	2.25	2.35
Inspections and Codes	7.75	7.75	7.75	8.00	8.00	7.00
<b>TOTAL POSITIONS</b>	10.00	10.00	10.00	10.25	10.25	9.35

The 2009/2010 Approved Budget adds .10 SEDC Loan Support to Planning and Zoning. In addition, one Code Enforcement Officer has not been budgeted for in FY 2010. This position is still authorized but will not be filled nor funds allocated for the cost.

**FUND: 101 – General Fund**  
**DEPARTMENT: Department of Development**  
**ACTIVITY: 3863 – Planning and Zoning**

**STRATEGIC NARRATIVE**

The Planning, Zoning, and Economic Development Division provides the comprehensive management structure for all development related activities. Further, it oversees all planning and zoning activities of the city, including staff support to the Planning Commission and Zoning Board of Appeals. Staff also provides customer service functions with regard to numerous zoning inquiries, site plan review, and other regulatory questions. Economic Development responsibilities include oversight of the Brownfield Redevelopment Authority, Downtown Development Authority, Local Development Finance Authority, Riverfront Development Commission, and Tax Increment Finance Authority. Efforts also include the ombudsman services for developers and investors, securing grant funding and incentives for development projects. Broader efforts include development of city development policies and coordination of all departments for development projects. The Planning and Zoning division is also responsible for management and implementation of the Neighborhood Revitalization initiative as adopted by the City Council.

**FY 2009/2010 GOALS & OBJECTIVES**

1. City Revenue Structure
  - a. Disposal of non-strategic City owned properties

	2008 Actual	2009 Projected	2010 Target
New non-strategic properties sold in 2008-2009 Target: 100	3	Target changed	Objective changed Goal = 100% to Land Bank

2. Neighborhood Revitalization
  - a. Implement Deconstruction Program

	2008 Actual	2009 Projected	2010 Target
Number of homes deconstructed in fiscal year 2009	5	9	10

*Notes: Delay in funding of deconstruction manager position causing late start-up, funding is now complete.*

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-3863 Planning and Zoning**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	138,376	Director of Development	0.25	22,493
Overtime	0	Zoning & Dev. Coordinator	1.00	64,916
Fringe Benefits	89,845	Associate Planner	1.00	47,096
		SEDC Loan Support	0.10	3,871
<b>TOTAL</b>	<b>228,221</b>	<b>Total Personnel</b>	<b>2.35</b>	<b>138,376</b>
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	3,000			
Internal Services	16,262			
Other Services		FICA		10,708
Professional Fees	62,200	Healthcare Benefits - Active		28,645
Maintenance Fees	6,566	Healthcare Benefits - Retirees		0
Other Contracted Fees	11,500	Pension		50,492
<b>TOTAL</b>	<b>99,528</b>	<b>Total Fringe Benefits</b>		<b>89,845</b>
<b>CAPITAL OUTLAY</b>	0	<b>TOTAL</b>	<b>2.35</b>	<b>228,221</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>327,749</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Department of Development**  
**ACTIVITY: 3865 – Inspections**

**STRATEGIC NARRATIVE**

The function of the Inspections Division is to protect the general health, safety and welfare of the public by administering and enforcing the City’s building, electrical, plumbing, mechanical, and other property codes. The division is also responsible for managing the inspection staff assigned to the housing rehabilitation program (Fund 275-6572) and demolitions (Fund 275-6511).

**FY 2010 GOALS AND OBJECTIVES**

1. Neighborhood Revitalization & City Beautification

- a. To improve the safety of the City’s buildings through efficient and timely inspections

	2008 Actual	2009 Projected	2010 Target
Percent of total valid complaints responded to	57%	80%	80%
Increase of Civil Infraction tickets issued	20	50	100

- b. To improve the beautification of the City through the elimination of blight and the necessary demolition of certain properties

	2008 Actual	2009 Projected	2010 Target
Number of properties demolished	120	200	150

2. City Revenue Structure

- a. To increase revenue through code enforcement

	2008 Actual	2009 Projected	2010 Target
Revenue Target	N/A	N/A	\$215,000



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

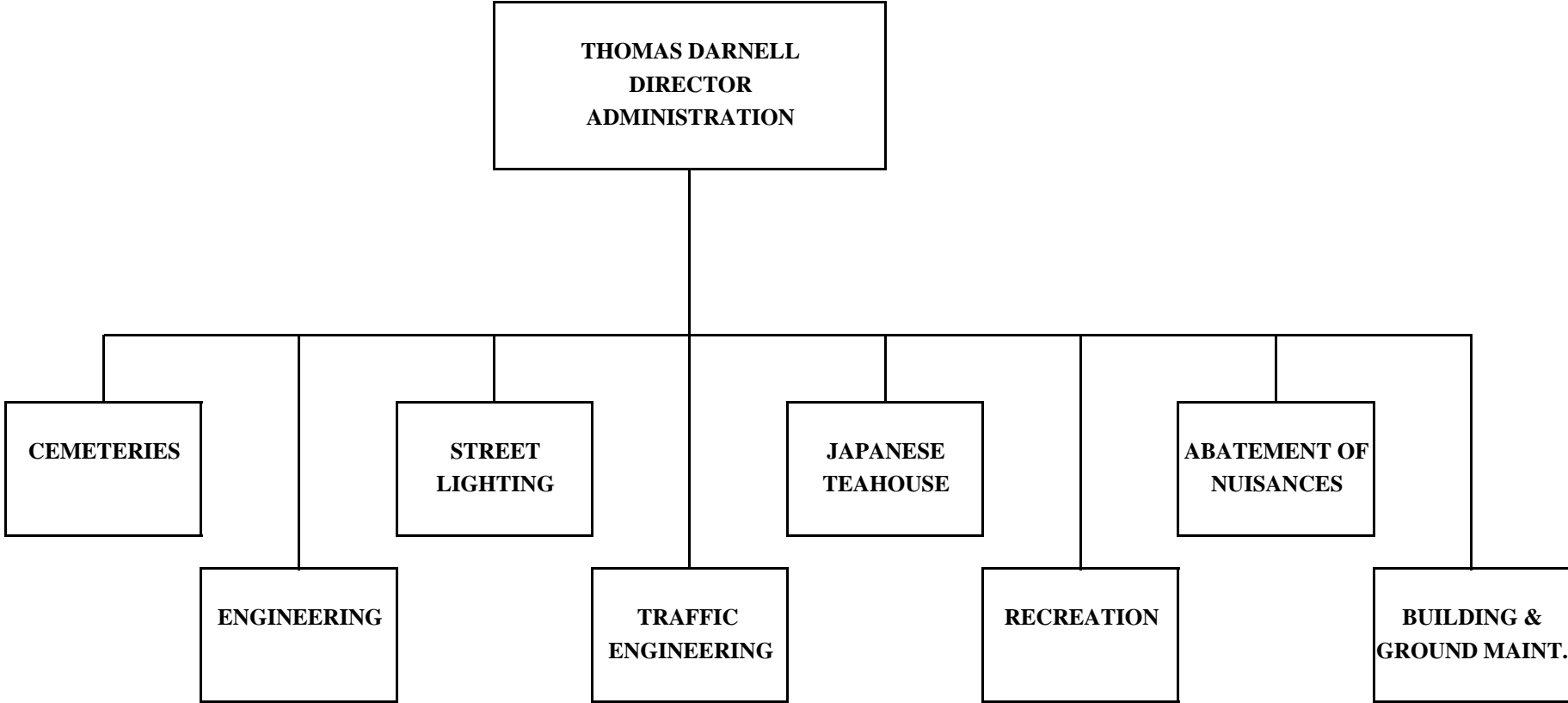
**101-3865 Inspections**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	327,664	Chief Inspector	1.00 65,351
Overtime	0	Code Enforcement Specialist	1.00 45,264
Fringe Benefits	279,810	Asst. Building Inspector	1.00 47,403
<b>TOTAL</b>	<b>607,474</b>	Plumb/Mechanical Inspector	1.00 46,487
		Electrical Inspector	1.00 46,127
		Code Enforcement Inspectors	1.00 40,882
		Office Assistant III	1.00 36,150
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>7.00 327,664</b>
Supplies	11,100		
Internal Services	45,713	Overtime	0
Other Services			
Professional Fees	2,000	FICA	25,555
Maintenance Fees	1,158,152	Healthcare Benefits - Active	91,834
Other Contracted Fees	5,700	Healthcare Benefits - Retirees	0
<b>TOTAL</b>	<b>1,222,665</b>	Pension	162,421
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>Total Fringe Benefits</b>	<b>279,810</b>
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>7.00 607,474</b>
<b>TOTAL APPROPRIATION</b>	<b>1,830,139</b>		



**DEPARTMENT OF PUBLIC SERVICES (GF)**

**CITY OF SAGINAW  
DEPARTMENT OF PUBLIC SERVICES (GENERAL FUND)**



**EXPENDITURE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1747 CEMETERIES OPERATIONS</u></b>						
Personnel Services	351,899	405,324	393,884	406,612	433,889	446,844
Operating Expenses	180,585	201,128	268,753	249,099	240,130	197,471
Capital Outlay	0	2,058	24,520	0	450	0
<b>TOTALS</b>	532,484	608,510	687,157	655,711	674,469	644,315
<b><u>4610 ADMINISTRATION</u></b>						
Personnel Services	83,763	88,132	78,627	52,415	41,231	4,156
Operating Expenses	18,770	31,905	23,530	24,584	31,965	9,952
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	102,533	120,037	102,157	76,999	73,196	14,108
<b><u>4611 ENGINEERING</u></b>						
Personnel Services	238,069	270,859	298,174	342,544	295,460	242,030
Operating Expenses	122,422	141,506	155,970	171,616	169,168	129,464
Capital Outlay	99	11,626	1,116	0	1,473	0
<b>TOTALS</b>	360,590	423,991	455,260	514,160	466,101	371,494
<b><u>4620 STREET LIGHTING</u></b>						
Personnel Services	43,226	57,419	74,240	43,861	71,718	43,694
Operating Expenses	540,578	609,766	612,989	651,146	481,748	639,994
Capital Outlay	0	0	0	0	8,340	0
<b>TOTALS</b>	583,804	667,185	687,229	695,007	561,806	683,688
<b><u>4621 TRAFFIC ENGINEERING</u></b>						
Personnel Services	0	26	0	298,148	157,423	242,740
Operating Expenses	0	(142)	(2,310)	299,886	388,856	178,712
Capital Outlay	0	0	0	0	14,789	0
<b>TOTALS</b>	0	(116)	(2,310)	598,034	561,068	421,452

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>6010 SUMMER FOOD</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	497	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>497</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>7534 JAPANESE CULTURAL CENTER</u></b>						
Personnel Services	9,838	9,501	8,363	0	61	0
Operating Expenses	35,844	14,951	36,717	45,000	49,226	45,118
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>45,682</b>	<b>24,452</b>	<b>45,080</b>	<b>45,000</b>	<b>49,287</b>	<b>45,118</b>
<b><u>7550 RECREATION ADMINISTRATION</u></b>						
Personnel Services	0	19,878	14,709	0	0	0
Operating Expenses	0	11,164	19,278	30,838	32,121	25,000
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>31,042</b>	<b>33,987</b>	<b>30,838</b>	<b>32,121</b>	<b>25,000</b>
<b><u>7571 ABATEMENT NUISANCES</u></b>						
Personnel Services	42,905	36,109	25,465	0	7,138	54,487
Operating Expenses	62,985	73,092	74,418	119,271	32,629	69,909
Capital Outlay	0	1,828	297	0	0	0
<b>TOTALS</b>	<b>105,890</b>	<b>111,029</b>	<b>100,180</b>	<b>119,271</b>	<b>39,767</b>	<b>124,396</b>
<b><u>7575 BUILDING AND GROUND MAINTENANCE</u></b>						
Personnel Services	428,652	468,238	472,572	475,007	501,813	403,674
Operating Expenses	466,027	512,253	697,712	534,405	663,211	433,414
Capital Outlay	1,303	14,070	4,463	0	160	0
<b>TOTALS</b>	<b>895,982</b>	<b>994,561</b>	<b>1,174,747</b>	<b>1,009,412</b>	<b>1,165,184</b>	<b>837,088</b>

**EXPENDITURE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

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	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2009</b>	<b>2010</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Projected</b>	<b>Approved</b>
				<b>Budget</b>		<b>Budget</b>
<hr/>						
<b>TOTAL PUBLIC SERVICES</b>						
Personnel Services	1,198,352	1,355,486	972,150	1,618,587	1,508,733	1,437,625
Operating Expenses	1,427,210	1,596,120	1,887,057	2,125,845	2,089,054	1,729,034
Capital Outlay	1,402	29,582	30,396	0	25,212	0
<b>TOTAL EXPENDITURES</b>	<b>2,626,965</b>	<b>2,981,188</b>	<b>2,889,603</b>	<b>3,744,432</b>	<b>3,622,999</b>	<b>3,166,659</b>

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**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>PUBLIC SERVICE (GENERAL FUND)</b>						
Cemeteries	4.50	4.50	5.00	4.50	4.50	5.00
Public Service - Administration	0.80	0.80	0.80	0.40	0.40	0.05
Engineering	3.95	3.95	3.40	3.95	3.95	2.75
Street Lighting	0.50	0.50	0.50	0.50	0.50	0.50
Traffic Engineering	3.65	3.45	3.45	3.65	3.65	2.90
Japanese Cultural Center	1.00	1.00	1.00	0.00	0.00	0.00
Recreation	0.00	19.00	13.00	0.00	0.00	0.00
Abatement of Nuisances	0.00	0.00	0.20	2.00	0.00	2.00
Building and Grounds Maint.	12.00	13.00	10.60	10.10	10.10	9.40
<b>TOTAL POSITIONS</b>	<b>26.40</b>	<b>46.20</b>	<b>37.95</b>	<b>25.10</b>	<b>23.10</b>	<b>22.60</b>

In the Proposed 2009/2010 Budget, the personnel complement will decrease by .5 positions. In the Cemeteries Division .50 of the Administrative Professional will be added to the personnel complement. In FY 2009, this employee was shared with the Building and Grounds Maintenance Division. In FY 2010 the Director of Public Services and the Deputy Director will be allocated to the Water and Sewer Funds. In addition .15 of the Staff Professional will be distributed to the Water and Sewer Funds. In the Engineering Division, the City Engineer's allocation has been shifted from the General Fund to the Engineering Division within Water and Sewer Funds. Also, .25 of the Engineering Office Supervisor will be shifted to the Engineering Division of Streets and Sewer Funds. Likewise, .20 of the Administrative Professional will be shifted to Water and Sewer Funds. In Traffic Engineering Division, .55 of the Traffic Electrician II will be distributed to Local Streets and .20 of the Administrative Professional will be allocated to Water and Sewer Funds. In the Abatement of Nuisances Division, two Groundskeepers positions will be added from the Building and Grounds Maintenance Division. The Building and Grounds Maintenance Division will be increased by .15 of the Labor Foreman Enviorn/Streets. This increase will be offset by the distribution of .50 of the Administrative Professional to Cemeteries.



**FUND: 101 – General Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 1747 – Cemetery**

**STRATEGIC NARRATIVE**

The Cemeteries Division is responsible for providing burial and maintenance services for Saginaw’s three municipally owned cemeteries: Forest Lawn, Oakwood, and Brady Hill. In addition we must keep accurate and complete records of those burials. We have approximately 260 acres of grounds to maintain and 450 to 500 graves to be filled, graded, and seeded annually.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To improve the communications and accessibility of information/records for all city cemeteries through the Internet.
  - a. Make all records available on the Internet by using our relationship with the Saginaw Public Library to get all the old records loaded. Then input new burial records as they happen.

	2008 Actual	2009 Projected	2010 Target
Percent of Records Online	0%	90%	100%

2. To maintain grounds and improve lawn care services of all three cemeteries.
  - a. Shorten grass cutting cycle from the current 10 days.

	2008 Actual	2009 Projected	2010 Target
Days Necessary To cut All grass	10 to 12 days	10 days	8 to 10 days

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-1747 Cemeteries Operations**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	234,603	Cemeteries Supervisor	1.00	69,035
Overtime	13,000	Administrative Professional	1.00	40,623
Fringe Benefits	199,241	Maintenance Person III	1.00	42,258
		Maintenance Person II	2.00	82,687
<b>TOTAL</b>	<b>446,844</b>	<b>Total Personnel</b>	<b>5.00</b>	<b>234,603</b>
<b>OPERATING EXPENSES</b>				
		Overtime		13,000
Supplies	44,250			
Internal Services	10,953			
Other Services		FICA		18,943
Professional Fees	95,800	Healthcare Benefits - Active		76,825
Maintenance Fees	46,468	Healthcare Benefits - Retirees		0
Other Contracted Fees	0	Pension		103,473
<b>TOTAL</b>	<b>197,471</b>	<b>Total Fringe Benefits</b>		<b>199,241</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>5.00</b>	<b>446,844</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>644,315</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4610 – Public Services Administration**

**STRATEGIC NARRATIVE**

The Administrative Section of the Public Services Department provides the necessary planning, general supervision, and coordination for the City’s largest department. This section is located in the Public Services building, co-located with many of the functions it supervises. The Public Services Department Administrative Section is made up of the Director of Public Services, Deputy Director and two Staff Professionals. The section oversees the Right-of-Way Division, the Engineering Division, the Cemeteries Division, the Division of Parks and Facilities, Cemeteries, the Andersen Enrichment Center, the Japanese Cultural Center and Tea House, and the City’s Water & Sewer Systems, for a total of approximately 200 employees. Seasonal responsibilities include Weed Abatement, Recreation, Special Events, Recreation and Block Parties.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-4610 Public Services Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	2,303	Staff Professional	0.05	2,303
Overtime	0			
Fringe Benefits	1,853	<b>Total Personnel</b>	0.05	2,303
<b>TOTAL</b>	<b>4,156</b>	Overtime		0
<b>OPERATING EXPENSES</b>				
Supplies	1,000	FICA		176
Internal Services	6,278	Healthcare Benefits - Active		622
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	1,063	Pension		1,055
Maintenance Fees	1,611	<b>Total Fringe Benefits</b>		1,853
Other Contracted Fees	0			
<b>TOTAL</b>	<b>9,952</b>	<b>TOTAL</b>	<b>0.05</b>	<b>4,156</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>14,108</b>			

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-4611 Engineering**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	126,243	Engineering Office Supervisor	0.25	14,469
Overtime	12,000	Engineering Technician I	1.00	46,200
Fringe Benefits	103,787	Engineering Assistant	0.50	22,568
		Survey Technician I	0.50	23,244
		Survey Assistant III	0.50	19,762
<b>TOTAL</b>	<b>242,030</b>			
			<b>Total Personnel</b>	<b>126,243</b>
<b>OPERATING EXPENSES</b>				
Supplies	12,200	Overtime		12,000
Internal Services	88,807			
Other Services				
Professional Fees	21,300	FICA		10,672
Maintenance Fees	3,507	Healthcare Benefits - Active		31,815
Other Contracted Fees	3,650	Healthcare Benefits - Retirees		0
		Pension		61,300
<b>TOTAL</b>	<b>129,464</b>			
			<b>Total Fringe Benefits</b>	<b>103,787</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
			<b>TOTAL</b>	<b>242,030</b>
<b>TOTAL APPROPRIATION</b>				<b>371,494</b>

**FUNDS: 101-General Fund, 202-Major Streets, 203-Local Streets, 660-Radio Operations**

**DEPARTMENT: Public Services**

**ACTIVITIES: 4620-Street Lighting, 4621-Traffic Engineering, 4690-State Trunkline, 4422-Radio Operation**

### **STRATEGIC NARRATIVE**

The mission of the Traffic Engineering Division of the Public Services Department is to promote the safe and efficient movement of vehicles, pedestrians, and goods through long-range planning, development review, infrastructure design and maintenance, capital improvement programs, and traffic control systems. The Division provides multi-disciplinary engineering and full contract administration duties to the city as it relates to traffic signal design and maintenance. Services include planning and design of traffic signs and signals, traffic studies, transportation modeling and planning, development reviews, and response to citizen's requests. Continued installation and replacement of Streetlights. Staff works in conjunction with regional agencies and assists with grant application efforts, capital improvement projects, and in preparation of various ordinances and resolutions.

### **GOALS**

The primary goal of the Traffic Engineering Division is to promote the safe and efficient movement of vehicles, pedestrians, and goods through long-range planning, development review, infrastructure design and maintenance, capital improvement programs and traffic control systems.

Objectives:

- A. Continue to monitor existing traffic patterns and volumes and upgrade and maintain existing traffic signals to control flow and relieve congestion. Provide safe and efficient movement and progression for motoring public thru the City's signal system.

Performance Measures:

- a. Average time from initial request to the start of a traffic flow and safety study  
Target is 3 to 4 weeks
- b. Develop and maintain an intelligent transportation system (ITS) to include optimizing traffic signal system timing through use of software programs such as Simtraffic and Corsim.
- c. 80 % of studies for traffic regulation changes completed within eight weeks of initial request.  
Target is 100%
- d. Apply for Federal and State Grants to be used towards signal improvement/upgrade projects.
- e. 100 % of light bulbs at every signal replaced per year  
Target is 100%
- f. 100% of sight obstruction complaints responded to within one week of request.  
Target is 100%

- B. Design, install, and maintain traffic signs and pavement markings to ensure proper visibility and increase safety to vehicles and pedestrians.

Performance Measures:

- a. 100% of requests for sign repairs for intersection controls responded to on same day of notification.  
Target is 100%

Issues Statement:

- a. The City has over 30,000 roadway signs, including stop signs, no parking, yield, speed limit, school crossing signs, etc. It is estimated that the signs has an average life of ten years. Staff estimates that 3000 signs should be replaced annually because of fading and basic wear. Current funding levels will not allow recommended replacement schedule. However, we will continue to replace existing signs due to accidents, and as funding allows.
- b. Historically the City of Saginaw has applied longitudinal pavement markings to its major street system, which is approximately 96 miles worth of roadway. Due to lack of funding we are only able to paint half of these miles annually. We are marking streets every other year rather than the recommended annual schedule.
- c. Pavement markings at intersections are worn and have not been striped annually as should be. Staff is working on updating pavement-marking drawings at intersections and we are working on a plan to paint and maintain as recommended.

- C. Design, install, and maintain City of Saginaw Street light system to ensure proper visibility and increase safety to vehicles and pedestrians.

Performance Measures:

- a. 100% of requests for street light repairs responded to within three days of notification.  
Target is 100%
- b. 100% of annual replacement installed per maintenance schedule.  
Target is 100%

Issues Statement:

- a. The City has over 7000 streetlights varying from decorative Whatley's and Sternberg's to overhead cobra heads mounted on wood poles. It is estimated that the signs has an average life of five to seven years. Traffic Engineering Staff replaces approximately 1000 bulbs per year as part of our annual maintenance program. An estimated additional 1000 bulbs are replaced each year due to citizen complaints of lights out. Current funding levels allow us to meet recommended replacement schedule. And will continue as funding allows.

- D. Radio operations section is responsible for administering the city's public service and public safety two-way radio communications system. Proper installation and maintenance of approximately 500 fixed and mobile radio devices ensures a reliable communication system.

Performance Measures:

- a. 100% of requests for repairs or replacements of radios responded to within two days of notification.  
Target is 100%
- E. To provide high level of customer service expected by citizens in addressing traffic requests, including but not limited to intersection control, parking regulations, speed studies, barricading, etc.

Performance Measures:

- a. Average time for processing citizen requests.  
Target one week



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-4620 Street Lighting**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	4,943	Traffic Electrician I	0.50	4,943
Overtime	1,500			
Fringe Benefits	37,251	<b>Total Personnel</b>	<u>0.50</u>	<u>4,943</u>
<b>TOTAL</b>	<u><b>43,694</b></u>	Overtime		<u>1,500</u>
<b>OPERATING EXPENSES</b>				
Supplies	30,050	FICA		1,896
Internal Services	2,944	Healthcare Benefits - Active		24,803
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	6,500	Pension		10,552
Maintenance Fees	600,000	<b>Total Fringe Benefits</b>		<u>37,251</u>
Other Contracted Fees	500			
<b>TOTAL</b>	<u><b>639,994</b></u>	<b>TOTAL</b>	<u><u><b>0.50</b></u></u>	<u><u><b>43,694</b></u></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>683,688</b></u></u>			

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-4621 Traffic Engineering**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	121,902	Traffic Maint. Tech II	0.30	12,296
Overtime	3,000	Traffic Electrician I	1.50	71,939
Fringe Benefits	117,838	Traffic Maint. Tech I	1.10	37,667
<b>TOTAL</b>	<b>242,740</b>	<b>Total Personnel</b>	<b>2.90</b>	<b>121,902</b>
<b>OPERATING EXPENSES</b>				
		Overtime		3,000
Supplies	31,650			
Internal Services	18,852	FICA		9,555
Other Services		Healthcare Benefits - Active		37,271
Professional Fees	9,350	Healthcare Benefits - Retirees		0
Maintenance Fees	115,810	Pension		71,012
Other Contracted Fees	3,050			
<b>TOTAL</b>	<b>178,712</b>	<b>Total Fringe Benefits</b>		<b>117,838</b>
		<b>TOTAL</b>	<b>2.90</b>	<b>242,740</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>421,452</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 7534 – Japanese Cultural Center**

**STRATEGIC NARRATIVE**

The Japanese Cultural Center, comprised of the Tea House and Garden, was established as a symbol of friendship and cultural exchange with Saginaw’s Sister City Tokushima, Japan. These facilities are the result of a unique partnership. The citizens of both Tokushima and Saginaw, led by the Saginaw chapter of People to People, shared in the cost of constructing the Tea House, built on land jointly owned by both cities.

The Tea House is of authentic design and crafted in keeping with traditional Japanese architecture. Tea Houses provide a ceremonial setting for the Tea Ceremony (Cha-no-yu), promoting the concept of global and international harmony, respect, purity and tranquility, expressing “Peace through a bowl of tea.”

During FY 2009/2010, the Tea House will continue to operate with reduced staff. A midyear budget amendment in FY 2003/04 eliminated the full time director’s position, and any funds available for capital improvements. The Tea House Board has achieved status as a nonprofit organization, allowing it to conduct fundraising operations in addition to their normal work of overseeing the Tea House operations. In the future, an ordinance change that would combine the Tea House Board with the board of the nonprofit agency is anticipated. Operational efficiency and cost containment will also be a priority, along with an effort to reduce staff costs by enlisting additional qualified volunteers.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-7534 Japanese Tea House**

Allocation Plan		Position Control		
PERSONNEL SERVICES		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
Salaries	0			
Overtime	0	<b>Total Personnel</b>	0.00	0
Fringe Benefits	0			
<b>TOTAL</b>	<b>0</b>	Overtime		0
<b>OPERATING EXPENSES</b>		FICA		
Supplies	0	Healthcare Benefits - Active		0
Internal Services	0	Healthcare Benefits - Retirees		0
Other Services		Pension		0
Professional Fees	45,118	<b>Total Fringe Benefits</b>		0
Maintenance Fees	0			
Other Contracted Fees	0			
<b>TOTAL</b>	<b>45,118</b>	<b>TOTAL</b>	<b>0.00</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>45,118</b>			

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-7550 Recreation**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	0			
Overtime	0	<b>Total Personnel</b>	0.00	0
Fringe Benefits	0			
<b>TOTAL</b>	<b>0</b>	Overtime		0
<b>OPERATING EXPENSES</b>				
		FICA		0
		Healthcare Benefits - Active		0
Supplies	0	Healthcare Benefits - Retirees		0
Internal Services	0	Pension		
Other Services				
Professional Fees	25,000	<b>Total Fringe Benefits</b>		0
Maintenance Fees	0			
Other Contracted Fees	0			
<b>TOTAL</b>	<b>25,000</b>	<b>TOTAL</b>	<b>0.00</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>25,000</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 7571 – Abatement of Nuisances**

**STRATEGIC NARRATIVE**

The Abatement of Nuisances program helps to insure public health and safety through the enforcement of City Ordinances and Regulations related to noxious weeds. This enforcement includes inspections, the cutting of weeds and billing of costs to appropriate property owners when compliance is not forthcoming

**FY 2009/2010 OBJECTIVES**

To continue thru FY 2010 contributing to the health, safety, and welfare of community residents and neighborhoods of Saginaw through the enforcement of ordinances relative to the Saginaw General Code, Chapter 95, Section 95.02, Noxious Weeds and Section 95.03, Abatement of Nuisances

The Abatement of Nuisance (Weed abatement operation) will add a third tractor and support crew to help improve and increase the efficiency of the operation. And continue to work within the boundaries of the City of Saginaw in conjunction with the City’s Environmental office to effectively maintain the land management program.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-7571 Abatement and Nuisance**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	27,136	Groundskeepers	2.00	27,136
Overtime	1,000			
Fringe Benefits	26,351	<b>Total Personnel</b>	2.00	27,136
<b>TOTAL</b>	<b>54,487</b>	Overtime		1,000
<b>OPERATING EXPENSES</b>		FICA		2,153
		Healthcare Benefits - Active		23,180
Supplies	3,300	Healthcare Benefits - Retirees		0
Internal Services	2,723	Pension		1,018
Other Services		<b>Total Fringe Benefits</b>		26,351
Professional Fees	40,000			
Maintenance Fees	23,886			
Other Contracted Fees	0	<b>TOTAL</b>	<b>2.00</b>	<b>54,487</b>
<b>TOTAL</b>	<b>69,909</b>			
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>124,396</b>			

**FUND: 101 – General Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 7575 – Building & Grounds Maintenance**

**STRATEGIC NARRATIVE**

This account provides for the operation, maintenance and improvements of structures, parking areas, roads and public buildings found in the parks system, City Hall, Japanese Tea House, Andersen Enrichment Center, Green Point Nature Center, the Ojibway Island, Ojibway Island floating Dock Facility and Westside Riverfront Park Broadside Floating Dock Facility. Additionally, this account supports the activities of Special Events, Parks, and Land Management.

**FY 2009/2010 OBJECTIVES**

Continue to maintain City properties (Including 300 plus acres of Park land) within the city limits. With the anticipated purchase of new mowers in the FY 09 and 010 budgets we are very optimistic in greatly improving the look of our parks and abandoned residential properties.

To plan and implement Capital Improvement Programs as funds are made available each FY.

Continue to maintain buildings, park play equipment and facilities along the Riverfront including floating docks and park pavilions.

Continue working to develop programs that generate public interest in renting park facilities.



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**101-7575 Building and Ground Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	213,150	Building Operations Super	0.25	15,939
Overtime	10,500	Labor Foreman Enviorn/Sts	0.15	7,447
Fringe Benefits	180,024	Maintenance Person II	2.00	83,324
		Mtce Groundskeeper	1.00	18,304
<b>TOTAL</b>	<b>403,674</b>	Custodial Worker	1.00	17,056
		Groundskeeper/Mechanic	1.00	16,808
		Groundskeeper (Seasonal)	4.00	54,272
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>9.40</b>	<b>213,150</b>
Supplies	62,600			
Internal Services	94,411			
Other Services		Overtime		10,500
Professional Fees	55,010			
Maintenance Fees	221,293	FICA		14,916
Other Contracted Fees	100	Healthcare Benefits - Active		108,749
<b>TOTAL</b>	<b>433,414</b>	Healthcare Benefits - Retirees		0
		Pension		56,359
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>Total Fringe Benefits</b>		<b>180,024</b>
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>9.40</b>	<b>403,674</b>
<b>TOTAL APPROPRIATION</b>	<b>837,088</b>			

**OTHER GENERAL FUND**

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

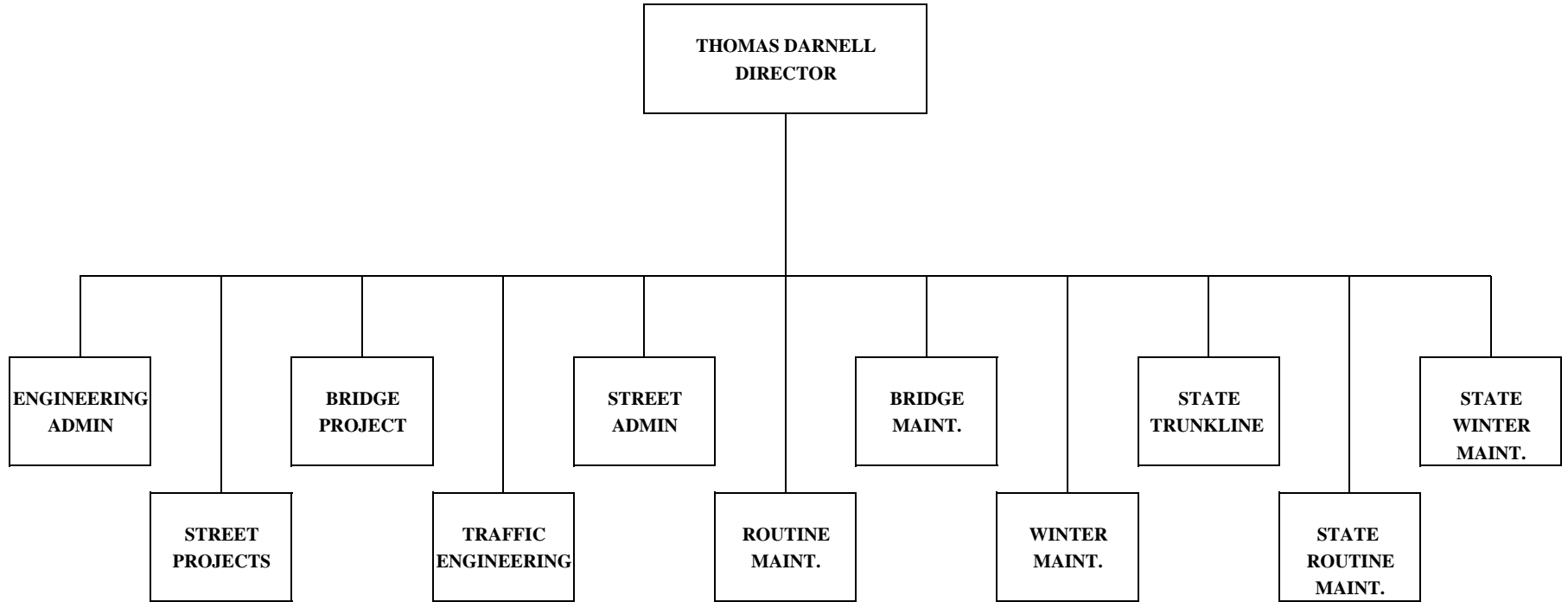
	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>OTHER GENERAL EXPENSES</b>						
<b><u>8510 HEALTH INSURANCE</u></b>						
Retirement Healthcare	1,483,845	1,532,756	1,660,057	1,990,291	1,576,137	2,107,695
<b>TOTALS</b>	1,483,845	1,532,756	1,660,057	1,990,291	1,576,137	2,107,695
<b><u>8520 UNEMPLOYMENT COMPENSATION</u></b>						
Unemployment Compensation	0	0	28,417	125,000	27,084	125,000
<b>TOTALS</b>	0	0	28,417	125,000	27,084	125,000
<b><u>8525 SAGINAW HOUSING COMMISSION</u></b>						
Housing Commission	0	0	0	0	165,683	148,101
<b>TOTALS</b>	0	0	0	0	165,683	148,101
<b><u>8540 CONTRIBUTION TO OTHER ORGANIZATIONS</u></b>						
Contributions	1,000	1,000	1,000	0	1,000	1,000
<b>TOTALS</b>	1,000	1,000	1,000	0	1,000	1,000
<b><u>8547 GIS CHARGES</u></b>						
GIS Charges	35,268	34,236	36,256	50,162	50,162	66,281
<b>TOTALS</b>	35,268	34,236	36,256	50,162	50,162	66,281
<b><u>8555 DEBT SERVICES</u></b>						
Debt Service (Principal)	305,118	153,709	153,710	0	0	0
Debt Service (Interest)	11,718	4,708	4,708	0	0	0
<b>TOTALS</b>	316,836	158,418	158,418	0	0	0

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>OTHER GENERAL EXPENSES</b>						
<b><u>9960 TRANSFERS OUT</u></b>						
Transfers Out	631,513	2,723,953	4,608,069	898,280	924,902	505,042
<b>TOTALS</b>	<b>631,513</b>	<b>2,723,953</b>	<b>4,608,069</b>	<b>898,280</b>	<b>924,902</b>	<b>505,042</b>
<b>TOTAL OTHER GENERAL EXPENSES</b>						
Other General Expenses	2,468,462	4,450,363	6,492,217	3,063,733	2,744,968	2,953,119
<b>TOTAL EXPENDITURES</b>	<b>2,468,462</b>	<b>4,450,363</b>	<b>6,492,217</b>	<b>3,063,733</b>	<b>2,744,968</b>	<b>2,953,119</b>

**SPECIAL REVENUE FUNDS –  
MAJOR AND LOCAL STREETS**

**CITY OF SAGINAW  
MAJOR STREETS FUND**



**MAJOR STREETS FUND (202)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
STATE REVENUE SHARING	3,650,000	ENGINEERING ADMINISTRATION	262,204
STATE REIMBURSEMENTS	495,000	STREET PROJECTS	491,530
SERVICES - SALES	20,000	BRIDGE PROJECTS	120,000
OTHER REVENUES	73,740	TRAFFIC ENGINEERING	631,886
		STREET ADMINISTRATION	695,353
		ROUTINE MAINTENANCE	1,030,729
		BRIDGE MAINTENANCE	148,588
		WINTER MAINTENANCE	289,551
		STATE TRUNKLINE	129,448
		STATE ROUTINE MAINTENANCE	61,204
		STATE WINTER MAINTENANCE	96,784
		TRANSFERS OUT	281,463
<b>TOTAL RESOURCES</b>	<b><u>4,238,740</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>4,238,740</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>MAJOR STREETS</b>						
State Revenue Sharing	3,742,339	3,700,642	3,641,977	3,672,000	2,945,388	3,650,000
State Reimbursements	549,672	443,761	588,471	494,949	527,738	495,000
Federal Grants	332,121	64,815	0	0	724,138	0
Services - Sales	5,498	15,256	30,054	25,000	64,774	20,000
Interest and Rents	0	4,128	22,132	0	4,403	0
Other Revenues	4,310	22,939	16,645	0	80,199	73,740
Transfers from Other Funds	0	0	100,384	0	2,808	0
<b>TOTAL RESOURCES</b>	<b>4,633,940</b>	<b>4,251,541</b>	<b>4,399,663</b>	<b>4,191,949</b>	<b>4,349,448</b>	<b>4,238,740</b>

**REVENUE ANALYSIS DETAIL**

Gas & Weight Tax	3,742,339	3,699,099	3,641,906	3,672,000	2,945,388	3,650,000
State Grants	0	1,543	71	0	0	0
<b>Total State Revenue Sharing</b>	<b>3,742,339</b>	<b>3,700,642</b>	<b>3,641,977</b>	<b>3,672,000</b>	<b>2,945,388</b>	<b>3,650,000</b>
Trunkline Maintenance	265,404	226,388	367,773	279,949	60,390	280,000
MDOT Projects	65,905	0	0	0	0	0
Right of Way Revenue	218,363	217,373	220,698	215,000	467,348	215,000
<b>Total State Reimbursements</b>	<b>549,672</b>	<b>443,761</b>	<b>588,471</b>	<b>494,949</b>	<b>527,738</b>	<b>495,000</b>
FEMA	0	0	0	0	724,138	0
Construction Projects	332,121	64,815	0	0	0	0
<b>Total Federal Grants</b>	<b>332,121</b>	<b>64,815</b>	<b>0</b>	<b>0</b>	<b>724,138</b>	<b>0</b>
Telecommunications Fee	0	0	0	0	0	0
Sale of Junk	628	1,876	10,190	0	2,115	0
Materials and Services	4,870	13,380	19,864	25,000	62,659	20,000
<b>Total Services - Sales</b>	<b>5,498</b>	<b>15,256</b>	<b>30,054</b>	<b>25,000</b>	<b>64,774</b>	<b>20,000</b>
Interest on Investments	0	4,128	22,132	0	4,403	0
<b>Total Interest and Rents</b>	<b>0</b>	<b>4,128</b>	<b>22,132</b>	<b>0</b>	<b>4,403</b>	<b>0</b>
Saginaw County	0	6,718	0	0	0	0
Surplus Receipts	4,310	4,571	0	0	0	0
Reimbursements	0	11,650	16,645	0	80,199	0
Use of Fund Equity	0	0	0	0	0	73,740
<b>Total Other Revenues</b>	<b>4,310</b>	<b>22,939</b>	<b>16,645</b>	<b>0</b>	<b>80,199</b>	<b>73,740</b>
Transfer In	0	0	100,384	0	2,808	0
<b>Transfers from Other Funds</b>	<b>0</b>	<b>0</b>	<b>100,384</b>	<b>0</b>	<b>2,808</b>	<b>0</b>
<b>TOTAL RESOURCES</b>	<b>4,633,940</b>	<b>4,251,541</b>	<b>4,399,663</b>	<b>4,191,949</b>	<b>4,349,448</b>	<b>4,238,740</b>



**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4612 ENGINEERING ADMINISTRATION</u></b>						
Personnel Services	134,537	160,037	159,211	156,800	136,098	218,238
Operating Expenses	24,525	13,119	43,801	44,903	44,398	43,966
Capital Outlay	0	5,939	1,443	0	0	0
<b>TOTALS</b>	159,061	179,095	204,455	201,703	180,496	262,204
<b><u>4614 STREETS PROJECT</u></b>						
Personnel Services	0	0	280	21,530	8,710	21,530
Operating Expenses	205,172	111,660	101,602	335,000	269,142	470,000
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	205,172	111,660	101,882	356,530	277,852	491,530
<b><u>4616 BRIDGE PROJECTS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	11,747	6,762	50,715	80,000	50,125	120,000
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	11,747	6,762	50,715	80,000	50,125	120,000
<b><u>4621 TRAFFIC ENGINEERING</u></b>						
Personnel Services	400,010	475,294	509,370	299,039	340,949	363,770
Operating Expenses	474,119	468,623	337,283	206,746	141,921	268,116
Capital Outlay	0	36,174	13,000	13,000	13,188	0
<b>TOTALS</b>	874,129	980,091	859,653	518,785	496,058	631,886
<b><u>4650 STREET ADMINISTRATION</u></b>						
Personnel Services	445,183	50,292	484,584	444,673	404,970	436,158
Operating Expenses	258,084	117,957	196,677	192,248	191,144	259,195
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	703,267	168,249	681,261	636,921	596,114	695,353

**EXPENDITURE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4651 ROUTINE MAINTENANCE</u></b>						
Personnel Services	482,128	767,789	530,035	438,660	365,822	371,245
Operating Expenses	803,631	784,859	1,124,827	781,570	650,611	647,148
Debt Service	0	0	12,355	12,356	0	12,336
Capital Outlay	8,099	100,877	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>1,293,858</b>	<b>1,653,525</b>	<b>1,667,217</b>	<b>1,232,586</b>	<b>1,016,433</b>	<b>1,030,729</b>
<b><u>4654 BRIDGE MAINTENANCE</u></b>						
Personnel Services	6,045	14,651	16,384	0	6,030	40,640
Operating Expenses	104,934	138,386	82,012	109,630	97,778	107,948
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>110,978</b>	<b>153,037</b>	<b>98,396</b>	<b>109,630</b>	<b>103,808</b>	<b>148,588</b>
<b><u>4655 WINTER MAINTENANCE</u></b>						
Personnel Services	283,074	332,396	164,809	65,345	113,657	88,935
Operating Expenses	77,927	149,960	138,893	190,724	170,346	200,616
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>361,001</b>	<b>482,356</b>	<b>303,702</b>	<b>256,069</b>	<b>284,003</b>	<b>289,551</b>
<b><u>4690 STATE TRUNKLINE</u></b>						
Personnel Services	60,218	61,189	62,460	69,462	52,977	76,366
Operating Expenses	47,068	33,477	28,521	45,701	22,325	53,082
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>107,287</b>	<b>94,666</b>	<b>90,981</b>	<b>115,163</b>	<b>75,302</b>	<b>129,448</b>
<b><u>4691 STATE ROUTINE MAINTENANCE</u></b>						
Personnel Services	19,416	16,316	11,929	43,203	70,092	51,204
Operating Expenses	18,673	19,492	116,863	30,000	45,557	10,000
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>38,089</b>	<b>35,808</b>	<b>128,792</b>	<b>73,203</b>	<b>115,649</b>	<b>61,204</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4692 STATE WINTER MAINTENANCE</u></b>						
Personnel Services	43,186	51,514	80,970	86,075	75,369	85,414
Operating Expenses	0	1,331	0	11,370	0	11,370
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>43,186</b>	<b>52,845</b>	<b>80,970</b>	<b>97,445</b>	<b>75,369</b>	<b>96,784</b>
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	39,100	0	0	0	0	0
<b>TOTALS</b>	<b>39,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>9660 TRANSFERS OUT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	16,036	946,156	664,700	513,914	513,914	281,463
<b>TOTALS</b>	<b>16,036</b>	<b>946,156</b>	<b>664,700</b>	<b>513,914</b>	<b>513,914</b>	<b>281,463</b>
<b>TOTAL MAJOR STREETS</b>						
Personnel Services	1,873,797	1,929,478	2,020,032	1,624,787	1,574,674	1,753,500
Operating Expenses	2,025,878	1,845,626	2,221,194	2,027,892	1,683,347	2,191,441
Debt Service	0	0	12,355	12,356	0	12,336
Capital Outlay	8,099	142,990	14,443	13,000	13,188	0
Miscellaneous	55,136	946,156	664,700	513,914	513,914	281,463
<b>TOTAL EXPENDITURES</b>	<b>3,907,774</b>	<b>4,864,251</b>	<b>4,932,725</b>	<b>4,191,949</b>	<b>3,785,124</b>	<b>4,238,740</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>MAJOR STREETS</b>						
Engineering Administration	2.00	2.70	2.40	1.50	1.50	2.25
Traffic Engineering	6.00	3.30	3.30	3.30	3.30	3.85
Street Administration	1.15	2.20	1.53	0.78	0.78	0.58
Routine Maintenance	10.00	13.50	11.50	6.00	6.00	5.50
Bridge Maintenance	0.50	0.50	0.50	0.00	0.00	0.50
Winter Maintenance	4.00	2.00	1.75	0.50	0.50	0.75
State Truckline	0.85	0.35	0.35	0.85	0.85	0.85
State Routine Maintenance	0.00	0.00	0.00	0.50	0.50	0.50
State Winter Maintenance	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>25.50</b>	<b>25.55</b>	<b>22.33</b>	<b>14.43</b>	<b>14.43</b>	<b>15.78</b>

Overall the Major Street Fund's personnel complement will increase by 1.35 from the 2009 budgeted levels. The Engineering Division will add .25 of the Engineering Office Supervisor and .50 of an Administrative Professional. The Traffic Electrician II position in the Traffic Engineering Division will be increased by .55. In FY 2010, .20 of an Administrative Professional has been allocated to the Sewer and Water Operations and Maintenance Fund from the Street Administration Division. The Routine Maintenance Division allocated .25 of the Labor Foreman Environ/Streets to the Public Works Building Fund as well as eliminated .25 of a Heavy Equipment Operator. In the Bridge Maintenance Division .50 of a Tree Trimmer was added to the personnel complement. In Winter Maintenance Division .25 of a Heavy Equipment Operator was added.

**FUNDS: 101-General Fund, 202-Major Streets, 203-Local Streets**

**DEPARTMENT: Public Services**

**ACTIVITIES: 4611-Engineering, 4612-Engineering Administration, 4613-Street Resurfacing, 4614-Street Construction, 4616-Bridge Projects**

### **STRATEGIC NARRATIVE**

The mission of the Engineering Division of the Public Services Department is to provide engineering services that result in quality public works projects and programs for our community in order to protect the environment and provide our citizens with safe and efficient transportation. The Division provides multi-disciplinary engineering and full contract administration duties to the City as it relates to bridge construction and maintenance; roadway reconstruction, resurfacing and streetscaping; and utility upgrades for water and sewer mains and services. The Engineering Division also serves as an engineering consultant to other City departments, and provides review and approval of site plan development as it relates to grading, street, sewer, water main, storm drain, streetlight and landscape plans.

### **FY 2009/2010 GOALS AND OBJECTIVES**

The primary goal of the Engineering Division is to provide pedestrians and the motoring public with a safe and efficient transportation system and ensure all public service capital improvement projects are designed and constructed in accordance with City, MDOT and AASHTO specifications, on time and within budget. The Division also strives to provide a high level of customer service to the citizens of Saginaw as it relates to permits required and timeliness in obtaining.

Objectives:

- A. Maintain a system to evaluate, monitor, plan, and coordinate the reconstruction and resurfacing of over 300 miles of urban roadway to ensure continuity of service, safety, and the transportation needs of pedestrians and the motoring public.

Performance Measures:

- a. Number of dollars allocated per square yard of road requiring reconstruction or resurfacing
- b. 67% or 66 miles of major streets with a PASER rating of 4 or less
- c. Less than 1% or 1 mile of major streets with a PASER rating of 4 or less that have been reconstructed within timely manner.

### **ISSUE STATEMENT**

- 1. Current funding does not allow for the reconstruction of all roads with a PASER rating of 4 or less.
- 2. Any rating less than a 4 requires reconstruction of roadway at an estimated cost of \$110 per square yard.

3. Any resurfacing improvements on a road with a PASER rating greater than a 4 can be made at an estimated cost of \$20 per square yard.
- B. Maintain and improve as needed existing vehicular and pedestrian bridges to ensure structures meet minimum guidelines and recommendations by MDOT for safety and performance.

Performance Measures:

- a. 100% of bridges (including vehicular and pedestrian bridges) inspected on a bi-annual basis.  
Target is to 100%
  - b. 15% of bridges rated below 60.  
Target is 0%
  - c. 85% of bridges exceeding a rating of 80.  
Target is 100%
- C. Provide a high level of customer service expected by citizens, contractors or business owners.

Performance Measures:

- a. 100% of permits issued in a timely manner.  
Target is 2 weeks
  - b. Average time for processing citizen requests.  
Target is 3 days
- D. Continuously update Capital Improvement Plan (CIP) and perform capital improvements as planned or as funding becomes available. The availability of funding and staffing to oversee these improvements are important factors, which will affect progress.

Performance Measures:

- a. Number of planned/budgeted engineering studies not completed or begun.
- b. Number of planned/budgeted capital improvements not completed or begun.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4612 Engineering**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	122,260	City Engineer	0.50	40,818
Overtime	10,000	Engineering Ofc Supervisor	0.25	14,469
Fringe Benefits	85,978	Engineering Technician I	0.75	34,679
		Survey Technician	0.25	11,622
<b>TOTAL</b>	<b>218,238</b>	Administrative Professional	0.50	20,672
		<b>Total Personnel</b>	<b>2.25</b>	<b>122,260</b>
<b>OPERATING EXPENSES</b>				
Supplies	0	Overtime		10,000
Internal Services	10,016			
Other Services				
Professional Fees	30,000	FICA		10,315
Maintenance Fees	0	Healthcare Benefits - Active		30,581
Other Contracted Fees	3,950	Healthcare Benefits - Retirees		0
		Pension		45,082
<b>TOTAL</b>	<b>43,966</b>	<b>Total Fringe Benefits</b>		<b>85,978</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>2.25</b>	<b>218,238</b>
<b>TOTAL APPROPRIATION</b>	<b>262,204</b>			

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4614 Street Project**

<b>Allocation Plan</b>		<b>Position Control</b>	
<b>PERSONNEL SERVICES</b>		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
Salaries	0		
Overtime	20,000	<b>Total Personnel</b>	<u>0.00</u>
Fringe Benefits	1,530		
<b>TOTAL</b>	<u><b>21,530</b></u>	Overtime	<u>20,000</u>
<b>OPERATING EXPENSES</b>		FICA	1,530
Supplies	0	Healthcare Benefits - Active	0
Internal Services	0	Healthcare Benefits - Retirees	0
Other Services		Pension	0
Professional Fees	60,000	<b>Total Fringe Benefits</b>	<u>1,530</u>
Maintenance Fees	395,000		
Other Contracted Fees	15,000		
<b>TOTAL</b>	<u><b>470,000</b></u>	<b>TOTAL</b>	<u><u><b>0.00</b></u></u>
<b>CAPITAL OUTLAY</b>	0		<u><u><b>21,530</b></u></u>
<b>TOTAL</b>	<u><b>0</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>491,530</b></u></u>		



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4616 Bridge Project**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	0		
Overtime	0	<b>Total Personnel</b>	0.00
Fringe Benefits	0		
<b>TOTAL</b>	<b>0</b>	<b>Overtime</b>	<b>0</b>
<b>OPERATING EXPENSES</b>		FICA	0
		Healthcare Benefits - Active	0
Supplies	0	Healthcare Benefits - Retirees	0
Internal Services	0	Pension	0
Other Services			
Professional Fees	80,000	<b>Total Fringe Benefits</b>	<b>0</b>
Maintenance Fees	40,000		
Other Contracted Fees	0		
<b>TOTAL</b>	<b>120,000</b>	<b>TOTAL</b>	<b>0.00</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>		
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>120,000</b>		

**FUNDS: 101-General Fund, 202-Major Streets, 203-Local Streets, 660-Radio Operations**

**DEPARTMENT: Public Services**

**ACTIVITIES: 4620-Street Lighting, 4621-Traffic Engineering, 4690-State Trunkline, 4422-Radio Operation**

### **STRATEGIC NARRATIVE**

The mission of the Traffic Engineering Division of the Public Services Department is to promote the safe and efficient movement of vehicles, pedestrians, and goods through long-range planning, development review, infrastructure design and maintenance, capital improvement programs, and traffic control systems. The Division provides multi-disciplinary engineering and full contract administration duties to the city as it relates to traffic signal design and maintenance. Services include planning and design of traffic signs and signals, traffic studies, transportation modeling and planning, development reviews, and response to citizen's requests. Continued installation and replacement of Streetlights. Staff works in conjunction with regional agencies and assists with grant application efforts, capital improvement projects, and in preparation of various ordinances and resolutions.

### **GOALS**

The primary goal of the Traffic Engineering Division is to promote the safe and efficient movement of vehicles, pedestrians, and goods through long-range planning, development review, infrastructure design and maintenance, capital improvement programs and traffic control systems.

Objectives:

- A. Continue to monitor existing traffic patterns and volumes and upgrade and maintain existing traffic signals to control flow and relieve congestion. Provide safe and efficient movement and progression for motoring public thru the City's signal system.

Performance Measures:

- a. Average time from initial request to the start of a traffic flow and safety study  
Target is 3 to 4 weeks
- b. Develop and maintain an intelligent transportation system (ITS) to include optimizing traffic signal system timing through use of software programs such as Simtraffic and Corsim.
- c. 80 % of studies for traffic regulation changes completed within eight weeks of initial request.  
Target is 100%
- d. Apply for Federal and State Grants to be used towards signal improvement/upgrade projects.
- e. 100 % of light bulbs at every signal replaced per year  
Target is 100%
- f. 100% of sight obstruction complaints responded to within one week of request.  
Target is 100%

- B. Design, install, and maintain traffic signs and pavement markings to ensure proper visibility and increase safety to vehicles and pedestrians.

Performance Measures:

- a. 100% of requests for sign repairs for intersection controls responded to on same day of notification.  
Target is 100%

Issues Statement:

- a. The City has over 30,000 roadway signs, including stop signs, no parking, yield, speed limit, school crossing signs, etc. It is estimated that the signs has an average life of ten years. Staff estimates that 3000 signs should be replaced annually because of fading and basic wear. Current funding levels will not allow recommended replacement schedule. However, we will continue to replace existing signs due to accidents, and as funding allows.
- b. Historically the City of Saginaw has applied longitudinal pavement markings to its major street system, which is approximately 96 miles worth of roadway. Due to lack of funding we are only able to paint half of these miles annually. We are marking streets every other year rather than the recommended annual schedule.
- c. Pavement markings at intersections are worn and have not been striped annually as should be. Staff is working on updating pavement-marking drawings at intersections and we are working on a plan to paint and maintain as recommended.

- C. Design, install, and maintain City of Saginaw Street light system to ensure proper visibility and increase safety to vehicles and pedestrians.

Performance Measures:

- a. 100% of requests for street light repairs responded to within three days of notification.  
Target is 100%
- b. 100% of annual replacement installed per maintenance schedule.  
Target is 100%

Issues Statement:

- a. The City has over 7000 streetlights varying from decorative Whatley's and Sternberg's to overhead cobra heads mounted on wood poles. It is estimated that the signs has an average life of five to seven years. Traffic Engineering Staff replaces approximately 1000 bulbs per year as part of our annual maintenance program. An estimated additional 1000 bulbs are replaced each year due to citizen complaints of lights out. Current funding levels allow us to meet recommended replacement schedule. And will continue as funding allows.

- D. Radio operations section is responsible for administering the city's public service and public safety two-way radio communications system. Proper installation and maintenance of approximately 500 fixed and mobile radio devices ensures a reliable communication system.

Performance Measures:

- a. 100% of requests for repairs or replacements of radios responded to within two days of notification.  
Target is 100%
- E. To provide high level of customer service expected by citizens in addressing traffic requests, including but not limited to intersection control, parking regulations, speed studies, barricading, etc.

Performance Measures:

- a. Average time for processing citizen requests.  
Target one week

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4621 Traffic Engineering**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	182,435	Traffic Foreman	1.00	55,499
Overtime	9,000	Traffic Electrician II	1.00	48,294
Fringe Benefits	172,335	Transport. Eng. Assistant	1.00	46,127
		Traffic Mtce. Technician II	0.85	32,515
<b>TOTAL</b>	<b>363,770</b>	<b>Total Personnel</b>	<b>3.85</b>	<b>182,435</b>
<b>OPERATING EXPENSES</b>				
		Overtime		9,000
Supplies	145,800	FICA		14,646
Internal Services	63,857	Healthcare Benefits - Active		52,313
Other Services		Healthcare Benefits - Retirees		12,242
Professional Fees	37,035	Pension		93,134
Maintenance Fees	19,924	<b>Total Fringe Benefits</b>		<b>172,335</b>
Other Contracted Fees	1,500			
<b>TOTAL</b>	<b>268,116</b>	<b>TOTAL</b>	<b>3.85</b>	<b>363,770</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>631,886</b>			

**FUND: 202 – Major Streets Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4650 - Administration**

**STRATEGIC NARRATIVES**

Administration provides the daily direction, planning, coordination and supervision for winter and routine maintenance and repair work on major streets and bridges in accordance with Michigan State Law (Act 51, Public Acts of 1951). In addition, this section is responsible for maintaining the accounting, billing and other records necessary for compliance with the law.

**FY 2009/2010 GOALS**

1. To maintain safe and clean City streets by administering the filling of potholes, sweeping, crack sealing, minor patching, winter maintenance, and forestry operations.
  - a. To maintain and improve major streets and bridges

	2008 Actual	2009 Projected	2010 Target
Complete State Highway Report In- House	0	2	4

2. To increase the durability of street surfaces and retard the deterioration of pavement on city streets.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4650 Street Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	37,173	Director of Public Services	0.05	4,995
Overtime	500	Supt. Of Right-of-Way	0.33	24,053
Fringe Benefits	398,485	Administrative Professional	0.20	8,125
<b>TOTAL</b>	<b>436,158</b>	<b>Total Personnel</b>	<b>0.58</b>	<b>37,173</b>
<b>OPERATING EXPENSES</b>				
		Overtime		500
Supplies	1,200	FICA		2,897
Internal Services	212,972	Healthcare Benefits - Active		7,805
Other Services		Healthcare Benefits - Retirees		369,219
Professional Fees	40,569	Pension		18,564
Maintenance Fees	3,904	<b>Total Fringe Benefits</b>		<b>398,485</b>
Other Contracted Fees	550			
<b>TOTAL</b>	<b>259,195</b>	<b>TOTAL</b>	<b>0.58</b>	<b>436,158</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>695,353</b>			

**FUND: 202 – Major Streets Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4651 – Routine Maintenance**

**STRATEGIC NARRATIVES**

This program provides street repairs and other routine maintenance services for the City’s 23.9 miles of State trunk line and 95.5 miles of major streets. The Routine Maintenance program improves the durability of road surfaces, retards their deterioration and adds to a clean and safe community environment.

**FY 2009/2010 GOALS**

1. To maintain basic street repair and maintenance for the City’s major streets with limited resources.
  - a. Reduce pothole complaints

	2008 Actual	2009 Projected	2010 Target
Lane Miles patched	1	1	2

2. To improve the Urban forest and certify tree trimmers as line clearance arborists so as to be able to work within 2.5 feet of electrical conductors
  - a. Send Tree Trimmer for training

	2008 Actual	2009 Projected	2010 Target
Certified line clearing Arborist	0	4 Tree Trimmers & 3 Foreman	5 Heavy Equipment operators

3. To explore methods of improving the urban forest, where funding allows, to include trimming and replacement of trees.



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4651 Routine Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	188,309	Chief Foreman	0.50 31,603
Overtime	14,000	Labor Foreman	0.50 25,683
Fringe Benefits	168,936	Heavy Equipment Operator	1.00 41,484
		Tree Trimmer	1.50 62,403
		Grounds Keeper (Seasonal)	2.00 27,136
<b>TOTAL</b>	<b>371,245</b>	<b>Total Personnel</b>	<b>5.50 188,309</b>
<b>OPERATING EXPENSES</b>		Overtime	14,000
Supplies	244,000	FICA	15,476
Internal Services	67,164	Healthcare Benefits - Active	82,428
Other Services		Healthcare Benefits - Retirees	0
Professional Fees	0	Pension	71,032
Maintenance Fees	335,434	<b>Total Fringe Benefits</b>	<b>168,936</b>
Other Contracted Fees	550		
<b>TOTAL</b>	<b>647,148</b>	<b>TOTAL</b>	<b>5.50 371,245</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>		
<b>TOTAL</b>	<b>0</b>		
<b>DEBT SERVICE</b>	<b>12,336</b>		
<b>TOTAL</b>	<b>12,336</b>		
<b>TOTAL APPROPRIATION</b>	<b>1,030,729</b>		

**FUND: 202 – Major Streets Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4654 – Bridge Maintenance**

**STRATEGIC NARRATIVES**

The Bridge Maintenance Program provides for normal maintenance and repairs on the Frank Andersen, Holland Avenue, Johnson Avenue, Genesee Avenue, and Douglas G. Schenck bridges. This program ensures vehicular and boat traffic safety and extends the life of the City’s bridges.

**FY 2009/2010 GOALS**

1. To perform maintenance that will prolong the life of the five bridges throughout the community.
  - a. To Complete the under bridge washing of all five spans and to clean all expansion joints

	2008 Actual	2009 Projected	2010 Target
Man Hours Worked	90	450	450

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4654 Bridge Maintenance**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	20,381	Tree Trimmer	0.50	20,381
Overtime	475			
Fringe Benefits	19,784	<b>Total Personnel</b>	0.50	20,381
<b>TOTAL</b>	<b>40,640</b>	Overtime		475.00
<b>OPERATING EXPENSES</b>				
		FICA		1,595
		Healthcare Benefits - Active		8,078
Supplies	2,500	Healthcare Benefits - Retirees		0
Internal Services	24,270	Pension		10,111
Other Services		<b>Total Fringe Benefits</b>		19,784
Professional Fees	81,178			
Maintenance Fees	0			
Other Contracted Fees	0	<b>TOTAL</b>	<b>0.50</b>	<b>40,640</b>
<b>TOTAL</b>	<b>107,948</b>			
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>148,588</b>			

**FUND: 202 – Major Streets Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4655 – Winter Maintenance**

**STRATEGIC NARRATIVES**

The Winter Maintenance Program provides for all snow removal activities on City streets. The responsibilities of this program include plowing, sanding, salting, hauling snow, erecting snow fences and removing snow by hand at intersections and bridge walks as necessary.

**FY 2009/2010 GOALS**

1. To maintain prompt snow removal and ice control on the City’s major streets.
  - a. Keep major streets plowed

	2008 Actual	2009 Projected	2010 Target
Cost per capita to keep major streets plowed (estimated 55,000 population)	\$5.30	\$5.30	\$5.30

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4655 Winter Maintenance**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	31,202	Heavy Equipment Operator	0.75	31,202
Overtime	20,185			
Fringe Benefits	37,548	<b>Total Personnel</b>	0.75	31,202
<b>TOTAL</b>	<b>88,935</b>	Overtime		20,185
<b>OPERATING EXPENSES</b>				
Supplies	176,000	FICA		3,931
Internal Services	24,616	Healthcare Benefits - Active		15,768
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		17,849
Maintenance Fees	0	<b>Total Fringe Benefits</b>		37,548
Other Contracted Fees	0			
<b>TOTAL</b>	<b>200,616</b>	<b>TOTAL</b>	<b>0.75</b>	<b>88,935</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>289,551</b>			

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

202-4690 State Trunkline

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	40,711	Traffic Mtce. Technician I	0.35	20,219
Overtime	3,000	Administrative Professional	0.50	20,492
Fringe Benefits	32,655			
<b>TOTAL</b>	<b>76,366</b>	<b>Total Personnel</b>	<b>0.85</b>	<b>40,711</b>
		Overtime		<b>3,000</b>
<b>OPERATING EXPENSES</b>				
Supplies	32,000	FICA		3,345
Internal Services	21,082	Healthcare Benefits - Active		11,372
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		17,938
Maintenance Fees	0			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		<b>32,655</b>
<b>TOTAL</b>	<b>53,082</b>	<b>TOTAL</b>	<b>0.85</b>	<b>76,366</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>129,448</b>			

**FUND: 202 – Major Streets Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4691 – State Routine Maintenance**

**STRATEGIC NARRATIVES**

This program provides street repairs and other routine maintenance services for the City’s 23.9 miles of State trunk line. The Routine Maintenance program improves the durability of road surfaces, retards their deterioration and adds to a clean and safe community environment.

**FY 2009/2010 GOALS**

1. To maintain basic street repair and maintenance for the State trunk lines.
  - a. To sweep all Trunk lines three times a year

	2008 Actual	2009 Projected	2010 Target
Tons of Debris Removed	310	450	500

2. To replace trees along the State Trunk Lines throughout the City
  - a. To plant 24 new trees on State trunk Lines

	2008 Actual	2009 Projected	2010 Target
Number of Trees Planted	0	24	30

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4691 State Routine Maintenance**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	20,741	Crossover Operator	0.50	20,741
Overtime	2,000			
Fringe Benefits	28,463	<b>Total Personnel</b>	0.50	20,741
<b>TOTAL</b>	<b>51,204</b>	Overtime		2,000
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		1,740
Internal Services	10,000	Healthcare Benefits - Active		8,108
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		18,615
Maintenance Fees	0	<b>Total Fringe Benefits</b>		28,463
Other Contracted Fees	0			
<b>TOTAL</b>	<b>10,000</b>	<b>TOTAL</b>	<b>0.50</b>	<b>51,204</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>61,204</b>			



**FUND: 202 – Major Streets Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4692 – State Winter Maintenance**

**STRATEGIC NARRATIVES**

The Winter Maintenance Program provides for all snow removal activities on City state trunk lines. The responsibilities of this program include plowing, sanding, salting, hauling snow, erecting snow fences and removing snow by hand on bridge walks as necessary.

**FY 2009/2010 GOALS**

1. To maintain prompt snow removal and ice control on the City’s trunk lines.
  - a. To keep all state trunk lines open in accordance with the Emergency County Snowplow Routes

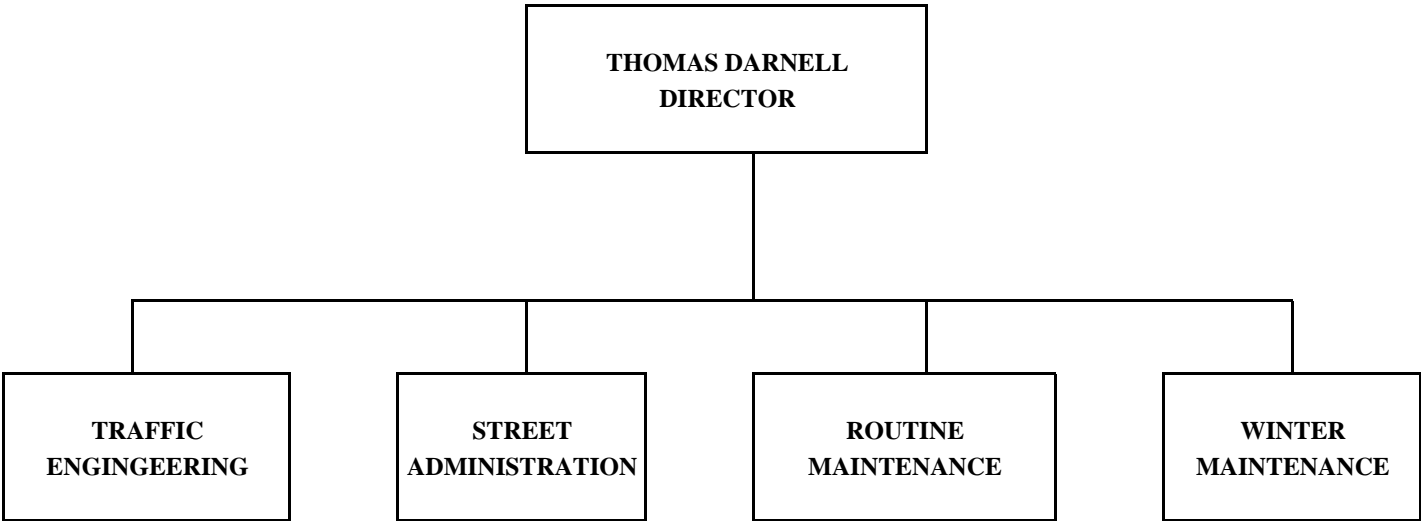
	2008 Actual	2009 Projected	2010 Target
Dollars Spent for Snow Removal on State Highway	\$81,000	\$84,000	\$70,000

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**202-4692 State Winter Maintenance**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	41,662	Tree Trimmer	1.00	41,662
Overtime	3,000			
Fringe Benefits	40,752	<b>Total Personnel</b>	1.00	41,662
<b>TOTAL</b>	<b>85,414</b>	Overtime		3,000
<b>OPERATING EXPENSES</b>				
Supplies	6,250	FICA		3,417
Internal Services	0	Healthcare Benefits - Active		25,031
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	5,120	Pension		12,304
Maintenance Fees	0	<b>Total Fringe Benefits</b>		40,752
Other Contracted Fees	0			
<b>TOTAL</b>	<b>11,370</b>	<b>TOTAL</b>	<b>1.00</b>	<b>85,414</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>96,784</b>			

**CITY OF SAGINAW  
LOCAL STREETS FUND**



**LOCAL STREETS FUND (203)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
STATE REVENUE SHARING	1,000,000	TRAFFIC ENGINEERING	103,100
INTEREST	2,000	STREET ADMINISTRATION	608,253
OTHER REVENUES	3,000	ROUTINE MAINTENANCE	370,038
TRANSFERS IN	256,340	WINTER MAINTENANCE	163,363
		TRANSFERS OUT	16,586
<b>TOTAL RESOURCES</b>	<b><u>1,261,340</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>1,261,340</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
State Revenue Sharing	1,048,204	1,035,654	1,018,786	960,000	822,925	1,000,000
Service - Sales	0	0	0	20,000	0	0
Interest and Rents	0	73	822	6,000	894	2,000
Other Revenues	5,781	7,102	3,019	3,000	3,305	3,000
Transfers from Other Fnds	633,241	924,775	643,319	488,791	490,244	256,340
<b>TOTAL RESOURCES</b>	<b>1,687,226</b>	<b>1,967,604</b>	<b>1,665,946</b>	<b>1,477,791</b>	<b>1,317,368</b>	<b>1,261,340</b>

**REVENUE ANALYSIS DETAIL**

Gas and Weight Tax	1,048,204	1,035,654	1,018,786	960,000	822,925	1,000,000
<b>Total State Rev. Sharing</b>	<b>1,048,204</b>	<b>1,035,654</b>	<b>1,018,786</b>	<b>960,000</b>	<b>822,925</b>	<b>1,000,000</b>
Materials and Services	0	0	0	20,000	0	0
<b>Total Service - Sales</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>
Interest on Investments	0	0	(363)	5,000	0	1,000
Interest on Spec. Asmts	0	73	1,185	1,000	894	1,000
<b>Total Interest</b>	<b>0</b>	<b>73</b>	<b>822</b>	<b>6,000</b>	<b>894</b>	<b>2,000</b>
Special Assessments	5,780	2,854	3,019	3,000	3,304	3,000
Surplus Receipts	1	2	0	0	1	0
Reimbursement	0	4,246	0	0	0	0
Use of Fund Equity	0	0	0	0	0	0
<b>Total Other Revenues</b>	<b>5,781</b>	<b>7,102</b>	<b>3,019</b>	<b>3,000</b>	<b>3,305</b>	<b>3,000</b>
Transfer from Other Funds	0	0	0	0	1,453	0
Major Street Fund	633,241	924,775	643,319	488,791	488,791	256,340
<b>Total Transfers</b>	<b>633,241</b>	<b>924,775</b>	<b>643,319</b>	<b>488,791</b>	<b>490,244</b>	<b>256,340</b>
<b>TOTAL RESOURCES</b>	<b>1,687,226</b>	<b>1,967,604</b>	<b>1,665,946</b>	<b>1,477,791</b>	<b>1,317,368</b>	<b>1,261,340</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4621 TRAFFIC ENGINEERING</u></b>						
Personnel Services	39,856	32,830	35,649	34,191	24,124	34,701
Operating Expenses	144,355	202,888	198,995	59,082	85,334	68,399
Capital Outlay	0	2,788	0	0	0	0
<b>TOTALS</b>	184,210	238,506	234,644	93,273	109,458	103,100
<b><u>4650 STREET ADMINISTRATION</u></b>						
Personnel Services	313,456	59,683	368,663	473,406	299,401	462,740
Operating Expenses	120,887	9,961	160,736	127,160	124,957	145,513
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	434,343	69,644	529,399	600,566	424,358	608,253
<b><u>4651 ROUTINE MAINTENANCE</u></b>						
Personnel Services	350,938	560,382	407,158	399,741	309,232	254,121
Operating Expenses	78,362	671,600	311,223	202,856	236,863	115,917
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	429,299	1,231,982	718,381	602,597	546,095	370,038
<b><u>4655 WINTER MAINTENANCE</u></b>						
Personnel Services	168,050	267,747	104,534	71,970	71,544	70,144
Operating Expenses	25,598	109,272	87,896	92,799	78,596	93,219
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	193,648	377,019	192,430	164,769	150,140	163,363
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	10,587	14,116	14,116	16,586	16,586	16,586
<b>TOTALS</b>	10,587	14,116	14,116	16,586	16,586	16,586

**EXPENDITURE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>TOTAL LOCAL STREETS</b>						
Personnel Services	872,300	920,642	916,004	979,308	704,301	821,706
Operating Expenses	369,201	993,721	758,850	481,897	525,750	423,048
Capital Outlay	0	2,788	0	0	0	0
Miscellaneous	10,587	14,116	14,116	16,586	16,586	16,586
<b>TOTAL EXPENDITURES</b>	<b>1,252,088</b>	<b>1,931,267</b>	<b>1,688,970</b>	<b>1,477,791</b>	<b>1,246,637</b>	<b>1,261,340</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Apporved Budget</b>
<b>LOCAL STREETS</b>						
Traffic Engineering	0.40	0.40	0.40	0.40	0.40	0.40
Administration	1.15	0.60	0.93	1.03	1.23	1.03
Routine Maintenance	7.30	6.00	4.75	2.75	4.25	2.75
Winter Maintenance	1.00	1.00	0.75	0.75	0.75	0.75
<b>TOTAL POSITIONS</b>	<b>9.85</b>	<b>8.00</b>	<b>6.83</b>	<b>4.93</b>	<b>6.63</b>	<b>4.93</b>

Overall, Local Streets personnel complement is projected to decrease by 1.70 in FY 2010. In the Street Administration Division .20 of an Administrative Professional will be allocated to Sewer and Water Operations and Maintenance Funds. In the Routine Maintenance Division .25 of the Labor Foreman Environ./Streets will be eliminated and allocated to the Rubbish Collection Fund and 1.25 of a Heavy Equipment Operator will be distributed to the Sewer and Water Operations and Maintenance Funds.



**FUNDS: 101-General Fund, 202-Major Streets, 203-Local Streets, 660-Radio Operations**

**DEPARTMENT: Public Services**

**ACTIVITIES: 4620-Street Lighting, 4621-Traffic Engineering, 4690-State Trunkline, 4422-Radio Operation**

### **STRATEGIC NARRATIVE**

The mission of the Traffic Engineering Division of the Public Services Department is to promote the safe and efficient movement of vehicles, pedestrians, and goods through long-range planning, development review, infrastructure design and maintenance, capital improvement programs, and traffic control systems. The Division provides multi-disciplinary engineering and full contract administration duties to the city as it relates to traffic signal design and maintenance. Services include planning and design of traffic signs and signals, traffic studies, transportation modeling and planning, development reviews, and response to citizen's requests. Continued installation and replacement of Streetlights. Staff works in conjunction with regional agencies and assists with grant application efforts, capital improvement projects, and in preparation of various ordinances and resolutions.

### **GOALS**

The primary goal of the Traffic Engineering Division is to promote the safe and efficient movement of vehicles, pedestrians, and goods through long-range planning, development review, infrastructure design and maintenance, capital improvement programs and traffic control systems.

Objectives:

- A. Continue to monitor existing traffic patterns and volumes and upgrade and maintain existing traffic signals to control flow and relieve congestion. Provide safe and efficient movement and progression for motoring public thru the City's signal system.

Performance Measures:

- a. Average time from initial request to the start of a traffic flow and safety study  
Target is 3 to 4 weeks
- b. Develop and maintain an intelligent transportation system (ITS) to include optimizing traffic signal system timing through use of software programs such as Simtraffic and Corsim.
- c. 80 % of studies for traffic regulation changes completed within eight weeks of initial request.  
Target is 100%
- d. Apply for Federal and State Grants to be used towards signal improvement/upgrade projects.
- e. 100 % of light bulbs at every signal replaced per year  
Target is 100%
- f. 100% of sight obstruction complaints responded to within one week of request.  
Target is 100%

- B. Design, install, and maintain traffic signs and pavement markings to ensure proper visibility and increase safety to vehicles and pedestrians.

Performance Measures:

- a. 100% of requests for sign repairs for intersection controls responded to on same day of notification.  
Target is 100%

Issues Statement:

- a. The City has over 30,000 roadway signs, including stop signs, no parking, yield, speed limit, school crossing signs, etc. It is estimated that the signs have an average life of ten years. Staff estimates that 3000 signs should be replaced annually because of fading and basic wear. Current funding levels will not allow recommended replacement schedule. However, we will continue to replace existing signs due to accidents, and as funding allows.
- b. Historically the City of Saginaw has applied longitudinal pavement markings to its major street system, which is approximately 96 miles worth of roadway. Due to lack of funding we are only able to paint half of these miles annually. We are marking streets every other year rather than the recommended annual schedule.
- c. Pavement markings at intersections are worn and have not been striped annually as should be. Staff is working on updating pavement-marking drawings at intersections and we are working on a plan to paint and maintain as recommended.

- C. Design, install, and maintain City of Saginaw Street light system to ensure proper visibility and increase safety to vehicles and pedestrians.

Performance Measures:

- a. 100% of requests for street light repairs responded to within three days of notification.  
Target is 100%
- b. 100% of annual replacement installed per maintenance schedule.  
Target is 100%

Issues Statement:

- a. The City has over 7000 streetlights varying from decorative Whatley's and Sternberg's to overhead cobra heads mounted on wood poles. It is estimated that the signs have an average life of five to seven years. Traffic Engineering Staff replaces approximately 1000 bulbs per year as part of our annual maintenance program. An estimated additional 1000 bulbs are replaced each year due to citizen complaints of lights out. Current funding levels allow us to meet recommended replacement schedule. And will continue as funding allows.

- D. Radio operations section is responsible for administering the city's public service and public safety two-way radio communications system. Proper installation and maintenance of approximately 500 fixed and mobile radio devices ensures a reliable communication system.

Performance Measures:

- a. 100% of requests for repairs or replacements of radios responded to within two days of notification.  
Target is 100%
- E. To provide high level of customer service expected by citizens in addressing traffic requests, including but not limited to intersection control, parking regulations, speed studies, barricading, etc.

Performance Measures:

- a. Average time for processing citizen requests.  
Target one week

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**203-4621 Traffic Engineering**

Allocation Plan		Position Control	
PERSONNEL SERVICES		JOB CLASSIFICATION	2010 BUDGET      ALLOCATION
Salaries	16,394	Traffic Maintenance Tech.	0.40      16,394
Overtime	3,000		
Fringe Benefits	15,307	<b>Total Personnel</b>	<u>0.40      16,394</u>
<b>TOTAL</b>	<u><b>34,701</b></u>	Overtime	<u>3,000</u>
<b>OPERATING EXPENSES</b>		FICA	1,484
Supplies	35,900	Healthcare Benefits - Active	5,381
Internal Services	19,229	Healthcare Benefits - Retirees	0
Other Services		Pension	8,442
Professional Fees	12,970	<b>Total Fringe Benefits</b>	<u>15,307</u>
Maintenance Fees	0		
Other Contracted Fees	300		
<b>TOTAL</b>	<u><b>68,399</b></u>	<b>TOTAL</b>	<u><u><b>0.40      34,701</b></u></u>
<b>CAPITAL OUTLAY</b>	0		
<b>TOTAL</b>	<u><b>0</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>103,100</b></u></u>		

**FUND: 203 – Local Streets Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4650 - Administration**

**STRATEGIC NARRATIVES**

Administration provides the daily direction, planning, coordination and supervision for winter and routine maintenance and repair work on local streets in accordance with Michigan State Law (Act 51, Public Acts of 1951). In addition, this section is responsible for maintaining the accounting, billing and other records necessary for compliance with the law.

**FY 2009/2010 GOALS**

1. To maintain safe and clean City streets by administering the filling of potholes, sweeping, crack sealing, minor patching, winter maintenance, and forestry operations.
  - a. Sweep all Streets and state Highways a minimum of six times

	2008 Actual	2009 Projected	2010 Target
Number of Sweepings	4	6	6

2. To increase the durability of street surfaces and retard the deterioration of pavement on city streets.
  - a. To crack seal Street Surfaces to prolong their Life

	2008 Actual	2009 Projected	2010 Target
Expected life (in miles)	1 mile	5 miles	10 miles

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**203-4650 Street Administration**

<b>Allocation Plan</b>	<b>Position Control</b>		
	<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries 52,670	Supt. Of Right-of-Way	0.33	24,053
Overtime 400	Administrative Professional	0.70	28,617
Fringe Benefits 409,670			
<b>TOTAL</b>	<b>Total Personnel</b>	<b>1.03</b>	<b>52,670</b>
	Overtime		400
<b>OPERATING EXPENSES</b>			
Supplies 100	FICA		4,061
Internal Services 128,362	Healthcare Benefits - Active		13,410
Other Services	Healthcare Benefits - Retirees		369,219
Professional Fees 15,583	Pension		22,980
Maintenance Fees 1,468			
Other Contracted Fees 0	<b>Total Fringe Benefits</b>		<b>409,670</b>
<b>TOTAL</b>	<b>TOTAL</b>	<b>1.03</b>	<b>462,740</b>
<b>CAPITAL OUTLAY</b>			
<b>TOTAL</b>			<b>0</b>
<b>TOTAL APPROPRIATION</b>			<b>608,253</b>

**FUND: 203 – Local Streets Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4651 – Routine Maintenance**

**STRATEGIC NARRATIVES**

This program provides street repairs and other routine maintenance services for the City’s 182.2 miles of local streets. The Routine Maintenance program improves the durability of road surfaces, retards their deterioration and adds to a clean and safe community environment.

**FY 2009/2010 GOALS**

1. Maintain Basic street repair and maintenance for the City’s local streets.
2. To explore methods of improving the urban forest, where funding allows, to include trimming and replacement of trees.
  - a. To deliver services with available funds)

i.	2008 Actual	2009 Projected	2010 Target
Tons of asphalt used for patching	750	400	500

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**203-4651 Routine Maintenance**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	119,449	Labor Foreman	0.50	25,904
Overtime	20,000	Heavy Equipment Operator	1.00	41,512
Fringe Benefits	114,672	Crossover Operator	0.75	31,292
		Tree Trimmer	0.50	20,741
<b>TOTAL</b>	<b>254,121</b>	<b>Total Personnel</b>	<b>2.75</b>	<b>119,449</b>
<b>OPERATING EXPENSES</b>				
		Overtime		20,000
Supplies	40,739			
Internal Services	20,755			
Other Services		FICA		10,668
Professional Fees	1,000	Healthcare Benefits - Active		45,093
Maintenance Fees	53,423	Healthcare Benefits - Retirees		0
Other Contracted Fees	0	Pension		58,911
<b>TOTAL</b>	<b>115,917</b>	<b>Total Fringe Benefits</b>		<b>114,672</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>2.75</b>	<b>254,121</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>370,038</b>			



**FUND: 203 – Local Streets Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4655 – Winter Maintenance**

**STRATEGIC NARRATIVES**

The Winter Maintenance Program provides for all snow removal activities on City streets. The responsibilities of this program include plowing, sanding, salting, hauling snow, erecting snow fences and removing snow by hand on bridge walks as necessary.

**FY 2009/2010 GOALS**

1. To maintain prompt snow removal and ice control on the City’s local Streets.
  - a. To plow the approximate 200 miles of local streets (400 lane miles)

	2008 Actual	2009 Projected	2010 Target
Cost per capita to plow local streets (estimated 55,000 population)	\$3.45	\$3.45	\$3.45

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

203-4655 Winter Maintenance

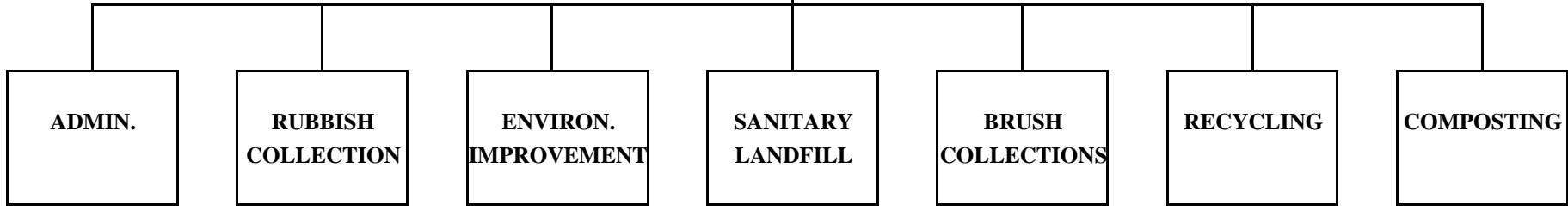
Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	31,202	Heavy Equipment Operator	0.75	31,202
Overtime	5,000			
Fringe Benefits	33,942	<b>Total Personnel</b>	<u>0.75</u>	<u>31,202</u>
<b>TOTAL</b>	<u><b>70,144</b></u>	Overtime		<u>5,000</u>
<b>OPERATING EXPENSES</b>				
Supplies	85,250	FICA		2,770
Internal Services	7,769	Healthcare Benefits - Active		15,768
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		15,404
Maintenance Fees	0	<b>Total Fringe Benefits</b>		<u>33,942</u>
Other Contracted Fees	200			
<b>TOTAL</b>	<u><b>93,219</b></u>	<b>TOTAL</b>	<u><u><b>0.75</b></u></u>	<u><u><b>70,144</b></u></u>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>163,363</b></u></u>			



## **RUBBISH COLLECTION FUND**

**CITY OF SAGINAW  
RUBBISH COLLECTION FUND**

**THOMAS DARNELL  
DIRECTOR**



**RUBBISH COLLECTION (226)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
<b>PROPERTY TAXES</b>	<b>1,845,768</b>	<b>ADMINISTRATION</b>	<b>539,352</b>
<b>SERVICES - SALES</b>	<b>500</b>	<b>RUBBISH COLLECTION</b>	<b>1,469,712</b>
<b>CHARGE FOR SERVICES</b>	<b>1,492,000</b>	<b>ENVIRONMENTAL IMPROVE.</b>	<b>351,824</b>
<b>INTEREST</b>	<b>18,500</b>	<b>SANITARY LANDFILL</b>	<b>561,342</b>
<b>OTHER REVENUES</b>	<b>179,613</b>	<b>BRUSH COLLECTION</b>	<b>109,400</b>
		<b>RECYCLING</b>	<b>20,500</b>
		<b>COMPOSTING</b>	<b>473,671</b>
		<b>TRANSFERS OUT</b>	<b>10,580</b>
<b>TOTAL RESOURCES</b>	<b><u>3,536,381</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>3,536,381</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>RUBBISH COLLECTION FUND</b>						
Property Taxes	2,025,973	2,031,063	1,994,891	1,953,241	1,950,458	1,845,768
Services - Sales	2,180	0	6,559	2,500	1,938	500
Charge for Services	1,446,715	1,656,432	2,346,179	1,486,390	1,449,602	1,492,000
Interest	5,257	21,869	18,978	21,500	21,621	18,500
Other Revenues	(28,974)	(49,725)	35,080	304,625	(22,505)	179,613
Transfers to Other Funds	30,730	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>3,481,881</b>	<b>3,659,639</b>	<b>4,401,687</b>	<b>3,768,256</b>	<b>3,401,114</b>	<b>3,536,381</b>

**REVENUE ANALYSIS DETAIL**

Real Property	1,627,592	1,676,026	1,729,057	1,644,440	1,700,240	1,563,872
Real Property - IFT	3,944	3,051	3,051	2,878	2,205	1,633
Personal Property	283,193	281,374	249,925	282,827	226,162	261,174
Personal Property - IFT	94,212	62,738	48,904	23,096	21,797	19,089
Property Taxes - Chargeback	0	0	(36,048)	0	0	0
Penalties and Interest	548	11	2	0	54	0
PILOT - Housing Com	12,436	7,863	0	0	0	0
PILOT - Birch Park	4,048	0	0	0	0	0
<b>Total Property Taxes</b>	<b>2,025,973</b>	<b>2,031,063</b>	<b>1,994,891</b>	<b>1,953,241</b>	<b>1,950,458</b>	<b>1,845,768</b>
Abandoned Vehicles	1,760	0	0	2,000	0	0
Sale of Junk	400	0	6,559	500	1,938	500
Sale of Recycling Bins	20	0	0	0	0	0
<b>Total Service - Sales</b>	<b>2,180</b>	<b>0</b>	<b>6,559</b>	<b>2,500</b>	<b>1,938</b>	<b>500</b>
Household Rubbish Fees	1,195,409	1,372,822	901,304	1,176,390	1,144,480	1,190,000
Trash Removal	65,369	49,423	247,357	60,000	61,873	62,000
Compost Stie Dump Fees	185,937	234,187	1,197,518	250,000	243,249	240,000
<b>Total Charge for Srvc</b>	<b>1,446,715</b>	<b>1,656,432</b>	<b>2,346,179</b>	<b>1,486,390</b>	<b>1,449,602</b>	<b>1,492,000</b>

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>RUBBISH COLLECTION FUND</b>						
Interest on Investments	3,485	1,388	1,959	1,000	0	1,000
Interest on Spec Asmts	1,772	1,516	1,167	4,000	2,120	2,000
Interest and Penalties	0	0	0	16,500	0	0
Penalties on Rubbish Fees	0	18,965	15,852	0	19,501	15,500
<b>Total Interest</b>	<b>5,257</b>	<b>21,869</b>	<b>18,978</b>	<b>21,500</b>	<b>21,621</b>	<b>18,500</b>
Special Assessments	(29,054)	(52,011)	35,040	100,000	(22,505)	75,000
Surplus Receipts	80	40	40	0	0	0
Reimbursement	0	2,246	0	0	0	0
Use of Fund Equity	0	0	0	204,625	0	104,613
<b>Total Other Revenues</b>	<b>(28,974)</b>	<b>(49,725)</b>	<b>35,080</b>	<b>304,625</b>	<b>(22,505)</b>	<b>179,613</b>
Sick and Vacation Fund	30,730	0	0	0	0	0
<b>Total Transfers</b>	<b>30,730</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL RESOURCES</b>	<b>3,481,881</b>	<b>3,659,639</b>	<b>4,401,687</b>	<b>3,768,256</b>	<b>3,401,114</b>	<b>3,536,381</b>



**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4581 RUBBISH COLLECTION - ADMINISTRATION</u></b>						
Personnel Services	205,963	140,422	148,620	187,707	167,803	191,856
Operating Expenses	460,159	717,598	219,776	333,386	298,334	347,496
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	666,122	858,020	368,396	521,093	466,137	539,352
<b><u>4582 RUBBISH COLLECTION</u></b>						
Personnel Services	74,942	109,354	91,897	94,994	83,268	84,502
Operating Expenses	1,391,017	1,598,055	1,919,606	1,435,038	1,553,711	1,385,210
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	16,793	16,794	0	0	0
<b>TOTALS</b>	1,465,959	1,724,202	2,028,297	1,530,032	1,636,979	1,469,712
<b><u>4583 ENVIRONMENTAL IMPROVEMENT</u></b>						
Personnel Services	115,467	28,937	68,806	88,331	59,819	178,198
Operating Expenses	128,198	109,419	174,997	257,730	156,603	173,626
Capital Outlay	300	141	0	0	270	0
<b>TOTALS</b>	243,965	138,497	243,803	346,061	216,692	351,824
<b><u>4584 SANITARY LANDFILL</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	404,987	460,591	448,629	561,342	397,988	561,342
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	404,987	460,591	448,629	561,342	397,988	561,342
<b><u>4585 BRUSH COLLECTION</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	6,447	76,614	123,110	90,484	109,400
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	13,710	0	0	0
<b>TOTALS</b>	0	6,447	90,324	123,110	90,484	109,400

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4586 RECYCLING</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	152,966	67,831	74,191	20,500	0	20,500
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	152,966	67,831	74,191	20,500	0	20,500
<b><u>4587 COMPOSTING</u></b>						
Personnel Services	258,011	245,777	197,082	282,532	233,441	201,641
Operating Expenses	48,684	50,061	59,162	352,837	66,739	272,030
Capital Outlay	0	26,000	0	30,169	0	0
<b>TOTALS</b>	306,695	321,838	256,244	665,538	300,180	473,671
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	6,753	9,004	9,004	10,580	10,580	10,580
<b>TOTALS</b>	6,753	9,004	9,004	10,580	10,580	10,580
<b>TOTAL RUBBISH COLLECTION</b>						
Personnel Services	654,383	524,490	506,405	653,564	544,331	656,197
Operating Expenses	2,586,011	3,010,002	2,972,975	3,083,943	2,563,859	2,869,604
Capital Outlay	300	26,141	0	30,169	270	0
Miscellaneous	6,753	25,797	39,508	10,580	10,580	10,580
<b>TOTAL EXPENDITURES</b>	<b>3,247,447</b>	<b>3,586,429</b>	<b>3,518,888</b>	<b>3,778,256</b>	<b>3,119,040</b>	<b>3,536,381</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>RUBBISH COLLECTION</b>						
Rubbish Administration	1.70	1.50	0.89	1.69	1.69	1.69
Rubbish Collection	0.50	1.00	1.00	0.50	0.50	0.50
Environmental Improvement	1.00	0.00	1.00	1.10	0.50	1.10
Composting	2.00	2.00	2.00	2.00	3.00	2.00
<b>TOTAL POSITIONS</b>	<b>5.20</b>	<b>4.50</b>	<b>4.89</b>	<b>5.29</b>	<b>5.69</b>	<b>5.29</b>

The 2010 Approved Budget will decrease by .40 from the FY 2009 approved personnel complement levels. This decrease is primarily attributed to the elimination of one Heavy Equipment Operator in the Composting Division. This decrease is offset by increases in the Environmental Improvement Division by - .50 of the Building Operations Supervisor from the Building and Grounds Maintenance Division in the General Fund as well as an addition of .10 of the Labor Foreman for Environmental/Streets.

**FUND: 226 – Rubbish Collection Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4581 – Rubbish Administration**

**STRATEGIC NARRATIVES**

Rubbish Administration provides daily direction, planning, coordination, and supervision of solid waste collection and disposal. In addition, this section is responsible for maintaining the accounting, billing, and other records for the various Rubbish Fund activities.

**FY 2009/2010 GOALS**

1. To maintain weekly rubbish and yard waste pick-up and disposal.

- a. Re-Establish a convenience station for Residents

	2008 Actual	2009 Projected	2010 Target
Number of residents using the convenience Station	0	100	500

- b. Provide a limited re-cycling program with centralized drop off locations

2. Look at alternate methods of providing service given the level of funding available.

	2008 Actual	2009 Projected	2010 Target
Number of Residents using the Service	0	100	500

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**226 - 4581 Rubbish Collection Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	78,426	Director of Public Services	0.15	14,984
Overtime	500	Supt of Right-of-Way	0.34	24,782
Fringe Benefits	112,930	Administrative Professional	0.20	8,125
		Environ. Support Specialist	1.00	30,535
<b>TOTAL</b>	<b>191,856</b>	<b>Total Personnel</b>	<b>1.69</b>	<b>78,426</b>
<b>OPERATING EXPENSES</b>				
		Overtime		500
Supplies	2,450			
Internal Services	190,585			
Other Services		FICA		6,083
Professional Fees	137,289	Healthcare Benefits - Active		22,582
Maintenance Fees	17,172	Healthcare Benefits - Retirees		49,239
Other Contracted Fees	0	Pension		35,026
<b>TOTAL</b>	<b>347,496</b>	<b>Total Fringe Benefits</b>		<b>112,930</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>1.69</b>	<b>191,856</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>539,352</b>			

**FUND: 226 – Rubbish Collection Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4582 – Rubbish Collection**

**STRATEGIC NARRATIVES**

The Rubbish Collection program promotes healthy neighborhood environments through weekly residential rubbish collection throughout the City. On July 1, 2004, the City contracted with the Mid-Michigan Waste Authority to collect and process the City’s residential rubbish.

**FY 2009/2010 GOALS**

1. To service all City residents with weekly collections.
  - a. To provide an accurate household count for pickup

	2008 Actual	2009 Projected	2010 Target
Number of Households	23,313 households	23,313 households	23,313 households

2. To inform City residents of rubbish rules and regulations thereby reducing environmental complaints.
  - a. Use website to reach out to Residents

	2008 Actual	2009 Projected	2010 Target
Number of complaints from residents using website	300	300	250

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

226 - 4582 Rubbish Collection

Allocation Plan		Position Control	
		JOB CLASSIFICATION	2010 BUDGET ALLOCATION
<b>PERSONNEL SERVICES</b>			
Salaries	31,879	Chief Foreman	0.50 31,879
Overtime	17,000		
Fringe Benefits	35,623	<b>Total Personnel</b>	<u>0.50 31,879</u>
<b>TOTAL</b>	<u><b>84,502</b></u>	Overtime	<u>17,000</u>
<b>OPERATING EXPENSES</b>			
Supplies	0	FICA	3,740
Internal Services	8,239	Healthcare Benefits - Active	9,089
Other Services		Healthcare Benefits - Retirees	12,242
Professional Fees	1,318,250	Pension	10,552
Maintenance Fees	58,721	<b>Total Fringe Benefits</b>	<u>35,623</u>
Other Contracted Fees	0		
<b>TOTAL</b>	<u><b>1,385,210</b></u>	<b>TOTAL</b>	<u><u><b>0.50 84,502</b></u></u>
<b>CAPITAL OUTLAY</b>			
	0		
<b>TOTAL</b>	<u><b>0</b></u>		
<b>MISCELLANEOUS</b>			
	0		
<b>TOTAL</b>	<u><b>0</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>1,469,712</b></u></u>		

**FUND: 226 – Rubbish Collection Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4583 – Environmental Improvement**

**STRATEGIC NARRATIVES**

The function of the Environmental Improvement program is to investigate and seek resolution to complaints regarding trash and debris in interior yards, junk or inoperable vehicles and other nuisance complaints.

**FY 2009/2010 GOALS**

1. To investigate and seek resolution to complaints filed under the General Code regarding trash, debris and inoperable vehicles.
  - a. Reduce the number of complaints by educating the Residents

	2008 Actual	2009 Projected	2010 Target
Number of Complaints Logged	5,230	5,000	5,000



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**226 - 4583 Environmental Improvement**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	61,664	Labor Foreman Env/Streets	0.60	29,788
Overtime	6,000	Building Operations Supv	0.50	31,876
Fringe Benefits	110,534			
<b>TOTAL</b>	<b>178,198</b>	<b>Total Personnel</b>	<b>1.10</b>	<b>61,664</b>
		Overtime		<b>6,000</b>
<b>OPERATING EXPENSES</b>				
Supplies	37,900	FICA		5,075
Internal Services	8,380	Healthcare Benefits - Active		46,354
Other Services		Healthcare Benefits - Retirees		36,726
Professional Fees	109,860	Pension		22,379
Maintenance Fees	17,236			
Other Contracted Fees	250	<b>Total Fringe Benefits</b>		<b>110,534</b>
<b>TOTAL</b>	<b>173,626</b>	<b>TOTAL</b>	<b>1.10</b>	<b>178,198</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>351,824</b>			

**FUND: 226 – Rubbish Collection Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4584 – Sanitary Landfill**

**STRATEGIC NARRATIVES**

This program will provide for seasonal citywide curbside collection of non-commercially cut brush. Brush is collected the first through the fifteenth on the West side and on the sixteenth through the 31<sup>st</sup>, on the East Side. The City will provide the human resources and equipment to operate the brush collection service.

**FY 2009/2010 GOALS**

1. To provide and maintain a seasonal brush collection service to all residents. The Seasonal brush collection period will be annually from April through November. The seasonal program will provide for monthly citywide curbside collection on non-commercially cut brush.
  - a. To track the number of loads delivered to the compost site.

	2008 Actual	2009 Projected	2010 Target
Number of Loads	N/A	100	150

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

226 - 4584 Sanitary Landfill

Allocation Plan		Position Control	
PERSONNEL SERVICES		JOB CLASSIFICATION	2010 BUDGET    ALLOCATION
Salaries	0		
Overtime	0	<b>Total Personnel</b>	0.00    0
Fringe Benefits	0		
<b>TOTAL</b>	<b>0</b>	Overtime	0
<b>OPERATING EXPENSES</b>		FICA	0
Supplies	500	Healthcare Benefits - Active	0
Internal Services	0	Healthcare Benefits - Retirees	0
Other Services		Pension	0
Professional Fees	560,842	<b>Total Fringe Benefits</b>	0
Maintenance Fees	0		
Other Contracted Fees	0	<b>TOTAL</b>	<b>0.00    0</b>
<b>TOTAL</b>	<b>561,342</b>		
<b>CAPITAL OUTLAY</b>	0		
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>561,342</b>		

**FUND: 226 – Rubbish Collection Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4585 – Sanitary Landfill**

**STRATEGIC NARRATIVES**

This program will provide for seasonal citywide curbside collection of non-commercially cut brush. Brush is collected the first through the fifteenth on the West side and on the sixteenth through the 31<sup>st</sup>, on the East Side. The City will provide the human resources and equipment to operate the brush collection service.

**FY 2009/2010 GOALS**

1. To provide and maintain a seasonal brush collection service to all residents. The Seasonal brush collection period will be annually from April through November. The seasonal program will provide for monthly citywide curbside collection on non-commercially cut brush.
  - a. To track the number of loads delivered to the compost site.

	2008 Actual	2009 Projected	2010 Target
Number of Loads	N/A	100	100

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**226 - 4585 Brush Collection**

<b>Allocation Plan</b>		<b>Position Control</b>	
<b>PERSONNEL SERVICES</b>		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
Salaries	0		
Overtime	0	<b>Total Personnel</b>	<u>0.00</u>
Fringe Benefits	0		
<b>TOTAL</b>	<u><b>0</b></u>	Overtime	<u>0</u>
<b>OPERATING EXPENSES</b>		FICA	0
Supplies	7,000	Healthcare Benefits - Active	0
Internal Services	102,400	Healthcare Benefits - Retirees	0
Other Services		Pension	0
Professional Fees	0	<b>Total Fringe Benefits</b>	<u>0</u>
Maintenance Fees	0		
Other Contracted Fees	0	<b>TOTAL</b>	<u><u><b>0.00</b></u></u>
<b>TOTAL</b>	<u><b>109,400</b></u>		<u><u><b>0</b></u></u>
<b>CAPITAL OUTLAY</b>	0		
<b>TOTAL</b>	<u><b>0</b></u>		
<b>MISCELLANEOUS</b>	0		
<b>TOTAL</b>	<u><b>0</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>109,400</b></u></u>		

**FUND: 226 – Rubbish Collection Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4586 - Recycling**

**STRATEGIC NARRATIVES**

Rubbish Recycling provides weekly curbside collection and recycling of household recyclable waste. During fiscal year 1994, the City contracted recycling processing with the Mid-Michigan Waste Authority. The Authority has a ten year contract with Resource Recovery Systems to process recyclables.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To increase household participation in curbside recycling through community education, awareness and weekly collection program.
  - a. To establish a Bi-weekly drop off site for recyclables

	2008 Actual	2009 Projected	2010 Target
Number of Participants	N/A	500	500

- As currently budgeted, it will be difficult to provide curbside recycling to the entire City of Saginaw in this fiscal year.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

226 - 4586 Recycling

Allocation Plan		Position Control	
		JOB CLASSIFICATION	2010 BUDGET ALLOCATION
<b>PERSONNEL SERVICES</b>			
Salaries	0		
Overtime	0	<b>Total Personnel</b>	0.00
Fringe Benefits	0		
<b>TOTAL</b>	<b>0</b>	Overtime	0
<b>OPERATING EXPENSES</b>			
		FICA	0
		Healthcare Benefits - Active	0
Supplies	500	Healthcare Benefits - Retirees	0
Internal Services	20,000	Pension	0
Other Services			
Professional Fees	0	<b>Total Fringe Benefits</b>	0
Maintenance Fees	0		
Other Contracted Fees	0		
<b>TOTAL</b>	<b>20,500</b>	<b>TOTAL</b>	<b>0.00</b>
<b>CAPITAL OUTLAY</b>	0		
<b>TOTAL</b>	<b>0</b>		
<b>TOTAL APPROPRIATION</b>	<b>20,500</b>		

**FUND: 226 – Rubbish Collection Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4587 – Composting**

**STRATEGIC NARRATIVES**

Yard Waste Composting provides for the collection and composting of yard waste collected from City residents, in compliance with the state requirement to divert all yard waste from landfills. The City has a contract with the Mid-Michigan Waste Authority to process yard waste for the authority. The composting site will produce over 20,000 cubic yards of compost annually.

**FY 2009/2010 GOALS**

1. To comply with State requirement of divert all yard waste from landfills.
  - a. To educate and encourage City residents to participate in the compost program

	2008 Actual	2009 Projected	2010 Target
Compost Produced	9600 cu/yards	12000 cu/yards	15000 cu/yards

2. Track Loads of Compost Delivered

- a. Number of loads delivered

	2008 Actual	2009 Projected	2010 Target
Delivery by one ton trucks	90	90	100

3. To provide composting service, under contract to the Mid-Michigan Waste Authority, to the metropolitan area.

- a. Yard Waste delivered to Compost Site

	2008 Actual	2009 Projected	2010 Target
Yards of Compost	39,000	40,000	40,000



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**226 - 4587 Composting**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	83,919	Compost Site Operator	2.00	83,919
Overtime	25,000			
Fringe Benefits	92,722	<b>Total Personnel</b>	2.00	83,919
<b>TOTAL</b>	<b>201,641</b>	Overtime		25,000
<b>OPERATING EXPENSES</b>				
Supplies	43,000	FICA		8,333
Internal Services	0	Healthcare Benefits - Active		42,184
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	46,800	Pension		42,205
Maintenance Fees	182,230	<b>Total Fringe Benefits</b>		92,722
Other Contracted Fees	0			
<b>TOTAL</b>	<b>272,030</b>	<b>TOTAL</b>	<b>2.00</b>	<b>201,641</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	0			
<b>TOTAL APPROPRIATION</b>	<b>473,671</b>			



**SPECIAL REVENUE FUNDS - PUBLIC SAFETY**

**POLICE DEPARTMENT  
AND  
FIRE DEPARTMENT**

**PUBLIC SAFETY FUND (205)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
PROPERTY TAXES	3,524,674	POLICE PATROL	1,623,678
TRANSFERS IN	265,775	POLICE INVESTIGATION	554,803
		FIRE SUPPRESSION	1,504,357
		FIRE PREVENTION	107,611
<b>TOTAL RESOURCES</b>	<b><u>3,790,449</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>3,790,449</u></b>

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**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Approved Budget
<b>PUBLIC SAFETY FUND</b>						
Property Taxes	0	3,628,723	3,742,771	3,707,250	3,691,744	3,524,674
Other Revenues	0	37,788	0	0	0	0
Transfers from Other Funds	0	350,000	249,284	211,420	234,902	265,775
<b>TOTAL RESOURCE</b>	<b>0</b>	<b>4,016,511</b>	<b>3,992,055</b>	<b>3,918,670</b>	<b>3,926,646</b>	<b>3,790,449</b>

**REVENUE ANALYSIS DETAIL**

**Property Taxes**

Real Property	0	3,628,723	3,742,771	3,707,250	3,691,744	3,524,674
<b>Total Property Taxes</b>	<b>0</b>	<b>3,628,723</b>	<b>3,742,771</b>	<b>3,707,250</b>	<b>3,691,744</b>	<b>3,524,674</b>

**Other Revenues**

PILOT	0	15,975	0	0	0	0
Reimbursements	0	21,813	0	0	0	0
<b>Total Other Revenues</b>	<b>0</b>	<b>37,788</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Transfers from Other Funds**

Transfers GF	0	350,000	249,284	211,420	234,902	265,775
<b>Total Transfers</b>	<b>0</b>	<b>350,000</b>	<b>249,284</b>	<b>211,420</b>	<b>234,902</b>	<b>265,775</b>

<b>TOTAL RESOURCES</b>	<b>0</b>	<b>4,016,511</b>	<b>3,992,055</b>	<b>3,918,670</b>	<b>3,926,646</b>	<b>3,790,449</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>3011 POLICE PATROL</u></b>						
Personnel Services	0	2,126,149	1,943,727	1,868,600	1,646,761	1,623,678
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>2,126,149</b>	<b>1,943,727</b>	<b>1,868,600</b>	<b>1,646,761</b>	<b>1,623,678</b>
<b><u>3013 POLICE INVESTIGATION</u></b>						
Personnel Services	0	418,653	445,437	515,477	610,185	554,803
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>418,653</b>	<b>445,437</b>	<b>515,477</b>	<b>610,185</b>	<b>554,803</b>
<b><u>3751 FIRE SUPPRESSION</u></b>						
Personnel Services	0	1,530,806	1,561,688	1,412,349	1,385,457	1,504,357
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>1,530,806</b>	<b>1,561,688</b>	<b>1,412,349</b>	<b>1,385,457</b>	<b>1,504,357</b>
<b><u>3753 FIRE PREVENTION</u></b>						
Personnel Services	0	89,142	100,327	107,611	107,233	107,611
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>89,142</b>	<b>100,327</b>	<b>107,611</b>	<b>107,233</b>	<b>107,611</b>
<b>TOTAL PUBLIC SERVICE FUND</b>						
Personnel Services	0	4,164,750	4,051,179	3,904,037	3,749,636	3,790,449
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>4,164,750</b>	<b>4,051,179</b>	<b>3,904,037</b>	<b>3,749,636</b>	<b>3,790,449</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>PUBLIC SAFETY FUND</b>						
Police Patrol	0.00	26.00	26.00	23.00	24.00	23.00
Police Investigation	0.00	5.00	5.00	8.00	7.00	8.00
Fire Suppression	0.00	19.00	19.00	19.00	19.00	19.00
Fire Prevention	0.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>0.00</b>	<b>51.00</b>	<b>51.00</b>	<b>51.00</b>	<b>51.00</b>	<b>51.00</b>

In accordance with passage of the Public Safety Millage, the FY 2010 Approved Budget reflects the same personnel complement of 31 Police Officers and 20 Firefighters. The 2009 Approved Budget remains the same. Due to the passage of the Public Safety Millage in May of 2006, the City is required to have the total Police and Fire personnel complement within the Public Safety Fund at the same levels as when the millage was adopted. Therefore the 2008 Budget remained the same as in 2007. In 2007, 31 Police Officer positions were funded through the Public Safety Fund. The passage of the Public Safety Millage provided for retaining 26 Police Officers and 20 Firefighters, and it also allowed for five additional Police Officers who had been laid off to return. The net impact of this millage was 31 Police Officers and 20 Firefighters.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**205-3011 Police Patrol**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	1,261,906	Police Lieutenant	1.00	74,059
Overtime	0	Police Sergeant	2.00	131,005
Fringe Benefits	361,772	Police Officer	20.00	1,056,842
<b>TOTAL</b>	<b>1,623,678</b>	<b>Total Personnel</b>	<b>23.00</b>	<b>1,261,906</b>
<b>OPERATING EXPENSES</b>		Overtime		0
Supplies	0	FICA		18,536
Internal Services	0	Healthcare Benefits - Active		343,236
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension - Sworn		0
Maintenance Fees	0	<b>Total Fringe Benefits</b>		<b>361,772</b>
Other Contracted Fees	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>23.00</b>	<b>1,623,678</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>1,623,678</b>			



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**205-3013 Police Investigation**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	428,866	Police Sergeant	2.00	121,834
Overtime	1,600	Police Officer	6.00	307,032
Fringe Benefits	124,337			
		<b>Total Personnel</b>	8.00	428,866
<b>TOTAL</b>	<b>554,803</b>			
<b>OPERATING EXPENSES</b>				
		Overtime		1,600
Supplies	0	FICA		6,354
Internal Services	0	Healthcare Benefits - Active		117,983
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension - Sworn		0
Maintenance Fees	0			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		124,337
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>8.00</b>	<b>554,803</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>554,803</b>			

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**205-3751 Fire Suppression**

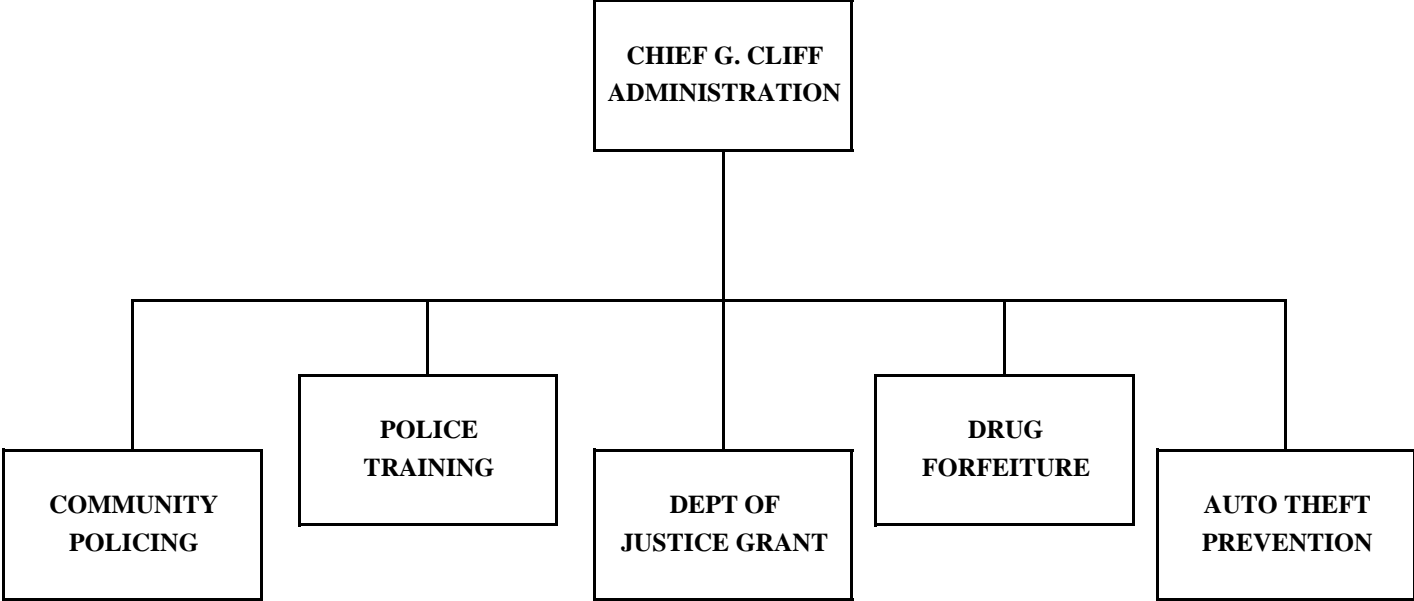
<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	1,090,946	Fire Battalion Chief	2.00	151,434
Overtime	89,312	Fire Captain	1.00	68,928
Fringe Benefits	324,099	Fire Engineers	9.00	501,608
		Firefighter I	7.00	368,976
<b>TOTAL</b>	<b>1,504,357</b>	<b>Total Personnel</b>	<b>19.00</b>	<b>1,090,946</b>
<b>OPERATING EXPENSES</b>				
		Overtime		89,312
Supplies	0			
Internal Services	0			
Other Services		FICA		17,455
Professional Fees	0	Healthcare Benefits - Active		306,644
Maintenance Fees	0	Healthcare Benefits - Retirees		0
Other Contracted Fees	0	Pension - Sworn		0
<b>TOTAL</b>	<b>0</b>	<b>Total Fringe Benefits</b>		<b>324,099</b>
		<b>TOTAL</b>	<b>19.00</b>	<b>1,504,357</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>1,504,357</b>			

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**205-3753 Fire Prevention**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	75,262	Fire Marshall	1.00	75,262
Overtime	12,054			
Fringe Benefits	20,295	<b>Total Personnel</b>	1.00	75,262
<b>TOTAL</b>	<b>107,611</b>	Overtime		12,054
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		1,266
Internal Services	0	Healthcare Benefits - Active		19,029
Other Services	0	Healthcare Benefits - Retirees		0
Professional Fees	0	Pension - Civilian		0
Maintenance Fees	0	Pension - Sworn		0
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		20,295
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>1.00</b>	<b>107,611</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>107,611</b>			

**CITY OF SAGINAW  
PUBLIC SAFETY GRANTS  
POLICE DEPARTMENT**



**RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
COMMUNITY POLICING FUND	434,006	COMMUNITY POLICING FUND	434,006
POLICE TRAINING FUND	21,000	POLICE TRAINING FUND	21,000
DEPT OF JUSTICE GRANT	546,196	DEPT OF JUSTICE GRANT	546,196
DRUG FORFEITURE FUND	70,503	DRUG FORFEITURE FUND	70,503
YOUTH INITIATIVE FUND	216,586	YOUTH INITIATIVE FUND	216,586
AUTO THEFT PREVENTION	159,954	AUTO THEFT PREVENTION	159,954
<b>TOTAL RESOURCES</b>	<b><u>1,448,245</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>1,448,245</u></b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>PUBLIC SAFETY GRANTS</b>						
Community Policing	4.00	3.00	3.00	3.00	4.00	4.00
Drug Forfeiture	0.00	1.00	1.00	0.00	0.00	0.00
Youth Initiative	1.00	2.00	2.00	2.00	2.00	2.00
Auto Theft Prevention	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL POSITIONS</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>	<b>6.00</b>	<b>7.00</b>	<b>7.00</b>

The 2009/2010 Approved Budget increase by one Police Officer in the Community Policing Fund. This position was added to the complement during FY 2009.

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>COMMUNITY POLICING FUND</b>						
Grants	0	0	0	0	289,402	85,000
Interest	23	22	27	0	0	0
Other Revenues	841	0	0	0	0	0
Transfers from Other Funds	269,151	304,745	283,329	315,299	296,000	349,006
<b>TOTAL RESOURCES</b>	<b>270,015</b>	<b>304,767</b>	<b>283,356</b>	<b>315,299</b>	<b>585,402</b>	<b>434,006</b>

**REVENUE ANALYSIS DETAIL**

**Grants**

Shotspotter	0	0	0	0	266,440	0
Weed and Seed Grant	0	0	0	0	22,962	85,000
<b>Total Grants</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>289,402</b>	<b>85,000</b>

**Interest**

Interest on Investments	23	22	27	0	0	0
<b>Total Interest</b>	<b>23</b>	<b>22</b>	<b>27</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Other Revenues**

Reimbursements	841	0	0	0	0	0
<b>Total Other Revenues</b>	<b>841</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Transfers from Other Funds**

Comm Deve. Block Grant	269,151	298,000	225,000	297,200	277,901	314,541
Transfer from GF	0	6,745	58,329	18,099	18,099	34,465
<b>Total Transfers</b>	<b>269,151</b>	<b>304,745</b>	<b>283,329</b>	<b>315,299</b>	<b>296,000</b>	<b>349,006</b>
<b>TOTAL RESOURCES</b>	<b>270,015</b>	<b>304,767</b>	<b>283,356</b>	<b>315,299</b>	<b>585,402</b>	<b>434,006</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>3320 COMMUNITY POLICING</u></b>						
Personnel Services	265,495	289,499	271,458	304,073	358,459	384,106
Operating Expenses	4,519	10,227	11,198	11,226	11,022	9,900
Capital Outlay	0	6,438	700	0	0	0
<b>TOTALS</b>	<b>270,014</b>	<b>306,165</b>	<b>283,356</b>	<b>315,299</b>	<b>369,481</b>	<b>394,006</b>
<b><u>3321 WEED AND SEED GRANT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	29,163	40,000
Capital Outlay	0	0	0	0	15,352	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,515</b>	<b>40,000</b>
<b><u>3327 SHOTSPOTTER</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	264,150	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>264,150</b>	<b>0</b>
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	3,002	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>3,002</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL COMMUNITY POLICING</b>						
Personnel Services	265,495	289,499	271,458	304,073	358,459	384,106
Operating Expenses	4,519	10,227	11,198	11,226	40,185	49,900
Capital Outlay	0	6,438	700	0	279,502	0
Miscellaneous	0	0	3,002	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>270,014</b>	<b>306,165</b>	<b>286,358</b>	<b>315,299</b>	<b>678,146</b>	<b>434,006</b>



**FUND: 260 – Community Policing Program Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3320 – Community Policing**

**STRATEGIC NARRATIVE**

The Community Policing Unit will consist of four officers. These officers will be assigned to specific designated neighborhood areas under the Community Development Block Grant program. These officers will work closely with the businesses, schools, churches and residents in these areas to jointly address issues within these areas.

**FY 2009/2010 OBJECTIVES**

1. Initiate a tracking and reporting mechanism to better report those community policing related services performed by our Community Police Officers (CPO) for reporting to citizens and the CDBG oversight.
2. To increase citizen participation within the CPO districts.
  - a. Maintain or increase attendance at neighborhood watch meetings.
  - b. Maintain or increase participation in neighborhood initiatives within the district i.e. block parties, cleanups, etc.
  - c. Maintain or increase number of citizen volunteers taking part in citywide initiatives.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**260-3320 Community Policing**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	204,250	Police Officer	4.00	204,250
Overtime	5,300			
Fringe Benefits	174,556	<b>Total Personnel</b>	<u>4.00</u>	<u>204,250</u>
<b>TOTAL</b>	<u><b>384,106</b></u>	Overtime		<u>5,300</u>
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		3,064
Internal Services	7,992	Healthcare Benefits - Active		63,172
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension - Sworn		108,320
Maintenance Fees	1,908	<b>Total Fringe Benefits</b>		<u>174,556</u>
Other Contracted Fees	0			
<b>TOTAL</b>	<u><b>9,900</b></u>	<b>TOTAL</b>	<u><b>4.00</b></u>	<u><b>384,106</b></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>394,006</b></u></u>			

**FUND: 261 – Police Criminal Justice Training Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3323 – Criminal Justice Training**

### **STRATEGIC NARRATIVE**

The monies appropriated to this account are generated from Michigan Act 302 of the Public Acts of 1982. The funds are derived from fines attached to all civil infractions Statewide.

During FY 2009/2010 this account assisted the department in financing several key training programs, and for the purchase of ammunition for the Police Department range. During FY 2009/2010 the Training Section will concentrate on continuing annual in-service training programs for all officers, identify and train officers as instructors in a variety of areas.

### **FY 2009/2010 OBJECTIVES**

1. To increase the number of certified field training officers by 25% to facilitate training of new hires.
2. To arrange for at least one high level executive to attend an advanced management training course i.e. FBI academy, Police Staff and Command, Law Enforcement Leadership Institute (LELI) so as to provide for a stronger based and proper management for the department.
3. To identify new areas of training in which the workforce may be deficient and to address those deficiencies.

**POLICE TRAINING (261)  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
State Grants	36,161	20,607	21,309	21,000	20,259	21,000
Interest	0	0	37	0	0	0
Other Revenues	0	40	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>36,161</b>	<b>20,647</b>	<b>21,346</b>	<b>21,000</b>	<b>20,259</b>	<b>21,000</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>3323 POLICE TRAINING</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	36,161	20,647	21,346	21,000	16,472	21,000
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>36,161</b>	<b>20,647</b>	<b>21,346</b>	<b>21,000</b>	<b>16,472</b>	<b>21,000</b>
<b>TOTAL POLICE TRAINING</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	36,161	20,647	21,346	21,000	16,472	21,000
Capital Outlay	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>36,161</b>	<b>20,647</b>	<b>21,346</b>	<b>21,000</b>	<b>16,472</b>	<b>21,000</b>

**DEPARTMENT OF JUSTICE GRANT (263)  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
State Grants	23,319	0	0	0	0	546,196
Interest and Rents	0	0	0	0	0	0
Transfers	18,180	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>41,499</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>546,196</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>3321 D.O.J. GRANT</u></b>						
Personnel Services	0	0	0	0	0	8,643
Operating Expenses	41,499	0	0	0	0	64,253
Capital Outlay	0	0	0	0	0	473,300
<b>TOTALS</b>	<b>41,499</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>546,196</b>
<b>TOTAL D.O.J. GRANT</b>						
Personnel Services	0	0	0	0	0	8,643
Operating Expenses	41,499	0	0	0	0	64,253
Capital Outlay	0	0	0	0	0	473,300
<b>TOTAL EXPENDITURES</b>	<b>41,499</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>546,196</b>

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

263-3321 Department of Justice Grant

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	0			
Overtime	8,516	<b>Total Personnel</b>	<u>0.00</u>	<u>0</u>
Fringe Benefits	127			
<b>TOTAL</b>	<u><b>8,643</b></u>	Overtime		<u>8,516</u>
<b>OPERATING EXPENSES</b>				
		FICA		127
		Healthcare Benefits - Active		0
Supplies	33,453	Healthcare Benefits - Retirees		0
Internal Services	0	Pension - Sworn		0
Other Services				
Professional Fees	0	<b>Total Fringe Benefits</b>		<u>127</u>
Maintenance Fees	0			
Other Contracted Fees	30,800			
<b>TOTAL</b>	<u><b>64,253</b></u>	<b>TOTAL</b>	<u><b>0.00</b></u>	<u><b>8,643</b></u>
<b>CAPITAL OUTLAY</b>				
	473,300			
<b>TOTAL</b>	<u><b>473,300</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>546,196</b></u></u>			

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>DRUG FORFEITURE FUND</b>						
Federal Grants	7,754	3,372	4,989	0	10,687	0
Fines and Forfeitures	67,645	41,610	22,674	54,471	365,485	49,570
Interest	11,360	16,813	14,521	5,000	7,497	5,000
Other Revenues	2,128	1,450	0	0	1,270	15,933
Transfers from Other Funds	(30,279)	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>58,607</b>	<b>63,245</b>	<b>42,184</b>	<b>59,471</b>	<b>384,939</b>	<b>70,503</b>

**REVENUE ANALYSIS DETAIL**

**Federal Grants**

EPA Grant	7,754	3,372	4,989	0	10,687	0
<b>Total Federal Grants</b>	<b>7,754</b>	<b>3,372</b>	<b>4,989</b>	<b>0</b>	<b>10,687</b>	<b>0</b>

**Fines and Forfeitures**

Forfeited Property - Fed	67,645	41,610	22,674	54,471	353,024	49,570
Forfeited Property - State	0	0	0	0	12,461	0
<b>Total Fines and Forfeitures</b>	<b>67,645</b>	<b>41,610</b>	<b>22,674</b>	<b>54,471</b>	<b>365,485</b>	<b>49,570</b>

**Interest**

Interest on Investments	11,360	16,813	14,521	5,000	7,497	5,000
<b>Total Interest</b>	<b>11,360</b>	<b>16,813</b>	<b>14,521</b>	<b>5,000</b>	<b>7,497</b>	<b>5,000</b>

**Other Revenues**

Surplus Receipts	0	958	0	0	0	0
Insurance Proceeds	2,128	0	0	0	524	0
Reimbursements	0	492	0	0	0	0
Use of Fund Equity	0	0	0	0	746	15,933
<b>Total Other Revenues</b>	<b>2,128</b>	<b>1,450</b>	<b>0</b>	<b>0</b>	<b>1,270</b>	<b>15,933</b>

**Transfers from Other Funds**

Transfers In	(30,279)	0	0	0	0	0
<b>Total Transfers</b>	<b>(30,279)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL RESOURCES</b>	<b>58,607</b>	<b>63,245</b>	<b>42,184</b>	<b>59,471</b>	<b>384,939</b>	<b>70,503</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>3040 DRUG FORFEITURE</u></b>						
Personnel Services	164,376	100,840	0	0	0	0
Operating Expenses	27,075	53,371	37,920	48,410	62,836	70,503
Capital Outlay	0	0	0	0	950	0
<b>TOTALS</b>	<b>191,451</b>	<b>154,210</b>	<b>37,920</b>	<b>48,410</b>	<b>63,786</b>	<b>70,503</b>
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	11,331	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,331</b>	<b>0</b>	<b>0</b>
<b>TOTAL DRUG FORFEITURE</b>						
Personnel Services	164,376	100,840	0	0	0	0
Operating Expenses	27,075	53,371	37,920	48,410	62,836	70,503
Capital Outlay	0	0	0	0	950	0
Miscellaneous	0	0	0	11,331	0	0
<b>TOTAL EXPENDITURES</b>	<b>191,451</b>	<b>154,211</b>	<b>37,920</b>	<b>59,741</b>	<b>63,786</b>	<b>70,503</b>



**FUND: 264 – Drug Forfeiture Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3040 – Drug Forfeiture**

**STRATEGIC NARRATIVE**

This fund accounts for all expenditures and receipt of funds from forfeiture of cash and property seized by law enforcement personnel during drug related investigations. Funds are used for police overtime costs on drug-related cases, informant funds, and support of the department's canine program.

**FY 2009/2010 OBJECTIVES**

1. To provide funds from drug-related forfeitures to be used by the Police Department to continue investigation of drug-related activities.
  - a. Maintain and or increase current level of drug interdiction efforts.
2. To work with Fiscal Services to establish a complete accounting and appropriate tracking system for both State and Federal Forfeiture funds.
  - a. To obtain full accounting and useable access to available forfeiture funds.
3. To increase research needed, and develop a use for available forfeiture funds that best advantages the department.
  - a. In car digital video systems
  - b. Acquisition of surveillance equipment.
  - c. Drug resistance education program for at risk youths.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**264-3040 Drug Forfeiture Fund**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	0			
Overtime	0	<b>Total Personnel</b>	0.00	0
Fringe Benefits	0			
<b>TOTAL</b>	<b>0</b>	Overtime		0
<b>OPERATING EXPENSES</b>				
		FICA		0
		Healthcare Benefits - Active		0
Supplies	19,933	Healthcare Benefits - Retirees		0
Internal Services	0	Pension - Sworn		0
Other Services				
Professional Fees	35,500	<b>Total Fringe Benefits</b>		0
Maintenance Fees	15,070			
Other Contracted Fees	0			
<b>TOTAL</b>	<b>70,503</b>	<b>TOTAL</b>	<b>0.00</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>70,503</b>			

**REVENUE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>YOUTH INITIATIVE FUND</b>						
Other Revenues	62,132	188,900	212,650	212,650	170,700	216,586
Transfers from Other Funds	48,417	20,428	10,017	5,566	4,174	0
<b>TOTAL RESOURCES</b>	<b>110,549</b>	<b>209,328</b>	<b>222,667</b>	<b>218,216</b>	<b>174,874</b>	<b>216,586</b>

**REVENUE ANALYSIS DETAIL**

**Other Revenues**

Saginaw County	61,733	188,900	216,750	212,650	212,720	216,586
Surplus Receipts	390	0	0	0	0	0
Reimbursement	0	725	0	0	9,330	0

<b>Total Other Revenues</b>	<b>62,123</b>	<b>189,625</b>	<b>216,750</b>	<b>212,650</b>	<b>222,050</b>	<b>216,586</b>
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**Transfers from Other Funds**

Transfers In	48,417	0	(49,079)	0	5,566	0
General Fund Transfer	0	20,428	10,017	5,566	0	0

<b>Total Transfers</b>	<b>48,417</b>	<b>20,428</b>	<b>(39,062)</b>	<b>5,566</b>	<b>5,566</b>	<b>0</b>
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<b>TOTAL RESOURCES</b>	<b>110,540</b>	<b>210,053</b>	<b>177,688</b>	<b>218,216</b>	<b>227,616</b>	<b>216,586</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>3325 YOUTH INITIATIVE</u></b>						
Personnel Services	92,295	183,506	198,663	189,783	207,734	183,845
Operating Expenses	18,246	26,547	28,103	28,433	16,828	32,741
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>110,541</b>	<b>210,053</b>	<b>226,766</b>	<b>218,216</b>	<b>224,562</b>	<b>216,586</b>
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	136,938	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>136,938</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL YOUTH INITIATIVE FUND</b>						
Personnel Services	92,295	183,506	198,663	189,783	207,734	183,845
Operating Expenses	18,246	26,547	28,103	28,433	16,828	32,741
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	136,938	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>110,541</b>	<b>210,053</b>	<b>363,704</b>	<b>218,216</b>	<b>224,562</b>	<b>216,586</b>

**FUND: 265 – Youth Initiative Grant Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3325 – Youth Initiative**

### **STRATEGIC NARRATIVE**

This project is a managed care, multi-cultural, multi-ethnic team approach to prevention/treatment of an adolescent/family substance abuse program that will enhance self-awareness, self-concept/esteem and reduce substance usage. The program success will be achieved through the implementation of a referral system allowing youths to enter the program through screening from the Saginaw County Family Court and a variety of community services. The grant is provided through the Michigan Department of Community Health.

### **FY 2009/2010 OBJECTIVES**

1. To track, record and increase by 5% the number of follow-up home and school visits with at risk juveniles registered in the FYI program.
2. To conduct a minimum of six individual FYI level III programs with the partnership of DOT Caring Center and Professional Psychological Psychiatric Services.
3. To introduce an anti-illegal message through the Project Safe Neighborhood program or a Saginaw Police Department devised curriculum.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

265-3325 Youth Initiative

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	102,104	Police Officer	2.00	102,104
Overtime	3,200			
Fringe Benefits	78,541	<b>Total Personnel</b>	<u>2.00</u>	<u>102,104</u>
<b>TOTAL</b>	<u><b>183,845</b></u>			
		Overtime		<u>3,200</u>
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		1,563
Internal Services	5,568	Healthcare Benefits - Active		22,832
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	27,173	Pension - Sworn		54,146
Maintenance Fees	0	<b>Total Fringe Benefits</b>		<u>78,541</u>
Other Contracted Fees	0			
<b>TOTAL</b>	<u><b>32,741</b></u>	<b>TOTAL</b>	<u><b>2.00</b></u>	<u><b>183,845</b></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>216,586</b></u></u>			

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
State Grants	73,633	70,604	65,701	72,175	72,175	72,175
Local Grants	0	0	0	18,044	0	0
Other Revenues	5,243	3,596	2,437	0	1,041	0
Transfers from Other Funds	34,324	48,645	55,403	74,577	74,577	87,779
<b>TOTAL RESOURCES</b>	<b>113,200</b>	<b>122,845</b>	<b>123,541</b>	<b>164,796</b>	<b>147,793</b>	<b>159,954</b>

**REVENUE ANALYSIS DETAIL**

**State Grants**

Auto Theft Prevention	73,633	70,604	65,701	72,175	72,175	72,175
<b>Total State Grants</b>	<b>73,633</b>	<b>70,604</b>	<b>65,701</b>	<b>72,175</b>	<b>72,175</b>	<b>72,175</b>

**Local Grants**

Local Match	0	0	0	18,044	0	0
<b>Total Local Grants</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,044</b>	<b>0</b>	<b>0</b>

**Other Revenues**

Surplus Receipts	5,243	3,596	2,437	0	1,041	0
<b>Total Other Revenues</b>	<b>5,243</b>	<b>3,596</b>	<b>2,437</b>	<b>0</b>	<b>1,041</b>	<b>0</b>

**Transfers**

Transfer From Other Funds	34,324	0	55,403	0	74,577	0
General Fund	0	48,645	0	74,577	0	87,779
<b>Total Transfers</b>	<b>34,324</b>	<b>48,645</b>	<b>55,403</b>	<b>74,577</b>	<b>74,577</b>	<b>87,779</b>

<b>TOTAL RESOURCES</b>	<b>113,200</b>	<b>122,845</b>	<b>123,541</b>	<b>164,796</b>	<b>147,793</b>	<b>159,954</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>3322 AUTO THEFT PREVENTION</u></b>						
Personnel Services	96,648	104,194	85,082	104,586	102,363	98,984
Operating Expenses	14,825	17,422	14,790	60,210	15,556	60,970
Capital Outlay	1,727	1,696	2,905	0	0	0
<b>TOTALS</b>	<b>113,200</b>	<b>123,312</b>	<b>102,777</b>	<b>164,796</b>	<b>117,919</b>	<b>159,954</b>
<b><u>9660 TRANSFER OUT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	20,763	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>20,763</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL AUTO THEFT PREVENTION FUND</b>						
Personnel Services	96,648	104,194	85,082	104,586	102,363	98,984
Operating Expenses	14,825	17,422	14,790	60,210	15,556	60,970
Capital Outlay	1,727	1,696	2,905	0	0	0
Miscellaneous	0	0	20,763	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>113,200</b>	<b>123,312</b>	<b>123,540</b>	<b>164,796</b>	<b>117,919</b>	<b>159,954</b>



**FUND: 289 – Automobile Theft Prevention Fund**  
**DEPARTMENT: Police**  
**ACTIVITY: 3322 – Auto Theft Prevention**

### **STRATEGIC NARRATIVE**

This is a multi-jurisdictional cooperative program sponsored, and partially supported (60%), by the State of Michigan's Automobile Theft Prevention Authority (ATPA). The Saginaw County Auto Theft Team (SCATT) is comprised of investigators from three agencies and one clerical support person that process and investigate 90% of all auto theft related criminal complaints in Saginaw County. Some of the more common SCATT investigations include car jacking, larceny, embezzlement, fraud, chop shops and false police reports.

### **FY 2009/2010 OBJECTIVES**

1. To increase by 5% arrests on high point motor vehicle theft related crimes.
2. To develop and implement a system of using crime analysis information and information sharing with uniform patrol to track UDAA patterns and suspects to recover more in stolen vehicles/parts equipment value than the ATPA's total approved project budget.
  - a. Increase active investigation/participation with strap metal yards and auto junk dealers in the area in an effort to recover stolen vehicles and car parts.
3. To achieve an overall conviction rate of 70%.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**289-3322 Auto Theft Prevention**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	51,412	Police Officer	1.00	51,412
Overtime	3,800			
Fringe Benefits	43,772	<b>Total Personnel</b>	1.00	51,412
<b>TOTAL</b>	<b>98,984</b>	Overtime		3,800
<b>OPERATING EXPENSES</b>				
Supplies	1,750	FICA		808
Internal Services	4,920	Healthcare Benefits - Active		36,799
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	48,900	Pension - Sworn		6,165
Maintenance Fees	5,200	<b>Total Fringe Benefits</b>		43,772
Other Contracted Fees	200			
<b>TOTAL</b>	<b>60,970</b>	<b>TOTAL</b>	<b>1.00</b>	<b>98,984</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>159,954</b>			



**SPECIAL REVENUE FUNDS –**

**ANDERSEN ENRICHMENT CENTER**

**GM TOWER**

**BOAT LAUNCH**

**TIFA/LDFA/DDA**

**ANDERSEN ENRICHMENT CENTER (236)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
FEDERAL GRANTS	185,745	ANDERSEN ENRICHMENT CTR	137,858
INTEREST	51,757	ENRICHMENT COMMISSION	125,056
OTHER REVENUES	15,000		
TRANSFERS IN	10,412		
<b>TOTAL RESOURCES</b>	<b><u>262,914</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>262,914</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Federal Grants	0	26,250	23,825	77,800	30,050	185,745
Interest and Rents	60,521	62,389	57,193	50,175	48,548	51,757
Other Revenues	110,014	5,979	42,123	44,782	44,217	15,000
Transfers from Other Funds	0	0	11,290	16,202	16,202	10,412
<b>TOTAL RESOURCES</b>	<b>170,535</b>	<b>94,618</b>	<b>134,431</b>	<b>188,959</b>	<b>139,017</b>	<b>262,914</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Federal Grants</b>						
Andersen Center	0	26,250	23,825	77,800	30,050	185,745
<b>Total Federal Grants</b>	<b>0</b>	<b>26,250</b>	<b>23,825</b>	<b>77,800</b>	<b>30,050</b>	<b>185,745</b>
<b>Interest and Rents</b>						
Interest on Investments	953	3,905	3,579	175	1,934	2,168
Andersen Center Rentals	59,568	58,484	53,614	50,000	46,614	49,589
<b>Total Interest and Rents</b>	<b>60,521</b>	<b>62,389</b>	<b>57,193</b>	<b>50,175</b>	<b>48,548</b>	<b>51,757</b>
<b>Other Revenues</b>						
Surplus Receipts	0	1	1	0	0	0
Reimbursements	0	298	0	44,782	0	0
Andersen Center	110,014	5,680	42,122	0	44,217	0
<b>Total Other Revenues</b>	<b>110,014</b>	<b>5,979</b>	<b>42,123</b>	<b>44,782</b>	<b>44,217</b>	<b>0</b>
<b>Transfers from Other Funds</b>						
Transfer from Other Funds	0	0	11,290	16,202	16,202	10,412
<b>Total Transfers</b>	<b>0</b>	<b>0</b>	<b>11,290</b>	<b>16,202</b>	<b>16,202</b>	<b>10,412</b>
<b>TOTAL RESOURCES</b>	<b>170,535</b>	<b>94,618</b>	<b>134,431</b>	<b>188,959</b>	<b>139,017</b>	<b>247,914</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>7540 ANDERSEN ENRICHMENT CENTER</u></b>						
Personnel Services	45,219	52,547	93,838	96,951	88,757	96,361
Operating Expenses	42,800	41,496	38,826	39,208	39,966	41,497
Capital Outlay	950	1,188	0	0	0	0
<b>TOTALS</b>	<b>88,969</b>	<b>95,231</b>	<b>132,664</b>	<b>136,159</b>	<b>128,723</b>	<b>137,858</b>
<b><u>7541 ENRICHMENT COMMISSION</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	83,264	124,865	77,800	118,980	125,056
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>83,264</b>	<b>124,865</b>	<b>77,800</b>	<b>118,980</b>	<b>125,056</b>
<b>TOTAL ANDERSEN ENRICHMENT CENTER</b>						
Personnel Services	45,219	52,547	93,838	96,951	88,757	96,361
Operating Expenses	42,800	124,760	163,691	117,008	158,946	166,553
Capital Outlay	950	1,188	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>88,969</b>	<b>178,495</b>	<b>257,529</b>	<b>213,959</b>	<b>247,703</b>	<b>262,914</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>ANDERSEN ENRICHMENT CENTER</b>						
Andersen Enrichment Center	2.00	3.00	5.00	5.00	5.00	5.00
<b>TOTAL POSITIONS</b>	<b>2.00</b>	<b>3.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

The 2009/2010 Approved Budget will remain the same as in previous years. In 2009, the personnel compliment remained the same. In 2008, a Communication/Building Director and a Marketing Director were added to the Andersen Enrichment Center complement.



**FUND: 236 – Andersen Enrichment Center Operation Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 7540 – Andersen Enrichment Center**

**STRATEGIC NARRATIVE**

This account provides for the operation and maintenance of the 5,600 square foot Andersen Enrichment Center. Facilities include 3,361square feet of rental/activity space and 528 square feet of office space for Saginaw Community Enrichment Commission personnel, City staff, and both interior and exterior restrooms.

The Center was developed in 1993 with the assistance of the Enrichment Commission and is managed by a part-time manager and director. The manager and director are responsible for fund raising, marketing, scheduling activities, collecting fees, managing finances, and supervising staff, as well as the day-to-day operations of the Center. The Enrichment Commission maintains an office and part-time staff in the Center and provides cultural programs and services to the community at the Center.

The objective of this program is to provide the services necessary to promote and operate the Center for activities, events and programs that enrich the quality of cultural life in Saginaw. Through FY 2009/2010, the staff will continue to refine marketing and management strategies to maximize the use of these facilities in keeping with the mission.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**236-7540 Andersen Enrichment Center**

Allocation Plan	Position Control		
	<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries 79,260	Director of Sag. Art Comm.	1.00	19,200
Overtime 0	Director of Marketing	1.00	20,800
Fringe Benefits 17,101	Andersen Ctr. Site Super.	1.00	16,640
	Andersen Center Director	1.00	15,600
	Clerical Typist	1.00	7,020
<b>TOTAL</b>			
	<b>96,361</b>		
	<b>Total Personnel</b>	<b>5.00</b>	<b>79,260</b>
<b>OPERATING EXPENSES</b>			
Supplies 5,380	Overtime		0
Internal Services 0			
Other Services			
Professional Fees 16,222	FICA		5,031
Maintenance Fees 19,895	Healthcare Benefits - Active		11,446
Other Contracted Fees 0	Healthcare Benefits - Retirees		0
	Pension		624
<b>TOTAL</b>			
	<b>41,497</b>		
	<b>Total Fringe Benefits</b>		<b>17,101</b>
<b>CAPITAL OUTLAY</b>			
<b>TOTAL</b>		<b>5.00</b>	<b>96,361</b>
<b>TOTAL APPROPRIATION</b>			<b>137,858</b>

**FUND: 236 – Andersen Enrichment Center Operation Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 7541 – Enrichment Commission**

**STRATEGIC NARRATIVE**

This account provides for the operation and services of the Saginaw Community Enrichment Commission, whose purpose is to enhance the livability of Saginaw residents by initiating and preserving the arts and culture of our community. To that end, the Commission provides the following services, projects and programs: All Area Arts Awards, Art Hotline, Artifacts monthly arts and entertainment newsletter, Artists Series Art Exhibits, Black History Month Art Exhibition and Awards Ceremony, Hispanic Heritage Month Art Exhibition and Awards Ceremony, an annual visiting artist residency which send artists and musicians into Saginaw schools for two weeks each year, Hollyday Fair, Gift Gallery, and an annual art fair.

A part-time Director handles all fund-raising, marketing, and scheduling of activities. He/she also manages finances and supervises the staff of the Andersen Enrichment Center. The Commission raises over \$50,000 each year to cover its expenses. Income comes from corporations such as Dow Corning, Citizens Bank and Target, and from grants from the Michigan Council for Arts and Cultural Affairs, from admissions to events and from membership dues.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**236-7541 Enrichment Commission**

<b>Allocation Plan</b>		<b>Position Control</b>		
<b>PERSONNEL SERVICES</b>		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
Salaries	0			
Overtime	0	<b>Total Personnel</b>	<u>0.00</u>	<u>0</u>
Fringe Benefits	0			
<b>TOTAL</b>	<u><b>0</b></u>	Overtime		<u>0</u>
<b>OPERATING EXPENSES</b>		FICA		0
		Healthcare Benefits - Active		0
Supplies	0	Healthcare Benefits - Retirees		0
Internal Services	0	Pension		0
Other Services				
Professional Fees	125,056	<b>Total Fringe Benefits</b>		<u>0</u>
Maintenance Fees	0			
Other Contracted Fees	0			
<b>TOTAL</b>	<u><b>125,056</b></u>	<b>TOTAL</b>	<u><b>0.00</b></u>	<u><b>0</b></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>125,056</b></u></u>			

**GM TOWER PROJECTS (238)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST	7,000	GM TOWER PROJECTS	108,500
OTHER REVENUES	101,500		
<b>TOTAL RESOURCES</b>	<b>108,500</b>	<b>TOTAL APPROPRIATIONS</b>	<b>108,500</b>

**GM TOWER PROJECTS (238)  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Interest	20,926	24,608	19,096	5,000	5,396	7,000
Other Revenue	0	0	0	97,500	0	101,500
<b>TOTAL RESOURCES</b>	<b>20,926</b>	<b>24,608</b>	<b>19,096</b>	<b>102,500</b>	<b>5,396</b>	<b>108,500</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Interest</b>						
Interest on Investments	20,926	24,608	19,096	5,000	6,696	7,000
<b>Total Interest</b>	<b>20,926</b>	<b>24,608</b>	<b>19,096</b>	<b>5,000</b>	<b>6,696</b>	<b>7,000</b>
<b>Other Revenue</b>						
Use of Fund Equity	0	0	0	97,500	0	101,500
<b>Total Other Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>97,500</b>	<b>0</b>	<b>101,500</b>
<b>TOTAL RESOURCES</b>	<b>20,926</b>	<b>24,608</b>	<b>19,096</b>	<b>102,500</b>	<b>6,696</b>	<b>108,500</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>6595 GM TOWER PROJECTS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	77,441	0	51,250	102,500	105,500	108,500
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>77,441</b>	<b>0</b>	<b>51,250</b>	<b>102,500</b>	<b>105,500</b>	<b>108,500</b>
<b>TOTAL GM TOWER PROJECTS</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	77,441	0	51,250	102,500	105,500	108,500
Capital Outlay	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>77,441</b>	<b>0</b>	<b>51,250</b>	<b>102,500</b>	<b>105,500</b>	<b>108,500</b>

**BOAT LAUNCH OPERATIONS (239)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	25,000	BOAT LAUNCH OPERATION	25,550
OTHER REVENUES	550		
<b>TOTAL RESOURCES</b>	<b>25,550</b>	<b>TOTAL APPROPRIATIONS</b>	<b>25,550</b>

**BOAT LAUNCH OPERATIONS (239)  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Charge for Services	26,615	24,327	10,942	29,400	27,901	25,000
Other Revenues	0	0	0	8,950	0	550
<b>TOTAL RESOURCES</b>	<b>26,615</b>	<b>24,327</b>	<b>10,942</b>	<b>38,350</b>	<b>27,901</b>	<b>25,550</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Charge for Services</b>						
Boat Launch Fees	26,615	24,327	10,942	29,400	27,901	25,000
<b>Total Charge for Services</b>	<b>26,615</b>	<b>24,327</b>	<b>10,942</b>	<b>29,400</b>	<b>27,901</b>	<b>25,000</b>
<b>Other Revenues</b>						
Use of Fund Equity	0	0	0	8,950	0	550
<b>Total Other Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,950</b>	<b>0</b>	<b>550</b>
<b>TOTAL RESOURCES</b>	<b>26,615</b>	<b>24,327</b>	<b>10,942</b>	<b>38,350</b>	<b>27,901</b>	<b>25,550</b>

**EXPENDITURE ANALYSIS SUMMARY**

**7546 BOAT LAUNCH OPERATION**

Personnel Services	0	250	0	0	0	0
Operating Expenses	24,170	25,891	20,123	38,350	16,690	25,550
Capital Outlay	1,118	0	5,000	8,000	0	0
<b>TOTALS</b>	<b>25,288</b>	<b>26,141</b>	<b>25,123</b>	<b>46,350</b>	<b>16,690</b>	<b>25,550</b>
<b>TOTAL BOAT LAUNCH OPERATION</b>						
Personnel Services	0	250	0	0	0	0
Operating Expenses	24,170	25,891	20,123	38,350	16,690	25,550
Capital Outlay	1,118	0	5,000	8,000	0	0
<b>TOTAL EXPENDITURES</b>	<b>25,288</b>	<b>26,141</b>	<b>25,123</b>	<b>46,350</b>	<b>16,690</b>	<b>25,550</b>



**TAX INCREMENT FINANCE AUTHORITY (TIFA)  
& LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
COMMERCE CENTER	28,558	COMMERCE CENTER	28,558
DOWNTOWN DEVELOP AUTH.	75,112	DOWNTOWN DEVELOP AUTH.	75,122
BROWNFIELD AUTHORITY	37,392	BROWNFIELD AUTHORITY	37,392
BAKER PERKINS LDFA	18,603	BAKER PERKINS LDFA	18,603
SILS ISLAND DDA	2,836	SILS ISLAND DDA	2,836
SAGINAW TOOL & DIE LDFA	25,699	SAGINAW TOOL & DIE LDFA	25,699
SEXTON LDFA	13,383	SEXTON LDFA	13,383
THOMSON LDFA	138,398	THOMSON LDFA	138,398
TREASURE ISLAND LDFA	9,207	TREASURE ISLAND LDFA	9,207
<b>TOTAL RESOURCES</b>	<b><u>349,188</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>349,198</u></b>

**COMMERCE CENTER DDA (242)  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Property Taxes	29,193	29,137	29,181	28,636	31,300	28,558
<b>TOTAL RESOURCES</b>	<b>29,193</b>	<b>29,137</b>	<b>29,181</b>	<b>28,636</b>	<b>31,300</b>	<b>28,558</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Property Taxes</b>						
Real Property	28,975	28,888	28,826	28,349	31,077	28,338
Personal Property	219	249	245	287	223	220
Personal Property DPPT	0	0	110	0	0	0
<b>Total Property Taxes</b>	<b>29,193</b>	<b>29,137</b>	<b>29,181</b>	<b>28,636</b>	<b>31,300</b>	<b>28,558</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>1775 COMPONENT UNIT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	3,072	6,077	28,281	28,636	28,385	28,558
<b>TOTALS</b>	<b>3,072</b>	<b>6,077</b>	<b>28,281</b>	<b>28,636</b>	<b>28,385</b>	<b>28,558</b>

<b>TOTAL COMMERCE CENTER DDA</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	3,072	6,077	28,281	28,636	28,385	28,558
<b>TOTAL EXPENDITURES</b>	<b>3,072</b>	<b>6,077</b>	<b>28,281</b>	<b>28,636</b>	<b>28,385</b>	<b>28,558</b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>DOWNTOWN DEVELOPMENT AUTHORITY</b>						
Propety Taxes	10,684	7,552	11,630	17,718	13,620	10,122
Interest	3,922	2,457	1,815	2,500	0	0
Sale of Real Property	122,348	1,500	0	50,000	0	0
Other Revenues	0	0	0	0	5,489	65,000
<b>TOTAL RESOURCES</b>	<b>136,953</b>	<b>11,510</b>	<b>13,445</b>	<b>70,218</b>	<b>19,109</b>	<b>75,122</b>

**REVENUE ANALYSIS DETAIL**

**Propety Taxes**

Real Property	10,243	7,127	7,058	12,040	8,485	7,971
Personal Property	441	425	4,572	5,678	5,135	2,151
<b>Total Property Taxes</b>	<b>10,684</b>	<b>7,552</b>	<b>11,630</b>	<b>17,718</b>	<b>13,620</b>	<b>10,122</b>

**Interest**

Interest on Investments	2,089	2,457	1,815	2,500	0	0
Interest on Loans	1,833	0	0	0	0	0
<b>Total Interest</b>	<b>3,922</b>	<b>2,457</b>	<b>1,815</b>	<b>2,500</b>	<b>0</b>	<b>0</b>

**Sale of Real Property**

Sale of Land/Buildings	122,348	1,500	0	50,000	0	0
<b>Total Sale of Real Property</b>	<b>122,348</b>	<b>1,500</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>

**Other Revenues**

Contributions	0	0	0	0	5,489	0
Use of Fund Equity	0	0	0	0	0	65,000
<b>Total Other Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,489</b>	<b>65,000</b>

<b>TOTAL RESOURCES</b>	<b>136,953</b>	<b>11,509</b>	<b>13,445</b>	<b>70,218</b>	<b>19,109</b>	<b>75,122</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1775 COMPONENT UNIT</u></b>						
Personnel Services	0	0	11	0	0	0
Operating Expenses	34,773	8,429	1,390	70,218	2,604	75,122
Capital Outlay	0	26,817	0	0	0	0
Miscellaneous	25,355	33,182	28,800	0	0	0
<b>TOTALS</b>	60,128	68,428	30,201	70,218	2,604	75,122
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	3,072	0	68,209	0	0	0
<b>TOTALS</b>	3,072	0	68,209	0	0	0
<b>TOTAL DOWNTOWN DEVELOPMENT AUTHORITY</b>						
Personnel Services	0	0	11	0	0	0
Operating Expenses	34,773	8,429	1,390	70,218	2,604	75,122
Capital Outlay	0	26,817	0	0	0	0
Miscellaneous	28,427	33,182	97,009	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>63,200</b>	<b>68,428</b>	<b>98,410</b>	<b>70,218</b>	<b>2,604</b>	<b>75,122</b>

**BROWNFIELD AUTHORITY SRRF (245)  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Property Taxes	27,948	21,205	25,197	36,135	34,122	37,392
Federal Grants	68,061	676	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>96,009</b>	<b>21,881</b>	<b>25,197</b>	<b>36,135</b>	<b>34,122</b>	<b>37,392</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Property Taxes</b>						
Personal Property - IFT	2,269	1,264	1,450	423	1,568	349
Real Property Dist. 1	1,946	1,953	1,940	1,932	1,943	1,920
Real Property Dist. 2	108	117	117	125	125	125
Real Property Dist. 3	1,707	1,682	1,661	1,682	1,692	1,671
Real Property Dist. 4	4,976	4,922	4,882	4,862	4,890	4,873
Real Property Dist. 5	985	1,010	1,062	1,924	1,758	2,023
Real Property Dist. 6	72	2,463	2,483	2,483	2,470	2,586
Real Property Dist. 7	2,527	126	126	126	126	126
Real Property Dist. 8	801	0	0	0	0	0
Real Property Dist. 9	1,426	1,417	1,410	1,410	1,418	1,418
Real Property Dist. 10	4,423	4,395	4,378	4,378	4,403	4,403
Real Property Dist. 11	210	229	313	359	361	337
Personal Property Dist. 1	350	314	304	293	294	261
Personal Property Dist. 2	3	1	1	3	3	3
Personal Property Dist. 3	826	755	691	784	788	697
Personal Property Dist. 4	0	0	0	3,293	0	3,028
Personal Property Dist. 5	5,073	445	4,247	12,006	12,231	13,324
Personal Property Dist. 6	88	0	0	0	0	204
Personal Property Dist. 8	144	94	95	0	0	0
Personal Property Dist. 9	1	1	0	0	0	0
Personal Property Dist. 11	14	17	37	52	52	44
<b>Total Property Taxes</b>	<b>27,948</b>	<b>21,205</b>	<b>25,197</b>	<b>36,135</b>	<b>34,122</b>	<b>37,392</b>
<b>Federal Grants</b>						
Brownfield Pilots	68,061	676	0	0	0	0
<b>Total Federal Grants</b>	<b>68,061</b>	<b>676</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL RESOURCES</b>	<b>96,009</b>	<b>21,881</b>	<b>25,197</b>	<b>36,135</b>	<b>34,122</b>	<b>37,392</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1775 COMPONENT UNIT</u></b>						
Operating Expenses	68,061	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	9,014	34,410	36,135	6,136	37,392
<b>TOTALS</b>	<b>68,061</b>	<b>9,014</b>	<b>34,410</b>	<b>36,135</b>	<b>6,136</b>	<b>37,392</b>
<b>TOTAL BROWNFIELD AUTHORITY SRRF</b>						
Operating Expenses	68,061	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	9,014	34,410	36,135	6,136	37,392
<b>TOTAL EXPENDITURES</b>	<b>68,061</b>	<b>9,014</b>	<b>34,410</b>	<b>36,135</b>	<b>6,136</b>	<b>37,392</b>

**BAKER PERKINS LDFA (250)**  
**2009/2010 APPROVED BUDGET**

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Approved Budget
<b>REVENUE ANALYSIS SUMMARY</b>						
Property Taxes	48,784	34,733	23,565	16,440	(20,112)	18,603
<b>TOTAL RESOURCES</b>	<b>48,784</b>	<b>34,733</b>	<b>23,565</b>	<b>16,440</b>	<b>(20,112)</b>	<b>18,603</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Property Taxes</b>						
Real Property	11,673	11,243	9,550	8,220	8,266	8,608
Personal Property	37,111	23,490	14,015	8,220	(28,378)	9,995
<b>Total Property Taxes</b>	<b>48,784</b>	<b>34,733</b>	<b>23,565</b>	<b>16,440</b>	<b>(20,112)</b>	<b>18,603</b>
<b>TOTAL RESOURCES</b>	<b>48,784</b>	<b>34,733</b>	<b>23,565</b>	<b>16,440</b>	<b>(20,112)</b>	<b>18,603</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>1775 COMPONENT UNIT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	3,270	1,138	702	0	8,434	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	447,406	0	43,669	17,040	0	18,603
<b>TOTALS</b>	<b>450,676</b>	<b>1,138</b>	<b>44,371</b>	<b>17,040</b>	<b>8,434</b>	<b>18,603</b>
<b>TOTAL BAKER PERKINS LDFA</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	3,270	1,138	702	0	8,434	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	447,406	0	43,669	17,040	0	18,603
<b>TOTAL EXPENDITURES</b>	<b>450,676</b>	<b>1,138</b>	<b>44,371</b>	<b>17,040</b>	<b>8,434</b>	<b>18,603</b>

**SILS ISLAND DDA (251)**  
**2009/2010 APPROVED BUDGET**

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Approved Budget
<b>REVENUE ANALYSIS SUMMARY</b>						
Property Taxes	2,844	2,470	2,929	2,939	21,323	2,836
<b>TOTAL RESOURCES</b>	<b>2,844</b>	<b>2,470</b>	<b>2,929</b>	<b>2,939</b>	<b>21,323</b>	<b>2,836</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Property Taxes</b>						
Real Property	2,426	2,417	2,408	2,408	20,790	2,413
Personal Property	418	53	521	531	533	423
<b>Total Property Taxes</b>	<b>2,844</b>	<b>2,470</b>	<b>2,929</b>	<b>2,939</b>	<b>21,323</b>	<b>2,836</b>
<b>TOTAL RESOURCES</b>	<b>2,844</b>	<b>2,470</b>	<b>2,929</b>	<b>2,939</b>	<b>21,323</b>	<b>2,836</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>1775 COMPONENT UNIT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	2,939	21,323	2,836
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,939</b>	<b>21,323</b>	<b>2,836</b>
<b>TOTAL SILS ISLAND DDA</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	2,939	21,323	2,836
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,939</b>	<b>21,323</b>	<b>2,836</b>



**SAGINAW TOOL & DIE LDFA (255)**  
**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Property Taxes	26,834	30,708	28,553	28,750	28,184	25,699
<b>TOTAL RESOURCES</b>	<b>26,834</b>	<b>30,708</b>	<b>28,553</b>	<b>28,750</b>	<b>28,184</b>	<b>25,699</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Property Taxes</b>						
Real Property	7,593	4,923	4,905	4,905	4,932	4,932
Real Property - IFT	0	0	0	0	950	305
Personal Property	19,241	25,785	23,648	22,099	22,222	18,987
Personal Property - IFT	0	0	0	1,746	80	1,475
<b>Total Property Taxes</b>	<b>26,834</b>	<b>30,708</b>	<b>28,553</b>	<b>28,750</b>	<b>28,184</b>	<b>25,699</b>
<b>TOTAL RESOURCES</b>	<b>26,834</b>	<b>30,708</b>	<b>28,553</b>	<b>28,750</b>	<b>28,184</b>	<b>25,699</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>1775 COMPONENT UNIT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	22,071	4,144	28,750	0	25,699
<b>TOTALS</b>	<b>0</b>	<b>22,071</b>	<b>4,144</b>	<b>28,750</b>	<b>0</b>	<b>25,699</b>
<b>TOTAL SAGINAW TOOL &amp; DIE LDFA</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	22,071	4,144	28,750	0	25,699
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>22,071</b>	<b>4,144</b>	<b>28,750</b>	<b>0</b>	<b>25,699</b>

**SEXTON LDFA (256)**  
**2009/2010 APPROVED BUDGET**

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Approved Budget
<b>REVENUE ANALYSIS SUMMARY</b>						
Property Taxes	28,979	22,566	22,179	21,952	22,074	13,383
<b>TOTAL RESOURCES</b>	<b>28,979</b>	<b>22,566</b>	<b>22,179</b>	<b>21,952</b>	<b>22,074</b>	<b>13,383</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Property Taxes</b>						
Real Property	10,269	10,514	10,793	10,792	10,852	10,727
Personal Property	18,709	12,052	11,386	11,160	11,222	2,656
<b>Total Property Taxes</b>	<b>28,979</b>	<b>22,566</b>	<b>22,179</b>	<b>21,952</b>	<b>22,074</b>	<b>13,383</b>
<b>TOTAL RESOURCES</b>	<b>28,979</b>	<b>22,566</b>	<b>22,179</b>	<b>21,952</b>	<b>22,074</b>	<b>13,383</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>1775 COMPONENT UNIT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	21,952	0	13,383
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,952</b>	<b>0</b>	<b>13,383</b>
<b>TOTAL SEXTON LDFA</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	21,952	0	13,383
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,952</b>	<b>0</b>	<b>13,383</b>

**THOMSON LDFA (257)  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Property Taxes	141,719	131,763	121,391	127,218	120,251	124,398
Interest	33,659	23,103	57,821	15,000	18,184	14,000
<b>TOTAL RESOURCES</b>	<b>175,378</b>	<b>154,865</b>	<b>179,212</b>	<b>142,218</b>	<b>138,435</b>	<b>138,398</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Property Taxes</b>						
Real Property	82,890	82,353	82,050	82,050	82,508	82,508
Real Property - IFT	74	122	94	189	95	190
Personal Property	36,095	30,827	31,048	29,899	30,066	27,618
Personal Property - IFT	22,659	18,461	8,199	15,080	7,582	14,082
<b>Total Property Taxes</b>	<b>141,719</b>	<b>131,763</b>	<b>121,391</b>	<b>127,218</b>	<b>120,251</b>	<b>124,398</b>
<b>Interest</b>						
Interest on Investments	33,659	23,103	57,821	15,000	18,184	14,000
<b>Total Interest</b>	<b>33,659</b>	<b>23,103</b>	<b>57,821</b>	<b>15,000</b>	<b>18,184</b>	<b>14,000</b>
<b>Total Resources</b>	<b>175,378</b>	<b>154,866</b>	<b>179,212</b>	<b>142,218</b>	<b>138,435</b>	<b>138,398</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>1775 COMPONENT UNIT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	142,218	0	138,398
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>142,218</b>	<b>0</b>	<b>138,398</b>
<b>TOTAL THOMSON LDFA</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	142,218	0	138,398
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>142,218</b>	<b>0</b>	<b>138,398</b>

**TREASURE ISLAND LDFA (258)  
2009/2010 APPROVED BUDGET**

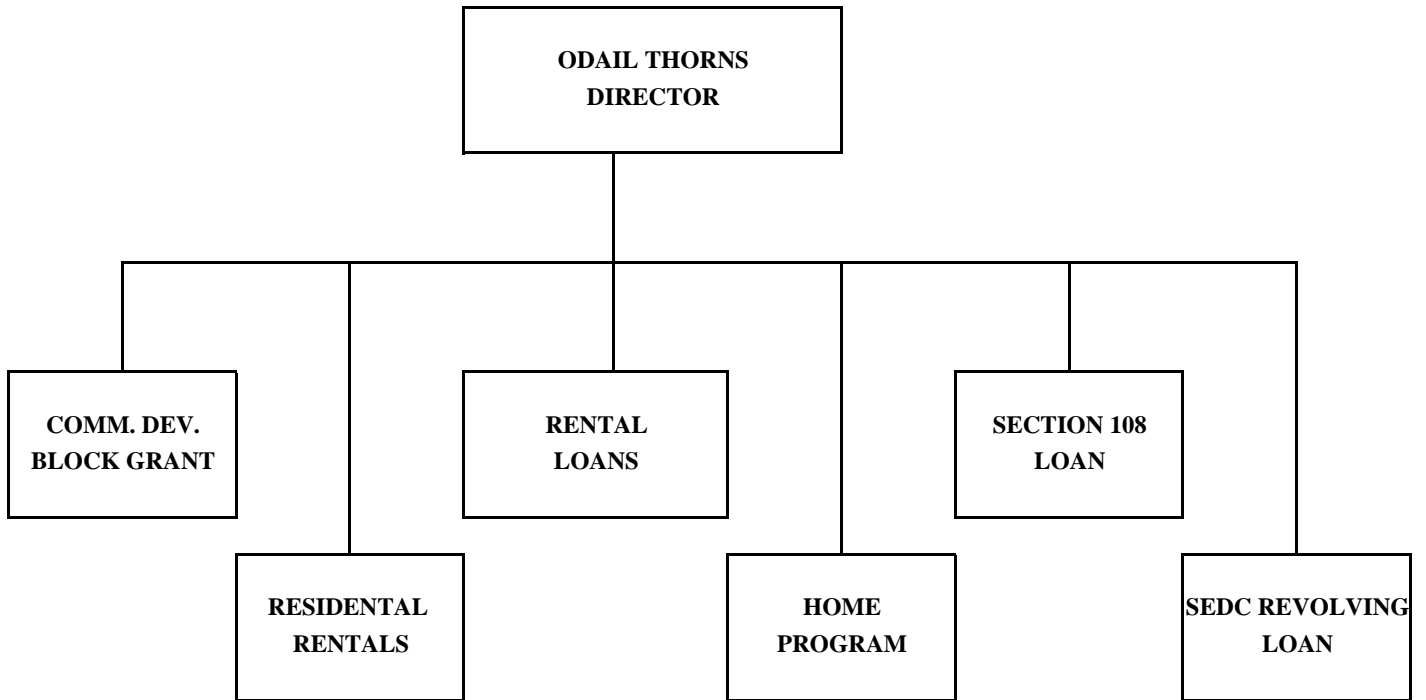
	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Property Taxes	6,060	7,089	6,340	6,424	6,459	9,207
<b>TOTAL RESOURCES</b>	<b>6,060</b>	<b>7,089</b>	<b>6,340</b>	<b>6,424</b>	<b>6,459</b>	<b>9,207</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Property Taxes</b>						
Real Property	2,970	3,298	3,175	3,100	3,116	3,684
Personal Property	3,452	3,791	3,165	3,324	3,342	5,523
<b>Total Property Taxes</b>	<b>6,422</b>	<b>7,089</b>	<b>6,340</b>	<b>6,424</b>	<b>6,458</b>	<b>9,207</b>
<b>TOTAL RESOURCES</b>	<b>6,422</b>	<b>7,089</b>	<b>6,340</b>	<b>6,424</b>	<b>6,458</b>	<b>9,207</b>

<b>EXPENDITURE ANALYSIS SUMMARY</b>						
<b><u>1775 COMPONENT UNIT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	1	6,424	0	9,207
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>6,424</b>	<b>0</b>	<b>9,207</b>
<b>TOTAL TREASURE ISLAND LDFA</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	1	6,424	0	9,207
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>6,424</b>	<b>0</b>	<b>9,207</b>

**SPECIAL REVENUE FUNDS –  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**CITY OF SAGINAW  
DEPARTMENT OF DEVELOPMENT  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**



**COMMUNITY DEVELOPMENT BLOCK GRANT (275)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
FEDERAL GRANTS	2,365,965	CDBG ADMINISTRATION	538,548
INTEREST	500	SPECIAL PROJECTS	468,850
		ECONOMIC DEVELOPMENT	409,922
		ECONOMIC DEVELOPMENT	399,181
		SAGINAW ECON. DEV. CORP	152,804
		CODE COMPLIANCE	173,000
		SUBGRANTEES	107,500
		MCKINNEY HOMELESS	110,620
		TRANSFERS	6,040
<b>TOTAL RESOURCES</b>	<b><u>2,366,465</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>2,366,465</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>Community Development Block Grant (CDBG)</b>						
Federal Grants	3,050,146	3,057,413	2,835,988	2,418,372	2,419,500	2,365,965
Interest	419	420	425	500	425	500
Other Revenues	24,113	27,888	(41,877)	0	0	0
Transfers from Other Fund	0	0	0	75,430	0	0
<b>TOTAL RESOURCES</b>	<b>3,074,678</b>	<b>3,085,721</b>	<b>2,794,536</b>	<b>2,494,302</b>	<b>2,419,925</b>	<b>2,366,465</b>

**REVENUE ANALYSIS DETAIL**

**Federal Grants**

Block Grant Entitlement	2,939,456	2,942,993	2,748,864	2,307,752	2,306,035	2,255,345
Stewart McKinney Homeless	110,690	114,420	87,124	110,620	113,466	110,620
<b>Total Federal Grants</b>	<b>3,050,146</b>	<b>3,057,413</b>	<b>2,835,988</b>	<b>2,418,372</b>	<b>2,419,500</b>	<b>2,365,965</b>

**Interest**

Interest on Investments	419	420	425	500	425	500
<b>Total Interest</b>	<b>419</b>	<b>420</b>	<b>425</b>	<b>500</b>	<b>425</b>	<b>500</b>

**Other Revenues**

Surplus Receipts	0	0	(42,488)	0	0	0
Demolition Contracts	13,275	27,888	0	0	0	0
Reimbursements	0	2,640	610	0	0	0
Grant Repayments	10,838	0	0	0	0	0
Use of Fund Equity	0	0	0	0	0	0
<b>Total Other Revenues</b>	<b>24,113</b>	<b>30,528</b>	<b>(41,877)</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Transfers from Other Fund**

Transfer from Other Funds	0	0	0	75,430	0	0
<b>Total Other Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>75,430</b>	<b>0</b>	<b>0</b>

<b>TOTAL RESOURCES</b>	<b>3,074,678</b>	<b>3,088,361</b>	<b>2,794,535</b>	<b>2,494,302</b>	<b>2,419,925</b>	<b>2,366,465</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>						
<b><u>6510 CDBG ADMINISTRATION</u></b>						
Personnel Services	440,160	439,370	430,597	457,432	439,752	469,769
Operating Expenses	81,877	69,755	132,092	83,913	62,546	68,779
Capital Outlay	658	848	1,200	0	587	0
Miscellaneous	18,438	0	6,837	0	0	0
<b>TOTALS</b>	<b>541,133</b>	<b>509,973</b>	<b>570,726</b>	<b>541,345</b>	<b>502,884</b>	<b>538,548</b>
<b><u>6511 SPECIAL PROJECTS</u></b>						
Personnel Services	70,400	74,275	76,130	85,000	85,839	85,019
Operating Expenses	695,026	728,316	421,200	363,741	425,311	351,106
Capital Outlay	0	0	0	0	0	0
Miscellaneous	59,858	40,675	44,681	42,075	32,655	32,725
<b>TOTALS</b>	<b>825,284</b>	<b>843,266</b>	<b>542,011</b>	<b>490,816</b>	<b>543,805</b>	<b>468,850</b>
<b><u>6512 ECONOMIC DEVELOPMENT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	15	0	0	4	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	553,080	529,667	514,375	516,992	498,695	409,922
<b>TOTALS</b>	<b>553,080</b>	<b>529,682</b>	<b>514,375</b>	<b>516,992</b>	<b>498,699</b>	<b>409,922</b>
<b><u>6513 - ECONOMIC DEVELOPMENT</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	466,163	434,866	351,107	397,828	389,094	399,181
<b>TOTALS</b>	<b>466,163</b>	<b>434,866</b>	<b>351,107</b>	<b>397,828</b>	<b>389,094</b>	<b>399,181</b>
<b><u>6520 SAGINAW ECONOMIC DEVELOPMENT CORP</u></b>						
Personnel Services	62,247	93,056	82,771	109,452	120,135	105,947
Operating Expenses	17,171	34,464	33,346	36,366	26,869	46,857
Capital Outlay	0	0	400	1,200	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>79,418</b>	<b>127,520</b>	<b>116,517</b>	<b>147,018</b>	<b>147,004</b>	<b>152,804</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Approved Budget
<b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>						
<b><u>6572 CODE COMPLIANCE</u></b>						
Personnel Services	163,434	184,210	174,154	159,998	147,731	158,787
Operating Expenses	19,772	13,508	12,245	16,120	13,407	14,213
Capital Outlay	0	0	207	0	0	0
<b>TOTALS</b>	<b>183,206</b>	<b>197,717</b>	<b>186,606</b>	<b>176,118</b>	<b>161,138</b>	<b>173,000</b>
<b><u>6574 SUBGRANTEES</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	311,855	321,820	469,431	107,525	91,784	107,500
<b>TOTALS</b>	<b>311,855</b>	<b>321,820</b>	<b>469,431</b>	<b>107,525</b>	<b>91,784</b>	<b>107,500</b>
<b><u>6585 MCKINNEY HOMELESS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	110,690	105,626	95,743	110,620	107,085	110,620
<b>TOTALS</b>	<b>110,690</b>	<b>105,626</b>	<b>95,743</b>	<b>110,620</b>	<b>107,085</b>	<b>110,620</b>
<b><u>9660 OPERATING TRANSFERS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	3,855	5,140	19,103	6,040	6,040	6,040
<b>TOTALS</b>	<b>3,855</b>	<b>5,140</b>	<b>19,103</b>	<b>6,040</b>	<b>6,040</b>	<b>6,040</b>
<b>TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT</b>						
Personnel Services	736,241	790,911	763,652	811,882	793,458	819,522
Operating Expenses	813,846	846,058	598,883	500,140	528,137	480,955
Capital Outlay	658	848	1,807	1,200	587	0
Miscellaneous	1,523,939	1,437,794	1,501,277	1,181,080	1,125,353	1,065,988
<b>TOTAL EXPENDITURES</b>	<b>3,074,684</b>	<b>3,075,611</b>	<b>2,865,619</b>	<b>2,494,302</b>	<b>2,447,534</b>	<b>2,366,465</b>

**FUND: 275 – Community Development Block Grant Fund**  
**DEPARTMENT: Department of Development**  
**ACTIVITY: 6510 – CDBG Administration**

**STRATEGIC NARRATIVE**

This fund provides the staff and resources needed to manage over forty programs in the Community Development Block Grant, HOME, Emergency Shelter Grant, and Section 108 Loan programs. This includes citizen participation, submission and performance report preparation, project and subgrantee management, subgrantee payment request processing, annual subgrantee monitoring, program accounting, and Federal and City audits. Efforts also include participation in the strategic development of a comprehensive neighborhood revitalization strategy.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Community Development
  - a. Improve sub-grantee oversight and accountability

	2008 Actual	2009 Projected	2010 Target
Percent of sub-grantee accounts with completed financial and programmatic monitoring	50% F / 0% P	100% F / 50% P	100% F/ 50% P

2. Neighborhood Revitalization
  - a. Increase awareness of continuing neighborhood revitalization efforts

	2008 Actual	2009 Projected	2010 Target
Regular Updates *Annual updates with target area neighborhood stakeholders * Change/goal	1/4	4/4	4

	2008 Actual	2009 Projected	2010 Target
*Two housing sub-grantees: <i>Circle of Love CAC</i>	2	2	2

\*Goal revised to applicable entities

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**275-6510 CDBG Administration**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	218,960	Director of Development	0.60	52,538
Overtime	0	Accountant/SEDC Coordin.	0.80	46,290
Fringe Benefits	250,809	Block Grant Manager	0.88	59,576
		Block Grant Specialist	0.50	24,978
		Office Assistant	1.00	31,978
		Intern	3.00	3,600
<b>TOTAL</b>	<b>469,769</b>			
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>6.78</b>	<b>218,960</b>
Supplies	2,500			
Internal Services	22,187	Overtime		0
Other Services				
Professional Fees	29,092	FICA		17,237
Maintenance Fees	4,900	Healthcare Benefits - Active		39,074
Other Contracted Fees	10,100	Healthcare Benefits - Retirees		110,178
		Pension		84,320
<b>TOTAL</b>	<b>68,779</b>	<b>Total Fringe Benefits</b>		<b>250,809</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>6.78</b>	<b>469,769</b>
<b>TOTAL APPROPRIATION</b>	<b>538,548</b>			

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**275-6511 Special Projects**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	46,184	Dangerous Building Inspector	1.00	44,544
Overtime	0	Intern	1.00	1,640
Fringe Benefits	38,835			
		<b>Total Personnel</b>	<u>2.00</u>	<u>46,184</u>
<b>TOTAL</b>	<u><b>85,019</b></u>			
		Overtime		<u>0</u>
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		3,533
Internal Services	6,914	Healthcare Benefits - Active		14,199
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		21,103
Maintenance Fees	344,192			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		<u>38,835</u>
<b>TOTAL</b>	<u><b>351,106</b></u>			
		<b>TOTAL</b>	<u><b>2.00</b></u>	<u><b>85,019</b></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>MISCELLANEOUS</b>	32,725			
<b>TOTAL</b>	<u><b>32,725</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>468,850</b></u></u>			

**FUND: 275 – Community Development Block Grant Fund**  
**DEPARTMENT: Department of Development**  
**ACTIVITY: 6520 – Saginaw Economic Development Corporation**

**STRATEGIC NARRATIVE**

This fund provides administrative funding for the Saginaw Economic Development Corporation (SEDC) staff. SEDC provides business loans for start-up and existing businesses in the City. Loan funds are provided for business inventory, equipment, or real estate acquisition. This program is focused on development in the City, which provides lending resources for citizens who have found difficulty securing business development funds through the normal process. Technical assistance counseling is also provided. Revolving loan funds for this program are now budgeted in Fund 282.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Business/Economic Development

	2008 Actual	2009 Projected	2010 Target
Number of new loans	4	9	6

	2008 Actual	2009 Projected	2010 Target
Delinquency Rate	20%	20%	10%

2. Organization Development

	2008 Actual	2009 Projected	2010 Target
Number of new board members	3	5	Full complement

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**275-6520 Saginaw Economic Development Corp.**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	59,548	Director of Development	0.15	13,134
Overtime	0	Accountant/SEDC Coordin.	0.20	11,572
Fringe Benefits	46,399	Administrative Professional	0.90	34,842
<b>TOTAL</b>	<b>105,947</b>	<b>Total Personnel</b>	<b>1.25</b>	<b>59,548</b>
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	2,000			
Internal Services	8,704	FICA		4,628
Other Services		Healthcare Benefits - Active		15,639
Professional Fees	12,788	Healthcare Benefits - Retirees		0
Maintenance Fees	15,500	Pension		26,132
Other Contracted Fees	7,865			
<b>TOTAL</b>	<b>46,857</b>	<b>Total Fringe Benefits</b>		<b>46,399</b>
		<b>TOTAL</b>	<b>1.25</b>	<b>105,947</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>MISCELLANEOUS</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>152,804</b>			

**FUND: 275 – Community Development Block Grant Fund**  
**DEPARTMENT: Department of Development**  
**ACTIVITY: 6572 – Code Compliance**

**STRATEGIC NARRATIVE**

City specification writing and construction monitoring staff provide a variety of support services for the housing rehabilitation program. Services include initial assessment and survey, original specifications, construction monitoring, change order processing, and property owner consultation. Range of services cover the four primary building trades of structural, electrical, plumbing and heating. The specification writers will be involved in multi facets of the revitalization area including but not limited to the ongoing inventory process.

**FY 2009/2010 OBJECTIVES**

1. Continually upgrade and improve the City's specification with needed updates.
2. Reduce the time required to write specifications by 15%.
3. Develop improved tracking and status reporting system for all rehab projects.
4. Recruit additional contractors to participate in rehabilitation program.
5. Develop and initiate new basic needs program.
6. Work with housing sub recipients on an as needed basis.



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**275-6572 Code Compliance**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	89,088	Residential Rehab. Specialist	2.00	89,088
Overtime	0			
Fringe Benefits	69,699	<b>Total Personnel</b>	2.00	89,088
<b>TOTAL</b>	<b>158,787</b>	Overtime		0
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		7,007
Internal Services	12,128	Healthcare Benefits - Active		20,486
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		42,206
Maintenance Fees	1,500	<b>Total Fringe Benefits</b>		69,699
Other Contracted Fees	585			
<b>TOTAL</b>	<b>14,213</b>	<b>TOTAL</b>	<b>2.00</b>	<b>158,787</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>MISCELLANEOUS</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>173,000</b>			

**CDBG RESIDENTIAL LOANS (276)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
FEDERAL GRANTS	380,000	RESIDENTIAL LOANS	436,818
INTEREST	20,000	SINGLE FAMILY	62,000
OTHER REVENUES	80,000	TRANSFERS OUT	14,394
TRANSFERS IN	33,212		
<b>TOTAL RESOURCES</b>	<b><u>513,212</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>513,212</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Approved Budget
<b>RESIDENTIAL LOANS</b>						
Federal Grants	0	(5,966)	398,031	706,243	0	380,000
Interest	32,943	25,401	23,039	20,000	19,265	20,000
Other Revenues	98,162	142,785	137,704	173,806	118,585	80,000
Transfers from Other Funds	37,447	18,098	0	38,000	0	33,212
<b>TOTAL RESOURCES</b>	<b>168,552</b>	<b>180,318</b>	<b>558,774</b>	<b>938,049</b>	<b>137,850</b>	<b>513,212</b>

**REVENUE ANALYSIS DETAIL**

**Federal Grants**

Block Grant Entitlement	(0)	(5,966)	398,031	706,243	0	380,000
<b>Total Federal Grants</b>	<b>(0)</b>	<b>(5,966)</b>	<b>398,031</b>	<b>706,243</b>	<b>0</b>	<b>380,000</b>

**Interest**

Interest on Loans	32,943	25,401	23,039	20,000	19,265	20,000
<b>Total Interest</b>	<b>32,943</b>	<b>25,401</b>	<b>23,039</b>	<b>20,000</b>	<b>19,265</b>	<b>20,000</b>

**Other Revenues**

Surplus Reciepts	0	16	(39,954)	0	0	0
Reimbursements	0	760	610	0	3,347	0
Loan Principal	98,027	142,009	175,556	80,000	113,902	80,000
Late Charges	135	0	1,491	135	1,336	0
Use of Fund Equity	0	0	0	93,671	0	0
<b>Total Other Revenues</b>	<b>98,162</b>	<b>142,785</b>	<b>137,704</b>	<b>173,806</b>	<b>118,585</b>	<b>80,000</b>

**Transfers from Other Funds**

Comm. Dev. Block Grant	37,447	18,098	0	38,000	0	33,212
<b>Total Transfers</b>	<b>37,447</b>	<b>18,098</b>	<b>0</b>	<b>38,000</b>	<b>0</b>	<b>33,212</b>

<b>TOTAL RESOURCES</b>	<b>168,552</b>	<b>180,318</b>	<b>558,774</b>	<b>938,049</b>	<b>137,850</b>	<b>513,212</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>6540 RESIDENTIAL LOANS</u></b>						
Personnel Services	65,243	116,139	114,070	134,935	144,440	137,684
Operating Expenses	66,190	34,977	58,384	92,083	58,015	103,186
Capital Outlay	0	595	0	0	675	0
Miscellaneous	37,796	4,932	28,273	399,410	190,253	195,948
<b>TOTALS</b>	<b>169,229</b>	<b>156,643</b>	<b>200,727</b>	<b>626,428</b>	<b>393,383</b>	<b>436,818</b>
<b><u>6550 SINGLE FAMILY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	22,610	358,657	300,000	304,240	62,000
<b>TOTALS</b>	<b>0</b>	<b>22,610</b>	<b>358,657</b>	<b>300,000</b>	<b>304,240</b>	<b>62,000</b>
<b><u>9660 OPERATING TRANSFERS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	(677)	0	0	11,621	11,621	14,394
<b>TOTALS</b>	<b>(677)</b>	<b>0</b>	<b>0</b>	<b>11,621</b>	<b>11,621</b>	<b>14,394</b>
<b>TOTAL CDBG RESIDENTIAL LOANS</b>						
Personnel Services	65,243	116,139	114,070	134,935	144,440	137,684
Operating Expenses	66,190	34,977	58,384	92,083	58,015	103,186
Capital Outlay	0	595	0	0	675	0
Miscellaneous	37,119	27,542	386,930	711,031	506,114	272,342
<b>TOTAL EXPENDITURES</b>	<b>168,552</b>	<b>179,253</b>	<b>559,384</b>	<b>938,049</b>	<b>709,244</b>	<b>513,212</b>

**FUND: 276 – Residential Loans Program Fund**  
**DEPARTMENT: Department of Development**  
**ACTIVITY: 6540 – Residential Loans**

**STRATEGIC NARRATIVE**

This account provides for staff to process a variety of housing rehabilitation programs for single-family homeowners primarily in the revitalization area but other parts of the City as well. Funds are also provided in the budget, via loan repayments, for new loan originations. The staff will also take an active role in the revitalization area.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Organizational Development

- a. Create a tracking system for all rehab projects

	2008 Actual	2009 Projected	2010 Target
Number of residential loans given for rehab projects	3	6	8

2. City Revenue Structure

	2008 Actual	2009 Projected	2010 Target
Percent of accounts which are delinquent	(20%)	(20%)	10%

	2008 Actual	2009 Projected	2010 Target
Percent of clients receiving phone calls within 30 days of 1 <sup>st</sup> delinquent payment	30%	50%	90%

3. Neighborhood Revitalization

- a. Increase awareness of continued Neighborhood Revitalization effort

	2008 Actual	2009 Projected	2010 Target
Quarterly Reviews	2	2	4

4. Complete housing rehab loan projects in revitalization area

	2008 Actual	2009 Projected	2010 Target
Number of houses completed in revitalization area	3	5	4

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**276-6540 Residential Loans**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	74,044	Block Grant Specialist	0.50	24,978
Overtime	0	Rehab. Application Specialist	1.20	49,066
Fringe Benefits	63,640			
		<b>Total Personnel</b>	1.70	74,044
<b>TOTAL</b>	<b>137,684</b>			
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	2,498	FICA		5,665
Internal Services	13,414	Healthcare Benefits - Active		22,101
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	36,674	Pension		35,874
Maintenance Fees	42,400			
Other Contracted Fees	8,200	<b>Total Fringe Benefits</b>		63,640
<b>TOTAL</b>	<b>103,186</b>			
		<b>TOTAL</b>	<b>1.70</b>	<b>137,684</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>MISCELLANEOUS</b>	195,948			
<b>TOTAL</b>	<b>195,948</b>			
<b>TOTAL APPROPRIATION</b>	<b>436,818</b>			

**CDBG RENTAL LOANS (277)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST	17,412	RENTAL LOANS	4,200
OTHER REVENUES	20,000	TRANSFERS OUT	33,212
<b>TOTAL RESOURCES</b>	<b><u>37,412</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>37,412</u></b>



**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>CDBG RENTAL LOANS</b>						
Interest and Rents	23,028	29,433	7,711	19,800	18,050	17,412
Other Revenues	33,254	17,965	4,688	25,000	17,140	20,000
<b>TOTAL RESOURCES</b>	<b>56,282</b>	<b>47,398</b>	<b>12,399</b>	<b>44,800</b>	<b>35,190</b>	<b>37,412</b>

**REVENUE ANALYSIS DETAIL**

**Interest and Rents**

Interest on Loans	21,683	15,372	2,859	15,000	13,191	12,000
Interest on Rents	1,346	0	0	0	0	0
Land and Building Rentals	0	14,061	4,852	4,800	4,859	5,412
<b>Total Interest</b>	<b>23,028</b>	<b>29,433</b>	<b>7,711</b>	<b>19,800</b>	<b>18,050</b>	<b>17,412</b>

**Other Revenues**

Late Charges	0	671	594	0	561	0
Loan Principal	33,254	17,294	4,094	25,000	16,579	20,000
<b>Total Other Revenues</b>	<b>33,254</b>	<b>17,965</b>	<b>4,688</b>	<b>25,000</b>	<b>17,140</b>	<b>20,000</b>
<b>TOTAL RESOURCES</b>	<b>56,282</b>	<b>47,398</b>	<b>12,399</b>	<b>44,800</b>	<b>35,190</b>	<b>37,412</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>CDBG RENTAL LOANS</b>						
<b><u>6560 RENTAL LOANS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	2,852	3,966	1,945	6,800	6,800	4,200
Capital Outlay	0	11,562	0	0	0	0
Miscellaneous	15,983	0	0	0	0	0
<b>TOTALS</b>	<b>18,835</b>	<b>15,528</b>	<b>1,945</b>	<b>6,800</b>	<b>6,800</b>	<b>4,200</b>
<b><u>9660 OPERATING TRANSFERS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	37,447	31,870	10,454	38,000	38,000	33,212
<b>TOTALS</b>	<b>37,447</b>	<b>31,870</b>	<b>10,454</b>	<b>38,000</b>	<b>38,000</b>	<b>33,212</b>
<b>TOTAL CDBG RENTAL LOANS</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	2,852	3,966	1,945	6,800	6,800	4,200
Capital Outlay	0	11,562	0	0	0	0
Miscellaneous	53,430	31,870	10,454	38,000	38,000	33,212
<b>TOTAL EXPENDITURES</b>	<b>56,282</b>	<b>47,398</b>	<b>12,399</b>	<b>44,800</b>	<b>44,800</b>	<b>37,412</b>

**CDBG BLOCK GRANT HOME PROGRAM (278)**  
**RESOURCE ALLOCATION**  
**2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
FEDERAL GRANTS	966,374	HOME PROGRAM	980,768
TRANSFERS IN	14,394		
<b>TOTAL RESOURCES</b>	<b><u>980,768</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>980,768</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>CDBG HOME PROGRAM</b>						
Federal Grants	1,130,521	937,242	293,121	837,959	443,825	966,374
Other Revenues	0	1,435	0	0	25,267	0
Transfers In	(677)	13,772	5,849	11,621	11,621	14,394
<b>TOTAL RESOURCES</b>	<b>1,129,844</b>	<b>952,449</b>	<b>298,970</b>	<b>849,580</b>	<b>480,713</b>	<b>980,768</b>

**REVENUE ANALYSIS DETAIL**

**Federal Grants**

Home Program	1,130,521	937,242	293,121	837,959	728,842	966,374
<b>Total Federal Grants</b>	<b>1,130,521</b>	<b>937,242</b>	<b>293,121</b>	<b>837,959</b>	<b>728,842</b>	<b>966,374</b>

**Other Revenues**

Surplus Receipts	0	1,435	0	0	0	0
Sale of Houses	0	0	0	0	25,000	0
Reimbursement	0	0	0	0	806	0
<b>Total Other Revenues</b>	<b>0</b>	<b>1,435</b>	<b>0</b>	<b>0</b>	<b>25,806</b>	<b>0</b>

**Transfers In**

Comm Dev Block Grant	(677)	13,772	5,849	11,621	11,621	14,394
<b>Total Transfers In</b>	<b>(677)</b>	<b>13,772</b>	<b>5,849</b>	<b>11,621</b>	<b>11,621</b>	<b>14,394</b>
<b>TOTAL RESOURCES</b>	<b>1,129,844</b>	<b>952,449</b>	<b>298,970</b>	<b>849,580</b>	<b>766,269</b>	<b>980,768</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>6580 HOME PROGRAMS</u></b>						
Personnel Services	101,205	71,198	63,308	72,779	53,343	75,306
Operating Expenses	6,845	7,692	7,051	4,198	4,198	4,166
Capital Outlay	0	0	0	0	0	0
Miscellaneous	1,021,793	873,562	228,612	772,603	611,276	901,296
<b>TOTALS</b>	<b>1,129,843</b>	<b>952,451</b>	<b>298,971</b>	<b>849,580</b>	<b>668,817</b>	<b>980,768</b>
<b>TOTAL BLOCK GRANT HOME PROGRAMS</b>						
Personnel Services	101,205	71,198	63,308	72,779	53,343	75,306
Operating Expenses	6,845	7,692	7,051	4,198	4,198	4,166
Capital Outlay	0	0	0	0	0	0
Miscellaneous	1,021,793	873,562	228,612	772,603	611,276	901,296
<b>TOTAL EXPENDITURES</b>	<b>1,129,843</b>	<b>952,452</b>	<b>298,971</b>	<b>849,580</b>	<b>668,817</b>	<b>980,768</b>

**FUND: 278 – Home Program Fund**  
**DEPARTMENT: Department of Development**  
**ACTIVITY: 6580 – Home Program**

**STRATEGIC NARRATIVE**

The HOME Program fund provides for city generated housing rehabilitation activities as well as current City of Saginaw CHDO sub recipient. The focus is on providing low interest loans to low-income families for home rehabilitation. Direct grants are also provided to qualifying citizens. The CHDO activity allows the city to participate with a developer in new home construction.

**FY 2009/2010 GOALS AND OBJECTIVES**

- 1. City Revenue Structure
  - a. Maximize investment of HOME funds in city

	2008 Actual	2009 Projected	2010 Target
Increase amount of available affordable housing to 90% spending level	80%	100%	95%

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**278-6580 Home Program**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	40,836	Block Grant Specialist	0.12	8,124
Overtime	0	Rehab. Application Specialist	0.80	32,712
Fringe Benefits	34,470			
		<b>Total Personnel</b>	0.92	40,836
<b>TOTAL</b>	<b>75,306</b>			
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	0	FICA		3,123
Internal Services	4,166	Healthcare Benefits - Active		11,932
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		19,415
Maintenance Fees	0			
Other Contracted Fees	0	<b>Total Fringe Benefits</b>		34,470
<b>TOTAL</b>	<b>4,166</b>			
		<b>TOTAL</b>	<b>0.92</b>	<b>75,306</b>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>MISCELLANEOUS</b>	901,296			
<b>TOTAL</b>	<b>901,296</b>			
<b>TOTAL APPROPRIATION</b>	<b>980,768</b>			

**SECTION 108 LOANS (281)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST	10,000	INCREASE IN FUND EQUITY	10,000
<b>TOTAL RESOURCES</b>	<b><u>10,000</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>10,000</u></b>

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**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Approved Budget
<b>CDBG SECTION 108 LOANS</b>						
Interest	0	0	0	15,000	3,857	10,000
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>3,857</b>	<b>10,000</b>

**EXPENDITURE ANALYSIS SUMMARY**

**8559 INCREASE IN FUND EQUITY**

Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	15,000	0	10,000
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>10,000</b>

**TOTAL SECTION 108 LOANS**

Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	15,000	0	10,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>10,000</b>

**SAGINAW ECONOMIC DEVELOPMENT CORPORATION (SEDC)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST	50,000	SEDC REVOLVING LOAN	400,000
OTHER REVENUES	350,000		
<b>TOTAL RESOURCES</b>	<b>400,000</b>	<b>TOTAL APPROPRIATIONS</b>	<b>400,000</b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Charge for Services	0	750	0	1,000	750	0
Interest	58,611	76,296	46,358	49,000	57,554	50,000
Other Revenues	296,419	202,517	117,427	225,430	162,568	350,000
<b>TOTAL RESOURCES</b>	<b>355,030</b>	<b>279,562</b>	<b>163,785</b>	<b>275,430</b>	<b>220,871</b>	<b>400,000</b>

<b>REVENUE ANALYSIS DETAIL</b>						
<b>Charge for Services</b>						
SEDC Loan App. Fee	0	750	0	1,000	750	0
<b>Total Charge for Srv.</b>	<b>0</b>	<b>750</b>	<b>0</b>	<b>1,000</b>	<b>750</b>	<b>0</b>
<b>Interest</b>						
Interest on Investments	0	250	500	0	750	0
Interest on Loans	58,611	76,046	45,858	49,000	56,804	50,000
<b>Total Interest</b>	<b>58,611</b>	<b>76,296</b>	<b>46,358</b>	<b>49,000</b>	<b>57,554</b>	<b>50,000</b>
<b>Other Revenues</b>						
Surplus Receipts	0	3,078	2,872	0	0	0
Loan Principal	290,508	166,101	114,256	150,000	161,005	100,000
Loan Charge Off Recovery	5,910	33,337	300	0	1,563	0
Use of Fund Equity	0	0	0	75,430	0	250,000
<b>Total Other Revenues</b>	<b>296,419</b>	<b>202,517</b>	<b>117,427</b>	<b>225,430</b>	<b>162,568</b>	<b>350,000</b>
<b>TOTAL RESOURCES</b>	<b>355,030</b>	<b>279,562</b>	<b>163,785</b>	<b>275,430</b>	<b>220,871</b>	<b>400,000</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>8570 SAGINAW ECONOMIC DEVELOPMENT CORPORATION</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	198,572	132,979	101,663	200,000	744,239	400,000
<b>TOTALS</b>	<b>198,572</b>	<b>132,979</b>	<b>101,663</b>	<b>200,000</b>	<b>744,239</b>	<b>400,000</b>
<b><u>9660 OPERATING TRANSFERS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	75,430	75,430	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>75,430</b>	<b>75,430</b>	<b>0</b>
<b>TOTAL SEDC REVOLVING LOANS</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	198,572	132,979	101,663	275,430	819,669	400,000
<b>TOTAL EXPENDITURES</b>	<b>198,572</b>	<b>132,979</b>	<b>101,663</b>	<b>275,430</b>	<b>819,669</b>	<b>400,000</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)</b>						
CDBG - Administration	5.30	7.78	7.78	6.78	6.78	6.78
CDBG - Community Services	1.00	1.00	1.00	2.00	2.00	2.00
Saginaw Economic Dev. Corp.	2.00	1.35	1.35	1.35	1.35	1.25
CDBG - Code Compliance	2.25	2.25	2.25	2.00	2.00	2.00
CDBG - Residential Loans	1.00	1.70	1.70	1.70	1.70	1.70
CDBG - Home Program	1.50	0.92	0.92	0.92	0.92	0.92
<b>TOTAL POSITIONS</b>	<b>13.05</b>	<b>15.00</b>	<b>15.00</b>	<b>14.75</b>	<b>14.75</b>	<b>14.65</b>

In the 2009/2010 Approved Budget, .10 of the SEDC Loan Support was moved from Saginaw Economic Development Corporation to the General Fund's Zoning and Planning Division.

## **ENTERPRISE FUNDS**

**CELEBRATION PARK (ANDERSEN WATER PARK) (508)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
STATE GRANTS	480,000	CELEBRATION PARK	780,000
LOCAL GRANTS	300,000		
<b>TOTAL RESOURCES</b>	<b><u>780,000</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>780,000</u></b>

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**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>CELEBRATION PARK (ANDERSEN WATER PARK)</b>						
State Grants	0	0	0	0	0	480,000
Local Grants	0	0	0	0	100,000	300,000
Service - Sales	0	0	0	0	29,650	0
Transfers from Other Funds	0	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>129,650</b>	<b>780,000</b>

**REVENUE ANALYSIS DETAIL**

State Grants	0	0	0	0	0	480,000
<b>Total State Grants</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>480,000</b>
Local Grants	0	0	0	0	100,000	300,000
<b>Total Local Grants</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>300,000</b>
Service - Sales	0	0	0	0	29,650	0
<b>Total Service - Sales</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29,650</b>	<b>0</b>
Transfers from Other Funds		0	0	0	0	0
<b>Total Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Resources</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>129,650</b>	<b>780,000</b>



**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>7580 CELEBRATION PARK (ANDERSON WATER PARK)</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	33,145	780,000
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>33,145</b>	<b>780,000</b>
<b><u>TOTAL CELEBRATION PARK (ANDERSEN WATER PARK)</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	33,145	780,000
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>33,145</b>	<b>780,000</b>

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

Celebration Park (formerly known as Andersen Water Park) is the City of Saginaw's newest community recreation experience located in the heart of the city. Celebration Park is being redeveloped into the most exciting recreation experience in the Tri-Cities. The City's mission is to repurpose the former Andersen Water Park into a lower cost, lower maintenance facility that is free to the public and for the use of people of all ages and abilities.

Celebration Park is a community park that will be comfortable and easily accessible with shaded areas, walking paths, and leisure activities. It will contain a variety of activities and learning experiences, and takes advantage of the natural surroundings. The park will provide a relaxed setting for social interaction and will focus on improving the community and the families that live here. The new park will feature a water splash park, skateboarding plaza, playground, a scenic boardwalk along Lake Linton, bocce ball courts, volleyball courts, picnic pavilion, exercise paths, and open green space. Best of all, the park is free to the public.

**508-7580 Celebration Park (Andersen Water Park)**

<b>Allocation Plan</b>	<b>Position Control</b>		
<b>PERSONNEL SERVICES</b>	<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
Salaries			
Overtime			
Fringe Benefits			
<b>TOTAL</b>			
	<b>Total Personnel</b>	0.00	0
	Overtime		0
<b>OPERATING EXPENSES</b>			
	FICA		0
	Healthcare Benefits - Active		0
Supplies	0	0	0
Internal Services	0	0	0
Other Services			
Professional Fees	60,000		
Maintenance Fees	720,000		
Other Contracted Fees	0		
	<b>Total Fringe Benefits</b>		0
	<b>TOTAL</b>	<b>0.00</b>	<b>0</b>
<b>TOTAL</b>		<b>780,000</b>	
<b>CAPITAL OUTLAY</b>		0	
<b>TOTAL</b>		<b>0</b>	
<b>MISCELLANEOUS</b>			
<b>TOTAL</b>		<b>0</b>	
<b>TOTAL APPROPRIATION</b>		<b>780,000</b>	

**PARKING SYSTEM FUND (516)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	177,200	PARKING OPERATIONS & MAINT.	452,840
FINES AND FORFEITURES	172,109	TRANSFERS OUT	3,080
TRANSFERS IN	106,611		
<b>TOTAL RESOURCES</b>	<b>455,920</b>	<b>TOTAL APPROPRIATIONS</b>	<b>455,920</b>

**REVENUE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2009</b>	<b>2010</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Projected</b>	<b>Approved</b>
				<b>Budget</b>		<b>Budget</b>
<b>PARKING SYSTEM FUND</b>						
Charge for Services	192,418	170,317	176,492	176,000	170,200	177,200
Fines and Forfeitures	361,211	139,124	122,292	170,000	111,398	172,109
Interest	0	0	(512)	0	0	0
Other Revenues	0	548	(43,063)	0	0	0
Transfers from Other Funds	0	232,191	39,824	20,880	20,880	106,611
<b>TOTAL RESOURCES</b>	<b>553,629</b>	<b>542,180</b>	<b>295,033</b>	<b>366,880</b>	<b>302,478</b>	<b>455,920</b>

**REVENUE ANALYSIS DETAIL**

Boot Removal Fees	3,750	1,100	150	1,000	200	200
Parking Ramp #1	34,561	37,438	37,954	35,000	37,174	37,000
Parking Ramp #2	3,612	0	740	0	90	0
Parking Lot Receipts	150,495	131,779	137,648	140,000	132,736	140,000
<b>Total Charge for Services</b>	<b>192,418</b>	<b>170,317</b>	<b>176,492</b>	<b>176,000</b>	<b>170,200</b>	<b>177,200</b>
Parking Violation Fines	361,211	139,124	122,292	170,000	111,398	172,109
<b>Total Fines and Forfeitures</b>	<b>361,211</b>	<b>139,124</b>	<b>122,292</b>	<b>170,000</b>	<b>111,398</b>	<b>172,109</b>
Interest on Investments	0	0	(512)	0	0	0
<b>Total Interest</b>	<b>0</b>	<b>0</b>	<b>(512)</b>	<b>0</b>	<b>0</b>	<b>0</b>
Surplus Receipts	0	11	(43,063)	0	0	0
Reimbursements	0	537	0	0	0	0
<b>Total Other Revenues</b>	<b>0</b>	<b>548</b>	<b>(43,063)</b>	<b>0</b>	<b>0</b>	<b>0</b>
Transfers from Other Funds	0	232,191	0	0	0	0
GF Transfer (Reserved)	0	0	39,824	20,880	20,880	106,611
<b>Total Transfers</b>	<b>0</b>	<b>232,191</b>	<b>39,824</b>	<b>20,880</b>	<b>20,880</b>	<b>106,611</b>
<b>Total Resources</b>	<b>553,629</b>	<b>542,180</b>	<b>295,033</b>	<b>366,880</b>	<b>302,478</b>	<b>455,920</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>7510 PARKING OPERATIONS/MAINTENANCE</u></b>						
Personnel Services	199,240	208,754	202,561	240,390	216,145	221,250
Operating Expenses	184,364	151,937	160,809	123,410	105,734	125,135
Capital Outlay	14,522	321	0	0	0	0
Miscellaneous	0	0	0	0	0	106,455
<b>TOTALS</b>	398,126	361,012	363,370	363,800	321,879	452,840
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	1,966	2,621	2,621	3,080	3,080	3,080
<b>TOTALS</b>	1,966	2,621	2,621	3,080	3,080	3,080
<b>TOTAL PARKING SYSTEM FUND</b>						
Personnel Services	199,240	208,754	202,561	240,390	216,145	221,250
Operating Expenses	184,364	151,937	160,809	123,410	105,734	125,135
Capital Outlay	14,522	321	0	0	0	0
Miscellaneous	1,966	2,621	2,621	3,080	3,080	109,535
<b>TOTAL EXPENDITURES</b>	<b>400,092</b>	<b>363,633</b>	<b>365,991</b>	<b>366,880</b>	<b>324,959</b>	<b>455,920</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>PARKING SYSTEM</b>						
Parking System	2.50	2.50	2.25	2.25	2.25	2.00
<b>TOTAL POSITIONS</b>	<b>2.50</b>	<b>2.50</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>2.00</b>

The Approved 2009/2010 Budget distributes .25 of the Equipment Operator to the Water Operations and Maintenance Fund. The 2008/2009 Approved Budget remains the same as 2008. In the 2008 budget .25 of the Equipment Operator position was allocated to the Sewer Fund's Catch Basin Division.

**FUND: 516 – Parking System Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 7510 – Parking Operation**

**STRATEGIC NARRATIVES**

The functions of this program are to provide city residents and visitors with convenient, properly maintained and supervised municipal parking located within a reasonable distance of their destination, and to provide enforcement of the City’s parking ordinances. This program is responsible for the operation and maintenance of the city parking system consisting of two parking ramps, and ten surface parking lots. Two-meter attendants patrol City streets and municipal parking lots to enforce parking regulations.

**FY 2009/2010 GOALS**

1. To provide revenue for the parking system by collecting parking fees and collecting fines
  - a. Maintain the parking lots and ramps at current levels

	2008 Actual	2009 Projected	2010 Target
Number of Citations Issued	8,152	6,000	10,000

- b. Replacing retiring parking attendant

2. Continue to increase awareness of the existing downtown parking options with businesses, and market the facilities to attract new business and monthly parkers.

- a. Increase Income

	2008 Actual	2009 Projected	2010 Target
Number of attendants	2	1	2

3. To decrease the number of surface parking lots not economically beneficial to the city’s operation through sale or lease options.

- a. Evaluate use of lots

	2008 Actual	2009 Projected	2010 Target
Number of Lots	6	6	4

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**516-7510 Parking System**

<b>Allocation Plan</b>		<b>Position Control</b>		
<b>PERSONNEL SERVICES</b>		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
Salaries	60,422	Meter Attendent	2.00	60,422
Overtime	6,000			
Fringe Benefits	154,828	<b>Total Personnel</b>	2.00	60,422
<b>TOTAL</b>	<b>221,250</b>			
		Overtime		6,000
<b>OPERATING EXPENSES</b>				
		FICA		5,081
Supplies	10,073	Healthcare Benefits - Active		21,848
Internal Services	12,195	Healthcare Benefits - Retirees		85,694
Other Services		Pension		42,205
Professional Fees	54,267	<b>Total Fringe Benefits</b>		154,828
Maintenance Fees	45,100			
Other Contracted Fees	3,500	<b>TOTAL</b>	<b>2.00</b>	<b>221,250</b>
<b>TOTAL</b>	<b>125,135</b>			
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<b>0</b>			
<b>MISCELLANEOUS</b>	106,455			
<b>TOTAL</b>	<b>106,455</b>			
<b>TOTAL APPROPRIATION</b>	<b>452,840</b>			



**WAVE POOL OPERATIONS (587)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST	2,500	WAVE POOL OPERATIONS	2,500
<b>TOTAL RESOURCES</b>	<u><u>2,500</u></u>	<b>TOTAL APPROPRIATIONS</b>	<u><u>2,500</u></u>

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**REVENUE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Interest	3,280	4,476	3,018	2,500	2,500	2,500
Other Revenues	0	0	107,926	90,000	0	0
<b>TOTAL RESOURCES</b>	<b>3,280</b>	<b>4,476</b>	<b>110,944</b>	<b>92,500</b>	<b>2,500</b>	<b>2,500</b>

**REVENUE ANALYSIS DETAIL**

Interest on Investments	3,280	4,476	3,018	2,500	2,500	2,500
<b>Interest</b>	<b>3,280</b>	<b>4,476</b>	<b>3,018</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
Contributions	0	0	100,000	0	0	0
Service - Sales	0	0	7,926	0	0	0
Use of Fund Equity	0	0	0	90,000	0	0
<b>Other Revenues</b>	<b>0</b>	<b>0</b>	<b>107,926</b>	<b>90,000</b>	<b>0</b>	<b>0</b>
<b>TOTAL RESOURCES</b>	<b>3,280</b>	<b>4,476</b>	<b>110,944</b>	<b>92,500</b>	<b>2,500</b>	<b>2,500</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>7560 WAVE POOL CONCESSION</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	92,500	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>92,500</b>	<b>0</b>	<b>0</b>
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	2,500	0	0	2,500
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>0</b>	<b>0</b>	<b>2,500</b>
<b>TOTAL WAVE POOL OPERATIONS</b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	92,500	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	2,500	0	0	2,500
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>92,500</b>	<b>0</b>	<b>2,500</b>

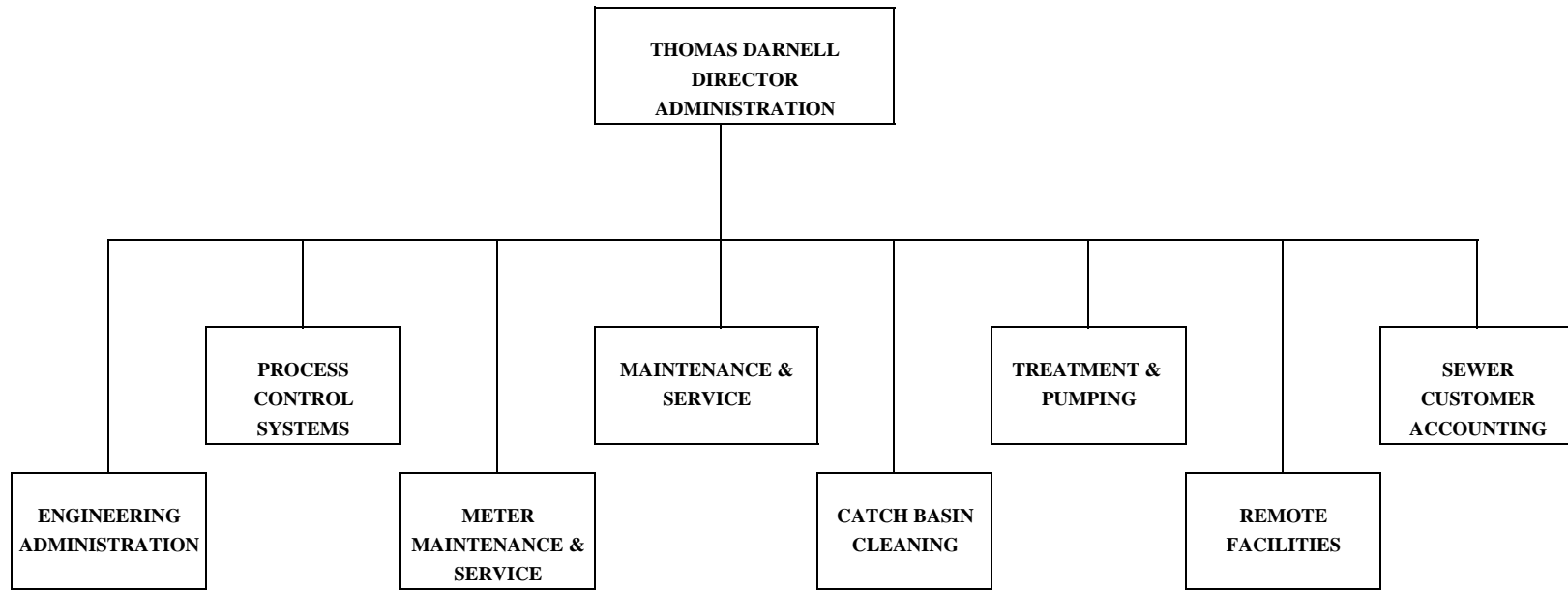
**SEWER OPERATIONS AND MAINTENANCE (590)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
FEDERAL GRANTS	874,727	SEWER ADMINISTRATION	2,396,812
NON-BUSINESS PERMITS	400	ENGINEERING ADMINISTRATION	155,996
SERVICES - SALES	18,814,275	PROCESS CONTROL SYSTEMS	255,122
FINES AND FORFEITURES	24,000	METER MAINT. & SERVICE	821,214
INTEREST	477,500	MAINTENANCE & SERVICE	2,298,647
OTHER REVENUES	6,097,942	CATCH BASIN CLEANING	496,776
		TREATMENT & PUMPING	7,013,228
		REMOTE FACILITIES	1,899,365
		SEWER SURPLUS	4,145,000
		SEWER BOND CONSTRUCTION	0
		DEBT SERVICE	6,424,587
		CUSTOMER ACCOUNTING	334,759
		TRANSFERS	47,338
<b>TOTAL RESOURCES</b>	<b><u>26,288,844</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>26,288,844</u></b>

**Note:**

The Approved 2010 Budget combines the Sewer Surplus Fund and the Sewer Bond Construction Fund into the Sewer Operations and Maintenance Fund.

**CITY OF SAGINAW  
SEWER OPERATIONS AND MAINTENANCE FUND**



**NOTE:**

The Sewer Operation fund recognizes their ongoing large capital projects through the Sewer Surplus and Sewer Bond Construction Division. The Debt Service Division is where all debt service is paid

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Federal Grants	41,228	572	879,317	481,100	387,335	874,727
Non-Business Permits	200	200	600	400	3,200	400
Services - Sales	17,290,802	17,526,550	16,172,061	18,798,275	15,367,894	18,814,275
Fines and Forfeitures	49,791	66,523	24,310	40,000	26,061	24,000
Interest	517,141	529,415	510,527	515,000	457,696	477,500
Other Revenues	(9,788)	169,846	23,473	12,889,703	2,031,686	6,097,942
<b>TOTAL RESOURCES</b>	<b>17,889,374</b>	<b>18,293,106</b>	<b>17,610,288</b>	<b>32,724,478</b>	<b>18,273,872</b>	<b>26,288,844</b>

**REVENUE ANALYSIS DETAIL**

State Shared Revenue	0	572	160,687	0	0	0
FEMA	0	0	0	0	5,664	0
EPA Grant	41,228	0	718,630	481,100	381,671	874,727
<b>Total Federal Grants</b>	<b>41,228</b>	<b>572</b>	<b>879,317</b>	<b>481,100</b>	<b>387,335</b>	<b>874,727</b>
IPP Permits	200	200	600	400	3,200	400
<b>Non-Business Permits</b>	<b>200</b>	<b>200</b>	<b>600</b>	<b>400</b>	<b>3,200</b>	<b>400</b>
Sewer	17,130,843	17,360,347	16,069,908	18,667,275	15,215,864	18,667,275
Sewer Connections	52,739	23,681	16,892	25,000	19,523	25,000
IPP Testing and Sampling	61,833	85,015	20,987	46,000	63,960	52,000
Material and Services	45,387	57,507	64,274	60,000	68,547	70,000
<b>Services - Sales</b>	<b>17,290,802</b>	<b>17,526,550</b>	<b>16,172,061</b>	<b>18,798,275</b>	<b>15,367,894</b>	<b>18,814,275</b>
IPP Fines & Charges	49,791	66,523	24,310	40,000	26,061	24,000
<b>Fines and Forfeitures</b>	<b>49,791</b>	<b>66,523</b>	<b>24,310</b>	<b>40,000</b>	<b>26,061</b>	<b>24,000</b>
Interest on Investments	29,554	35,521	54,971	25,000	16,987	25,000
Interest on Spec Asmt	87	134	2,556	15,000	2,224	2,500
Interest and Penalties	487,500	493,760	453,000	475,000	438,485	450,000
<b>Interest</b>	<b>517,141</b>	<b>529,415</b>	<b>510,527</b>	<b>515,000</b>	<b>457,696</b>	<b>477,500</b>

**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Special Assessments	(3,393)	116,709	6,433	0	186,970	150,742
Surplus Receipts	840	2,889	7,149	0	5,088	4,000
Reimbursement	0	31,208	71	0	38	0
Insurance Claims	4,080	0	0	0	0	0
Gain/Loss on Invest.	(11,315)	19,040	9,820	19,543	(17,769)	10,000
Use of Fund Equity	0	0	0	4,376,572	0	5,933,200
Bond Proceeds/SRF	0	0	0	8,493,588	1,857,359	0
<b>Other Revenues</b>	<b>(9,788)</b>	<b>169,846</b>	<b>23,473</b>	<b>12,889,703</b>	<b>2,031,686</b>	<b>6,097,942</b>
<b>TOTAL RESOURCES</b>	<b>17,889,374</b>	<b>18,293,106</b>	<b>17,610,288</b>	<b>32,724,478</b>	<b>18,273,872</b>	<b>26,288,844</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4810 SEWER ADMINISTRATION</u></b>						
Personnel Services	790,638	738,524	802,467	958,141	789,871	805,804
Operating Expenses	6,105,159	6,214,346	6,341,089	1,423,981	1,239,892	1,591,008
Capital Outlay	0	272	498	0	67,546	0
<b>TOTALS</b>	6,895,797	6,953,142	7,144,054	2,382,122	2,097,309	2,396,812
<b><u>4811 ENGINEERING ADMINISTRATION</u></b>						
Personnel Services	0	0	0	0	0	154,496
Operating Expenses	0	0	0	0	0	1,500
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	0	0	0	0	0	155,996
<b><u>4815 PROCESS CONTROL SYSTEMS</u></b>						
Personnel Services	97,507	102,991	102,738	96,098	98,403	97,682
Operating Expenses	21,279	54,165	12,343	140,817	11,834	141,440
Capital Outlay	1,728	2,949	6,125	16,000	1,422	16,000
<b>TOTALS</b>	120,514	160,105	121,206	252,915	111,659	255,122
<b><u>4820 METER MAINTENANCE AND SERVICE</u></b>						
Personnel Services	306,074	296,711	267,645	389,957	362,916	733,410
Operating Expenses	30,247	28,706	22,101	55,411	28,955	58,304
Capital Outlay	0	1,823	0	29,500	0	29,500
<b>TOTALS</b>	336,321	327,240	289,746	474,868	391,871	821,214
<b><u>4821 MAINTENANCE AND SERVICE</u></b>						
Personnel Services	789,277	897,545	977,492	1,614,277	1,080,438	1,259,429
Operating Expenses	699,883	569,235	904,675	912,095	816,176	1,029,218
Capital Outlay	124,488	35,037	7,080	168,000	5,966	10,000
<b>TOTALS</b>	1,613,648	1,501,817	1,889,247	2,694,372	1,902,580	2,298,647



**EXPENDITURE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4822 CATCH BASIN CLEANING</u></b>						
Personnel Services	175,200	206,154	203,788	463,345	204,014	396,776
Operating Expenses	39,395	49,092	57,038	100,000	91,976	100,000
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	214,595	255,246	260,826	563,345	295,990	496,776
<b><u>4830 TREATMENT AND PUMPING</u></b>						
Personnel Services	3,026,564	3,339,874	3,509,854	3,909,392	3,696,991	3,962,373
Operating Expenses	1,662,349	1,856,873	1,807,439	2,903,965	1,859,821	2,971,855
Capital Outlay	2,137	19,227	20,248	41,000	14,241	79,000
<b>TOTALS</b>	4,691,050	5,215,974	5,337,541	6,854,357	5,571,053	7,013,228
<b><u>4835 REMOTE FACILITIES</u></b>						
Personnel Services	573,090	514,498	426,131	943,833	780,269	864,285
Operating Expenses	414,827	679,855	585,906	977,650	492,192	1,035,080
Capital Outlay	958	19,397	2,031	0	11,687	0
<b>TOTALS</b>	988,875	1,213,750	1,014,068	1,921,483	1,284,148	1,899,365
<b><u>4840 SEWER SURPLUS</u></b>						
Personnel Services	30,761	47,617	20,806	170,153	32,775	0
Operating Expenses	21,651	9,971	3,899	225,344	36,482	0
Capital Outlay	14,228	(7,254)	23,549	2,018,500	707,166	4,145,000
<b>TOTALS</b>	66,640	50,334	48,254	2,413,997	776,423	4,145,000
<b><u>4843 SEWER BOND CONSTRUCTION</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	8,493,588	2,609,854	0
<b>TOTALS</b>	0	0	0	8,493,588	2,609,854	0

**EXPENDITURE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4845 DEBT SERVICE</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	1,084,932	6,806,757	6,519,784	6,473,809	5,900,528	6,424,587
<b>TOTALS</b>	1,084,932	6,806,757	6,519,784	6,473,809	5,900,528	6,424,587
<b><u>5311 CUSTOMER ACCOUNTING</u></b>						
Personnel Services	174,675	207,560	219,902	250,780	230,442	262,636
Operating Expenses	49,743	338,718	343,244	71,007	187,657	72,123
Capital Outlay	0	337	90	650	219	0
<b>TOTALS</b>	224,418	546,615	563,236	322,437	418,318	334,759
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	30,216	40,288	40,288	47,338	47,338	47,338
<b>TOTALS</b>	30,216	40,288	40,288	47,338	47,338	47,338
<b>TOTAL SEWER OPERATIONS AND MAINTENANCE</b>						
Personnel Services	5,963,786	6,351,474	6,530,823	8,795,976	7,276,119	8,536,891
Operating Expenses	9,044,533	9,800,961	10,077,734	6,810,270	4,764,985	7,000,528
Capital Outlay	143,539	71,788	59,621	2,273,650	808,247	4,279,500
Miscellaneous	1,115,148	6,847,045	6,560,072	15,014,735	8,557,720	6,471,925
<b>TOTAL EXPENDITURES</b>	<b>16,267,006</b>	<b>23,071,268</b>	<b>23,228,250</b>	<b>32,894,631</b>	<b>21,407,071</b>	<b>26,288,844</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Adjusted Budget</b>	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>SEWER OPERATIONS AND MAINTENANCE FUND</b>							
Sewer Administration	3.43	3.43	3.03	3.03	1.88	2.93	1.88
Engineering Administration		0.00	0.00	0.00	0.00	0.00	1.76
Process Control Systems	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Meter Maintenance and Service	4.75	4.75	5.00	5.00	6.00	6.00	7.00
Maintenance and Service	10.00	10.00	11.00	11.00	18.62	24.49	18.62
Catch Basin Cleaning	1.50	1.50	1.00	5.00	4.75	5.25	4.75
Treatment and Pumping	45.50	45.50	45.45	45.45	47.95	47.95	47.95
Remote Facilities	8.50	8.50	9.55	9.55	10.55	11.55	10.55
<b>TOTAL POSITIONS</b>	<b>74.68</b>	<b>74.68</b>	<b>76.03</b>	<b>80.03</b>	<b>90.75</b>	<b>99.17</b>	<b>93.51</b>

The Approved 2009/2010 Budget reflects a 5.66 decrease from the 2009 Projected Budget. In the Sewer Administration Division, all the engineering employees were shifted to the new Engineering Administration Division. In addition the Director of Public Services and the Deputy Director of Public Services' allocations were increased by .10 and .05, respectively. The Meter Maintenance Division was increased by .25 of the Chief Foreman position. The Maintenance and Service Division was decreased by 5.87 positions. This is primarily due to the elimination of the 5 Cement Crew positions, as well as the conversion and elimination of the Equipment Operators and Utilities Person I positions into the Crossover Operator. In the Catch Basin Cleaning Division .5 of an Equipment Operator was eliminated.

**Note:**

**Customer Account Division is represented in the Department of Fiscal Services.**

**FUND: 590 – Sewer Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4810 - Administration**

### **STRATEGIC NARRATIVE**

This program provides the necessary planning, general supervision and coordination of the City's wastewater operation so that local, state and federal standards are met in a cost-effective manner. The wastewater operation provides service to the City of Saginaw, two-thirds of Saginaw Township, Carrollton Township, Kochville Township and the City of Zilwaukee. The City has completed the Salt-Fraser Phase B Retention Treatment Basin addition, which completes Phase B of the City's state-mandated CSO control program. Virtually all direct outfalls to the Saginaw River have been eliminated, as flows have been diverted to the retention basins through collector sewers. Thus, even during wet weather events, all discharges will receive either full treatment at the wastewater treatment facility or at least the equivalent of primary treatment, including disinfection.

### **FY 2010 GOALS AND OBJECTIVES**

To oversee and administer the sewer system operation in an efficient and economical manner.

To establish rates to ensure that operations, debt service and capital expenditure needs are met.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**590-4810 Sewer Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	126,769	Director of Public Services	0.40	39,958
Overtime	0	Deputy Dir. Of Public Srv.	0.50	41,453
Fringe Benefits	679,035	Staff Professional	0.98	45,358
<b>TOTAL</b>	<u>805,804</u>	<b>Total Personnel</b>	<u>1.88</u>	<u>126,769</u>
<b>OPERATING EXPENSES</b>		Overtime		<u>0</u>
Supplies	600	FICA		9,966
Internal Services	1,405,915	Healthcare Benefits - Active		28,337
Other Services		Healthcare Benefits - Retirees		601,213
Professional Fees	170,873	Pension		39,519
Maintenance Fees	920	<b>Total Fringe Benefits</b>		<u>679,035</u>
Other Contracted Fees	12,700			
<b>TOTAL</b>	<u>1,591,008</u>	<b>TOTAL</b>	<u>1.88</u>	<u>805,804</u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u>0</u>			
<b>TOTAL APPROPRIATION</b>	<u>2,396,812</u>			

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**590-4811 Engineering Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	83,896	City Engineer	0.25	20,409
Overtime	3,000	Engineering Office Supv.	0.25	14,479
Fringe Benefits	67,600	Engineering Technician I	0.13	5,946
		Survey Technician	0.13	6,043
		Traffic Electrician I	0.50	16,802
		Survey Assistant III	0.25	9,881
		Administrative Professional	0.25	10,336
<b>TOTAL</b>	<u>154,496</u>			
<b>OPERATING EXPENSES</b>				
Supplies	0	<b>Total Personnel</b>	<u>1.76</u>	<u>83,896</u>
Internal Services	0			
Other Services		Overtime		<u>3,000</u>
Professional Fees	0			
Maintenance Fees	0	FICA		6,723
Other Contracted Fees	1,500	Healthcare Benefits - Active		24,721
<b>TOTAL</b>	<u>1,500</u>	Healthcare Benefits - Retirees		0
		Pension		36,156
<b>CAPITAL OUTLAY</b>	0	<b>Total Fringe Benefits</b>		<u>67,600</u>
<b>TOTAL</b>	<u>0</u>			
		<b>TOTAL</b>	<u><u>1.76</u></u>	<u><u>154,496</u></u>
<b>TOTAL APPROPRIATION</b>	<u><u>155,996</u></u>			

**FUND: 590-Sewer Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4815 Process Control System**

### **STRATEGIC NARRATIVE**

The Process Controls Division provides the necessary planning, coordination, implementation and support of the sewer system's automation projects. The division provides design, programming, training, maintenance and technical support to ensure the continuous operation of the Waste Water Plant's control systems. The division also maintains the plant's maintenance data system, the City's security system and the Automatic Meter Reading (AMR) system for the Maintenance and Services Division.

### **Goals and Objectives**

The primary goal of the Process Controls Division is to maintain timely and accurate operational information and Plant control to the Waste Water Treatment Plant thru the Supervisory Control and Data Acquisition (SCADA) System.

1. Monitor SCADA computer operation to keep them up to date on service packs and security updates.
  - a. Evaluate system against Microsoft Tech Net and Defender Updates Lists.
  - b. Evaluate system against AWWA Security information List.
  - c. Evaluate systems internal performance through utilities software
2. Maintain network communication for optimal data transfer speed and a high degree of security.
  - a. Monitor Received Signal Strength Indication (RSSI) and signal strength Values.
  - b. Evaluate system against AWWA security information
3. Recognize changes in the waste water system and evaluate new technology to help the SCADA system evolve to better serve the Waste Water Plant Staff
  - a. Meet with staff to determine plant needs and desired changes
  - b. Evaluate new products through vender meetings, technical data periodicals, and discussion with other waste water systems staff.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**590-4815 Process Control Systems**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	55,163	Instrument & Control Mgr	0.50	33,814
Overtime	0	Instrument & Control Tech	0.50	21,349
Fringe Benefits	42,519			
<b>TOTAL</b>	<b>97,682</b>	<b>Total Personnel</b>	<b>1.00</b>	<b>55,163</b>
		Overtime		<b>0</b>
<b>OPERATING EXPENSES</b>				
Supplies	29,500	FICA		4,369
Internal Services	2,890	Healthcare Benefits - Active		17,391
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	98,900	Pension		20,759
Maintenance Fees	2,800			
Other Contracted Fees	7,350	<b>Total Fringe Benefits</b>		<b>42,519</b>
<b>TOTAL</b>	<b>141,440</b>	<b>TOTAL</b>	<b>1.00</b>	<b>97,682</b>
<b>CAPITAL OUTLAY</b>	<b>16,000</b>			
<b>TOTAL</b>	<b>16,000</b>			
<b>TOTAL APPROPRIATION</b>	<b>255,122</b>			



**FUND: 590 – Sewer Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4820 – Meter Maintenance and Service**

**STRATEGIC NARRATIVES**

The Meter Section’s responsibilities consist of installation, repair and testing of the City’s 21,690 metered water connections; providing service for water turn-ons and turn-offs due to non-payment, and broken or leaking lines on private property; investigation of water leaks and complaints, installation of new meters and providing reading services for the entire metering stock. The cost of this program is split 50/50 between the Water and Sewer Funds.

**FY 2009/2010 GOALS**

1. To inspect 200 service lines.
  - a. Provide the funds for the operation of the Treatment Plants, Water & Sewer service and Water Billing

	2008 Actual	2009 Projected	2010 Target
Service Calls	25,128	24,000	20,000

2. To repair and test large water meters servicing commercial, industrial and wholesale customers.
  - a. Bid out fixed base reading Network

	2008 Actual	2009 Projected	2010 Target
Reduce Unaccounted for Water	@20%	20%	15%

3. To provide daily service calls Citywide.
4. To provide emergency water service on a 24-hour basis.
5. To read water meters on a monthly basis.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

590-4820 Meter Maintenance & Service

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	249,266	Asst. Super of Right-of-Way	0.25	19,688
Overtime	6,000	Chief Foreman	0.25	15,592
Fringe Benefits	478,144	Administrative Professional	0.25	10,336
		Mech Equip Repair Person I	0.25	10,880
		Crossover Operator	1.50	60,060
<b>TOTAL</b>	<b>733,410</b>	Utilities Person III	1.00	40,975
		Utilities Person II	2.00	83,635
		Laborer (Temp)	2.00	8,100
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	7.00	249,266
Supplies	10,500			
Internal Services	8,304			
Other Services		Overtime		6,000
Professional Fees	15,000			
Maintenance Fees	24,500			
Other Contracted Fees	0	FICA		39,031
<b>TOTAL</b>	<b>58,304</b>	Healthcare Benefits - Active		213,916
		Healthcare Benefits - Retirees		0
		Pension		225,197
<b>CAPITAL OUTLAY</b>	29,500	<b>Total Fringe Benefits</b>		478,144
<b>TOTAL</b>	<b>29,500</b>	<b>TOTAL</b>	<b>7.00</b>	<b>733,410</b>
<b>TOTAL APPROPRIATION</b>	<b>821,214</b>			

**FUND: 590 – Sewer Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4821 –Maintenance and Service**

**STRATEGIC NARRATIVES**

This program provides continuous maintenance and service on the City’s 306 miles of the sewer system. Activities include cleaning and repairing of main sewers, manholes and catch basins; construction of new sewer connections; installation of ratbait in manholes; inspection of new sewer connections; investigation of water backups; and locating and staking of the City’s sewer utilities prior to excavation by others.

**FY 2009/2010 GOALS**

1. To maintain 306 miles of mainline sewer.

To clean 10 miles of sewer annually

	2008 Actual	2009 Projected	2010 Target
Maintain accurate records of activities	6 miles	10 miles	10 miles

2. To repair and replace mainlines and services as it becomes necessary.

Investigate new technology for Lining sewer Laterals

	2008 Actual	2009 Projected	2010 Target
Number of Sewer Laterals Replaced	26	50	50

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**590-4821 Maintenance & Service**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	624,255	Asst Superintendent of ROW	0.25	19,688
Overtime	24,000	Chief Foreman	0.25	15,592
Fringe Benefits	611,174	Utilities Foreman	1.00	51,810
		Administrative Professional	0.25	10,336
<b>TOTAL</b>	<b>1,259,429</b>	Mech Equip Repair Person II	0.25	10,880
		Office Assistant III	0.50	18,075
		Utilities Person III	2.00	85,518
<b>OPERATING EXPENSES</b>		Utilities Person II	3.00	123,331
Supplies	625,700	Crossover Operator	6.37	260,424
Internal Services	26,153	Tree Trimmer	0.25	10,191
Other Services		Laborer (Temp)	4.50	18,410
Professional Fees	242,702	<b>Total Personnel</b>	<b>18.62</b>	<b>624,255</b>
Maintenance Fees	128,663			
Other Contracted Fees	6,000	Overtime		24,000
<b>TOTAL</b>	<b>1,029,218</b>			
		FICA		49,719
<b>CAPITAL OUTLAY</b>	10,000	Healthcare Benefits - Active		274,554
		Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<b>10,000</b>	Pension		286,901
		<b>Total Fringe Benefits</b>		<b>611,174</b>
<b>TOTAL APPROPRIATION</b>	<b>2,298,647</b>			
		<b>TOTAL</b>	<b>18.62</b>	<b>1,259,429</b>

**FUND: 590 – Sewer Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4822 – Catch Basin Cleaning**

**STRATEGIC NARRATIVES**

This program provides the necessary cleaning of local and major streets catch basins by sweeping debris from City streets that may block catch basin grates and restrictor plates.

**FY 2009/2010 GOALS**

1. To reduce the plugging of street catch basins by efficient use of street sweepers.
  - a. To reduce the amount of fine sand and dirt from entering the combined sewer system

	2008 Actual	2009 Projected	2010 Target
Catch basins cleaned	14,000	28,000	52,000

2. To sweep all local and major streets once each month during the period between April 1<sup>st</sup> and November 30<sup>th</sup>.
  - a. To reduce the amount of debris on city streets

	2008 Actual	2009 Projected	2010 Target
Miles Swept	1,800	3,600	3,600

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**590-4822 Catch Basin Cleaning**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	197,456	Heavy Equipment Operator	2.50	104,030
Overtime	0	Crossover Operator	1.75	73,044
Fringe Benefits	199,320	Tree Trimmer	0.25	10,191
		Administrative Professional	0.25	10,191
<b>TOTAL</b>	<b>396,776</b>	<b>Total Personnel</b>	<b>4.75</b>	<b>197,456</b>
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	0			
Internal Services	0			
Other Services		FICA		15,106
Professional Fees	100,000	Healthcare Benefits - Active		92,288
Maintenance Fees	0	Healthcare Benefits - Retirees		0
Other Contracted Fees	0	Pension		91,926
<b>TOTAL</b>	<b>100,000</b>	<b>Total Fringe Benefits</b>		<b>199,320</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>4.75</b>	<b>396,776</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>496,776</b>			

**FUND: 590 – Sewer Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4830 – Treatment and Pumping**

**STRATEGIC NARRATIVE**

The Wastewater Division collects and treats combined sewage from the City of Saginaw, the Weiss St. Drainage District in Saginaw Township, and sanitary sewage from the Northwest Utilities Authority (NWUA) service area, and part of Spaulding Township. The Division provides industrial pretreatment services for all areas served, and treatment of all combined sewage captured by seven Retention Treatment Basins. Collection and treatment of landfill leachate from Crow Island Landfill and trucked wastes from several local septic tank cleaning firms are also provided. 7,623 million gallons of wastewater were treated during fiscal year 2008 with an average treated flow of 20.8 million gallons per day.

**FY 2009/2010 GOALS AND OBJECTIVES**

To efficiently and effectively treat all wastewater flows, discharge the clean water safely back to the environment, and to protect the public health.

1. To meet all National Pollutant Discharge Elimination System Permit requirements.

Number of NPDES Permit violations:

	2008 Actual	2009 Projected	2010 Target
Number of NPDES Permit violations	2	0	0

Number of required reports submitted on time:

	2008 Actual	2009 Projected	2010 Target
Number of required reports submitted on time.	12	12	12

Number of months without an NPDES violation:

	2008 Actual	2009 Projected	2010 Target
Number of months without an NPDES violation	11	12	12

2. To prevent treatment upsets, contaminant pass through, biosolids contamination, and physical damage to the plant and collection system.

Number of days effluent quality exceeded discharge standards:

	2008 Actual	2009 Projected	2010 Target
Number of days effluent quality exceeded discharge standards	1	0	0

Number of Sewer Use Ordinance violations by industrial users:

	2008 Actual	2009 Projected	2010 Target
Number of Sewer Use Ordinance violations by industrial users.	83	75	50

3. To enhance efficiency in the operation of the plant.

Wastewater treatment costs per million gallons:

	2008 Actual	2009 Projected	2010 Target
Wastewater treatment costs per million gallons.	\$700.21	\$700.21	\$700.21

Sludge disposal costs per dry ton

	2008 Actual	2009 Projected	2010 Target
Sludge disposal costs per dry ton	\$92.21	\$92.21	\$92.21

Cost of treatment chemicals per million gallons of water treated:

	2008 Actual	2009 Projected	2010 Target
Cost of treatment chemicals per million gallons of water treated.	\$3.22	\$3.22	\$3.22

Cost of energy per million gallons of water treated:

	2008 Actual	2009 Projected	2010 Target
Cost of energy (per million gallons of water treated)	\$76.11	\$76.11	\$76.11

Cost of lime per ton of sludge treated:

	2008 Actual	2009 Projected	2010 Target
Cost of lime per ton of sludge treated	\$22.79	\$22.79	\$22.79



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**590-4830 Treatment & Pumping**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	2,080,809	Supt of Wastewater Tmt	0.80	67,653
Overtime	65,000	Asst Supt of Wastewater	1.00	65,760
Fringe Benefits	1,816,564	Chief Chemist	1.00	54,616
		Operating Foreman	5.00	235,961
<b>TOTAL</b>	<b>3,962,373</b>	Plant Mtce Foreman WW	1.00	50,448
		Electrical Mtce Foreman	0.75	43,997
<b>OPERATING EXPENSES</b>		Plant Engineer	0.80	53,098
		Plant Maintenance Supervisor	0.35	22,771
Supplies	718,315	Environ Compliance Manager	1.00	60,929
Internal Services	81,241	Environ Compliance Analyst	3.00	127,745
Other Services		Plant Mtce Electrician B	2.50	115,489
Professional Fees	1,115,804	Plant Operator B	10.00	415,108
Maintenance Fees	913,595	Equipment & Safety Specialist	0.75	31,202
Other Contracted Fees	142,900	Administrative Professional	0.75	30,737
<b>TOTAL</b>	<b>2,971,855</b>	Laboratory Technician	3.00	120,934
		Plant Mtce. Mechanic B	1.00	42,631
<b>CAPITAL OUTLAY</b>	79,000	Sewage Plant Mtce Person III	1.00	42,759
		Sewage Plant Mtce Person II	4.00	167,116
<b>TOTAL</b>	<b>79,000</b>	Sewage Plant Mtce Person I	5.00	206,561
		Remote Facilities Person	1.00	41,907
<b>TOTAL APPROPRIATION</b>	<b>7,013,228</b>	Stock Clerk WWT	0.25	30,617
		Custodial Worker B	1.00	39,090
		Laborer (Temp)	2.00	9,120
		Intern (Temp)	1.00	4,560
		<b>Total Personnel</b>	<b>47.95</b>	<b>2,080,809</b>
		Overtime		65,000
		FICA		172,047
		Healthcare Benefits - Active		715,853
		Healthcare Benefits - Retirees		4,500
		Pension		924,164
		<b>Total Fringe Benefits</b>		<b>1,816,564</b>
		<b>TOTAL</b>	<b>47.95</b>	<b>3,962,373</b>

**FUND: 590 – Sewer Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4835– Remote Facilities**

**STRATEGIC NARRATIVES**

The Remote Facilities section of the Wastewater Treatment Division services a 10,000-acre watershed. This includes 53.3 million gallons of total storage, which prevent untreated combined sewage overflows (CSOs) from impacting the Saginaw River. Collection and treatment includes 5 Pump Stations and 7 CSO Facilities.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. The primary goals of the Remote Facilities (Retention Treatment Basins, RTBs) are to contain and treat wet weather flows in excess of the capacity of the Wastewater Treatment Plant and to minimize combined sewer overflows.
  - a. To assure disinfection of all treated water discharged from the RTBs to the river.

Number of NPDES permit violations:

	2008 Actual	2009 Projected	2010 Target
Number of NPDES permit violations	5	0	0

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**590-4835 Remote Facilities**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	439,257	Supt of Wastewater Treatment	0.20	16,913
Overtime	25,000	Plant Maintenance Supervisor	0.65	42,287
Fringe Benefits	400,028	Plant Engineer	0.20	13,274
		Electrical Maintenance Foreman	0.25	14,665
<b>TOTAL</b>	<u>864,285</u>	Equipment & Safety Specialist	0.25	10,401
		Administrative Professional	0.25	10,246
<b>OPERATING EXPENSES</b>		Stock Clerk	0.25	10,206
Supplies	477,100	Plant Maint Mechanic B	1.00	43,559
Internal Services	10,982	Plant Maint Electrician B	0.50	22,050
Other Services		Remote Facilities Person III	1.00	41,187
Professional Fees	170,153	Remote Facilities Person II	5.00	209,909
Maintenance Fees	368,995	Laborer (Temp)	1.00	4,560
Other Contracted Fees	7,850	<b>Total Personnel</b>	<u>10.55</u>	<u>439,257</u>
<b>TOTAL</b>	<u><b>1,035,080</b></u>	Overtime		<u>25,000</u>
<b>CAPITAL OUTLAY</b>	0	FICA		37,316
<b>TOTAL</b>	<u><b>0</b></u>	Healthcare Benefits - Active		144,971
		Healthcare Benefits - Retirees		24,484
		Pension		193,257
<b>TOTAL APPROPRIATION</b>	<u><u><b>1,899,365</b></u></u>	<b>Total Fringe Benefits</b>		<u>400,028</u>
		<b>TOTAL</b>	<u><u><b>10.55</b></u></u>	<u><u><b>864,285</b></u></u>

**FUND: 590- Sewer Fund**  
**DEPARTMENT: Fiscal Services**  
**ACTIVITY: 5311- Customer Accounting**

**STRATEGIC NARRATIVE**

The goal of the Customer Accounting Division is to bill and collect all water and sewer revenue from users of the system. This involves initiating new accounts, insuring that metered accounts are read, edited, and billed in a timely manner, as well as closing accounts when requested. Staff members handle all bill payment arrangements, collection of returned checks, and initiation of meter checks and discontinuance of service for collection.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To provide quality customer service to all water and sewer customers.
  - a. Improve the time between when the meters are read and when the bills are ready to print.

	2008 Actual	2009 Projected	2010 Target
Efficient training in software and job duties for all employees	90%	95%	100%

	2008 Actual	2009 Projected	2010 Target
Lower the number of days between meter reads and billing	14 days	14 days	10 days

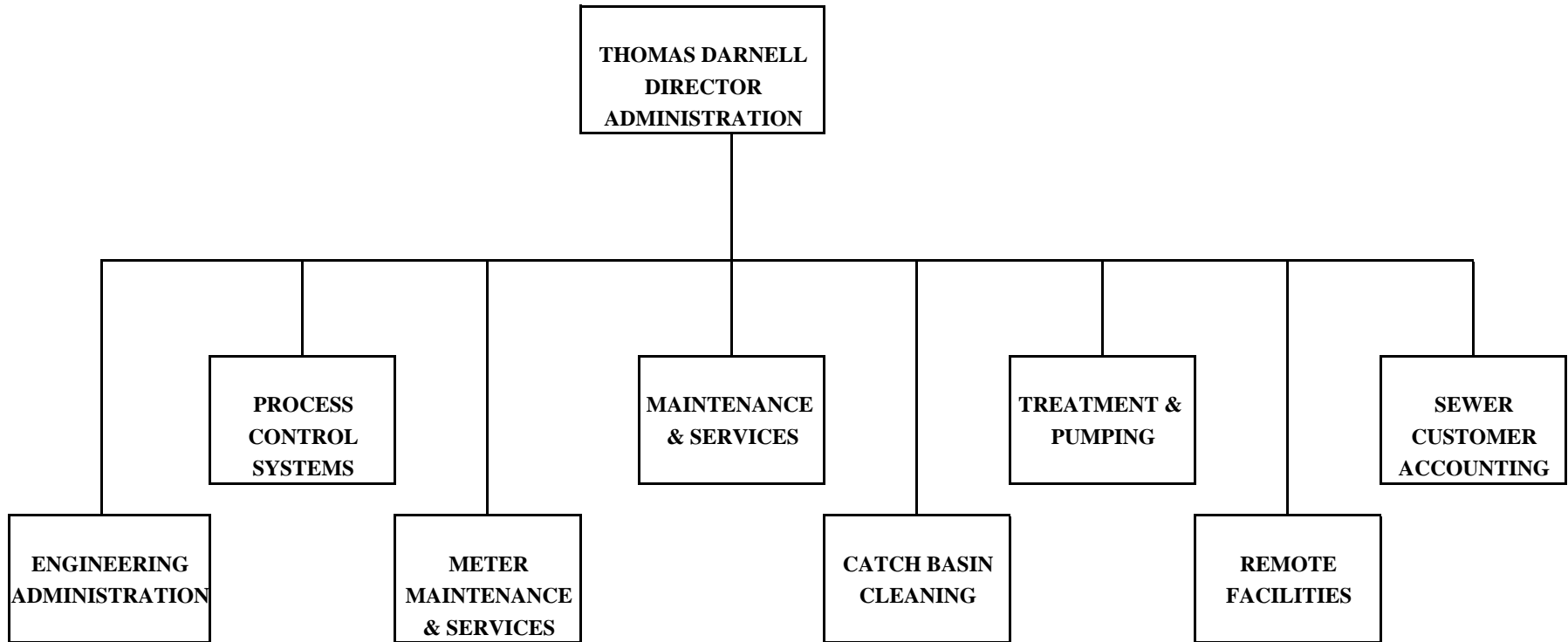
- b. To decrease the customer wait time at the counter and on the phones.
      - i. Monitor the number of complaints per calls taken each month.
      - ii. If more than one customer is in line waiting, there will be a back up employee to wait on them.
2. To have accurate billing and a greater rate of collection.
  - a. To reduce delinquent accounts by fifteen percent (15%).
    - i. This will be accomplished by discontinuing active accounts with unpaid arrears five (5) days after the accounts are cycle billed.
    - ii. This will allow for enhanced cash flows and reduction of water/sewer liens on property taxes.
  - b. To aggressively continue the collection process for those customers that are three (3) months delinquent with a balance of \$100 dollars or more.
    - i. This will be done by turning off accounts for non-payment and by making payment arrangements with customers.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**590-5311 Customer Accounting**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	133,045	Admin of Utilities Account	0.50	26,950
Overtime	0	Collection Specialist	0.50	19,024
Fringe Benefits	129,591	Office Assistant III	1.50	52,804
		Customer Service Coordinator	0.38	11,185
		Customer Service Rep	0.76	23,082
<b>TOTAL</b>	<b>262,636</b>			
		<b>Total Personnel</b>	<b>3.14</b>	<b>133,045</b>
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	1,500			
Provision for Losses	0			
Internal Services	24,123	FICA		10,275
Other Services		Healthcare Benefits - Active		45,556
Professional Fees	41,000	Healthcare Benefits - Retirees		0
Maintenance Fees	4,600	Pension		73,760
Other Contracted Fees	900			
		<b>Total Fringe Benefits</b>		<b>129,591</b>
<b>TOTAL</b>	<b>72,123</b>			
		<b>TOTAL</b>	<b>3.14</b>	<b>262,636</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>334,759</b>			

**CITY OF SAGINAW  
WATER OPERATIONS AND MAINTENANCE FUND**



**NOTE:**

The Water Operation fund recognizes their ongoing large capital projects through the Water Surplus and Water Bond Construction Division. The Debt Service Division is where all debt service is paid.

**WATER OPERATIONS AND MAINTENANCE (591)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
SERVICES - SALES	14,554,470	CROSS CONNECTIONS	181,549
INTEREST	181,000	WATER ADMINISTRATION	1,882,901
OTHER REVENUES	27,489,142	ENGINEERING ADMINISTRATION	284,996
		PROCESS CONTROL SYSTEMS	295,311
		METER MAINT. & SERVICE	440,584
		MAINTENANCE & SERVICE	2,575,170
		TREATMENT & PUMPING	4,973,933
		RAW WATER	1,126,289
		WATER SURPLUS	3,883,000
		WATER BOND CONSTRUCTION	24,010,000
		DEBT SERVICE	2,187,738
		CUSTOMER ACCOUNTING	345,508
		TRANSFERS OUT	37,633
<b>TOTAL RESOURCES</b>	<b><u>42,224,612</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>42,224,612</u></b>

**Note:**

The Approved 2010 Budget combines the Water Surplus Fund and the Water Bond Construction Fund into the Water Operations and Maintenance Fund.

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>WATER OPERATIONS AND MAINTENANCE FUND</b>						
Grants	199,154	554	126	0	14,487	0
Service - Sales	12,416,782	12,395,529	12,170,108	14,567,670	11,292,459	14,554,470
Interest	269,624	400,228	373,138	221,000	217,726	181,000
Other Revenues	34,701	2,580,087	1,346,623	30,990,695	4,904	27,489,142
Transfers from Other Funds	21,034	0	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>12,941,295</b>	<b>15,376,398</b>	<b>13,889,995</b>	<b>45,779,365</b>	<b>11,529,576</b>	<b>42,224,612</b>

**REVENUE ANALYSIS DETAIL**

State Shared Revenues	0	554	126	0	0	0
EPA Grant	199,154	0	0	0	14,487	0
<b>Total Grants</b>	<b>199,154</b>	<b>554</b>	<b>126</b>	<b>0</b>	<b>14,487</b>	<b>0</b>
Sale of Junk	12,292	4,786	380	4,500	980	0
Turn on Charges	4,985	2,700	3,136	2,700	3,588	3,000
Water	11,945,751	11,917,933	11,614,926	14,036,470	10,786,314	14,036,470
Water Connections	57,065	25,502	8,149	24,000	9,553	15,000
Materials and Services	396,689	444,608	543,517	500,000	492,024	500,000
<b>Total Service - Sales</b>	<b>12,416,782</b>	<b>12,395,529</b>	<b>12,170,108</b>	<b>14,567,670</b>	<b>11,292,459</b>	<b>14,554,470</b>
Interest on Investments	153,221	275,264	248,784	110,000	95,273	70,000
Interest on Spec. Asmts	67	68	0	1,000	1,772	1,000
Interest and Penalties	116,336	124,896	124,354	110,000	120,681	110,000
<b>Total Interest</b>	<b>269,624</b>	<b>400,228</b>	<b>373,138</b>	<b>221,000</b>	<b>217,726</b>	<b>181,000</b>
Special Assessments	6,705	9,516	(2,084)	5,000	4,754	5,000
Surplus Receipts	477	444	470	0	127	0
Cash Over and Short	0	0	98	0	0	0
Insurance Proceeds	0	0	11,735	0	0	0
Reimbursement	0	2,528,563	1,303,878	0	23	0



**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>WATER OPERATIONS AND MAINTENANCE FUND</b>						
Gain/Loss on Investments	(14)	14,038	5,000	0	0	0
Gain on Bond Refunding	27,533	27,526	27,526	0	0	0
Use of Fund Equity	0	0	0	3,283,195	0	8,174,142
Bond Proceeds	0	0	0	27,702,500		19,310,000
<b>Total Other Revenues</b>	<b>34,701</b>	<b>2,580,087</b>	<b>1,346,623</b>	<b>30,990,695</b>	<b>4,904</b>	<b>27,489,142</b>
Sick and Vacation Fund	21,034	0	0	0	0	0
<b>Total Transfers</b>	<b>21,034</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL RESOURCES</b>	<b>12,941,295</b>	<b>15,376,398</b>	<b>13,889,995</b>	<b>45,779,365</b>	<b>11,529,576</b>	<b>42,224,612</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>3867 CROSS CONNECTIONS</u></b>						
Personnel Services	99,361	107,451	70,664	70,407	104,279	169,287
Operating Expenses	411	8,969	8,149	8,724	6,016	12,262
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>99,772</b>	<b>116,420</b>	<b>78,813</b>	<b>79,131</b>	<b>110,295</b>	<b>181,549</b>
<b><u>4710 WATER ADMINISTRATION</u></b>						
Personnel Services	752,736	712,160	773,341	733,554	785,368	557,891
Operating Expenses	1,805,245	1,874,109	2,346,629	1,216,971	1,047,476	1,325,010
Capital Outlay	0	272	498	0	0	0
Miscellaneous	8,917	8,917	0	0	0	0
<b>TOTALS</b>	<b>2,566,898</b>	<b>2,595,458</b>	<b>3,120,468</b>	<b>1,950,525</b>	<b>1,832,844</b>	<b>1,882,901</b>
<b><u>4711 ENGINEERING ADMINISTRATION</u></b>						
Personnel Services	0	0	0	0	0	283,496
Operating Expenses	0	0	0	0	0	1,500
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>284,996</b>
<b><u>4715 PROCESS CONTROL SYSTEMS</u></b>						
Personnel Services	97,379	102,767	88,826	107,479	96,766	110,221
Operating Expenses	22,906	31,746	12,553	135,517	27,765	151,090
Capital Outlay	3,494	3,357	11,841	34,000	0	34,000
<b>TOTALS</b>	<b>123,779</b>	<b>137,870</b>	<b>113,220</b>	<b>276,996</b>	<b>124,531</b>	<b>295,311</b>
<b><u>4720 METER MAINTENANCE AND SERVICE</u></b>						
Personnel Services	329,865	264,917	182,226	390,639	317,436	365,734
Operating Expenses	37,548	41,623	38,641	97,862	29,789	74,850
Capital Outlay	0	309	0	0	0	0
<b>TOTALS</b>	<b>367,413</b>	<b>306,849</b>	<b>220,867</b>	<b>488,501</b>	<b>347,225</b>	<b>440,584</b>
<b><u>4721 MAINTENANCE AND SERVICE</u></b>						
Personnel Services	870,290	1,004,450	897,998	1,441,798	1,004,899	1,391,520
Operating Expenses	575,241	599,271	774,163	1,412,033	730,825	1,176,650
Capital Outlay	72,830	13,717	9,977	7,000	1,893	7,000
<b>TOTALS</b>	<b>1,518,361</b>	<b>1,617,438</b>	<b>1,682,138</b>	<b>2,860,831</b>	<b>1,737,617</b>	<b>2,575,170</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4730 TREATMENT AND PUMPING</u></b>						
Personnel Services	2,384,412	2,551,753	2,573,399	2,864,718	2,598,952	2,848,990
Operating Expenses	1,224,014	1,425,849	1,394,386	1,928,135	1,399,630	2,060,943
Capital Outlay	7,980	46,027	46,797	131,610	113,183	64,000
<b>TOTALS</b>	<b>3,616,406</b>	<b>4,023,629</b>	<b>4,014,582</b>	<b>4,924,463</b>	<b>4,111,765</b>	<b>4,973,933</b>
<b><u>4735 RAW WATER</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	1,047,462	1,121,620	1,080,486	1,126,289	1,081,289	1,126,289
Capital Outlay	0	0	0	0	0	0
<b>TOTALS</b>	<b>1,047,462</b>	<b>1,121,620</b>	<b>1,126,289</b>	<b>1,126,289</b>	<b>1,081,289</b>	<b>1,126,289</b>
<b><u>4740 WATER SURPLUS</u></b>						
Personnel Services	15,862	8,720	7,115	0	9,309	0
Operating Expenses	32,707	2,820	8,341	0	108,265	928,000
Capital Outlay	28,858	8,442	170,329	976,000	502,050	2,955,000
<b>TOTALS</b>	<b>77,427</b>	<b>19,982</b>	<b>185,785</b>	<b>976,000</b>	<b>619,624</b>	<b>3,883,000</b>
<b><u>4741 WATER BOND CONSTRUCTION</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	27,717,500	2,484,290	0
Capital Outlay	0	0	0	0	0	24,010,000
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,717,500</b>	<b>2,484,290</b>	<b>24,010,000</b>
<b><u>4745 DEBT SERVICE</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	2,409,645	1,311,848	1,021,197	3,239,067	2,124,332	2,187,738
<b>TOTALS</b>	<b>2,409,645</b>	<b>1,311,848</b>	<b>2,576,579</b>	<b>3,239,067</b>	<b>2,124,332</b>	<b>2,187,738</b>
<b><u>5310 CUSTOMER ACCOUNTING</u></b>						
Personnel Services	174,670	200,666	222,513	260,835	224,997	260,835
Operating Expenses	61,635	209,747	195,753	66,250	142,916	84,673
Capital Outlay	0	337	90	0	215	0
<b>TOTALS</b>	<b>236,305</b>	<b>410,750</b>	<b>311,155</b>	<b>327,085</b>	<b>368,128</b>	<b>345,508</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	24,022	32,029	32,029	37,633	37,633	37,633
<b>TOTALS</b>	24,022	32,029	32,029	37,633	37,633	37,633
<b>TOTAL WATER OPERATIONS AND MAINTENANCE</b>						
Personnel Services	4,724,575	4,952,884	4,816,082	5,869,430	5,142,006	5,987,974
Operating Expenses	4,807,169	5,315,754	5,859,101	33,709,281	7,058,261	6,941,267
Capital Outlay	113,162	72,461	239,532	1,148,610	617,341	27,070,000
Miscellaneous	2,442,584	1,352,794	1,053,226	3,276,700	2,161,965	2,225,371
<b>TOTAL EXPENDITURES</b>	<b>12,087,490</b>	<b>11,693,893</b>	<b>11,967,941</b>	<b>44,004,021</b>	<b>14,979,573</b>	<b>42,224,612</b>

**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>WATER OPERATIONS AND MAINTENANCE FUND</b>						
Cross Connection	1.00	1.00	1.00	2.00	1.00	2.00
Water Administration	4.12	15.30	15.90	1.47	3.72	1.47
Engineering Administration	0.00	0.00	0.00	0.00	0.00	2.99
Process Control Systems	1.00	1.00	1.00	2.00	2.00	2.00
Meter Maintenance and Service	5.25	5.00	5.00	6.50	6.00	6.50
Maintenance and Service	13.25	11.00	11.00	17.38	23.26	17.38
Treatment and Pumping	32.00	32.00	32.00	36.00	36.00	36.00
<b>TOTAL POSITIONS</b>	<b>56.62</b>	<b>65.30</b>	<b>65.90</b>	<b>65.35</b>	<b>71.98</b>	<b>68.34</b>

The 2009/2010 Approved Water Operations and Maintenance Budget personnel complement has decreased by 3.64 positions from 71.98 to 68.34 positions. The Cross Connection Division, in FY 2010, will increase by one Utilities Person III. Within the Water Administration Division the Director of Public Services and Deputy Director's allocation will increase by .05, respectively from FY 2009. Also, in FY 2010 the City has created the Engineering Administration Division, which will allocate 2.99 employees from the Water Administration Division. In the Meter Maintenance and Services Division, .25 of the Chief Foreman will be added. Also, in the same division, two Utilities Person III positions will offset the elimination of a Utilities Person I position. A vacant Utilities Person I position will be reclassified to a Crossover Operator under the Right-of-Way Division. In the Maintenance and Service Division, .25 of a Chief Foreman will be added. This will be offset by the deletion of five Cement Crew Workers.

**Note:**

**Customer Accounting Division is represented in the Department of Fiscal Services.**

**FUND: 591 – Water Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 3867 – Cross Connections**

### **STRATEGIC NARRATIVES**

The function of this program is to protect the public water supply from contaminants that are introduced by a direct connection to a non-potable water source. This program is mandated through P.A. 399 and at the federal level by the Safe Drinking Water Act and at the local level by the adoption of local ordinance and rules to cause inspections to be made on customers whose use of the public water supply requires mechanical devices to protect the potable water supply. The program requires inspections at all levels of use Industrial, Commercial and Residential properties. Employees from the Maintenance and Service Division along with the Inspections Division are responsible to enforce the rules and cause inspections, re-inspections and testing of devices to be completed as outlined in the local rules.

### **FY 2009/2010 GOALS**

1. To begin the inspection, re-inspection and compliance checks of devices currently in use to ensure that device that are required are installed and that the required annual testing and inspections occurs.
2. To continue inspection of residential properties as required by law to ensure the safety, health and welfare of residents.
3. To complete the annual report to the MDEQ with the results of our activities from the previous year.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**591-3867 Cross Connection**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	83,140	Code Enforcement Officer	1.00	40,882
Overtime	0	Utilities Person III	1.00	42,258
Fringe Benefits	86,147			
		<b>Total Personnel</b>	<u>2.00</u>	<u>83,140</u>
<b>TOTAL</b>	<u><b>169,287</b></u>			
<b>OPERATING EXPENSES</b>				
		Overtime		<u>0</u>
Supplies	700	FICA		6,367
Internal Services	8,762	Healthcare Benefits - Active		34,076
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	0	Pension		45,704
Maintenance Fees	1,300			
Other Contracted Fees	1,500	<b>Total Fringe Benefits</b>		<u>86,147</u>
<b>TOTAL</b>	<u><b>12,262</b></u>			
		<b>TOTAL</b>	<u><b>2.00</b></u>	<u><b>169,287</b></u>
<b>CAPITAL OUTLAY</b>	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>181,549</b></u></u>			

**FUND: 591 – Water Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4710 - Administration**

### **STRATEGIC NARRATIVE**

This program provides the necessary planning, general supervision and coordination of the City's water operation so that local, state and federal standards are met in a cost-effective manner. The water operation involves service to a 20-community area under varying service commitments. Its services are a basic requirement to the public's health and economic well-being. This program also works with the Saginaw-Midland Municipal Water Supply Corporation to provide the quality and quantity of water to which this area has grown accustomed. It is essential that an operation of this size and complexity have adequate administrative and technical support and this program addresses that need.

### **FY 2010 GOALS AND OBJECTIVES**

1. To administer the water system operation in an efficient and economical manner.
2. To negotiate and renew wholesale water customer contracts to assure long-term relationships and enhance regional economic growth.
3. To establish rates to ensure that operations, debt service and capital expenditure needs are met.



**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**591-4710 Water Administration**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	126,309	Director of Public Services	0.40	39,958
Overtime	0	Deputy Director of PS	0.50	41,453
Fringe Benefits	431,582	Staff Professionals	0.97	44,898
<b>TOTAL</b>	<b>557,891</b>	<b>Total Personnel</b>	<b>1.47</b>	<b>126,309</b>
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	2,000	FICA		9,931
Internal Services	1,050,711	Healthcare Benefits - Active		28,106
Other Services		Healthcare Benefits - Retirees		355,018
Professional Fees	261,129	Pension		38,527
Maintenance Fees	1,470	<b>Total Fringe Benefits</b>		<b>431,582</b>
Other Contracted Fees	9,700			
<b>TOTAL</b>	<b>1,325,010</b>	<b>TOTAL</b>	<b>1.47</b>	<b>557,891</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>1,882,901</b>			



**FUND: 591-Water Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4715 Process Control System**

### **STRATEGIC NARRATIVE**

The Process Controls Division provides the necessary planning, coordination, implementation and support of the water system's automation projects. The division provides design, programming, training, maintenance and technical support to ensure the continuous operation of the Water Plant's control systems. The division also maintains the plants maintenance data system, the City's security system and the Automatic Meter Reading (AMR) system for the Maintenance and Services Division.

### **Goals and Objectives**

The primary goal of the Process Controls Division is to maintain timely and accurate operational information and Plant control to the Water Treatment Plant thru the Supervisory Control and Data Acquisition (SCADA) System.

1. Monitor SCADA computer operation to keep them up to date on service packs and security updates.
  - a. Evaluate system against Microsoft Tech Net and Defender Updates Lists.
  - b. Evaluate system against AWWA Security information List.
  - c. Evaluate systems internal performance through utilities software.
2. Maintain network communication for optimal data transfer speed and a high degree of security.
  - a. Monitor Received Signal Strength Indication (RSSI) and signal strength Values.
  - b. Evaluate system against AWWA security information
3. Recognize changes in the water system and evaluate new technology to help the SCADA system evolve to better serve the Water Plant Staff
  - a. Meet with staff to determine plant needs and desired changes
  - b. Evaluate new products through vender meetings, technical data periodicals, and discussion with other water systems staff.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**591-4715 Process Control Systems**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	66,811	Instrument & Control Mgr	0.50	33,814
Overtime	0	Instrument & Control Tech	0.50	21,349
Fringe Benefits	43,410	Intern (Temp)	1.00	11,648
<b>TOTAL</b>	<b>110,221</b>	<b>Total Personnel</b>	<b>2.00</b>	<b>66,811</b>
<b>OPERATING EXPENSES</b>		Overtime		0
Supplies	38,500	FICA		5,260
Internal Services	2,890	Healthcare Benefits - Active		17,391
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	98,900	Pension		20,759
Maintenance Fees	2,800	<b>Total Fringe Benefits</b>		<b>43,410</b>
Other Contracted Fees	8,000			
<b>TOTAL</b>	<b>151,090</b>	<b>TOTAL</b>	<b>2.00</b>	<b>110,221</b>
<b>CAPITAL OUTLAY</b>	<b>34,000</b>			
<b>TOTAL</b>	<b>34,000</b>			
<b>TOTAL APPROPRIATION</b>	<b>295,311</b>			

**FUND: 591 – Water Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4720 – Meter Maintenance and Service**

**STRATEGIC NARRATIVES**

The Meter Section’s responsibilities consist of installation, repair and testing of the City’s 21,690 metered water connections; providing service for water turn-ons and turn-offs due to non-payment, and broken or leaking lines on private property; investigation of water leaks and complaints, read water meters monthly and installation of new meters. The cost of this program is split 50/50 between the Water and Sewer Funds.

**FY 2009/2010 GOALS**

1. To inspect 200 service lines.
  - a. To provide funds for the Treatment Plants Water & Sewer and Water Billing

	2008 Actual	2009 Projected	2010 Target
Number of Service Calls	25,128	24,000	20,000

2. To repair and test large water meters servicing commercial, industrial and wholesale customers.
  - a. To install a fixed base network to read wholesale and residential customers

	2008 Actual	2009 Projected	2010 Target
Reduce the unaccounted for water	@20%	20%	15%

3. To provide daily service calls Citywide.
4. To provide emergency water service on a 24-hour basis.
5. To read water meters on a monthly basis.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**591-4720 Water Metering Maintenance & Service**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	186,871	Asst. Super of Right-of-Way	0.25	19,688
Overtime	6,000	Chief Foreman	0.25	15,592
Fringe Benefits	172,863	Administrative Professional	0.25	10,336
		Mech Equip Repair Person II	0.25	10,880
		Utilities Person II	3.00	81,965
		Crossover Operators	1.00	40,310
		Laborer (Temp)	2.00	8,100
<b>TOTAL</b>	<b>365,734</b>			
<b>OPERATING EXPENSES</b>		<b>Total Personnel</b>	<b>6.50</b>	<b>186,871</b>
Supplies	10,500			
Internal Services	14,600	Overtime		6,000
Other Services				
Professional Fees	25,000	FICA		14,973
Maintenance Fees	24,750	Healthcare Benefits - Active		76,282
Other Contracted Fees	0	Healthcare Benefits - Retirees		0
		Pension		81,608
<b>TOTAL</b>	<b>74,850</b>	<b>Total Fringe Benefits</b>		<b>172,863</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>6.50</b>	<b>365,734</b>
<b>TOTAL APPROPRIATION</b>	<b>440,584</b>			

**FUND: 591 – Water Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4721 – Maintenance and Service**

**STRATEGIC NARRATIVES**

This program provides continuous maintenance and service on the City’s water distribution system. The primary responsibility of this section involves all types of maintenance programs and the City’s 475 miles of water distribution mains. It involves repair of all water main breaks and leaks; installation and repair of new fire hydrants and valves and locating and staking of City water utilities prior to excavation by others.

**FY 2009/2010 GOALS**

1. To maintain 375 miles of City water distribution mains and 100 miles of transmission main
  - a. Replace one mile of water main annually

	2008 Actual	2009 Projected	2010 Target
Perform leak Detection on City Mains to reduce the unaccounted for Water	N/A	20	20

- b. Valve Check Program

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**591-4721 Maintenance & Service**

Allocation Plan		Position Control		
		JOB CLASSIFICATION	2010 BUDGET	ALLOCATION
<b>PERSONNEL SERVICES</b>				
Salaries	671,909	Asst Super of Right-of-Way	0.25	19,349
Overtime	46,000	Chief Foreman	0.25	15,395
Fringe Benefits	673,611	Utilities Foreman	1.00	48,337
		Administrative Professional	0.25	10,336
<b>TOTAL</b>	<b>1,391,520</b>	Mech Equip Repair Person II	0.25	10,870
		Office Assistant III	0.50	18,075
		Utilities Person III	1.00	42,399
<b>OPERATING EXPENSES</b>		Utilities Person II	4.00	165,373
Supplies	744,600	Crossover Operator	8.88	322,509
Internal Services	25,312	Custodial Worker (PT)	1.00	17,056
Other Services		Laborer (Temp)	0.50	2,210
Professional Fees	126,202	<b>Total Personnel</b>	<b>17.38</b>	<b>671,909</b>
Maintenance Fees	257,956			
Other Contracted Fees	22,580	Overtime		46,000
<b>TOTAL</b>	<b>1,176,650</b>			
		FICA		54,390
<b>CAPITAL OUTLAY</b>	7,000	Healthcare Benefits - Active		304,726
		Healthcare Benefits - Retirees		0
<b>TOTAL</b>	<b>7,000</b>	Pension		314,495
		<b>Total Fringe Benefits</b>		<b>673,611</b>
<b>TOTAL APPROPRIATION</b>	<b>2,575,170</b>			
		<b>TOTAL</b>	<b>17.38</b>	<b>1,391,520</b>



**FUND: 591 – Water Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4730 – Treatment and Pumping**

**STRATEGIC NARRATIVE**

The Water Treatment and Pumping Division is responsible to provide high quality drinking water to the residents of 22 water systems in a three county service area. Water is vital to both human health and economic growth. The City of Saginaw has owned, operated and managed these facilities for more than 75 years. In calendar year 2008, an annual average of 20.9 million gallons of water, per day, were delivered to our customers.

**GOALS AND OBJECTIVES 2008/2009**

1. The primary goal of the Water Treatment Division is to maintain high standards of quality and efficiency that provide safe, reliable and affordable drinking water to the customers of the Saginaw water system
  - a. To meet or exceed all Federal and State regulatory requirements.

Number of violations for failure to meet federal and state drinking water standards and requirements

	2008 Actual	2009 Projected	2010 Target
Violations	0	0	0

Percent of Partnership for Safe Water goals met for measured water turbidity (100% < 0.1 NTU).

	2008 Actual	2009 Projected	2010 Target
Turbidity < 0.1 NTU	97%	99%	100%

*Note: "Partnership for Safe Water" is a professional organization within the water industry. These are voluntary, treatment optimization, goals set by this organization.*

- b. To adequately monitor all phases of treatment to assure proper control of the water treatment processes and pumping operations.

Number of treatment process control lapses or events due to monitoring failures

	2008 Actual	2009 Projected	2010 Target
Lapses or Events	0	0	0

- c. To evaluate efficiency measurements to maximize affordability for customers

Electrical tracking spreadsheet

	2008 Actual	2009 Projected	2010 Projected
Product/Electrical Gals/KWH	1007.7 Gals/KWH	1025.0 Gals/KWH	1025.0 Gals/KWH

	2008 Actual	2009 Projected	2010 Projected
Electrical Cost \$/KWH	.0667	.0660	.0740

Chemical cost tracking spreadsheet

	2008 Actual	2009 Projected	2010 Projected
Chemical Costs Avg.\$/MG Treated	\$24.01/MG	\$25.20/MG	\$31.13/MG

Chemical use tracking spreadsheet

	2008 Actual	2009 Projected	2010 Projected
Chemical Used Lbs./MG	144.08 Lbs./MG	144.00 Lbs/MG	*150.90 Lbs/MG

Please note that we are trying to reduce overall chemical costs through process optimization. We are being successful to date in reducing Lbs chemical used through optimization measures. Examples of these measures are SolarBee installation and Flocculation/Coagulation Chemical Dosing Software (AY Consulting). *\*We will see increase in Lbs./MG when the new disinfection system is installed due to the water content of this chemical.*

Diesel tracking spreadsheet

	2008 Actual	2009 Projected	2010 Projected
Generated KWH/Gal Diesel	10.70 KWH/Gal	11.00 KWH/Gal	11.00 KWH/Gal
Diesel Cost Avg.\$/Gal	\$3.05/Gal	\$3.50/Gal	\$4.00/Gal

Natural Gas tracking spreadsheet

	2008 Actual	2009 Projected	2010 Projected
Gas Use CCF/Yr.	140,164	143,000	138,000
Gas Costs Avg. \$/CCF	0.9497	1.037	1.161

- d. To Continuously evaluate and update Capital Improvement Plan (CIP). The CIP is critical to assure reliability and capacity needs of the system are met.
  - i. The CIP has been updated and incorporated into water rate structure

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**591-4730 Treatment & Pumping**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	1,473,110	Superintendent of Water Tmt	1.00	74,518
Overtime	70,680	Asst Super of Water Tmt	1.00	67,539
Fringe Benefits	1,305,200	Chief Chemist	1.00	56,170
<b>TOTAL</b>	<b>2,848,990</b>	Operating Foreman	5.00	241,319
		Plant Mtce Foreman	1.00	55,504
		Biologist	1.00	48,483
		Plant Mtce Electrician II	1.00	45,204
<b>OPERATING EXPENSES</b>		Plant Mtce Electrician I	2.00	84,473
Supplies	676,185	Filtration Plant Mtce III	3.00	124,191
Internal Services	68,242	Filtration Plant Mtce II	3.00	113,222
Other Services		Filtration Plant Mtce I	2.00	75,625
Professional Fees	262,660	Plant Mtce Mechanic A	1.00	48,483
Maintenance Fees	973,101	Plant Operator A	5.00	200,518
Other Contracted Fees	80,755	Equipment & Safety Specialist	1.00	41,602
<b>TOTAL</b>	<b>2,060,943</b>	Administrative Professional	1.00	40,623
		Laboratory Technician	1.00	40,840
		Stock Clerk WT	1.00	37,193
		Custodial Worker A	1.00	33,945
		Laborer (Temp)	5.00	43,658
<b>CAPITAL OUTLAY</b>	64,000	<b>Total Personnel</b>	<b>36.00</b>	<b>1,473,110</b>
<b>TOTAL</b>	<b>64,000</b>			
		Overtime		70,680
<b>TOTAL APPROPRIATION</b>	<b>4,973,933</b>			
		FICA		123,717
		Healthcare Benefits - Active		490,091
		Healthcare Benefits - Retirees		24,484
		Pension		666,908
		<b>Total Fringe Benefits</b>		<b>1,305,200</b>
		<b>TOTAL</b>	<b>36.00</b>	<b>2,848,990</b>

**FUND: 591- Water Fund**  
**DEPARTMENT: Fiscal Services**  
**ACTIVITY: 5311- Customer Accounting**

**STRATEGIC NARRATIVE**

The goal of the Customer Accounting Division is to bill and collect all water and sewer revenue from users of the system. This involves initiating new accounts, insuring that metered accounts are read, edited, and billed in a timely manner, as well as closing accounts when requested. Staff members handle all bill payment arrangements, collection of returned checks, and initiation of meter checks and discontinuance of service for collection.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. To provide quality customer service to all water and sewer customers.
  - a. Improve the time between when the meters are read and when the bills are ready to print.

	2008 Actual	2009 Projected	2010 Target
Efficient training in software and job duties for all employees	90%	95%	100%

	2008 Actual	2009 Projected	2010 Target
Lower the number of days between meter reads and billing	14 days	14 days	10 days

- ii. If more than one customer is in line waiting, there will be a back up employee to wait on them.
2. To have accurate billing and a greater rate of collection.
  - a. To reduce delinquent accounts by fifteen percent (15%).
    - i. This will be accomplished by discontinuing active accounts with unpaid arrears five (5) days after the accounts are cycle billed. This will allow for enhanced cash flows and reduction of water/sewer liens on property taxes.
  - b. To aggressively continue the collection process for those customers that are three (3) months delinquent with a balance of \$100 dollars or more.
    - i. This will be done by turning off accounts for non-payment and by making payment arrangements with customers.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

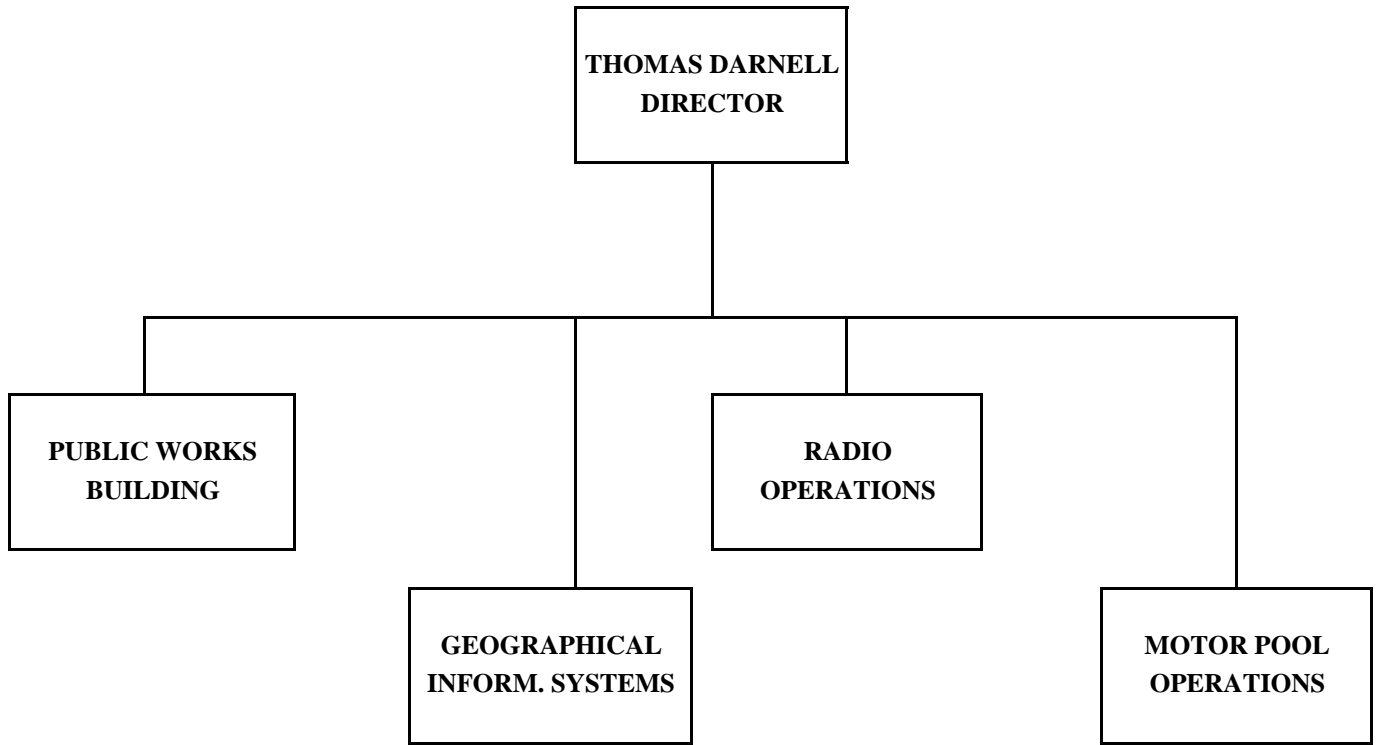
**591-5310 Customer Accounting**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	132,146	Admin of Utilities Account	0.50	26,950
Overtime	0	Collection Specialist	0.50	19,024
Fringe Benefits	128,689	Office Assistant III	1.50	52,804
		Customer Service Coordinator	0.37	10,892
		Customer Service Rep	0.74	22,476
<b>TOTAL</b>	<b>260,835</b>	<b>Total Personnel</b>	<b>3.11</b>	<b>132,146</b>
<b>OPERATING EXPENSES</b>				
		Overtime		0
Supplies	1,500			
Provision for Losses	0			
Internal Services	24,123	FICA		10,206
Other Services		Healthcare Benefits - Active		44,125
Professional Fees	41,000	Healthcare Benefits - Retirees		0
Maintenance Fees	4,600	Pension		74,358
Other Contracted Fees	13,450	<b>Total Fringe Benefits</b>		<b>128,689</b>
<b>TOTAL</b>	<b>84,673</b>	<b>TOTAL</b>	<b>3.11</b>	<b>260,835</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>345,508</b>			



## **INTERNAL SERVICES FUNDS**

**CITY OF SAGINAW**  
**DEPARTMENT OF PUBLIC SERVICES - INTERNAL SERVICE FUNDS**





**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>INTERNAL SERVICE FUNDS</b>						
Public Works Building	2.20	2.20	2.20	2.50	2.50	2.50
GIS Fund	4.00	4.00	4.00	4.00	4.00	4.00
Information Services	7.00	7.00	7.00	7.00	7.00	7.00
Motor Pool Operations	9.65	9.20	9.20	10.20	10.20	10.20
Workers Compensation	0.60	0.60	0.60	0.60	0.60	0.60
<b>TOTAL POSITIONS</b>	<b>23.45</b>	<b>23.00</b>	<b>23.00</b>	<b>24.30</b>	<b>24.30</b>	<b>24.30</b>

The Approved 2009/2010 Budget remains the same, however, the following changes will occurred - in the Public Works Building Fund, .25 of the Labor Foreman Environ/Streets will be added. This addition will be offset by the redistribution of the Building Operations Supervisor at .25 in the General Fund and .50 in the Rubbish Collection Fund. In the Information Services Department, an Application Specialist position will be reclassified to an Office Assistant I position due to the retirement of the current employee.

**PUBLIC WORKS BUILDING (641)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
SERVICES - SALES	465,508	PUBLIC WORKS BUILDING	422,691
		TRANSFERS OUT	41,779
		INCREASE IN FUND EQUITY	1,038
<b>TOTAL RESOURCES</b>	<b>465,508</b>	<b>TOTAL APPROPRIATIONS</b>	<b>465,508</b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>PUBLIC WORKS BUILDING</b>						
Services - Sales	316,998	378,204	279,726	465,508	378,192	465,508
Other Revenues	50	40	45	0	0	0
<b>TOTAL RESOURCES</b>	<b>317,048</b>	<b>378,244</b>	<b>279,771</b>	<b>465,508</b>	<b>378,192</b>	<b>465,508</b>

**REVENUE ANALYSIS DETAIL**

**Services - Sales**

Contributions fro Other Funds	316,998	378,204	279,726	465,508	378,192	465,508
<b>Total Services - Sales</b>	<b>316,998</b>	<b>378,204</b>	<b>279,726</b>	<b>465,508</b>	<b>378,192</b>	<b>465,508</b>

**Other Revenues**

Surplus Receipts	50	40	45	0	0	0
<b>Total Other Revenues</b>	<b>50</b>	<b>40</b>	<b>45</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL RESOURCES</b>	<b>317,048</b>	<b>378,244</b>	<b>279,771</b>	<b>465,508</b>	<b>378,192</b>	<b>465,508</b>

**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4439 PUBLIC WORKS BUILDING</u></b>						
Personnel Services	124,568	118,020	133,441	148,317	124,713	162,116
Operating Expenses	181,804	196,825	177,107	282,409	166,400	260,575
Capital Outlay	10,127	28,789	517	0	15,829	0
<b>TOTALS</b>	<b>316,499</b>	<b>343,634</b>	<b>311,065</b>	<b>430,726</b>	<b>306,942</b>	<b>422,691</b>
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	41,779
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>41,779</b>
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	662	883	883	1,038	1,038	1,038
<b>TOTALS</b>	<b>662</b>	<b>883</b>	<b>883</b>	<b>1,038</b>	<b>1,038</b>	<b>1,038</b>
<b>TOTAL PUBLIC WORKS BUILDING</b>						
Personnel Services	124,568	118,020	133,441	148,317	124,713	162,116
Operating Expenses	181,804	196,825	177,107	282,409	166,400	260,575
Capital Outlay	10,127	28,789	517	0	15,829	0
Miscellaneous	662	883	883	1,038	1,038	42,817
<b>TOTAL EXPENDITURES</b>	<b>317,161</b>	<b>344,517</b>	<b>311,948</b>	<b>431,764</b>	<b>307,980</b>	<b>465,508</b>

**FUND: 641 – General Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4439 – Public Service Building**

**STRATEGIC NARRATIVE**

The Public Services Center was built to consolidate the City’s public services into a single facility. Construction of the center, which began in December 1977, was financed primarily by a \$2.95 million local Public Works grant from the Economic Development Administration. The City Council supplemented this grant with Public Improvement Fund allocations in the amount of \$244,530. The City’s Public Services Department, which includes the Motor Pool, Parks Grounds Maintenance, Streets & Bridges, Engineering, GIS, Facilities maintenance Operations are housed within the Public Services Center

**FY 2009/2010 OBJECTIVES**

1. Continue to plan and administer over capital improvement program to maximize the use of the Public Services Center well into the future.
2. Implement utility and energy saving programs to offset increasing cost of utilities.
3. Continue implementing preventive maintenance programs for heating, mechanical and plumbing systems to extend their operating life. And also continue upgrades on building security as mandated by the Home Land Security Directives for all city and government facilities.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**641-4439 Public Works Building**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	86,460	Bldg Operations Supervisor	0.25	15,939
Overtime	3,800	Labor Foreman Env/Streets	0.25	12,412
Fringe Benefits	71,856	Maintenance Person II	1.00	41,053
		Custodial Worker (PT)	1.00	17,056
<b>TOTAL</b>	<b>162,116</b>	<b>Total Personnel</b>	<b>2.50</b>	<b>86,460</b>
<b>OPERATING EXPENSES</b>				
		Overtime		3,800
Supplies	22,490			
Internal Services	2,539			
Other Services		FICA		5,097
Professional Fees	53,781	Healthcare Benefits - Active		35,320
Maintenance Fees	181,765	Healthcare Benefits - Retirees		0
Other Contracted Fees	0	Pension		31,439
<b>TOTAL</b>	<b>260,575</b>	<b>Total Fringe Benefits</b>		<b>71,856</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>	<b>TOTAL</b>	<b>2.50</b>	<b>162,116</b>
<b>TOTAL</b>	<b>0</b>			
<b>TOTAL APPROPRIATION</b>	<b>422,691</b>			

**GEOGRAPHICAL INFORMATION SYSTEMS GIS (650)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
SERVICES - SALES	45,000	GEOGRAPHICAL INFORMATION SYSTEMS	508,141
CHARGE FOR SERVICES	464,179	TRANSFERS	1,038
<b>TOTAL RESOURCES</b>	<b><u>509,179</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>509,179</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>GEOGRAPHICAL INFORMATION SYSTEMS</b>						
Federal Grants	3,198	47,519	0	0	(16,680)	0
Services - Sales	16,584	30,264	31,054	50,000	8,941	45,000
Charge for Services	348,364	340,769	277,744	355,389	360,085	464,179
Other Revenues	11	1,407	0	96,238	0	0
<b>TOTAL RESOURCES</b>	<b>368,157</b>	<b>419,959</b>	<b>308,798</b>	<b>501,627</b>	<b>352,346</b>	<b>509,179</b>

**REVENUE ANALYSIS DETAIL**

**Federal Grants**

EPA Grants	3,198	47,519	0	0	(16,680)	0
<b>Total Federal Grants</b>	<b>3,198</b>	<b>47,519</b>	<b>0</b>	<b>0</b>	<b>(16,680)</b>	<b>0</b>

**Services - Sales**

Material and Services	16,584	30,264	31,054	50,000	8,941	45,000
<b>Total Services - Sales</b>	<b>16,584</b>	<b>30,264</b>	<b>31,054</b>	<b>50,000</b>	<b>8,941</b>	<b>45,000</b>

**Charge for Services**

Contribution from other Fnds	317,364	308,148	248,618	320,660	324,054	428,147
Saginaw County	31,000	32,621	29,126	34,729	36,031	36,032
<b>Total Charge for Services</b>	<b>348,364</b>	<b>340,769</b>	<b>277,744</b>	<b>355,389</b>	<b>360,085</b>	<b>464,179</b>

**Other Revenues**

Surplus Receipts	11	0	0	0	0	0
Reimbursements	0	1,407	0	0	0	0
Use of Fund Equity	0	0	0	96,238	0	0
<b>Total Other Revenues</b>	<b>11</b>	<b>1,407</b>	<b>0</b>	<b>96,238</b>	<b>0</b>	<b>0</b>

<b>TOTAL RESOURCES</b>	<b>368,157</b>	<b>419,959</b>	<b>308,798</b>	<b>501,627</b>	<b>352,346</b>	<b>509,179</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1738 GEOGRAPHICAL INFORMATION SYSTEMS</u></b>						
Personnel Services	241,517	247,714	358,251	363,141	381,440	373,774
Operating Expenses	131,494	91,767	100,163	123,448	89,170	121,267
Capital Outlay	0	420	9,828	13,100	8,580	13,100
<b>TOTALS</b>	<b>373,011</b>	<b>339,901</b>	<b>468,242</b>	<b>499,689</b>	<b>479,190</b>	<b>508,141</b>
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	662	883	883	1,038	1,038	1,038
<b>TOTALS</b>	<b>662</b>	<b>883</b>	<b>883</b>	<b>1,038</b>	<b>1,038</b>	<b>1,038</b>
<b>TOTAL GEOGRAPHICAL INFORMATION SYSTEMS</b>						
Personnel Services	241,517	247,714	358,251	363,141	381,440	373,774
Operating Expenses	131,494	91,767	100,163	123,448	89,170	121,267
Capital Outlay	0	420	9,828	13,100	8,580	13,100
Miscellaneous	662	883	883	1,038	1,038	1,038
<b>TOTAL EXPENDITURES</b>	<b>373,673</b>	<b>340,784</b>	<b>469,125</b>	<b>500,727</b>	<b>480,228</b>	<b>509,179</b>

**FUND: 650 – Geographical Information Systems Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 1738 – Geographical Information Systems**

**STRATEGIC NARRATIVES**

This account funds the Geographic Information Systems Division of Public services. This Division maintains and develops land based computer layers for the City Business processes, creates desktop and web applications for end user information retrieval and provides mapping services for departmental uses.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Integration of information from various sources and formats to enhance efficiency and promote better decision making for governmental policy makers.

- a. Create new and maintain existing land based data layers to be utilized in economic development projects.

	2008 Actual	2009 Projected	2010 Target
Provide City with 200 environmental assessments per year for demolition purposes	70%	100%	100%

- b. Provide sustainable atmosphere for intergovernmental cooperation.

	2008 Actual	2009 Projected	2010 Target
Create partnership with Saginaw County Road Commission pertaining to AVL tracking system.	0%	25%	100%

- c. Enhance public access to governmental services and resources through Internet portals.

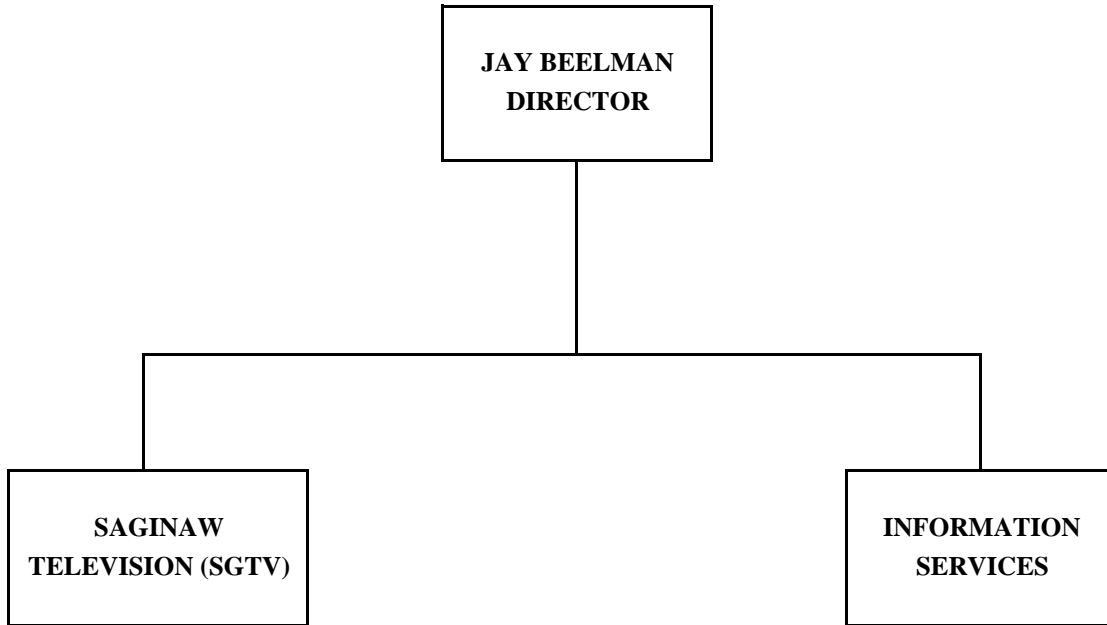
	2008 Actual	2009 Projected	2010 Target
Release cemetery mapping and genealogy search portal	40%	80%	100%

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**650-1738 Geographical Information System**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	208,585	GIS Administrator	1.00	69,040
Overtime	7,000	GIS Analyst	1.00	53,759
Fringe Benefits	158,189	Web Tech Developer	1.00	48,654
		GIS Technician	1.00	37,132
<b>TOTAL</b>	<b>373,774</b>	<b>Total Personnel</b>	<b>4.00</b>	<b>208,585</b>
<b>OPERATING EXPENSES</b>				
		Overtime		7,000
Supplies	15,000			
Internal Services	45,784			
Other Services		FICA		16,792
Professional Fees	48,303	Healthcare Benefits - Active		52,069
Maintenance Fees	2,680	Healthcare Benefits - Retirees		0
Other Contracted Fees	9,500	Pension		89,328
<b>TOTAL</b>	<b>121,267</b>	<b>Total Fringe Benefits</b>		<b>158,189</b>
<b>CAPITAL OUTLAY</b>	<b>13,100</b>	<b>TOTAL</b>	<b>4.00</b>	<b>373,774</b>
<b>TOTAL</b>	<b>13,100</b>			
<b>TOTAL APPROPRIATION</b>	<b>508,141</b>			

**CITY OF SAGINAW  
DEPARTMENT OF INFORMATION SERVICES**



**INFORMATION SERVICES (658)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	1,488,678	INFORMATION SERVICES	1,489,635
INTEREST	5,000	TRANSFERS OUT	4,043
<b>TOTAL RESOURCES</b>	<b><u>1,493,678</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>1,493,678</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Services - Sales	0	2,905	0	0	0	0
Charge for Services	1,326,001	1,572,383	1,368,350	1,438,902	1,451,244	1,488,678
Interest	8,368	9,840	7,563	5,000	0	5,000
Other Revenues	0	1,300	0	0	0	0
<b>TOTAL RESOURCES</b>	<b>1,334,369</b>	<b>1,586,428</b>	<b>1,375,913</b>	<b>1,443,902</b>	<b>1,451,244</b>	<b>1,493,678</b>

**REVENUE ANALYSIS DETAIL**

**Services - Sales**

Material and Services	0	2,905	0	0	0	0
<b>Total Services - Sales</b>	<b>0</b>	<b>2,905</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Charge for Services**

Contribution from Other Fnds	1,326,001	1,572,383	1,368,350	1,438,902	1,451,244	1,488,678
<b>Total Charge for Services</b>	<b>1,326,001</b>	<b>1,572,383</b>	<b>1,368,350</b>	<b>1,438,902</b>	<b>1,451,244</b>	<b>1,488,678</b>

**Interest**

Interest on Investments	8,368	9,840	7,563	5,000	0	5,000
<b>Total Interest</b>	<b>8,368</b>	<b>9,840</b>	<b>7,563</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>

**Other Revenues**

Gain/Loss on Equipment	0	(1,220)	0	0	0	0
Reimbursements	0	2,520	0	0	0	0
<b>Total Other Revenues</b>	<b>0</b>	<b>1,300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL RESOURCES</b>	<b>1,334,369</b>	<b>1,586,428</b>	<b>1,375,913</b>	<b>1,443,902</b>	<b>1,451,244</b>	<b>1,493,678</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1720 INFORMATION SERVICES</u></b>						
Personnel Services	761,892	737,811	720,232	737,198	736,980	757,333
Operating Expenses	620,628	855,046	717,035	657,976	566,374	732,302
Capital Outlay	1,421	37,536	55,068	44,685	10,263	0
<b>TOTALS</b>	<b>1,383,941</b>	<b>1,630,393</b>	<b>1,492,335</b>	<b>1,439,859</b>	<b>1,313,617</b>	<b>1,489,635</b>
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	3,441	3,441	4,043	4,043	4,043
<b>TOTALS</b>	<b>0</b>	<b>3,441</b>	<b>3,441</b>	<b>4,043</b>	<b>4,043</b>	<b>4,043</b>
<b>TOTAL INFORMATION SERVICES</b>						
Personnel Services	761,892	737,811	720,232	737,198	736,980	757,333
Operating Expenses	620,628	855,046	717,035	657,976	566,374	732,302
Capital Outlay	1,421	37,536	55,068	44,685	10,263	0
Miscellaneous	0	3,441	3,441	4,043	4,043	4,043
<b>TOTAL EXPENDITURES</b>	<b>1,383,941</b>	<b>1,633,834</b>	<b>1,495,776</b>	<b>1,443,902</b>	<b>1,317,660</b>	<b>1,493,678</b>

**FUND: 658 – Information Services Fund**  
**DEPARTMENT: Information Management Services**  
**ACTIVITY: 1720 – Information Services**

**STRATEGIC NARRATIVE**

Information Services provides Information Technology services for all City of Saginaw Departments. Activities include telecommunications, cellular phones, pagers, computer networking services, software and hardware selection and installation, systems analysis and design, programming, problem resolution, end-user training, and on-line and batch processing.

The ultimate goal is to provide citizens, the business community and City employees with timely, appropriate and convenient access to information and services through the use of technology. It is imperative for the City to thoughtfully plan technology investments, to maximize and optimize those investments and to leverage technology in ways that will create more effective and efficient government and help to build the public trust. In an environment of rapid change and finite resources, the City must focus on projects and programs that will strengthen our technical infrastructure, widen the ability to communicate internally and with the community, allow easy access to data and services and streamline bureaucratic processes. Careful planning and cautious acceptance are necessary to maximize the benefits of technology. Emphasis is also needed to ensure that Information Services projects are managed consistently, are cost effective and are aligned with the City’s strategic visions.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Provide a stable, reliable, secure and cost effective computing environment.
  - a. Reduce the turn around time for end-of-lease computer equipment return to IBM.

	2008 Actual	2009 Projected	2010 Target
Total cost of extending equipment lease after equipment reaches original end-of-lease date.	\$15,390	\$10,000	\$5,000
Average number of additional days before equipment is shipped to IBM after end-of-lease date.	207 days	150 days	60 days



b. Complete a Disaster Recovery / Business Continuity Plan by fiscal year end.

	2008 Actual	2009 Projected	2010 Target
Formal Disaster Recovery / Business Continuity Plan.	N/A	N/A	Formal approved Disaster Recovery / Business Continuity Plan document

c. Complete a telephone line and telephone account audit.

	2008 Actual	2009 Projected	2010 Target
Formal telephone audit.	N/A	N/A	Formal telephone audit document
Formal telephone equipment inventory.	N/A	N/A	Formal complete telephone equipment inventory

2. Reduce telephone costs through contract consolidation and disconnection of underutilized telephone lines.

	2008 Actual	2009 Projected	2010 Target
Total cost for City of Saginaw landline telephone service.	\$221,777	\$160,000	\$135,000
Total number of landline telephone lines and circuits.	594 lines 17 circuits	564 lines 1 circuits	545 lines 1 circuits

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**658-1720 Information Services**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	382,600	Info Serv Director	1.00	89,971
Overtime	25,000	Info Serv Assistant Director	1.00	68,354
Fringe Benefits	349,733	Info Serv Application Analyst	2.00	115,724
		Technical Support Specialist	2.00	85,756
		Office Assistant	1.00	22,795
<b>TOTAL</b>	<b>757,333</b>	<b>Total Personnel</b>	<b>7.00</b>	<b>382,600</b>
<b>OPERATING EXPENSES</b>				
Supplies	124,752	Overtime		25,000
Internal Services	92,461			
Other Services				
Professional Fees	317,770	FICA		34,398
Maintenance Fees	162,000	Healthcare Benefits - Active		133,362
Other Contracted Fees	35,319	Healthcare Benefits - Retirees		36,726
		Pension		145,247
<b>TOTAL</b>	<b>732,302</b>	<b>Total Fringe Benefits</b>		<b>349,733</b>
<b>CAPITAL OUTLAY</b>	<b>0</b>			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>7.00</b>	<b>757,333</b>
<b>TOTAL APPROPRIATION</b>	<b>1,489,635</b>			

**RADIO OPERATIONS (660)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	216,181	RADIO OPERATIONS	99,260
INTEREST	10,000	INCREASE IN FUND EQUITY	126,404
		TRANSFERS OUT	517
<b>TOTAL RESOURCES</b>	<b><u>226,181</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>226,181</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>RADIO OPERATIONS</b>						
Charge for Services	192,636	216,180	216,180	216,180	216,181	216,181
Interest	38,577	45,366	35,286	25,000	0	10,000
Other Revenues	9	0	17	965,368	965,454	0
<b>TOTAL RESOURCES</b>	<b>231,221</b>	<b>261,546</b>	<b>251,483</b>	<b>1,206,548</b>	<b>1,181,635</b>	<b>226,181</b>

**REVENUE ANALYSIS DETAIL**

**Charge for Services**

Contributions from Other Fnds	192,636	216,180	216,180	216,180	216,181	216,181
<b>Total Charge for Services</b>	<b>192,636</b>	<b>216,180</b>	<b>216,180</b>	<b>216,180</b>	<b>216,181</b>	<b>216,181</b>

**Interest**

Interest on Investments	38,577	45,366	35,286	25,000	0	10,000
<b>Total Interest</b>	<b>38,577</b>	<b>45,366</b>	<b>35,286</b>	<b>25,000</b>	<b>0</b>	<b>10,000</b>

**Other Revenues**

Surplus Receipts	9	0	17	0	86	0
Use of Fund Equity	0	0	0	965,368	965,368	0
<b>Total Other Revenues</b>	<b>9</b>	<b>0</b>	<b>17</b>	<b>965,368</b>	<b>965,454</b>	<b>0</b>

<b>TOTAL RESOURCES</b>	<b>231,221</b>	<b>261,546</b>	<b>251,483</b>	<b>1,206,548</b>	<b>1,181,635</b>	<b>226,181</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4422 RADIO OPERATIONS</u></b>						
Personnel Services	2,655	6,593	12,804	3,230	8,441	3,230
Operating Expenses	65,367	62,540	64,407	82,802	23,147	86,030
Capital Outlay	0	0	0	210,000	198,540	10,000
<b>TOTALS</b>	68,022	69,133	77,211	296,032	230,128	99,260
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	126,404
<b>TOTALS</b>	0	0	0	0	0	126,404
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	330	440	440	910,517	910,517	517
<b>TOTALS</b>	330	440	440	910,517	910,517	517
<b>TOTAL RADIO OPERATIONS</b>						
Personnel Services	2,655	6,593	12,804	3,230	8,441	3,230
Operating Expenses	65,367	62,540	64,407	82,802	23,147	86,030
Capital Outlay	0	0	0	210,000	198,540	10,000
Miscellaneous	330	440	440	910,517	910,517	126,921
<b>TOTAL EXPENDITURES</b>	<b>68,352</b>	<b>69,572</b>	<b>77,651</b>	<b>1,206,549</b>	<b>1,140,645</b>	<b>226,181</b>

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**660-4422 Radio Operations**

<b>Allocation Plan</b>		<b>Position Control</b>	
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
<b>PERSONNEL SERVICES</b>			
Salaries	0		
Overtime	3,000	<b>Total Personnel</b>	<u>0</u>
Fringe Benefits	230		
<b>TOTAL</b>	<u><b>3,230</b></u>	Overtime	<u>3,000</u>
<b>OPERATING EXPENSES</b>			
		FICA	230
Supplies	30,500	Healthcare Benefits - Active	0
Internal Services	9,770	Healthcare Benefits - Retirees	0
Other Services		Pension	0
Professional Fees	8,560	<b>Total Fringe Benefits</b>	<u>230</u>
Maintenance Fees	34,600		
Other Contracted Fees	2,600	<b>TOTAL</b>	<u><u><b>0.00</b></u></u>
<b>TOTAL</b>	<u><b>86,030</b></u>		<u><u><b>3,230</b></u></u>
<b>CAPITAL OUTLAY</b>			
	10,000		
<b>TOTAL</b>	<u><b>10,000</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>99,260</b></u></u>		

**MOTOR POOL OPERATIONS (661)**  
**RESOURCE ALLOCATION**  
**2009/2010 APPROVED BUDGET**

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<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	1,680,736	GARAGE OPERATIONS	2,506,921
OTHER REVENUES	1,164,935	TRANSFERS	338,750
<b>TOTAL RESOURCES</b>	<b><u><u>2,845,671</u></u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u><u>2,845,671</u></u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Services - Sales	0	0	1,463	0	92	0
Charge for Services	1,888,141	1,517,397	2,964,865	2,082,662	2,051,110	1,680,736
Other Revenues	2,111	3,326	1,134,529	456,447	324,947	1,164,935
Transfers from Other Funds	0	0	5,301	0	0	0
<b>TOTAL RESOURCES</b>	<b>1,890,252</b>	<b>1,520,723</b>	<b>4,104,695</b>	<b>2,539,109</b>	<b>2,376,057</b>	<b>2,845,671</b>

**REVENUE ANALYSIS DETAIL**

**Services - Sales**

Sale of Junk	0	0	1,451	0	0	0
Material and Services	0	0	12	0	0	0
Fluid	0	0	0	0	92	0
<b>Total Services - Sales</b>	<b>0</b>	<b>0</b>	<b>1,463</b>	<b>0</b>	<b>92</b>	<b>0</b>

**Charge for Services**

Contributions from Other Fnds	1,888,141	1,517,397	2,964,865	2,082,662	2,051,110	1,680,736
<b>Total Charge for Services</b>	<b>1,888,141</b>	<b>1,517,397</b>	<b>2,964,865</b>	<b>2,082,662</b>	<b>2,051,110</b>	<b>1,680,736</b>

**Other Revenues**

Surplus Receipts	697	660	934	0	667	0
Gain/Loss on Equipment	(224)	(1,913)	0	0	0	0
Replacement/Police	0	0	159,186	141,560	69,934	0
Replacement/Fire	0	0	88,180	97,831	77,630	0
Replacement/Other Funds	0	0	873,039	171,732	171,732	376,120
Insurance Proceeds	0	571	13,190	5,000	4,984	5,000
Reimbursements	1,639	4,008	0	40,324	0	8,772
Use of Fund Equity	0	0	0	0	0	775,043
<b>Total Other Revenues</b>	<b>2,111</b>	<b>3,326</b>	<b>1,134,529</b>	<b>456,447</b>	<b>324,947</b>	<b>1,164,935</b>

**Transfers from Other Funds**

Tranfers from Other Funds	0	0	5,301	0	0	0
<b>Total Transfers</b>	<b>0</b>	<b>0</b>	<b>5,301</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>TOTAL RESOURCES</b>	<b>1,890,252</b>	<b>1,520,723</b>	<b>4,106,158</b>	<b>2,539,109</b>	<b>2,376,149</b>	<b>2,845,671</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>4480 GARAGE OPERATIONS</u></b>						
Personnel Services	662,326	706,656	767,833	1,109,993	854,561	1,116,223
Operating Expenses	1,191,768	924,854	792,556	855,341	632,345	1,028,185
Capital Outlay	2,029	1,526	1,190	0	664,593	0
Miscellaneous	60,963	5,297	22,085	84,905	68,627	362,513
<b>TOTALS</b>	1,917,086	1,638,333	1,583,664	2,050,239	2,220,126	2,506,921
<b><u>9660 TRANSFERS TO OTHER FUNDS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	6,778	9,037	9,037	10,618	10,618	338,750
<b>TOTALS</b>	6,778	9,037	9,037	10,618	10,618	338,750
<b>TOTAL MOTOR POOL OPERATIONS</b>						
Personnel Services	662,326	706,656	767,833	1,109,993	854,561	1,116,223
Operating Expenses	1,191,768	924,854	792,556	855,341	632,345	1,028,185
Capital Outlay	2,029	1,526	1,190	0	664,593	0
Miscellaneous	67,741	14,334	31,122	95,523	79,245	701,263
<b>TOTAL EXPENDITURES</b>	<b>1,923,864</b>	<b>1,647,370</b>	<b>1,592,701</b>	<b>2,060,857</b>	<b>2,230,744</b>	<b>2,845,671</b>

**FUND: 661 – Motor Pool Fund**  
**DEPARTMENT: Public Services**  
**ACTIVITY: 4480 – Garage Operation**

**STRATEGIC NARRATIVES**

The primary function of the Motor Pool fund is to provide the maintenance, repair and replacement of motorized equipment. The Division currently maintains City-owned motor vehicles, leased vehicles and 134 miscellaneous pieces of equipment. Currently, the Garage maintains all City vehicular equipment, with the exception of that assigned to the Police and Fire Departments.

**FY 2009/2010 GOALS**

1. To implement a vehicle replacement revolving fund to finance vehicle replacement.
  - a. To maintain the Motor Pool Fleet

	2008 Actual	2009 Projected	2010 Target
Number of Completed Job Orders	3,113	3,500	3,500

	2008 Actual	2009 Projected	2010 Target
Complete LOF's	75	100	150

- b. Increase the number of LOF's
2. Make preventative maintenance a priority
  - a. Advise Divisions of need for preventative Maintenance

	2008 Actual	2009 Projected	2010 Target
Hire the two remaining Mechanics	Five	Seven	Seven

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**661-4480 Motor Pool Operations**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	435,765	Labor Foreman Garage/Streets	1.00	50,582
Overtime	50,000	Administrative Professional	0.20	8,125
Fringe Benefits	630,458	Crossover Operator	1.00	41,219
		Mech Equip Repairperson I	6.00	252,754
<b>TOTAL</b>	<b>1,116,223</b>	Mech Equip Repairperson III	1.00	43,119
		Parts Stock Clerk II	1.00	39,966
		<b>Total Personnel</b>	<b>10.20</b>	<b>435,765</b>
<b>OPERATING EXPENSES</b>				
Supplies	448,145			
Internal Services	252,004	Overtime		50,000
Other Services				
Professional Fees	153,310	FICA		37,163
Maintenance Fees	174,226	Healthcare Benefits - Active		161,151
Other Contracted Fees	500	Healthcare Benefits - Retirees		210,677
		Pension		221,467
<b>TOTAL</b>	<b>1,028,185</b>	<b>Total Fringe Benefits</b>		<b>630,458</b>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<b>0</b>	<b>TOTAL</b>	<b>10.20</b>	<b>1,116,223</b>
<b>MISCELLANEOUS</b>				
	362,513			
<b>TOTAL</b>	<b>362,513</b>			
<b>TOTAL APPROPRIATION</b>	<b>2,506,921</b>			

**SELF-INSURANCE FUND (677)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	785,198	SELF INSURANCE	1,501,378
INTEREST	15,000	OPERATING TRANSFERS	293,188
OTHER REVENUES	994,368		
<b>TOTAL RESOURCES</b>	<b><u>1,794,566</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>1,794,566</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
Charge for Services	1,374,980	1,930,676	800,131	1,240,810	896,844	785,198
Interest	12,133	15,912	13,463	15,000	0	15,000
Other Revenues	5,918	0	0	0	140,325	994,368
Transfers from Other Fnds	0	0	0	80,770	0	0
Current Reserve GF	14,008	0	0	244,049	183,037	0
<b>TOTAL RESOURCES</b>	<b>1,407,038</b>	<b>1,946,588</b>	<b>813,594</b>	<b>1,580,629</b>	<b>1,220,206</b>	<b>1,794,566</b>

**REVENUE ANALYSIS DETAIL**

**Charge for Services**

Contributions from Other Fnds	1,374,980	1,930,676	800,131	1,240,810	1,195,792	785,198
<b>Total Charge for Services</b>	<b>1,374,980</b>	<b>1,930,676</b>	<b>800,131</b>	<b>1,240,810</b>	<b>1,195,792</b>	<b>785,198</b>

**Interest**

Interest on Investments	12,133	15,912	13,463	15,000	0	15,000
<b>Total Interest</b>	<b>12,133</b>	<b>15,912</b>	<b>13,463</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>

**Other Revenues**

Insurance Premiums	5,941	0	0	0	140,325	0
Gain/Loss on Investments	(23)	0	0	0	0	0
Use of Fund Equity	0	0	0	0	0	994,368
<b>Total Other Revenues</b>	<b>5,918</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,325</b>	<b>994,368</b>

**Transfers from Other Fnds**

Debt Service Fund	39,241	0	0	80,770	0	0
Current Reserve GF	0	0	0	244,049	244,049	0
<b>Total Transfers</b>	<b>39,241</b>	<b>0</b>	<b>0</b>	<b>324,819</b>	<b>244,049</b>	<b>0</b>

<b>TOTAL RESOURCES</b>	<b>1,432,271</b>	<b>1,946,588</b>	<b>813,594</b>	<b>1,580,629</b>	<b>1,580,166</b>	<b>1,794,566</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2006 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1762 SELF INSURANCE</u></b>						
Personnel Services	0	0	0	0	2,603	0
Operating Expenses	1,321,038	1,612,136	917,047	1,501,378	1,177,948	1,501,378
Capital Outlay	0	0	0	0	0	0
Miscellaneous	86,000	10,770	4,388	79,251	77,213	0
<b>TOTALS</b>	<b>1,407,038</b>	<b>1,622,906</b>	<b>921,435</b>	<b>1,580,629</b>	<b>1,257,764</b>	<b>1,501,378</b>
<b><u>9660 OPERATING TRANSFERS</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	293,188
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>293,188</b>
<b>TOTAL SELF INSURANCE</b>						
Personnel Services	0	0	0	0	2,603	0
Operating Expenses	1,321,038	1,612,136	917,047	1,501,378	1,177,948	1,501,378
Capital Outlay	0	0	0	0	0	0
Miscellaneous	86,000	10,770	4,388	79,251	77,213	293,188
<b>TOTAL EXPENDITURES</b>	<b>1,407,038</b>	<b>1,622,906</b>	<b>921,435</b>	<b>1,580,629</b>	<b>1,257,764</b>	<b>1,794,566</b>

**WORKERS COMPENSATION (678)  
RESOURCE ALLOCATION  
2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE FOR SERVICES	1,251,955	WORKERS COMPENSATION ADMINISTRATION	1,170,510
INTEREST	40,000	EMPLOYEE HEALTH SERVICES	121,445
<b>TOTAL RESOURCES</b>	<b><u>1,291,955</u></b>	<b>TOTAL APPROPRIATIONS</b>	<b><u>1,291,955</u></b>

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>WORKERS COMPENSATION FUND</b>						
Charge for Services	1,194,654	1,512,846	1,136,424	1,200,000	1,330,227	1,251,955
Interest	37,673	44,303	34,489	40,000	33,555	40,000
<b>TOTAL RESOURCES</b>	<b>1,232,327</b>	<b>1,557,149</b>	<b>1,170,913</b>	<b>1,240,000</b>	<b>1,363,782</b>	<b>1,291,955</b>

**REVENUE ANALYSIS DETAIL**

**Charge for Services**

Contributions from Other Funds	1,194,654	1,512,846	1,136,424	1,200,000	1,330,227	1,251,955
<b>Total Charge for Services</b>	<b>1,194,654</b>	<b>1,512,846</b>	<b>1,136,424</b>	<b>1,200,000</b>	<b>1,330,227</b>	<b>1,251,955</b>

**Interest**

Interest on Investments	37,673	44,303	34,489	40,000	33,555	40,000
<b>Total Interest</b>	<b>37,673</b>	<b>44,303</b>	<b>34,489</b>	<b>40,000</b>	<b>33,555</b>	<b>40,000</b>

<b>TOTAL RESOURCES</b>	<b>1,232,328</b>	<b>1,557,149</b>	<b>1,170,913</b>	<b>1,240,000</b>	<b>1,363,782</b>	<b>1,291,955</b>
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**EXPENDITURE ANALYSIS SUMMARY**  
**2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1750 WORKERS COMPENSATION ADMINISTRATION</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	556,735	1,146,303	1,114,367	1,116,970	1,232,463	1,170,510
Capital Outlay	0	0	0	0	766	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	556,735	1,146,303	1,114,367	1,116,970	1,233,229	1,170,510
<b><u>1751 EMPLOYEE HEALTH SERVICES</u></b>						
Personnel Services	34,206	38,256	37,097	40,495	44,814	44,296
Operating Expenses	56,355	58,702	59,203	76,689	73,322	77,149
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	90,561	96,958	96,300	117,184	118,136	121,445
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	6,778	0	0	5,846	0	0
<b>TOTALS</b>	6,778	0	0	5,846	0	0
<b>TOTAL WORKERS COMPENSATION</b>						
Personnel Services	34,206	38,256	37,097	40,495	44,814	44,296
Operating Expenses	613,090	1,205,005	1,173,570	1,193,659	1,305,785	1,247,659
Capital Outlay	0	0	0	0	766	0
Miscellaneous	6,778	0	0	5,846	0	0
<b>TOTAL EXPENDITURES</b>	<b>654,074</b>	<b>1,243,261</b>	<b>1,210,667</b>	<b>1,240,000</b>	<b>1,351,365</b>	<b>1,291,955</b>

**DEPARTMENT/DIVISION: Worker's Compensation**  
**ACTIVITY: 678-1750**

**STRATEGIC NARRATIVES**

The office of Employee Services reports directly to the City Manager and is responsible for providing centralized Human Resource services to all departments and divisions for the City of Saginaw. Major functions include but are not limited to employee wages and benefits; employee relations and labor relations; recruitment; training and development; employee health and safety. Employee Services operates within the confines of all City ordinance and administrative policies as well as State and Federal regulatory requirements.

**FY 2009/2010 GOALS AND OBJECTIVES**

1. Improve Labor Relations

- a. To reduce the number of Bargaining Unit contracts to be settled.

	2008 Actual	2009 Projected	2010 Target
Number of Labor Contracts that are expired	7	1	0

- b. To reduce the number of grievances filed from prior year.

	2008 Actual	2009 Projected	2010 Target
Total number of Grievances filed	57	50	>50

2. Maintain Cost Containment with Employee Benefit Plans

- a. To reduce employee benefit cost through contract negotiations or funding mechanisms

	2008 Actual	2009 Projected	2010 Target
Total benefit costs as a percentage of payroll	40%	39%	38%

3. Provide a Healthy and Safe Work Environment for all employees

- a. To reduce work related illnesses and injuries.

	2008 Actual	2009 Projected	2010 Target
Number of work related illnesses and injuries	97	95	90

4. Provide proper staffing for all City wide departments and divisions

- a. To improve the time it takes to fill an open position.

	2008 Actual	2009 Projected	2010 Target
Average days it takes to fill an open position	119	105	95

5. Provide management training for all AFSCME and Non-Union management personnel

- a. To provide ongoing education and training programs targeted for all supervisor and management personnel.

	2008 Actual	2009 Projected	2010 Target
Total training hours conducted per fiscal year	0	0	208

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**678-1750 Worker's Comp Administration**

<b>Allocation Plan</b>		<b>Position Control</b>	
<b>PERSONNEL SERVICES</b>		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET ALLOCATION</b>
Salaries	0		
Overtime	0	<b>Total Personnel</b>	<u>0.00</u>
Fringe Benefits	0		<u>0</u>
<b>TOTAL</b>	<u><b>0</b></u>	Overtime	<u><b>0</b></u>
<b>OPERATING EXPENSES</b>		FICA	0
Supplies	0	Healthcare Benefits - Active	0
Internal Services	0	Healthcare Benefits - Retirees	0
Other Services		Pension	0
Professional Fees	928,810	<b>Total Fringe Benefits</b>	<b>0</b>
Maintenance Fees	300		
Other Contracted Fees	241,400	<b>TOTAL</b>	<u><u><b>0.00</b></u></u>
<b>TOTAL</b>	<u><b>1,170,510</b></u>		<u><u><b>0</b></u></u>
<b>CAPITAL OUTLAY</b>	0		
<b>TOTAL</b>	<u><b>0</b></u>		
<b>TOTAL APPROPRIATION</b>	<u><u><b>1,170,510</b></u></u>		

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**678-1751 Employee Health Services**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	27,596	Administrative Assistant I	0.60	27,596
Overtime	0			
Fringe Benefits	16,700	<b>Total Personnel</b>	<u>0.60</u>	<u>27,596</u>
<b>TOTAL</b>	<u><b>44,296</b></u>	Overtime		<u>0</u>
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		2,226
Internal Services	4,149	Healthcare Benefits - Active		3,133
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	73,000	Pension		11,341
Maintenance Fees	0	<b>Total Fringe Benefits</b>		<u>16,700</u>
Other Contracted Fees	0			
<b>TOTAL</b>	<u><b>77,149</b></u>	<b>TOTAL</b>	<u><b>0.60</b></u>	<u><b>44,296</b></u>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>121,445</b></u></u>			

## **FIDUCIARY FUNDS**

**UNFUNDED LIABILITIES FUND (674)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
INTEREST	30,000	INCREASE IN FUND EQUITY	500,000
CHARGE TO OTHER FUNDS	470,000		
<b>TOTAL RESOURCES</b>	<b>500,000</b>	<b>TOTAL APPROPRIATIONS</b>	<b>500,000</b>

This fund was established to start funding the unfunded health insurance premiums that are fully paid for all City retirees. The unfunded liability is \$215 million.

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>UNFUNDED LIABILITIES</b>						
Interest	25,403	47,062	40,406	30,000	51,490	30,000
Other Revenues	136,802	283,039	(194,206)	0	(290,462)	0
Charge to Other Funds	300,000	400,000	400,000	470,000	470,000	470,000
<b>TOTAL RESOURCES</b>	<b>462,205</b>	<b>730,101</b>	<b>246,200</b>	<b>500,000</b>	<b>231,028</b>	<b>500,000</b>

**REVENUE ANALYSIS DETAIL**

**Interest**

Interest on Investments	25,403	47,062	40,406	30,000	51,490	30,000
<b>Total Interest</b>	<b>25,403</b>	<b>47,062</b>	<b>40,406</b>	<b>30,000</b>	<b>51,490</b>	<b>30,000</b>

**Other Revenues**

Gain/Loss on Investments	136,802	283,039	(194,206)	0	(290,462)	0
<b>Total Other Revenues</b>	<b>136,802</b>	<b>283,039</b>	<b>(194,206)</b>	<b>0</b>	<b>(290,462)</b>	<b>0</b>

**Charge to Other Funds**

Charge to Other Funds	300,000	400,000	400,000	470,000	470,000	470,000
<b>Total Charge to Other Fnds</b>	<b>300,000</b>	<b>400,000</b>	<b>400,000</b>	<b>470,000</b>	<b>470,000</b>	<b>470,000</b>

<b>TOTAL RESOURCES</b>	<b>462,206</b>	<b>730,101</b>	<b>246,200</b>	<b>500,000</b>	<b>231,028</b>	<b>500,000</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

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	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2009</b>	<b>2010</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Approved</b>	<b>Projected</b>	<b>Approved</b>
				<b>Budget</b>		<b>Budget</b>

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**EXPENDITURE ANALYSIS SUMMARY**

**8559 INCREASE IN FUND EQUITY**

Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	131,448	0	0	0	0
Miscellaneous	131,470	0	112,503	500,000	500,000	500,000
<b>TOTALS</b>	<b>131,470</b>	<b>131,448</b>	<b>112,503</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>

**TOTAL SELF INSURANCE**

Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	131,448	0	0	0	0
Miscellaneous	131,470	0	430,000	500,000	500,000	500,000

**TOTAL EXPENDITURES**

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	<b>131,470</b>	<b>131,448</b>	<b>430,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
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**FOREST LAWN CEMETERY (711)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE TO OTHER FUNDS	19,000	INCREASE IN FUND EQUITY	19,000
<b>TOTAL RESOURCES</b>	<u><u>19,000</u></u>	<b>TOTAL APPROPRIATIONS</b>	<u><u>19,000</u></u>

The Permanent Fund is used to report resources that are legally restricted to the extent that only earnings, not principle, may be used for cemetery care purposes in support of the City's programs.

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>FOREST LAWN CEMETERY</b>						
Charge for Services	29,325	28,961	0	19,000	0	19,000
<b>TOTAL RESOURCES</b>	<b>29,325</b>	<b>28,961</b>	<b>0</b>	<b>19,000</b>	<b>0</b>	<b>19,000</b>

**REVENUE ANALYSIS DETAIL**

**Charge for Services**

Grave Spaces	29,325	28,961	0	19,000	0	19,000
<b>Total Chre for Services</b>	<b>29,325</b>	<b>28,961</b>	<b>0</b>	<b>19,000</b>	<b>0</b>	<b>19,000</b>
<b>TOTAL RESOURCES</b>	<b>29,325</b>	<b>28,961</b>	<b>0</b>	<b>19,000</b>	<b>0</b>	<b>19,000</b>

**EXPENDITURE ANALYSIS SUMMARY**

**8559 INCREASE IN FUND EQUITY**

Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	19,000	0	19,000
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,000</b>	<b>0</b>	<b>19,000</b>

**TOTAL FOREST LAWN CEMETERY**

Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	19,000	0	19,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,000</b>	<b>0</b>	<b>19,000</b>

**OAKWOOD CEMETERY (712)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE TO OTHER FUNDS	6,000	INCREASE IN FUND EQUITY	6,000
<b>TOTAL RESOURCES</b>	<u><u>6,000</u></u>	<b>TOTAL APPROPRIATIONS</b>	<u><u>6,000</u></u>

The Permanent Fund is used to report resources that are legally restricted to the extent that only earnings, not principle, may be used for cemetery care purposes in support of the City's programs.

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	2006 Actual	2007 Actual	2008 Actual	2009 Approved Budget	2009 Projected	2010 Approved Budget
<b>OAKWOOD CEMETERY</b>						
Charge for Services	5,063	5,150	0	6,000	0	6,000
<b>TOTAL RESOURCES</b>	<b>5,063</b>	<b>5,150</b>	<b>0</b>	<b>6,000</b>	<b>0</b>	<b>6,000</b>

**REVENUE ANALYSIS DETAIL**

**Charge for Services**

Grave Spaces	5,063	5,150	0	6,000	0	6,000
<b>Total Charge for Services</b>	<b>5,063</b>	<b>5,150</b>	<b>0</b>	<b>6,000</b>	<b>0</b>	<b>6,000</b>
<b>TOTAL RESOURCES</b>	<b>5,063</b>	<b>5,150</b>	<b>0</b>	<b>6,000</b>	<b>0</b>	<b>6,000</b>

**EXPENDITURE ANALYSIS SUMMARY**

**8559 INCREASE IN FUND EQUITY**

Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	6,000	0	6,000
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000</b>	<b>0</b>	<b>6,000</b>

**TOTAL OAKWOOD CEMETERY**

Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	6,000	0	6,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000</b>	<b>0</b>	<b>6,000</b>

**POLICE AND FIRE PENSION FUND (732)**  
**RESOURCE ALLOCATION**  
**2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
CHARGE TO OTHER FUNDS	5,250,000	POLICE AND FIRE PENSION	911,466
INTEREST	3,600,000	POLICE PENSION	6,600,000
OTHER REVENUES	4,541,466	FIRE PENSION	5,880,000
<b>TOTAL RESOURCES</b>	<b>13,391,466</b>	<b>TOTAL APPROPRIATIONS</b>	<b>13,391,466</b>

Assets accumulated for the payment of retirement benefits for City Police and Fire personnel are recorded in this fund. Benefits for retired members are paid from this fund and active members contribute to the pension system through payroll deductions. The City contributes to the fund by an annual appropriation from the General Fund which is determined and set by an annual valuation.

**REVENUE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>POLICE AND FIRE PENSION FUND</b>						
Charge to Other Funds	3,626,717	4,842,384	4,740,074	4,931,700	4,931,700	5,250,000
Interest	5,684,204	3,619,500	3,343,055	4,486,592	3,425,750	3,600,000
Other Revenues	4,328,136	16,664,287	(10,407,484)	3,879,510	(22,565,417)	4,541,466
<b>TOTAL RESOURCES</b>	<b>13,639,057</b>	<b>25,126,171</b>	<b>(2,324,355)</b>	<b>13,297,802</b>	<b>(14,207,967)</b>	<b>13,391,466</b>

**REVENUE ANALYSIS SUMMARY**

**Charge to Other Funds**

Contribution from Other Fds	3,626,717	4,842,384	4,740,074	4,931,700	4,931,700	5,250,000
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<b>Total Charge to Other Fds</b>	<b>3,626,717</b>	<b>4,842,384</b>	<b>4,740,074</b>	<b>4,931,700</b>	<b>4,931,700</b>	<b>5,250,000</b>
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**Interest**

Interest on Investments	2,474,022	1,896,808	1,892,507	2,407,440	1,947,308	1,900,000
Dividends	3,210,183	1,722,692	1,450,548	2,079,152	1,478,442	1,700,000

<b>Total Interest</b>	<b>5,684,204</b>	<b>3,619,500</b>	<b>3,343,055</b>	<b>4,486,592</b>	<b>3,425,750</b>	<b>3,600,000</b>
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**Other Revenues**

Employee Pension Deduction	1,021,718	998,421	973,975	1,000,000	533,478	800,000
Surplus Receipts	12,452	(304)	0	0	0	0
Service/Military Buyouts	56,284	210,030	121,627	200,000	93,957	150,000
Mutual Fund Rebates	30,570	158,110	46,267	28,000	52,241	10,000
Reimbursement	0	0	3,607	0	2,033	0
Gain/Loss on Investments	3,207,111	15,298,030	(11,552,960)	2,641,308	(23,247,126)	0
Use of Fund Equity	0	0	0	10,202	0	3,581,466

<b>Total Other Revenues</b>	<b>4,328,136</b>	<b>16,664,287</b>	<b>(10,407,484)</b>	<b>3,879,510</b>	<b>(22,565,417)</b>	<b>4,541,466</b>
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<b>TOTAL RESOURCES</b>	<b>13,639,057</b>	<b>25,126,171</b>	<b>(2,324,355)</b>	<b>13,297,802</b>	<b>(14,207,967)</b>	<b>13,391,466</b>
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**EXPENDITURE ANALYSIS SUMMARY  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b><u>1765 POLICE AND FIRE PENSION</u></b>						
Personnel Services	0	0	0	39,907	38,027	41,341
Operating Expenses	787,067	818,202	666,782	853,901	536,378	870,125
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>787,067</b>	<b>818,202</b>	<b>666,782</b>	<b>893,808</b>	<b>574,405</b>	<b>911,466</b>
<b><u>1766 POLICE PENSION</u></b>						
Personnel Services	6,226,889	6,347,818	6,498,613	6,450,000	6,614,155	6,600,000
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>6,226,889</b>	<b>6,347,818</b>	<b>6,498,613</b>	<b>6,450,000</b>	<b>6,614,155</b>	<b>6,600,000</b>
<b><u>1767 FIRE PENSION</u></b>						
Personnel Services	5,154,310	5,434,880	5,790,217	5,700,000	5,792,959	5,880,000
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>5,154,310</b>	<b>5,434,880</b>	<b>5,790,217</b>	<b>5,700,000</b>	<b>5,792,959</b>	<b>5,880,000</b>
<b><u>8559 INCREASE IN FUND EQUITY</u></b>						
Personnel Services	0	0	0	0	0	0
Operating Expenses	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	253,994	0	0
<b>TOTALS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>253,994</b>	<b>0</b>	<b>0</b>
<b>TOTAL POLICE AND FIRE PENSION FUND</b>						
Personnel Services	11,381,199	11,782,698	12,288,830	12,189,907	12,445,141	12,521,341
Operating Expenses	787,067	818,202	666,782	853,901	536,378	870,125
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	253,994	0	0
<b>TOTAL EXPENDITURES</b>	<b>12,168,266</b>	<b>12,600,900</b>	<b>12,955,612</b>	<b>13,297,802</b>	<b>12,981,519</b>	<b>13,391,466</b>



**POSITION ANALYSIS  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>POLICE AND FIRE PENSION</b>						
Police and Fire Pension	0.00	0.00	0.00	0.45	0.45	0.45
<b>TOTAL POSITIONS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.45</b>	<b>0.45</b>	<b>0.45</b>

The Approved 2009/2010 personnel complement will remain the same. Beginning in FY 2009, .45 of a Personnel Generalist will be allocated to the Police and Fire Pension Fund.

**EXPENDITURE ANALYSIS DETAIL  
2009/2010 APPROVED BUDGET**

**732-1765 Police & Fire Pension**

<b>Allocation Plan</b>		<b>Position Control</b>		
		<b>JOB CLASSIFICATION</b>	<b>2010 BUDGET</b>	<b>ALLOCATION</b>
<b>PERSONNEL SERVICES</b>				
Salaries	27,286	Personnel Generalist	0.45	27,286
Overtime	0			
Fringe Benefits	14,055	<b>Total Personnel</b>	<u>0.45</u>	<u>27,286</u>
<b>TOTAL</b>	<u><b>41,341</b></u>	Overtime		<u><b>0</b></u>
<b>OPERATING EXPENSES</b>				
Supplies	0	FICA		2,173
Internal Services	77,925	Healthcare Benefits - Active		2,384
Other Services		Healthcare Benefits - Retirees		0
Professional Fees	636,000	Pension		9,498
Maintenance Fees	10,000	<b>Total Fringe Benefits</b>		<u>14,055</u>
Other Contracted Fees	146,200			
<b>TOTAL</b>	<u><b>870,125</b></u>	<b>TOTAL</b>	<u><b>0.45</b></u>	<u><b>41,341</b></u>
<b>CAPITAL OUTLAY</b>				
	0			
<b>TOTAL</b>	<u><b>0</b></u>			
<b>TOTAL APPROPRIATION</b>	<u><u><b>911,466</b></u></u>			

**BLISS PARK EXPENDITURE ENDOWMENT (737)  
 RESOURCE ALLOCATION  
 2009/2010 APPROVED BUDGET**

<b>RESOURCES</b>		<b>APPROPRIATIONS</b>	
OTHER REVENUES	8,700	BLISS PARK MAINTENANCE	8,700
<b>TOTAL RESOURCES</b>	<b>8,700</b>	<b>TOTAL APPROPRIATIONS</b>	<b>8,700</b>

The Permanent Fund is used to report resources that are legally restricted to the extent that only earnings, not principle, may be used for parks improvement purposes in support of the City's programs.

**BLISS PARK EXPENDITURE ENDOWMENT (737)  
2009/2010 APPROVED BUDGET**

	<b>2006 Actual</b>	<b>2007 Actual</b>	<b>2008 Actual</b>	<b>2009 Approved Budget</b>	<b>2009 Projected</b>	<b>2010 Approved Budget</b>
<b>REVENUE ANALYSIS SUMMARY</b>						
Interest and Rents	0	0	52	0	0	0
Other Revenues	0	0	0	9,150	9,150	8,700
<b>TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>52</b>	<b>9,150</b>	<b>9,150</b>	<b>8,700</b>

**EXPENDITURE ANALYSIS SUMMARY**

**7545 BLISS PARK MAINTENANCE**

Personnel Services	0	0	0	0	0	0
Operating Expenses	1,998	2,842	9,150	9,150	3,763	8,700
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTALS</b>	<b>1,998</b>	<b>2,842</b>	<b>9,150</b>	<b>9,150</b>	<b>3,763</b>	<b>8,700</b>

**TOTAL BLISS PARK EXPENDITURE ENDOWMENT**

Personnel Services	0	0	0	0	0	0
Operating Expenses	1,998	2,842	9,150	9,150	3,763	8,700
Capital Outlay	0	0	0	0	0	0
Miscellaneous	0	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,998</b>	<b>2,842</b>	<b>9,150</b>	<b>9,150</b>	<b>3,763</b>	<b>8,700</b>

## **DEBT SERVICE**

## **CITY OF SAGNAW**

### **DEBT SERVICE**

#### **OVERVIEW:**

The City currently has three debt issues outstanding for a general obligation nature. These issues are ultimately secured by the full faith, credit and taxing power of the City.

#### **The Saginaw-Midland Municipal Water Supply Corporation, 1998 Refunding Issue**

On March 5, 1998, the corporation issued \$13,920,000 Water Supply Refunding Revenue Bonds (Limited Tax General Obligation), Series 1998. The bonds were issued under the provisions of Act 94, Public Act of Michigan, 1933, as amended, Act 233, Public Acts of Michigan, 1995, as amended, and resolutions and ordinances of the Saginaw-Midland Municipal Water Supply Corporation for the purpose of refunding a portion of the Corporation's Water Supply System Revenue Bonds, Series 1992 and the Corporation's Water Supply System Refunding Revenue Bonds, Series 1992. The Bonds are payable solely from net revenues of the Saginaw Midland Water Supply System (the "System") and any addition is thereto, and a statutory first lien on said revenues has been established by the Resolutions.

#### **Water Supply System Revenue Bond, Series 2000**

On March 6, 2000, the corporation issued \$14,955,000 Water Supply System Revenue Refunding Bond, Series 2000. The bonds were issued under the provision Act 94, Public Acts of Michigan, 1933, as amended, for the purpose of defraying the cost of acquiring, constructing, and installing improvements to the Cities' Water Supply System and refunding certain of the Cities' outstanding Water Supply System Refunding Bonds. The Bonds are payable solely from net revenues of the System.

#### **The Saginaw-Midland Municipal Water Supply Corporation, 2002 Refunding Issue**

On September 1, 2002, the corporation issued \$11,180,000 Water Supply Refunding Revenue Bonds (Limited Tax General Obligation), Series 2002. The bonds were issued under the provisions of Act 94, Public Acts of Michigan, 1933, as amended, Act 233, Public Acts of Michigan, 1995, as amended, Act 34, Public Acts of Michigan, 2001, as amended, and resolutions and ordinances of the Saginaw-Midland Municipal Water Supply Corporation for the purpose of refunding the Corporation's outstanding Water Supply System Revenue Bonds, Series 1993. The Bonds are payable solely from net revenues of the Saginaw Midland Water Supply System

#### **The Saginaw-Midland Municipal Water Supply Corporation, 2006 Issue**

On April 24, 2006, the corporation issued \$2,665,000 Water Supply System Revenue Bonds (Limited Tax General Obligation) Series 2006. The bonds were issued under the provisions of Act 94, Public Acts of Michigan, 1933, as amended, Act 233, Public Acts of Michigan, 1995, as amended, and Ordinance No. 1 as amended by subsequently adopted Ordinances and Ordinance No. 2005-1 of the Issuer, for the purpose of defraying the cost of acquiring and constructing enlargements and extensions to the Saginaw-Midland Water Supply Corporation. The Bonds are payable solely from net revenues of the System.

#### **Water Supply System Revenue Bond, Series 2008**

On May 6, 2008, the corporation issued \$11,100,000 Water Supply System Revenue Bonds, Series 2008. The bonds were issued under the provision Act 94, Public Acts of Michigan, 1933, as amended, for the purpose of

paying part of the cost of acquiring and constructing improvements to the Cities' Water Supply System. These bonds are payable solely from net revenues of the System.

**DIRECT DEBT:**

<u>Dated</u> <u>Date</u>	<u>Purpose</u>	<u>Principal</u> <u>Outstanding</u>	
<i>General Obligation Bonds</i>			
06/27/91	Sewage Disposal (MMBA)*	\$2,405,000	
04/01/93	Sewage Disposal (MMBA)*	2,570,000	
04/01/93	Sewage Disposal (MMBA)*	5,080,000	
06/29/93	Sewage Disposal (MMBA)*	2,015,000	
09/30/93	Sewage Disposal (MMBA)*	3,605,000	
07/01/94	Judgment	75,000	
03/27/97	Sewer (MMBA)*	975,000	
06/25/98	Sewer 1998 (MMBA)*	4,175,000	
04/01/99	Sewer 1998-B (MMBA) 1	580,000	
06/24/99	Sewer 1999-A (MMBA) 1	10,230,000	
12/01/01	Sewer LT (CSO)	1,000,000	
09/22/05	Sewer LT (SRF)	2,970,000	
09/21/06	Sewer LT (SRF)	1,440,000	
09/20/07	Sewer LT (SRF)	<u>4,795,000</u>	41,915,000
Installment Purchase Contract			1,801,112
<i>Revenue Bonds</i>			
06/01/00	Water System & Refunding	1,165,000	
12/01/07	Water (New Issue)	<u>11,100,000</u>	12,265,000
<i>Share of County Issued Bonds*</i>			
03/28/91	Drain, Weiss Street	2,779,920	
06/27/96	Drain, Weiss Street	<u>1,081,080</u>	3,861,000
<i>Share of Sag-Mid Water Corp. Bonds*</i>			
02/15/98	Water Refunding	\$660,577	
12/19/02	Water Supply Corp., Refunding	4,787,213	
04/24/06	Water Supply Corp., Series 2006	1,278,377	
01/29/09	Water, Revenue Refunding, LT	3,161,257	<u>9,887,424</u>
<b>TOTAL DIRECT DEBT</b>			<b>69,729,536</b>
Less: Self-Supported Sewer Bonds*		(37,845,000)	
Revenue Bonds		(12,265,000)	
Share of Saginaw/Midland Water Supply		10,724,401	<u>(\$50,110,000)</u>
<b>NET DIRECT DEBT</b>			<b>\$19,619,536</b>

**OVERLAPPING DEBT:**

Percent <u>Share</u>	<u>Municipality</u>	Net <u>Debt</u>	City's <u>Share</u>
76.61%	Saginaw School District	\$64,950,000	\$49,758,195
13.58	Saginaw County	39,004,899	5,296,865
13.75	Saginaw I/S/D	3,200,000	440,000
6.19	Delta Community College	0	<u>0</u>

TOTAL OVERLAPPING DEBT	<u>\$55,495,060</u>
NET DIRECT & OVERLAPPING DEBT	<u>\$75,114,596</u>

\* Self-Supporting Bonds are sold to finance a project whose revenues will be used to pay off the interest and principal on that Bond.

**DEBT RATIOS**

Per Capita 2008 State Equalized Value	\$12,110.80
Per Capita 2008 True Cash Value	\$24,221.60
Per Capita Net Direct Debt	\$317.47
Per Capita Net Direct and Overlapping Debt	\$1,215.46
Percent of Net Direct Debt of 2008 SEV	2.62%
Percent of Net Direct and Overlapping of 2008 SEV	10.04%
Percent of Net Direct Debt of 2008 TCV	1.31%
Percent of Net Direct and Overlapping of 2008 TCV	5.02%



**LEGAL DEBT MARGIN**

The net indebtedness of the City shall not be in excess of 10% of the State Equalized Valuation of all real and personal property. Obligations which are not included in the computation of legal debt margin are:

- (1) Special Assessment Bonds;
- (2) Mortgage Bonds;
- (3) Michigan Transportation Bonds;
- (4) Revenue Bonds;
- (5) Bonds issued, or contracts or assessment obligations, incurred, to comply with an order of the Water Resources Commission (now the Department of Environmental quality) or a court of competent jurisdiction;
- (6) Other obligations incurred for water supply, sewage, drainage or refuse disposal projects necessary to protect the public health by abutting pollution.

2008 State Equalized Value	\$748,435,274
Plus Assessed Value Equivalent:	
2008 Act 198 Exemption	18,447,027
 Total Valuation:	 <u>\$766,882,301</u>
 Debt Limit (10% of SEV)	 \$ 76,688,230
 Total Bonded Debt Outstanding	 \$77,013,413
Less: Revenue Bonds	(12,265,000)
Water Commission Order	(29,400,000)
Pollution Abatement	(10,237,900)
Net Amount Subject to Legal Debt Limit	<u>25,110,513</u>
 LEGAL DEBT MARGIN AVAILABLE	 <u>\$51,577,717</u>

**SCHEDULE OF BOND MATURITIES – (As of 04/30/09)**

<u>Year</u>	<u>General Obligation Bonds</u>	<u>Revenue Bonds</u>	<u>Share of Sag-Mid Water Authority Bonds</u>	<u>County Issued Bonds</u>
2009	4,780,000	200,000	944,066	810,810
2010	4,795,000	200,000	986,858	819,720
2011	4,920,000	200,000	1,034,999	828,630
2012	5,025,000	200,000	1,080,463	837,540
2013	4,495,000	200,000	1,136,626	136,620
2014	4,620,000	200,000	1,195,463	139,590
2015	2,040,000	200,000	1,259,650	142,560
2016	2,085,000	300,000	1,326,511	145,530
2017	2,130,000	300,000	213,954	0
2018	2,085,000	300,000	213,954	0
2019	2,125,000	400,000	213,954	0
2020	1,670,000	400,000	213,954	0
2021	630,000	400,000	0	0
2022	640,000	500,000	0	0
2023	550,000	500,000	0	0
2024	550,000	600,000	0	0
2025	565,000	600,000	0	0
2026	575,000	600,000	0	0
2027	380,000	700,000	0	0
2028	0	700,000	0	0
2029	0	800,000	0	0
2030	0	800,000	0	0
2031	0	900,000	0	0
2032	0	900,000	0	0
	<u>\$44,660,000</u>	<u>\$11,100,000</u>	<u>\$9,820,452</u>	<u>\$3,861,000</u>

**DEBT HISTORY**

The City has no record of default on its obligations.

**FUTURE BONDING:** The City does not anticipate the issuance of any additional bonds or notes within the next six (6) months

Source: Bendzinski & Co.



## **CAPITAL IMPROVEMENT PLAN (CIP)**

## **CITY OF SAGINAW CAPITAL IMPROVEMENT PLAN**

### **OVERVIEW**

The City of Saginaw annually compiles a five-year plan of Capital expenditures. The plan is a comprehensive list of major capital projects supported by the resources of the respective governmental fund groups. The process involves all City departments, with requested capital projects submitted first to the Budget Office for general review and summation, then to the City Manager for prioritization and approval.

The City's objective is to work in partnership with others to maintain, improve, and develop the City-owned infrastructure. The City of Saginaw's intentions are to develop a Capital Improvement Plan that plans for and guides needed capital improvements and expenditures in a fiscally sound manner and to ensure that these improvements are consistent with the goals and policies of the City Council and the residents of Saginaw.

The multi-year capital improvement plan alternatives and financing options are not intended to preclude other combinations or initiatives, but rather may provide a framework within which beneficial solutions may be forged.

The Capital Improvement Plan is vital to the City because it provides for equipment acquisition, enables new construction or upgrades of public facilities and infrastructure, and has a positive impact on the local economy. In addition, this plan is a necessary step in an organized effort to strengthen the quality of public facilities and services as well as provide a framework for the realization of community goals and objectives. It also provides a sound basis on which to build a healthy and vibrant community. Recognition of this importance prompted City administration to propose additions to, and finance continuation of, the existing CIP. The City anticipates several new projects for consideration in FY 2009/2010.

### **PROCESS**

The Capital Budget Procedure follows the same preparation schedule as the Operating Budget Procedure. This process begins as the department directors evaluate capital expenditure needs and identify priorities for the City Manager's review. The City Manager evaluates these requests and determines which capital expenditure project should be undertaken. The capital projects are then presented to City Council along with a capital financing strategy for review and approval. If Council approves the action presented, then it is legally enacted through the passage of an ordinance.

### **FUNDING RELATIONSHIP BETWEEN OPERATING AND CAPITAL BUDGETS**

The operating budget includes expenditures that generally recur annually and are appropriated for a single year. These include personnel, utilities, professional services, supplies, and maintenance costs. It provides for all city services, but does not result in major physical assets in the City. Major sources to fund the operating budget are generated in taxes, state revenue sharing monies, user fees, fines and forfeitures, intergovernmental payments, and appropriations of undesignated fund balance.

The capital budget, in contrast, usually includes one-time expenses for projects that may last more than one year. The result of these projects is physical assets in the City. Wide fluctuations are expected in the capital budget from year to year depending on the phasing of projects and resources available to fund the projects. Resources for the capital budget generally come from the issuance of General Obligation Bonds or Revenue Bonds, Federal or State aid program, grants, or foundations, service groups, business and private donations.

Regardless of the differences, the operating and capital budgets are closely linked, with the capital budget having a direct impact on the operating budget. The operating budget assumes the cost of maintaining and operating new

or renovated facilities that involve capital investment. In many instances, the operating budget would have to be adjusted on an ongoing basis. Capital Improvement Projects, on the other hand, will result in decreases in maintenance costs through the replacement or improvement of older less efficient facilities or equipment.

The operating budget also includes debt service appropriations for the payment of long-term debt, principal, interest and related costs. The majority of the City's capital improvement costs has been funded through the issuance of tax supported general obligation bonds, and user fee supported revenue bonds, which are generally repaid over the useful life of the improvement being financed.

It must be mentioned that there are certain funds that are legally restricted to certain types of projects. For example, Street Funds, wherein revenues are derived, for the most part, from the State of Michigan Gas & Weight Tax; the Water and Sewer Operations and Maintenance Funds, wherein revenues are derived from user fees; and the Rubbish Collection Fund wherein funding is received through a combination of user fees and property taxes. *[Any of these funds and other governmental funds projects may be purchased by using cash or through a bond issuance.]*

Projects are considered for financing through a bond issue if they meet certain criteria. These include projects of a significant dollar amount, which is over \$1 million, and a useful life exceeding the length of the bond issue. Another consideration for a capital project is to spread the annual cash requirements of a debt issue over time so future users share in the cost of the project.

#### **CONCLUSION:**

In fiscal year 2009/2010, the City's total capital funding is \$31,372,600. The repair, maintenance, and addition of infrastructure in the City require long-term planning. The Capital Improvement Plan outlines each project and its funding source and provides a detailed record of capital requests for each of the next five fiscal years; a summary of resources, appropriations, expenditures by type, and projects by type has been provided.

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN  
SUMMARY OF RESOURCES  
FY 2010 - FY 2014**

<b>Projected Revenues</b>	<b>FY 2010</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>Total</b>
General Fund	1,435,656	2,612,360	792,468	489,243	753,619	6,083,346
Major/Local Street	996,474	946,975	325,000	1,171,181	360,000	3,799,630
Rubbish Collections	571,000	365,000	0.00	0.00	0.00	936,000
Parking Operations	50,000	300,000	1,000,000	0.00	0.00	1,350,000
Sewer Fund (user fees/bond)	5,185,158	6,415,000	2,830,000	3,402,500	867,500	18,700,158
Water Fund (user fees/bond)	9,412,067	10,200,928	11,860,000	26,177,500	41,200,000	98,850,495
Geograph. Information Sys	15,000	0.00	0.00	0.00	0.00	15,000
Motor Pool Operations	0.00	0.00	25,000	310,000	30,000	365,000
Federal Grant	37,717,769	18,448,226	50,000	14,632,000	50,000	70,897,995
State Grant	719,000	610,051	50,000	50,000	0.00	1,429,051
<b>TOTAL RESOURCES</b>	<b>56,102,124</b>	<b>39,898,540</b>	<b>16,932,468</b>	<b>46,232,424</b>	<b>43,261,119</b>	<b>202,426,675</b>

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN  
SUMMARY OF EXPENDITURES BY DEPARTMENT  
FY 2010 - FY 2014**

<b>Estimated Expenditures</b>	<b>FY 2010</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>Total</b>
General Fund	1,493,456	2,612,360	814,968	399,243	663,619	5,983,646
Major/Local Streets	40,275,443	24,781,180	352,500	17,223,181	500,000	83,132,304
Rubbish Collections	571,000	365,000	0.00	0.00	0.00	936,000
Parking Operations	50,000	300,000	1,000,000	0.00	0.00	1,350,000
Sewer Fund	5,435,158	4,385,000	2,655,000	2,972,500	867,500	16,315,158
Water Fund	8,262,067	7,455,000	12,085,000	25,327,500	41,200,000	94,329,567
Geograph. Information Sys	15,000	0.00	0.00	0.00	0.00	15,000
Motor Pool Operations	0.00	0.00	25,000	310,000	30,000	365,000
<b>TOTAL APPROPRIATIONS</b>	<b><u>56,102,124</u></b>	<b><u>39,898,540</u></b>	<b><u>16,932,468</u></b>	<b><u>46,232,424</u></b>	<b><u>43,261,119</u></b>	<b><u>202,426,675</u></b>



**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN  
SUMMARY OF EXPENDITURES BY TYPE  
FY 2010 - FY 2014**

<b>Expenditure Types</b>	<b>FY 2010</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>Total</b>
Architecture/Engineering	1,171,500	1,825,000	3,549,000	825,000	220,000	7,590,500
Construction/Acquisition	44,576,043	30,353,197	6,208,000	39,160,000	37,753,000	158,050,240
Equipment	5,183,000	2,734,100	1,015,000	1,010,000	4,417,500	14,359,600
Vehicles	1,693,456	1,688,743	1,635,468	812,424	683,619	6,513,710
Land Acquisition	75,000	0	0	0	0	75,000
Other	3,403,125	3,297,500	4,525,000	4,425,000	187,000	15,837,625
	<b>56,102,124</b>	<b>39,898,540</b>	<b>16,932,468</b>	<b>46,232,424</b>	<b>43,261,119</b>	<b>202,426,675</b>

**CITY OF SAGINAW  
 CAPITAL IMPROVEMENT PLAN  
 SUMMARY OF PROJECT TYPE  
 FY 2010 - FY 2014**

<b>Project Type</b>	<b>FY 2010</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>Total</b>
Routine Replacement	3,665,000	2,893,000	2,455,000	575,000	260,000	9,848,000
Rehabilitation or Enhancement	24,219,068	18,027,672	6,927,000	25,605,000	6,987,500	81,766,240
Efficiency Project	2,338,000	385,000	240,000	240,000	180,000	3,383,000
New/Expansion	24,186,600	16,904,125	5,675,000	19,000,000	35,150,000	100,915,725
Vehicles	1,693,456	1,688,743	1,635,468	812,424	683,619	6,513,710
	<b>56,102,124</b>	<b>39,898,540</b>	<b>16,932,468</b>	<b>46,232,424</b>	<b>43,261,119</b>	<b>202,426,675</b>

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

*(please note that only those items that were budgeted or has request for multiple years are reflected in the report)*

Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		
						FY 12	FY 13	FY 14

**POLICE DEPARTMENT**

3014	Police Patrol Vehicles	GF	250,000	0	257,500	265,225	273,181	281,376
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If deferred:

Deferred due to fiscal constraints.

**TOTAL PROJECT COST**      1,327,282

Operating Impact:

Normal replacement of patrol vehicles, to ensure safety and decrease repair costs.

3014	Replacement of Roof for Police Department	GF	0	0	64,000	0	0	0
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If deferred:

Deferred due to fiscal constraints.

**TOTAL PROJECT COST**      64,000

Operating Impact:

Replacement of entire roof due to aging and multiple temporary repairs.

3012	Bullet trap	GF	0	0	0	20,000	0	0
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If deferred:

**TOTAL PROJECT COST**      20,000

Operating Impact:

**TOTAL POLICE DEPARTMENT**      1,411,282

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		
						FY 12	FY 13	FY 14

**FIRE DEPARTMENT**

3750	Replace Roof Fire Station #1 (2 year project)	GF	8,500	0	8,500	0	0	0
If deferred:	Deferred due to fiscal constraints.							
<b>TOTAL PROJECT COST</b>								<b><u>17,000</u></b>

Operating Impact:  
Building was re-roofed in 1992 with numerous large and small patches being applied to repair leaks and weather damage through the years. Roof leaks continue to cause interior wall and ceiling damage.

3750	Repair and Paint Fire Station #1 (3 year project)	GF	8,000	0	8,000	8,000	0	0
If deferred:	Deferred due to fiscal constraints.							
<b>TOTAL PROJECT COST</b>								<b><u>24,000</u></b>

Operating Impact:  
This facility was remodeled in 1990 with only minimal repairs and maintenance due to budgetary constraints. Water damage from roof and plumbing leaks has occurred throughout the building. Stucco walls are peeling and cracked throughout. Carpeting is required in a few areas. Openings have been cut in ceilings and walls to repair water leaks and paint throughout the structure is needed.

3750	Replace Apparatus (3 1500 GPM Pumps, 1 100' Aerial Ladder Truck)	GF	225,243	0	225,243	225,243	225,243	225,243
If deferred:	Deferred due to fiscal constraints.							
<b>TOTAL PROJECT COST</b>								<b><u>1,126,215</u></b>

Operating Impact:  
The City and Department have not had a fire fleet replacement program and therefore many units are beyond any reasonable life expectancy. Even though the Fire Dept. has and maintains a rigorous maintenance schedule, replacement parts for these apparatus are not readily available and expenses for repairs continue to skyrocket. Changes in technology have improved dependability and employee safety and reduced municipal liability.

<b>TOTAL FIRE DEPARTMENT</b>								<b><u>1,167,215</u></b>
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**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		FY 14
						FY 12	FY 13	

**CEMETERIES**

1747	Replacement of Mowers	GF	16,000	0	50,000	0	0	0
If deferred:	Deferred due to fiscal constraints.							
						<b>TOTAL PROJECT COST</b>	<b><u><u>66,000</u></u></b>	
Operating Impact:								

1747	Dump Truck	GF	0	0	80,000	0	0	0
If deferred:	Deferred due to fiscal constraints.							
						<b>TOTAL PROJECT COST</b>	<b><u><u>80,000</u></u></b>	
Operating Impact:								

1747	New Section for Burials (Markers & Road)	GF	0	0	10,000	0	0	150,000
If deferred:	Deferred due to fiscal constraints.							
						<b>TOTAL PROJECT COST</b>	<b><u><u>160,000</u></u></b>	
Operating Impact:								

1747	4x4 Pickup Truck	GF	0	0	30,000	0	30,000	0
If deferred:	Deferred due to fiscal constraints.							
						<b>TOTAL PROJECT COST</b>	<b><u><u>60,000</u></u></b>	
Operating Impact:								

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years			FY 14
						FY 12	FY 13		
1747	Backhoe	GF	0	0	50,000	0	0		0
If deferred:	Deferred due to fiscal constraints.								
						<b>TOTAL PROJECT COST</b>			<u><u>50,000</u></u>
Operating Impact:									
									<b>TOTAL CEMETERIES</b>
									<u><u>416,000</u></u>
<b><u>SEWER AND WATER MAINTENANCE</u></b>									
4740/4840	Woodbridge Watermain from Brockway to Houghton	WF	1,100,000	1,100,000	800,000	0	0		0
		SF	500,000	500,000	800,000	0	0		0
		FED	1,000,000	1,000,000	1,000,000	0	0		0
If deferred:									
						<b>TOTAL PROJECT COST</b>			<u><u>5,200,000</u></u>
Operating Impact: Reconstruction of Woodbridge Avenue from Brockway Street to Houghton Avenue including Watermain and sewer main and services replacement									
4740/4840	Washington (Hess M46)	WF/SF	100,000	100,000	0	0	0		0
		FED/STA	6,000,000	6,000,000	0	0	0		0
If deferred:									
						<b>TOTAL PROJECT COST</b>			<u><u>6,100,000</u></u>
Operating Impact: Reconstruction including sanitary, storm, and Watermain replacement on M-13 from Hess to M-46. City to pay 100% of sanitary and Act 51 match on other. Federal 80%, State 20%. City 12.5%, and MDOT 20%.									

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

*(please note that only those items that were budgeted or has request for multiple years are reflected in the report)*

Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years			FY 14
						FY 12	FY 13		
4741	Hamilton Street	WF	137,500	137,500	1,000,000	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>1,137,500</u></b>
Operating Impact:									
Replacement of watermain.									
<hr/>									
4740	Leak Detection System Wide	WF	150,000	150,000	0	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>150,000</u></b>
Operating Impact:									
<hr/>									
4740/4840	Genesee Avenue Watermain	WF	800,000	800,000	0	0	2,000,000		0
		SF	200,000	200,000	0	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>3,000,000</u></b>
Operating Impact:									
Replacement of Watermain.									
<hr/>									
4740	Reline Twin 30's	WF	0	0	2,000,000	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>2,000,000</u></b>
Operating Impact:									
<hr/>									

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		FY 14
						FY 12	FY 13	
4740	Sears	WF	0	0	150,000	0	0	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>150,000</u></b>
Operating Impact:								
Replacement of Watermain.								
4740	Court Street	WF	0	0	0	1,100,000	0	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>1,100,000</u></b>
Operating Impact:								
Replacement of Watermain.								
4740	Sheridan	WF	0	0	450,000	0	0	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>450,000</u></b>
Operating Impact:								
Replacement of Watermain.								
47404611/4711	Michigan Avenue (Fraser-Joslin)	WF/SF	0	0	0	0	1,330,000	0
		MSF/FED	0	0	0	0	1,025,000	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>2,355,000</u></b>
Operating Impact:								
Reconstruction of Michigan Avenue from Fraser to Joslin.								



**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years			FY 14
						FY 12	FY 13		
4740	Bay	WF	0	0	0	0	1,000,000		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>1,000,000</u></b>
Operating Impact:									
Replacement of Watermain.									
4740	Jefferson	WF	0	0	0	0	0		1,000,000
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>1,000,000</u></b>
Operating Impact:									
Replacement of watermains.									
4840/4841	Root Foaming	SF	70,000	50,000	50,000	50,000	50,000		50,000
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>250,000</u></b>
Operating Impact:									
4821	Sewer Televising	SF	150,000	0	150,000	175,000	175,000		175,000
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>825,000</u></b>
Deferred due to fiscal constraints.									
Operating Impact:									

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years			FY 14
						FY 12	FY 13		
4840	Holmes Point Repairs	SF	50,000	50,000	0	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>50,000</u></b>
Operating Impact:						Sewer line replacement and/or relining.			
<hr/>									
4840	Sewer Relining	SF	0	0	1,000,000	0	1,000,000		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>2,000,000</u></b>
Operating Impact:						Sewer line replacement and/or relining.			
<hr/>									
4840	Schaeffer	SF	0	0	250,000	0	0		500,000
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>750,000</u></b>
Operating Impact:						Sewer line replacement and/or relining.			
<hr/>									
4840	Vactor Truck	SF	0	0	0	4,000,000	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>4,000,000</u></b>
Operating Impact:						Replacement of truck for sewer services.			

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years			FY 14
						FY 12	FY 13		
4840	Sheridan	SF	0	0	0	0	500,000		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>500,000</u></b>
Operating Impact:						Sewer line replacement and/or relining.			
<hr/>									
4840/4740	4 Wheel drive 1/2 ton pickups w/plow	SF	30,000	30,000	0	0	35,000		0
		WF	30,000	30,000	0	0	35,000		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>130,000</u></b>
Operating Impact:						Replacement of truck for sewer and water services.			
<hr/>									
4840/4740	Backhoe & Breaker	SF	52,500	52,500	0	0	0		0
		WF	52,500	52,500	0	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>105,000</u></b>
Operating Impact:						Replacement of truck for sewer and water services.			
<hr/>									
4840/4740	Tandem Dump Trucks	SF	0	0	0	130,000	0		0
		WF	0	0	0	130,000	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>260,000</u></b>
Operating Impact:						Replacement of truck for sewer and water services.			

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		
						FY 12	FY 13	FY 14
4840/4740	Inspector's Truck	SF	0	0	0	0	22,500	0
		WF	0	0	0	0	22,500	0
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>45,000</u></b>
Operating Impact:								
Replacement of truck for sewer and water services.								
								<b>TOTAL SEWER AND WATER MAINTENANCE</b>
								<b><u>#REF!</u></b>
<b><u>STREETS AND BRIDGES</u></b>								
4651	Salt Truck	MSF	260,000	0	260,000	0	0	0
If deferred:								
Deferred due to fiscal constraints.								
							<b>TOTAL PROJECT COST</b>	<b><u>260,000</u></b>
Operating Impact:								
Replacement of truck for Streets and Bridges.								
4651/4587	1 ton Dump Truck	MSF	40,000	0	20,000	0	0	0
		RCF	40,000	0	20,000	0	0	0
If deferred:								
Deferred due to fiscal constraints.								
							<b>TOTAL PROJECT COST</b>	<b><u>40,000</u></b>
Operating Impact:								
Replacement of truck for Streets and Bridges.								

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		FY 14
						FY 12	FY 13	
4651	4x4 Pickup Truck	MSF	50,000	0	25,000	25,000	0	0
	If deferred:							
	Deferred due to fiscal constraints.							
	Operating Impact:					<b>TOTAL PROJECT COST</b>		<b><u>50,000</u></b>
	Replacement of truck for Streets and Bridges.							
4651	Large Cement Saw	MSF	0	0	13,500	0	0	0
	If deferred:							
	Operating Impact:					<b>TOTAL PROJECT COST</b>		<b><u>13,500</u></b>
	Replacement of large cement saw.							
4651	Backhoe	MSF	0	0	80,000	0	0	0
	If deferred:							
	Operating Impact:					<b>TOTAL PROJECT COST</b>		<b><u>80,000</u></b>
	Replacement of truck for Streets and Bridges.							
4651	Asphalt Spreader	MSF	0	0	150,000	0	0	0
	If deferred:							
	Operating Impact:					<b>TOTAL PROJECT COST</b>		<b><u>150,000</u></b>
	Replacement of asphalt spreader.							

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years			FY 14
						FY 12	FY 13		
4651	Leaf Pickup Device	MSF	0	0	150,000	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>150,000</u></b>
Operating Impact:									
Replacement of leaf pickup device.									
<hr/>									
4651	Stump Grinder	MSF	0	0	25,000	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>25,000</u></b>
Operating Impact:									
Replacement of stump grinder.									
<hr/>									
4651	Front End Loader	MSF	0	0	0	170,000	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>170,000</u></b>
Operating Impact:									
Replacement of truck for Streets and Bridges.									

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		FY 14
						FY 12	FY 13	
4840	Street Sweeper	SF	0	0	0	0	135,000	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>135,000</u></b>
Operating Impact:								
Replacement of truck for Streets and Bridges.								
<hr/>								
4651	Asphalt Milling Machine	MSF	0	0	0	0	110,000	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>110,000</u></b>
Operating Impact:								
Replacement of asphalt milling machine.								
<hr/>								
4651	Chipper	MSF	0	0	0	0	0	35,000
		LSF	0	0	0	0	0	35,000
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>70,000</u></b>
Operating Impact:								
Replacement of chipper.								

**CITY OF SAGINAW  
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Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		FY 14
						FY 12	FY 13	

4651	MT/Trackless Tractor	MSF	0	0	0	0	0	160,000
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If deferred:

**TOTAL PROJECT COST**      160,000

Operating Impact:

Replacement of MT Tackless Tractor for Streets and Bridges.

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**TOTAL STREETS AND BRIDGES**      1,413,500

**RUBBISH COLLECTION**

4583	Inspection Car	RC	15,000	0	15,000	0	0	0
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If deferred:

Deferred due to fiscal constraints.

**TOTAL PROJECT COST**      15,000

Operating Impact:

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4587	Small Dump Truck	RC	40,000	0	35,000	0	0	0
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If deferred:

Deferred due to fiscal constraints.

**TOTAL PROJECT COST**      35,000

Operating Impact:

Replacement of Small Dump Truck for Rubbish Collection.



**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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						FY 12	FY 13	
4587	Front End Loader	RC	0	0	170,000	0	0	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>170,000</u></b>
Operating Impact: Replacement of Front End Loader for Rubbish Collection.								
4583	Bobcat	RC	0	0	50,000	0	0	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>50,000</u></b>
Operating Impact: Replacement of Bobcat for Rubbish Collection.								
4583	Satellite Screener (Fecon)	RC	0	0	75,000	0	0	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>75,000</u></b>
Operating Impact: Replacement of Satellite Screener for Rubbish Collection.								
						<b>TOTAL RUBBISH COLLECTION</b>		<b><u>345,000</u></b>

**CITY OF SAGINAW  
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						FY 12	FY 13	

**PARKING OPERATIONS**

7510	Misc. Lot Repairs & Maintenance	RC	0	0	300,000	0	0	0
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>300,000</u></b>

Operating Impact:

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7510	Ramp No. 2	RC	0	0	0	1,000,000	0	0
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>1,000,000</u></b>

Operating Impact:

**TOTAL PARKING OPERATIONS** **1,300,000**

**MOTOR POOL OPERATIONS**

4480	Fork Truck	MP	0	0	0	25,000	0	0
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>25,000</u></b>

Operating Impact:

Replacement of truck for the Motor Pool Operations.

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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<b>Dept.</b>	<b>Project</b>	<b>Funding</b>	<b>Request FY 10</b>	<b>Manager Approved FY 10</b>	<b>FY 11</b>	<b>Future Years</b>		<b>FY 14</b>
						<b>FY 12</b>	<b>FY 13</b>	
4480	Medium Size Tow Truck	MP	0	0	0	0	250,000	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>250,000</u></b>
Operating Impact:		Replacement of truck for the Motor Pool Operations.						
4480	Service Truck	MP	0	0	0	0	60,000	0
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>60,000</u></b>
Operating Impact:		Replacement of truck for the Motor Pool Operations.						
4480	Lathe	MP	0	0	0	0	0	10,000
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>10,000</u></b>
Operating Impact:		Replacement of lathe.						
4480	Large Drill Press	MP	0	0	0	0	0	10,000
If deferred:						<b>TOTAL PROJECT COST</b>		<b><u>10,000</u></b>
Operating Impact:		Replacement of large drill press.						

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

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<b>Dept.</b>	<b>Project</b>	<b>Funding</b>	<b>Request FY 10</b>	<b>Manager Approved FY 10</b>	<b>FY 11</b>	<b>Future Years</b>		<b>FY 14</b>
						<b>FY 12</b>	<b>FY 13</b>	
4480	Small Drill Press	MP	0	0	0	0	0	10,000
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>10,000</u></b>
Operating Impact:								
Replacement of small drill press.								
<hr/>								
							<b>TOTAL MOTOR POOL OPERATIONS</b>	<b><u>365,000</u></b>
<b><u>ENGINEERING &amp; TRAFFIC ENGINEERING</u></b>								
4620	Street Light Materials & Supplies	GF	40,000	40,000	40,000	40,000	40,000	40,000
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>200,000</u></b>
Operating Impact:								
Annual cost to maintain and repair existing 7,000 street lights								
<hr/>								
4611/4613	Engineering Services	GF/ MSF	50,000 125,000	50,000 125,000	50,000 130,000	50,000 130,000	50,000 130,000	50,000 130,000
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>895,000</u></b>
Operating Impact:								
Engineering services needed to support City Engineering.								

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

*(please note that only those items that were budgeted or has request for multiple years are reflected in the report)*

Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years			FY 14
						FY 12	FY 13		
4480	CDBG Ramps	CDBG	32,725	32,725	50,000	50,000	50,000		50,000
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>232,725</u></b>
Operating Impact:									
Reconstruction of existing intersections ramps to make ADA compliant									
<hr/>									
4480	Woodbridge Avenue - Houghton to Davenport	SF/WF	0	0	1,160,000	0	0		0
		Fed	0	0	840,000	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>2,000,000</u></b>
Operating Impact:									
Reconstruction including utility replacement on Woodbridge from Houghton to Davenport.									
<hr/>									
4612	Streetscaping on M-13 from Holland to Janes/and Rail Relocation Study	MSF	60,000	60,000	0	0	0		0
		FED/STA	2,340,000	2,340,000	0	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>2,400,000</u></b>
Operating Impact:									
Streetscaping at M-13 from Holland to Janes - City received \$2.4 million of HPPC High Priority Project and Transportation Improvement (TI) monies. City to pay Act 51 match. Project construction to start in May of 2009 and end July of 2009.									

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

*(please note that only those items that were budgeted or has request for multiple years are reflected in the report)*

Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years			FY 14
						FY 12	FY 13		
4612	Michigan Avenue - Stephens to Genesee	MSF	0	0	205,000	0	0		0
		FED	0	0	820,000	0	0		0
If deferred:									
								<b>TOTAL PROJECT COST</b>	<b><u>1,025,000</u></b>
Operating Impact:									
Mill, pave, and construct ADA compliant ramps on Michigan Avenue from Stephens to Genesee. Construction scheduled to start June of 2010 and end August 2010.									
<hr/>									
4612	Hamilton Street - Lyon to Court	MSF	0	0	0	0	270,000		0
		FED	0	0	0	0	1,230,000		0
If deferred:									
								<b>TOTAL PROJECT COST</b>	<b><u>1,500,000</u></b>
Operating Impact:									
Reconstruction and streetscape of Hamilton Street from Lyon to Court.									
<hr/>									
4612	Interchange at I-675 and Warren Avenue	MSF	0	0	0	0	288,000		0
		FED	0	0	0	0	11,712,000		0
If deferred:									
								<b>TOTAL PROJECT COST</b>	<b><u>12,000,000</u></b>
Operating Impact:									
Reconstruction and installation of interchanges on I-675 at Fitzhugh and Symphony Lane.									
<hr/>									
4612	I-675 Ramp along Corridor	MSF	30,004	30,004	15,002	0	0		0
		FED/STA	0	0	3,600,509	0	0		0
If deferred:									
								<b>TOTAL PROJECT COST</b>	<b><u>3,645,515</u></b>
Operating Impact:									
Joint repairs, patches, overlay, and shoulders. MDOT project, City pays Act 51 match.									

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

*(please note that only those items that were budgeted or has request for multiple years are reflected in the report)*

Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		FY 14
						FY 12	FY 13	
4612	I-675 North Bound and South Bound Lighting	MSF	18,700	18,700	9,300	0	0	0
		FED/STA	702,000	702,000	1,470,000	0	0	0
If deferred:								
						<b>TOTAL PROJECT COST</b>	<b><u>2,200,000</u></b>	
Operating Impact: Upgrade freeway lighting on I-675 within City limits. MDOT Project, City to pay Act 51 match.								
<hr/>								
4612	I-675 under Michigan Road	MSF	7,040	7,040	3,520	0	0	0
		FED/STA	286,960	286,960	142,480	0	0	0
If deferred:								
						<b>TOTAL PROJECT COST</b>	<b><u>440,000</u></b>	
Operating Impact: MDOT Project - deck patching, replace joints, partial paint, pier repair, pine and hinge replacement.								
<hr/>								
4612	I-675 over Schaeffer Street	MSF	10,050	10,050	4,950	0	0	0
		FED/STA	879,950	879,950	440,050	0	0	0
If deferred:								
						<b>TOTAL PROJECT COST</b>	<b><u>1,335,000</u></b>	
Operating Impact: Deep concrete overlay, pine and hinge replacement, zone painting, deck fascia repair and bridge approach work.								
<hr/>								
4612	I-675 throughout City limits	MSF	120,600	120,600	59,400	0	0	0
		FED/STA	9,817,845	9,817,845	4,835,655	0	0	0
If deferred:								
						<b>TOTAL PROJECT COST</b>	<b><u>14,833,500</u></b>	
Operating Impact: Deep concrete overlay, pin and hinge replacement, painting, substructure repairs, deck fascia repairs, full depth repairs, slope paving repairs, barrier wall repair, beam end repairs, pedestrian fence, concrete surface seals and approach work.								

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

*(please note that only those items that were budgeted or has request for multiple years are reflected in the report)*

Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		FY 14
						FY 12	FY 13	
4612	I-675 throughout City limits	MSF	13,400	13,400	6,600	0	0	0
		FED/STA	1,098,130	1,098,130	540,870	0	0	0
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>1,659,000</u></b>
Operating Impact:								
MDOT Project - replace existing pedestrian bridges at 21st and 11th over I-675.								
<hr/>								
4612	I-675 over River, M-13 and Railroad and east bound on ramp	MSF	136,680	136,680	67,320	0	0	0
		FED/STA	12,271,720	12,271,720	6,044,280	0	0	0
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>18,520,000</u></b>
Operating Impact:								
Misc. Bridge Work - MDOT								
<hr/>								
4612/4611	E. Genesee Avenue Streetscape and Road Reconstruction (Franklin to Janes)	SF/WF	0	0	2,065,928	0	0	0
		FED	0	0	3,194,072	0	0	0
If deferred:								
							<b>TOTAL PROJECT COST</b>	<b><u>5,260,000</u></b>
Operating Impact:								
Road reconstruction and streetscape amenities on E. Genesee Avenue from Franklin to Janes.								
<hr/>								
							<b>TOTAL ENGINEERING AND TRAFFIC</b>	<b><u>68,145,740</u></b>



**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

*(please note that only those items that were budgeted or has request for multiple years are reflected in the report)*

Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years		
						FY 12	FY 13	FY 14

**PARKS AND FACILITIES**

7575	Facilities Maintenance Chevy 3500 Crew Cab Utility Truck	GF	46,000	0	46,000	0	0	0
If deferred:		Deferred due to fiscal constraints.		<b>TOTAL PROJECT COST</b>			<b><u>46,000</u></b>	

Operating Impact:  
Replacement two 3500 series Utility Truck purchased in 1990 & 1991. Making them 19 plus years old, rusted badly, and frequently down for repairs.

7575	(3) Chevy 3/4 Ton, 4x4 Vehicles	GF	0	0	32,000	32,000	34,000	0
If deferred:				<b>TOTAL PROJECT COST</b>			<b><u>98,000</u></b>	

Operating Impact:  
These vehicles (one replaced each year) will be used by Building Maintenance and Parks for hauling and towing trailers and the show mobile. These vehicles will be used by the foremen to replace current vehicle purchased in 2000.

7575	Facility Maintenance Case Loader	GF	0	0	0	45,000	0	0
If deferred:				<b>TOTAL PROJECT COST</b>			<b><u>45,000</u></b>	

Operating Impact:  
A new loader is needed to install and remove the three sets of floating docks and for installing fencing for Special Events.

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

*(please note that only those items that were budgeted or has request for multiple years are reflected in the report)*

Dept.	Project	Funding	Request	Manager	FY 11	Future Years		
			FY 10	Approved FY 10		FY 12	FY 13	FY 14

7575	City Hall HVAC	GF	0	1,350,000	0	0	0	0
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If deferred:

**TOTAL PROJECT COST**      1,350,000

Operating Impact:

City Hall twin gas boilers were installed in 1979 and 1980 to heat the building. Both boilers have reached their life span and dependability. With the replacement of the steam heating system to an HVAC roof top system the building will be more dependable, uniformed heating and cooling for each floor.

7575	City Hall Energy Efficient Windows	GF	0	0	60,000	60,000	60,000	0
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If deferred:

**TOTAL PROJECT COST**      180,000

Operating Impact:

The windows in City Hall are single pane glass and are over 60 plus years old. They provide very poor insulation and are causing massive heat loss. With the purchase of new energy efficient windows thousands of dollars will be saved in utility costs for years to come.

7575	New Show mobile	GF	0	0	120,000	0	0	0
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If deferred:

**TOTAL PROJECT COST**      120,000

Operating Impact:

This show mobile is 31 years old.

7575	Parks - 1420 Series II w/Deck	GF	34,000	0	17,000	17,000	34,000	17,000
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If deferred:      Deferred due to fiscal constraints.

**TOTAL PROJECT COST**      85,000

Operating Impact:

**CITY OF SAGINAW  
CAPITAL IMPROVEMENT PLAN**

*(please note that only those items that were budgeted or has request for multiple years are reflected in the report)*

Dept.	Project	Funding	Request FY 10	Manager Approved FY 10	FY 11	Future Years			FY 14
						FY 12	FY 13		
7575	Backhoe	GF	0	0	50,000	0	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>50,000</u></b>
Operating Impact: This piece of equipment is needed for Facilities Maintenance and Parks Operations heavy repairs such as pulling boat launch									
7575/7571	Weed Abatement - Flail Mower TRF - 75c	GF	8,000	0	8,000	8,200	0		0
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>16,200</u></b>
Operating Impact: Deferred due to fiscal constraints.									
7575/7571	Weed Abatement - Flail Mower TRF - 75c	GF	30,000	0	30,000	30,000	30,000		30,000
If deferred:						<b>TOTAL PROJECT COST</b>			<b><u>120,000</u></b>
Operating Impact: Current trucks are all (HOV) hold over vehicles received from other divisions which are at the end of there useful life and are unreliable and very costly to repair by the city garage.									
						<b>TOTAL PARKS AND FACILITIES</b>			<b><u>2,110,200</u></b>



**APPENDIX –**  
**COMMUNITY PROFILE**  
**STATISTICAL INFORMATION**  
**AND**  
**GLOSSARY**

# City of Saginaw



## COMMUNITY PROFILE

## RELIVE THE HISTORY OF SAGINAW



**The Castle Museum** has been owned and operated by the Historical Society of Saginaw County since 1992. Through exploration, preservation, and presentation, the continuing story of the people of Saginaw is told. The operating museum in the Castle is a unique architectural gem, listed on the National Register of Historic Places. Built as a federal post office in 1898, it reflects the French heritage of early Saginaw. The Castle provides a full spectrum of museum activities such as changing and traveling exhibitions, educational programs, film presentations, publications, and research services.

**Saginaw Art Museum** totals more than 15,000 square feet. Amidst ongoing exhibitions and events, some of the museum's permanent collection includes 19<sup>th</sup> and 20<sup>th</sup> century American and European artists, Civil War-era sculptural groups, the work of Eanger Irving Couse (considered Saginaw's most famous artist), and an Asian art collection, including the celebration of Saginaw's Sister City relationship with Tokushima, Japan. The home is the foundation and the grandest piece of the museum's permanent collection.



**Temple Theater** was built by the Elf Khurafeh Shrine and opened its doors on July 28, 1927. At that time, it was the largest theater in Michigan outside of the Detroit area, seating 2,196. Featured Big Bands were Duke Ellington as well as Saginaw's own Eddy Band, which still plays some of its concerts at the Temple. The Temple Theatre introduced major blockbusters of the time, such as Casablanca and Gone With The Wind to Saginaw. Following WWII, wide-screen productions such as "Cinemascope" required major renovation, which was undertaken in 1953.



## RELIVE CELEBRATIONS SQUARE



**Ojibway Island**, named after the Ojibwa (Chippewa) natives, is a wonderful, shaded get-a-away for riverside walks, biking, family outings, concerts, and celebrations. The WKCQ Country Fest and Cinco de Mayo takes place here annually. Ojibway Island is also host to the best view in town for the stunning 4<sup>th</sup> of July fireworks display each year.

**Japanese Cultural Center & Tea Garden**, comprised of the teahouse and garden, was established as a symbol of friendship and cultural exchange with Saginaw's Sister City, Tokushima, Japan. The teahouse is of authentic design and represents traditional Japanese architecture. The teahouse provides a ceremonial setting for the tea ceremony (Chado), promoting the concept of global and international harmony, respect, purity, and tranquility, and expressing "Peace through a bowl of tea". The scenic gardens are open year-round, providing the perfect setting for wedding ceremonies.



**Children's Zoo** in Celebration Square is not just home to bobcats, alligators, macaws, bald eagles, or cotton-top tamarins, but also to volunteers, interns, and sponsors that help to provide an exiting zoo atmosphere. Throw an awesome birthday party in the Party Pavilion. Take a class field trip and learn fun animal facts in the Amphitheater. Get creative with the Adopt-a-Garden program. You can even bring the animals to you with the Zoo-to-You Outreach Program!

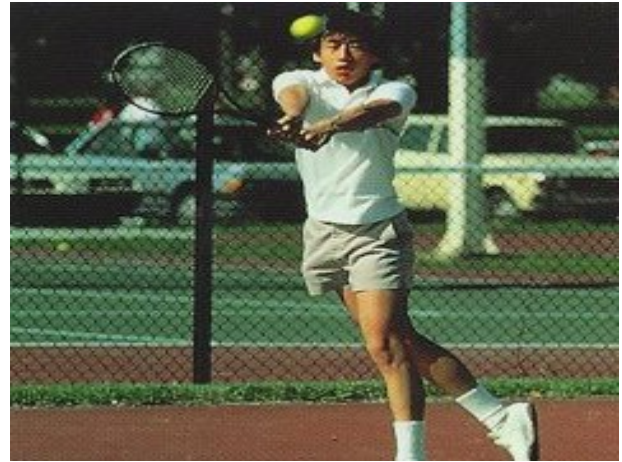


## RELIVE CELEBRATIONS SQUARE



**Andersen Enrichment Center** overlooks the manicured Lucille E. Andersen Memorial Garden, which includes a circular pool with a Marshall M. Frederick sculpture gracing the center and is surrounded by beautiful flowering shrubs, trees, and plants. The Center serves as the home of the Saginaw County Enrichment Commission, whose mission is to promote the arts and entertainment in the area. The Center hosts business meetings, conferences, art exhibits, wedding receptions, and other social events.

**Garber Tennis Court** is located beside the Andersen Enrichment Center. It consists of eight playable courts, which are available for daily use. Two annual tennis tournaments and tennis lessons are available during the summer.



**Cathedral District** is located on the east side of the river. This neighborhood was home to the business leaders that went on to create what would be known as downtown Saginaw. The most prominent leaders of Saginaw made their homes in this neighborhood during the 1890's through the 1950's. This area is currently undergoing a massive infusion of capital and civic energy to preserve the historic properties as well as rid the area of its blight. It is currently listed on the National Register of Historic Places.

## RELIVE SAGINAW! A COOL CITY!



**The Dow Event Center** was previously known as The Saginaw Civic Center built in 1972 by the City of Saginaw. The Civic Center was comprised of three main parts: Wendler Arena, Heritage Theater, and Unity Hall. The Center has offered all County residents hundreds of entertainment, sports, cultural, and educational opportunities annually. Acts who have performed at the Center in the past include: Elvis Presley, Patti LaBelle, Stevie Wonder, Reba McEntire, Smashing Pumpkins, Kid Rock, Diana Ross, Sesame Street Live, Disney on Ice, Jerry Seinfeld, Bill Cosby, George Carlin, Les Miserables, The Nutcracker Ballet, Rent and Riverdance, to name a few.

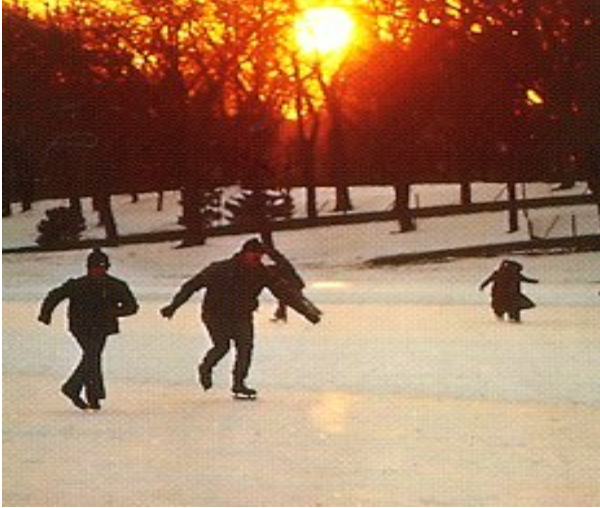
**Morley Plaza** holds numerous activities for the citizens of Saginaw, such as Friday Night Live, which consists of various concerts. People gather here throughout the summer months (May – August) to enjoy the weather, people, activities, music and the City of Saginaw.



**Pit & Balcony Community Theatre** provides Saginaw with a wide variety of shows and entertainment every year. It holds numerous Broadway shows, musicals, and auditions for upcoming shows and workshops for children and adults. It offers 12 months of on-stage opportunities for actors, actresses and audiences alike. From teens to parents and beyond, Pit & Balcony provides the creative outlet for Saginaw's performance artists.



## RELIVE OUR PARKS AND WATERFRONT



**Wickes Park**, an award winning, destination-style playground and was partially designed by area children. The wonderful playscape features unique climbing apparatus, a beamed hill, and a hard-surface track for small pedal vehicles, benches and many other colorful features. The Michigan Municipal League honored the playground with an Achievement Award in 1998. That was the first time Saginaw had won this honor.



**Hoyt Park** is next to the Saginaw Zoo and is comprised of great entertainment and attractions all year long. In the summertime, Hoyt Park has 6 softball fields and is a popular place to walk, run, or bike. In the winter, it has a sledding hill. “Play Ball at Hoyt Park” is a Saginaw Christian Fellowship Youth Baseball League, which attracts a large crowd every summer.



**Saginaw’s Waterfront** is along side many businesses, which includes a public walkway for walkers and many bike riders. This beautiful waterfront provides many citizens with fishing, various outdoor activities, relaxation, and peace of mind after a long day at work. Many walkers and joggers are guaranteed a good workout with a distance of approximately 4.15 miles starting from the Johnson Street Bridge to the East Street Bridge

## CULTURAL INDULGENCES

**Saginaw** is in the heart of Mid-Michigan---and at the heart of great entertainment, cultural events, and quality of life opportunities. Indulge your cultural and creative side by visiting one of Saginaw County's many museums, galleries, art shops, shows, and concerts.

**Green Point Environmental Learning Center** consists of nearly 150 kinds of birds throughout the year. (It is comprised of 82-acres featuring 40 tree species, of which some are very old trees, that provide good nesting habitat for squirrels, woodpeckers, and wood ducks.) The wildlife viewing room affords views of songbirds, small mammals, and other wildlife. There are several feeding stations, wherein an individual can interact with these creatures. In addition, the center hosts a variety of programs throughout the year for school children of all ages that focus on nature-related topics such as habitat, wildlife of Green Point, invasive species, and ecosystems. They offer special guided hikes at various times during the year. Green Point hosts the Federal Junior Duck Stamp contest for Michigan each year.

**The Historical Society of Saginaw County and Castle Museum** is committed to serving the community by informing the community of the Saginaw region through exploration, preservation, and presentation of their historical and cultural heritage, their dynamic presence, and the possibilities of the future. The Historical Society operates in the Castle Museum, which is a unique and significant gem of Saginaw.

**Jazz on Jefferson is an experience on Jefferson Street**, which our community cannot forget. Downtown Saginaw turns into a slice of San Francisco. One can experience sidewalk cafes, street performers, and front-yard musicians.

**Lawn Chair Film Festival** is geared to the 20 year old and up crowd with one additional family feature per season. It takes place during the summer on Sunday nights in Old City Saginaw at North Hamilton and Ames. This event is great for family and friends to gather together for a good blockbuster night. It also features outstanding independent, foreign, and classic movies. It draws on average an audience between 700 and 1,500.

**Mid-Michigan Children's Museum** is a fun, hands-on place where children use their curiosity and creativity to learn about their world. It aims to broaden and enrich the educational opportunities for children ages 0-12, to enhance their understanding of the world; and to support parents, caregivers, and education facilitators of children's explorations.

**Public Libraries of Saginaw Hoyt Main Library** features a variety of programs for youth, teens, and adults year round. Hoyt Library is the historic Downtown Saginaw source of new arrivals for every age group as well as home of an extensive genealogical collection. It also has comprehensive online resource for finding library materials from anywhere in the state.

**Positive Results in a Downtown Environment (PRIDE)** was formed in 1975 and is composed of volunteers committed to promoting and beautifying Downtown Saginaw. Its annual events include the Memorial Day Parade, Annual Christmas Parade, Holidays in the Heart of the City, Friday Night Live, the Downtown Saginaw Farmer's Market, and Harvest Days.

**Read Enjoy And Discover (READ)** helps students improve their reading skills and discover the joy of reading. READ mentors make sharing their love of reading their primary focus while also providing a positive role model as well as teaching values, such as courage, honesty, friendship, kindness, truthfulness, integrity, and compassion.

**Riverside Saginaw Film Festival** features 14 films and numerous documentaries over six days at the Temple Theatre, Castle Museum, Pit & Balcony Community Theatre, Hoyt Library, the Lawn Chair Film Festival, and the Court Theatre. It is a community event designed to celebrate, explore, and screen great movies, thus adding to the cultural life of the Saginaw Valley and beyond.

**Saginaw Arts & Enrichment Commission** serves as a catalyst for the arts by encouraging, developing, and promoting organizations and activities that enhance the economic vitality and quality of life in the Saginaw Community. Current activities include the All Area Arts Awards, Hispanic Heritage and Black History Student Art Exhibitions, Art at the Andersen, Saginaw Cultural Events Roundtable, Visiting Artist Residency, Hollyday Fair, Artifacts newsletter, online events calendar, and many other programs.

**Saginaw Art Museum** features an expansive permanent collection, enhanced museum store, and traveling exhibits of national and international merit. Lectures, tours, and classes are just part of the wide range of educational offerings and community outreach. Saginaw Art Museum also features a multi-purpose lecture theatre, and an enlarged Vision Area, as well as the Museum's popular hands-on children's gallery.

**Saginaw Bay Symphony Orchestra** has performed an annual concert series since its creation in 1935. It is a fully professional ensemble drawing its members from throughout Michigan. The Orchestra performs a wide variety of chamber, pops, educational, and historic concerts plus opera, ballet, and modern dance.

**Saginaw Choral Society** is comprised of a 100 member, auditioned volunteer performance, which annually presents a season of classical, contemporary, and popular concerts for the community. The chorus has earned much critical acclaim, has garnered local, state, and national awards and has built a substantial regional following.

**Saginaw Eddy Concert Band** consists of 60 members from retired music teachers, music majors from local colleges such as Central Michigan, to otherwise musically inclined Saginawians. The Saginaw Eddy Concert Band plays standard marches, musical scores with accompanying vocalists, classical selections adapted for concert bands and more.

**St. John's Episcopal Church** was founded in 1851 and is the oldest church in the Saginaw Valley. It is located on North Michigan Street. It boasts stained glass windows from both the United States and Europe. Saginaw has other churches in the area, ranging from Catholic, Baptists, Church of God In Christ, Methodist, and many more denominations.

**Friends of Theodore Roethke** are committed to promoting, preserving, and protecting the literary legacy of Saginaw's Pulitzer Prize winner, Theodore Roethke, by restoring his family residences and collaborating with other communities. The Roethke House is a center for educational opportunities, historical awareness, and cultural values.

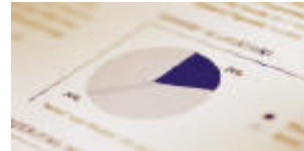
**Saginaw Code Enforcement Neighborhood Improvement Cooperative (SCENIC)** was formed and implemented on June 1, 2008. The team was made up of City employees from a variety of departments including: police, fire, inspections, zoning, and public works. This group of employees works together to address many types of situations that have a negative impact in our community, thereby preventing blight from gaining a greater foothold. SCENIC also provides a communication link between the residents of Saginaw and City Hall, by having at least one of our members at each of the many neighborhood organization meetings.

## INTERESTING FACTS

Michigan State University Community and Economic Development Program ranked Saginaw County fourth out of 83 Michigan counties for “Percent of Workforce Employed in Information Technology” according to a recent study.



The Rehmann Group, with headquarters in Saginaw, was listed as one of “Detroit Metro Area's 101 Best and Brightest Companies to Work For.” The company is the second largest accounting firm in Michigan behind Plante & Moran, Inc.



Delta College was recently named as one of the country’s top 10 tech-savvy community colleges for 2007 by the Center for Digital Education and the American Association of Community Colleges.



The Saginaw Metro Area was ranked Number 23 for Culture & Leisure in the *Forbes Magazine* Best Small Places List.



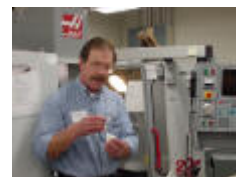
Saginaw County was named one of the “100 Best Communities for Young People in the Nation” by America's Promise.



Recently, the Saginaw area was ranked one of the “Top 5 Best Places to Live for Cost of Living” by Salary.com.”



Recently, *Forbes Magazine* ranked the Saginaw area the Number 51 Metro Area for Engineers.



Saginaw is home to the largest group of cardiovascular surgeons in the State of Michigan - Michigan Cardio Vascular Institute.



Saginaw County is home to two major hospital facilities that provide a wide array of medical services, which include St. Mary’s of Michigan and Covenant Healthcare.



Synergy Medical Education Alliance offers five, community-based, fully-accredited residency training programs in emergency medicine, family practice, internal medicine, general surgery, and obstetrics and gynecology.



Saginaw County is 23rd in the nation in sugar beets harvested, 28th in the nation in dry edible beans harvested, and third in soybeans harvested in the State of Michigan.



The Michigan Travel Bureau ranked Saginaw County the Number 3 Tourist Destination in the State of Michigan.



The Birch Run Frankenmuth exit off I-75 in Saginaw County is the second busiest exit for tourism in the nation, second to Orlando, Florida.



Saginaw is home to the Saginaw Spirit Hockey Club, which is a member of the Ontario Hockey League. The Spirit hosted the 2007 Bell OHL All-Star Classic.



Saginaw County has over 541 acres of parkland with year-round recreational opportunities. Saginaw has 26 public and private golf courses, 30 parks and an 82-acre trail system for skiing or hiking.



Saginaw County is home to 15 museums, 34 meeting facilities, 43 hotels, 12 bed & breakfasts, and 67 different religious denominations.



The second annual AG Edwards Nest Egg Index ranked the Saginaw Metro Area 278th out of 934 U.S. communities for personal savings.





## EDUCATION

**Saginaw Valley State University (SVSU)** is one of the most prestigious colleges in the state of Michigan. After an extensive study, Dr. John Dale Russell (Chancellor and Executive Secretary of the New Mexico Board of Education Finance) submitted the Russell Report to the Michigan State Legislature's Joint Senate-House Committee. The report endorsed the concept of a higher education based learning system in the Saginaw, Bay City and Midland communities, thus marks the beginning, for the formative years of SVSU.

In November of 1963, Saginaw Valley College was chartered as a private college. The first classes were held in the basement of the current Delta College site. Here the students attended classes until Saginaw Valley College was built. In December of 1963, the Saginaw Board of Director's introduced four possible name choices: College of the North, Saginaw Valley College, John Fitzgerald Kennedy College or University Center College.



SAGINAW VALLEY COLLEGE

It was determined with a clear majority that Saginaw Valley College was the name of choice, thus by the end of 1963 Saginaw Valley College was born. In addition to establishing roots, Saginaw Valley College's insignia was also created. This is an example of Saginaw Valley College's first identity. The explanation of its symbol reflects the unique identity of the college.

The 1980's were a decade of great growth for the college. In November of 1987, Saginaw Valley State College was reclassified as Saginaw Valley State University (SVSU) with a student enrollment of nearly 6,000. SVSU began the decade by crossing international borders and hosting the University's first international students. In 1981, SVSU received enough votes from the Academic Affairs President's Council to begin its Engineering Program.

SVSU's academic excellence also was recognized through accreditations. In 1994, the North Central Association of Colleges and Schools renewed SVSU's accreditation for 10 years, the longest renewal in the University's history and a sign of the University's level of performance, integrity and quality. Currently, SVSU is known for its excellent achievements, beautiful campus, and great academic programs.



**Delta College** is a community college, which is located within blocks of Saginaw Valley State University. During the 1950s, the demand for education beyond high school created tremendous support for a new community college to serve the Bay, Midland, and Saginaw Counties.

In September 1961, Delta College opened its doors to approximately 1,800 students who hoped for a brighter tomorrow.

It was founded in 1961 in a rural 640-acre campus. Current enrollment at Delta College is 10,387, of which 1,439 students earned a degree or certificate in the 2006/2007 academic year.

Their mission is a responsive, dynamic community college, to educate, inspire, challenge, and support a diverse community of learners to achieve academic, professional, and personal excellence.

Delta College is our community's first choice to learn, work and grow. From a foundation of leadership, Delta College uses innovation and teamwork to achieve excellence.

Today, Delta College enrolls an average of 10,000 students annually. These individuals range from high school students taking Delta classes to older adults returning to college to enhance their skills or wanting a fresh start.

The main campus has been expanded and renovated (with more than \$68 million in changes since 1999). Delta College has established three off-campus centers – the Planetarium & Learning Center in Bay City (with show and special program attendance exceeding 300,000 people during its first ten years of operation), the Midland Center, and the Ricker Center in Saginaw – to better serve each community.



**Ross Medical Education Center** was founded in 1976. Ross Medical Education Center has maintained a single focus. We are dedicated to providing quality curriculum and instruction that meets the needs of students in our health training programs. Ross provides medical training that is focused on the essentials that will establish you in your allied health career. Ross prepares graduates to begin rewarding careers in the healthcare industry in as little as 30 weeks! We provide focused, hands-

on training that gives our students the skills they need to succeed in the fast-growing healthcare field. By eliminating general education and enrichment classes, you enter the job market ahead of the competition.

Many high school graduates and adults can attend other colleges and universities, which are considered extensions, such as: Northwood University (main campus located in Midland, MI), Davenport University (main campus located in Grand Rapids, MI), and Central Michigan (main campus located in Mount Pleasant, MI).

## TRANSPORTATION



**Saginaw Transit Authority Regional Services (STARS)** is a public transportation system for the Urbanized Saginaw Area, which travels about 1.5 million miles per year. Over 2,700 people ride our buses each day to work, doctor visits, shopping, or school. It provides basic transportation needs and is an important partner in economic development.

STARS also serves as an effective solution to mobility challenged citizens. Annually, over 48,000 senior citizens and persons with disabilities utilize the LIFT service.

**STARS LIFT** is a curb-to-curb service designed for senior citizens, persons with mobility disabilities, and the general public not conventionally served by STARS fixed routes.

It is the vision of Saginaw Transit Authority Regional Services to become a premier public transportation agency serving Saginaw and the Metropolitan Region with excellence and the highest quality of innovative service delivery to our customers.

STARS recently completed a \$900,000 renovation of its waiting area and plaza outside of its 615 Johnson Street bus garage. A 780 sq. ft. indoor waiting area with restrooms and a sidewalk snowmelt system was officially named the Rosa Parks Transfer Plaza.

The facility features two restrooms, security cameras, vending machines, and an outdoor route monitor similar to an airport's video screens that show arrivals and departures. The waiting area features bench seating for 22 and space for up to 35 people.



**Midland, Bay, Saginaw (MBS) International Airport**, formally named Tri-City Airport, is a special municipality owned by the Cities of Midland, Saginaw and the County of Bay. The airport is located in Freeland, Michigan, which is centrally located between the three owning communities.

A nine-member commission, composed of three representatives from each owning community, governs the airport.

MBS is proud to provide the traveling public scheduled air service from major airline carriers.

At MBS, you will be sure to find plenty of safe, inexpensive parking, both long and short term, with only a short walking distance to the passenger terminal.

MBS also offers a variety of ground transportation, which includes four car rental agencies, and a number of taxi/limousine companies that service the airport.

Whether waiting for your flight or picking up a passenger, MBS offers many food and beverage selections provided in the GladCo Food Court. Computer access is available for the convenience of the traveler who may need to log onto the Internet or check messages while away from the home or office. MBS offers a game room and gift shop, which features everything from reading materials and snacks to unique gifts for those awaiting flight arrivals or departures.

MBS International Airport continues to grow and constantly strives to make improvements in an effort to ensure that they provide to you high level of service, convenience, safety, and value. MBS is ready to serve you!

**DISTANCE FROM MBS AIRPORT TO THESE CITIES:**

<u>CITY</u>	<u>MILES</u>	<u>CITY</u>	<u>MILES</u>
Atlanta, GA	811	Detroit, MI	117
Orlando, FL	1250	Cincinnati, OH	346
Chicago, IL	296	New York, NY	717

## NATIONAL, STATE & LOCAL RECOGNITIONS OF CITY ACHIEVEMENTS

**Tree City USA Award:** The City of Saginaw received a Tree City USA designation from the Tree City USA® program, sponsored by The National Arbor Day Foundation in cooperation with the USDA Forest Service and the National Association of State Foresters. Requirements include, a tree board or department, tree care ordinance, community forestry program with an annual budget of at least \$2 per capita and an Arbor Day observance and proclamation.

**July 1, 2008:** Distinguished Budget Award – The City of Saginaw received the Government’s Finance Officer’s Association (GFOA) Distinguished Budget Award. The GFOA established the Distinguished Budget Presentation Awards Program (Budget Awards Program) in 1984 to encourage and assist state and local governments to prepare budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA’s recommended practices on budgeting and then to recognize individual governments that succeed in achieving that goal.

**2007-2008 Hockey Champs:** The Saginaw Spirit was born when Dick Garber, the owner of several local automobile dealerships, purchased the North Bay Centennials and moved the team after the 2001–02 season to Saginaw and renamed them the Saginaw Spirit. The Saginaw Spirit won the title this season. The Saginaw Spirit has done extensive promotions in the Mid-Michigan area, increasing their fan base and season ticket-holder numbers. The Spirit has one of the highest attendance rates in the Ontario Hockey League.

**January 25, 2007:** America’s Promise – The Alliance for Youth announced Saginaw County as the winner of a national competition to identify the “*100 Best Communities for Young People.*” In partnership with Capital One, the *100 Best* competition honors communities, ranging from small towns to urban neighborhoods across America, for their commitment to provide healthy, safe and caring environments for young people. Hundreds of communities in all 50 states, the District of Columbia, Puerto Rico, and the U.S. Virgin Islands took part in the competition.

**Michigan Blue Ribbon Exemplary School Award 2005-2006:** Swan Valley High School has been recently awarded the Michigan Blue Ribbon Exemplary School Award 2005-2006. Blue Ribbon Schools are models of both excellence and equity. To be recognized, a school must demonstrate a strong commitment to educational excellence for all students. The program recognizes schools that have demonstrated success in achieving these values as well as schools that have overcome obstacles and can provide evidence of five years of sustained student achievement.

**July 14, 2004:** Local Cool City Pilot Program grant recipients met with Governor Jennifer M. Granholm and state officials at a daylong conference held at Michigan State University in East Lansing. The projects receiving grants are located in Alpena, Bay City, Detroit, Ferndale, Flint, Grand Rapids, Jackson, Kalamazoo, Marquette, Port Huron, Portland, Saginaw, Saugatuck, Sault Ste. Marie, Traverse City, Warren, and Ypsilanti.

## UPCOMING PROJECT

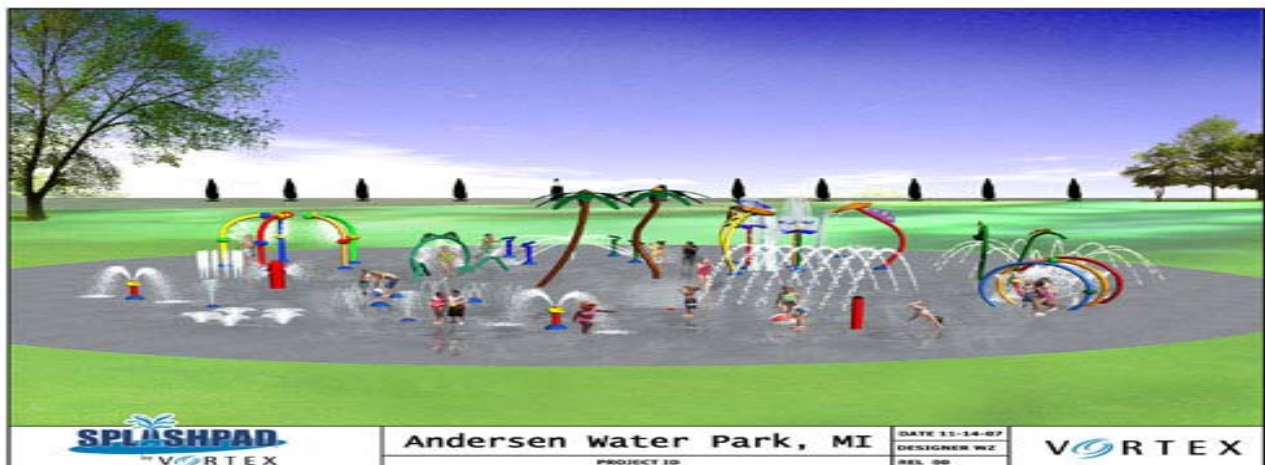
**Andersen Water Park** was considered a place where children could relax, enjoy the water and have fun! For the past several years the park was closed due to a decline in attendance beginning in 2002. The City of Saginaw opened Andersen Water Park in the summer of 1988. The park consisted of a wave pool, twin water slides, concession building, wooden deck, and bathrooms with showers and lockers.

**Celebration Park**, formerly known as the Andersen Water Park, is being redeveloped into the most exciting recreation experience in the Tri-Cities. Our mission is to repurpose the former Andersen Water Park into a lower cost, lower maintenance facility that is free to the public and for the use of people of all ages and abilities.

Celebration Park will be a community park that will be comfortable and easily accessible with shaded areas, walking paths and leisure activities. It will contain a variety of activities and learning experiences, and take advantage of the natural surroundings. The park will provide a relaxed setting for social interaction and will focus on improving the community and the families that live here. The news park will feature a water splash park (shown below), skateboarding plaza, playground, a scenic boardwalk along Lake Linton, bocce ball courts, volleyball courts, picnic pavilion, exercise paths, and open green space. Best of all, the park is free to public.

Several goals for the reinventing of the Andersen Water Park are as follows:

- ✓ It will provide a safe, accessible place to play for people of all ages
- ✓ It will provide a lower cost, lower maintenance, but higher use facility that will last 20-plus years
- ✓ It will provide an attractive, unique, water-based recreation feature that will bring even more people to Celebration Square and the Riverfront



Source: City of Saginaw Department of Public Services ([Saginaw-mi.com/Government/Departments/PublicServices.com](http://Saginaw-mi.com/Government/Departments/PublicServices.com))

## DEVELOPMENT PROJECTS

### ***I-675 Reconstruction***

Cost: \$28,616,900

Completion Date: Scheduled for 2010/2011

### ***Washington Avenue Streetscape***

Cost: \$1,995,200

Completion Date: Scheduled for Fall 2009

### ***Gallagher & Washington Intersection (Part A)***

#### ***Court: Handley to Elmview (Part B)***

Cost: \$292,060.66

Completion Date: Scheduled for August 2009

### ***Woodbridge: Brockway to Houghton***

Cost: \$5,810,238

Completion Date: Scheduled for September 2009

### ***Cherry & 6<sup>th</sup> Street, Realignment***

Cost: \$322,003.26

Completion Date: September 14, 2006

### ***Johnson Street: Washington to 6<sup>th</sup> Avenue***

Cost: \$4,198,593.78

Completion Date: November 6, 2007

### ***M-13 & M-84, Intersection Upgrades***

Cost: \$730,968

Completion Date: June 30, 2007

### ***Hoyt: Washington to Genesee***

Cost: \$2,015,781.73

Completion Date: November 4, 2006

### ***City Wide Traffic Signals***

Cost: \$92,340

Completion Date: (Phase One) November 11, 2006,

Completion Date: (Phase Two) September 2, 2006

### ***Sheridan: Remington to Hoyt***

Cost: \$689,130

Completion Date: July 5, 2006

### ***Weiss: Michigan to Carrollton***

Cost: \$806,094

Completion Date: September 17, 2004

### ***5<sup>th</sup>: Janes to Fitzhugh***

Cost: \$456,342

Completion Date: August 6, 2004

### ***Schenk Bridge: Center & King***

Cost: \$1,251,150

Completion Date: July 23, 2004

### ***Salt: Florence to Fraser***

Cost \$389,082

Completion Date: September 30, 2004

### ***Janes: 4<sup>th</sup> to City Limits (23<sup>rd</sup>)***

Cost: \$584,364

Completion Date: May 28, 2004

***Genesee Bridge***

Cost: \$289,332

Completion Date: June 17, 2004

***Houghton: Bond to Michigan & Amendment***

Cost: \$1,105,002

Completion Date: September 22, 2003

***Fraser at Signals***

Cost: \$29,697

Completion Date: December 19, 2003

***Central MI Railroad –Closing 22 grade crossings***

Cost: \$410,765.53

Completion Date: November 8, 2002

***Hamilton: Fraser to Lyon***

Cost: \$554,219.60

Completion Date: November 9, 2002

***Michigan: West City Limits to Maple Street***

Cost: \$380,219.91

Completion Date: October 23, 2003

***Jefferson: Holden to Holland***

Cost: \$537,966

Completion Date: November 14, 2002

***Gallagher: Elmwood to Glenwood***

Cost: \$675,678

Completion Date: October 10, 2002

***Hamilton: Court to Holland***

Cost: \$865,032

Completion Date: July 25, 2002

***M-84 (Bay): M-58 (State/Davenport) Weiss***

Cost: \$241,110

Completion Date: July 11, 2002

***Brockway & Woodbridge, Realignment***

Cost: \$163,275.71

Completion Date: July 3, 2002

***Cooper: Mason to Michigan***

Cost: \$1,028,773.62

Completion Date: November 29, 2001

***Owen: Hess to Rust***

Cost: \$566,324.09

Completion Date: November 27, 2001

***M-46 (Gratiot): West City Limits to M-13 (Washington)***

Cost: \$1,463,646

Completion Date: August 26, 2000

***M-13 (Washington): Janes to Johnson***

Cost: \$5,124,300

Completion Date: December 3, 2001

***East Genesee Avenue: Webber to Hartsuff***

Cost: \$1,990,263

Completion Date: November 11, 2005

***Riverfront Development (Along Shore Line East & West Side and Ojibway Island)***

Cost: \$2,644,827.35

Completion Date: December 14, 2004





**BUILDING PERMIT SUMMARY  
1999 - 2008**

The residential, industrial, and commercial new construction and repairs and alterations building permit fees and actual numbers of permits issued are represented by the following data:

<u>Year</u>	<u>Building Permit Fees</u>	<u>Number of Permits Issued</u>
1999	\$223,090.00	2,060
2000	\$273,578.00	2,004
2001	\$237,892.00	2,213
2002	\$365,420.00	2,403
2003	\$242,499.00	1,896
2004	\$229,765.00	1,608
2005	\$196,557.00	1,485
2006	\$286,144.00	1,896
2007	\$189,665.00	1,463
2008	\$184,037.00	1,406

***Breakdown of Permits Issued:***

<u>Year</u>	<u>DP</u>	<u>EP</u>	<u>MP</u>	<u>BP</u>	<u>PP</u>
1999	111	589	444	603	313
2000	88	560	468	585	303
2001	119	642	453	699	300
2002	99	656	597	712	339
2003	39	525	531	553	248
2004	66	406	477	475	184
2005	60	404	400	420	201
2006	109	470	553	440	324
2007	98	368	416	427	154
2008	154	397	262	421	172

DP = Demolition Permits

EP = Electrical Permits

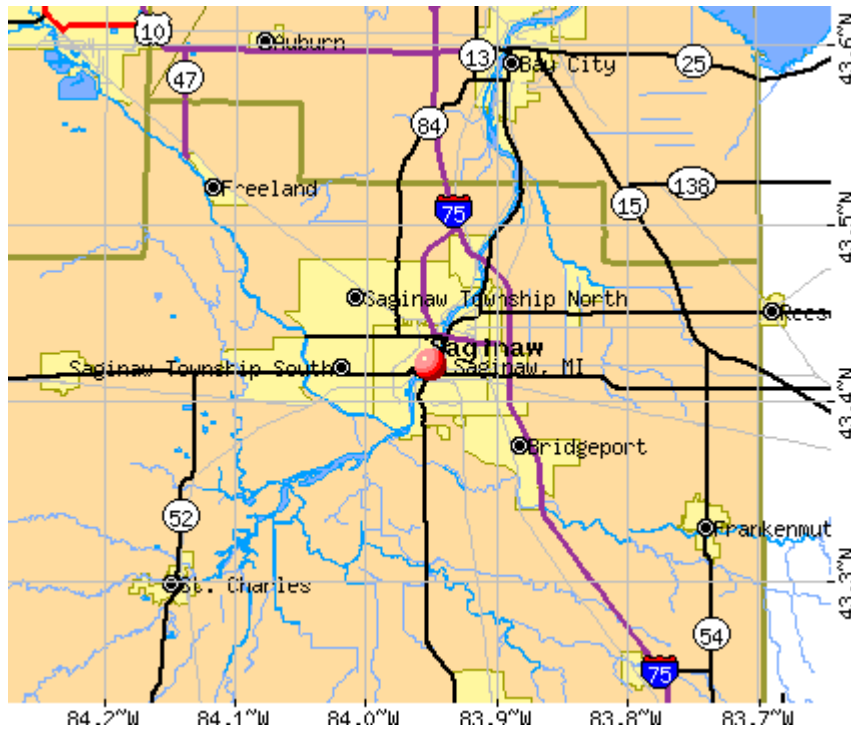
MP = Mechanical Permits

BP = Building Permits

PP = Plumbing Permits

*Source: Information provided by The City of Saginaw's Zoning & Development Department of Inspections*

## SAGINAW - LOOKING IN AT A DISTANCE



**City of Saginaw Facts:**

Settled: By Native Americans 3,000 B.C.  
 Europeans by 1822  
 Incorporated: As a City 1823 As a Village 1854  
 Population: 56,263 (Sperling's Best Places)  
 Population Growth: -6.92%

**Location:** Eastern Mid-Michigan

**Climate:** Average High: 71.2 F  
 Average Low: 21.4 F  
 Annual High Extreme: 81.9 F  
 \* Temperatures based on 2008

Source: Wikipedia Website [http://en.wikipedia.org/wiki/Saginaw,\\_Michigan](http://en.wikipedia.org/wiki/Saginaw,_Michigan)

<http://www.average-temperature.com/temps/MI/Saginaw>

<http://www.sperlingsbestplaces.com>

## A SNAPSHOT OF THE CITY OF SAGINAW

**A comparison of the City of Saginaw's condition over an 18-year period includes:**

	<u>Year Ended 1990</u>	<u>Year Ended 2008</u>
Number of Businesses on City Business Taxrolls:	1,578	1,514
Number of Households:	23,182	20,482
	<u>December, 1990</u>	<u>December, 2008</u>
<u>Employment Data for the City of Saginaw:</u>		
Workforce:	27,034	25,134
Employed:	23,432	21,425
Unemployed:	3,602	3,709
Unemployment Rate:	13.3%	14.8%
Average Income (Personal & Per Capita)	\$27,980	\$36,166

### **GENERAL INFORMATION ABOUT THE CITY OF SAGINAW (2008 Statistics):**

State Income Tax Rate:	4.40% (for the lowest bracket)*
State Property Taxes:	Average
Sales Tax:	6.00%*
State Gas Tax Rate:	18.5% (cents per gallon)*
Retirement Tax Break from State:	Yes
Median Home Price:	\$52,330
Home Appreciation:	-10.30%
Median Home Income:	\$27,720
Cost of Living:	67.83 (low compared to U.S. average of 100)
Median Age:	31.9
Married:	41.36%
Divorced:	12.45%

*Notes: Number of Businesses on City Business Taxrolls figure, 1,578 is from year 1992. Number of households figure 23,182 is from year 2000 and figure 6,207 is from year 2006. Statistics from 2005 were used for Average Income for personal and per capita figure for Year Ended December 2007.*

*\*Income tax notes: 15 states have statutory provision for automatic adjustment of tax brackets, personal exemption or standard deductions to the rate of inflation. Massachusetts, Michigan, Nebraska and Ohio indexes the personal exemption amounts only.*

*Sources: (1) CNN's Best Places to Retire Magazine*

*(2) U.S. Bureau of Census, Business and Employment Statistics*

**MAJOR EMPLOYERS IN THE SAGINAW AREA**  
**Top 20 Withholding Employers**  
**For Year 2008**

<u>Rank</u>	<u>Company/Organization</u>	<u>2008 Withholding Amount</u>
1	Covenant Medical Center Inc.	\$1,151,631.03
2	General Motors Corp & Subdiaries	\$ 774,627.44
3	St. Mary's of Michigan	\$ 631,544.21
4	School District City of Saginaw	\$ 568,251.73
5	Department of Veterans Affairs	\$ 382,369.85
6	Delphi Automotive Systems Corp.	\$ 320,740.67
7	TRW Integrated Chassis Systems LLC	\$ 312,317.54
8	State of Michigan	\$ 311,234.92
9	US MN Postal Data Center	\$ 280,795.75
10	City of Saginaw	\$ 265,899.83
11	Saginaw County Courthouse	\$ 235,444.44
12	Michigan Cardiovascular Institute, P.C.	\$ 119,114.46
13	Synergy Medical Education Alliance	\$ 101,264.19
14	Health Delivery Inc.	\$ 91,869.30
15	SBC Data Com	\$ 90,042.51
16	Linear Motion LLC	\$ 87,200.41
17	Michigan Bell Telephone Company	\$ 84,612.57
18	Dow Chemical Company	\$ 82,874.42
19	Advanced Diagnostic Imaging P.C.	\$ 74,637.81
20	The Herald Publishing Co. LLC	\$ 68,309.31

*Sources: (1) Information provided by City of Saginaw's Income Tax Division of the Department of Fiscal Services  
(2) Sperlings Best Places Website*

## EMPLOYMENT/LABOR FORCE

### Employment, Unemployment, Labor Force in the City of Saginaw

<u>Year</u>	<u>Civilian Labor Force</u>	<u>Employment</u>	<u>Unemployment</u>	<u>Unemployment Rate</u>
1990	27,034	23,432	3,602	13.3%
1991	26,774	22,928	3,846	14.4%
1992	27,166	23,115	4,051	14.9%
1993	27,081	23,556	3,525	13.0%
1994	27,317	24,167	3,150	11.5%
1995	27,045	24,219	2,826	10.4%
1996	26,859	24,589	2,270	8.5%
1997	27,109	25,010	2,099	7.7%
1998	27,102	25,015	2,087	7.7%
1999	27,253	25,300	1,953	7.2%
2000	25,651	23,799	1,852	7.2%
2001	25,898	23,319	2,579	10.0%
2002	25,632	22,485	3,147	12.3%
2003	26,465	22,447	4,018	15.2%
2004	26,315	22,431	3,884	14.8%
2005	26,077	22,542	3,535	13.6%
2006	26,094	22,746	3,348	12.8%
2007	25,503	22,357	3,146	12.3%
2008	25,134	21,425	3,709	14.8%
<i>Averages</i>	<b>26,500</b>	<b>23,415</b>	<b>3,086</b>	<b>11.02%</b>
<i>Compared to</i>				
<b>2007 Figures</b>	<b>26,498</b>	<b>23,411</b>	<b>3,087</b>	<b>11.67%</b>

Unemployment Rate – City of Saginaw, 2008  
(Monthly Rate)

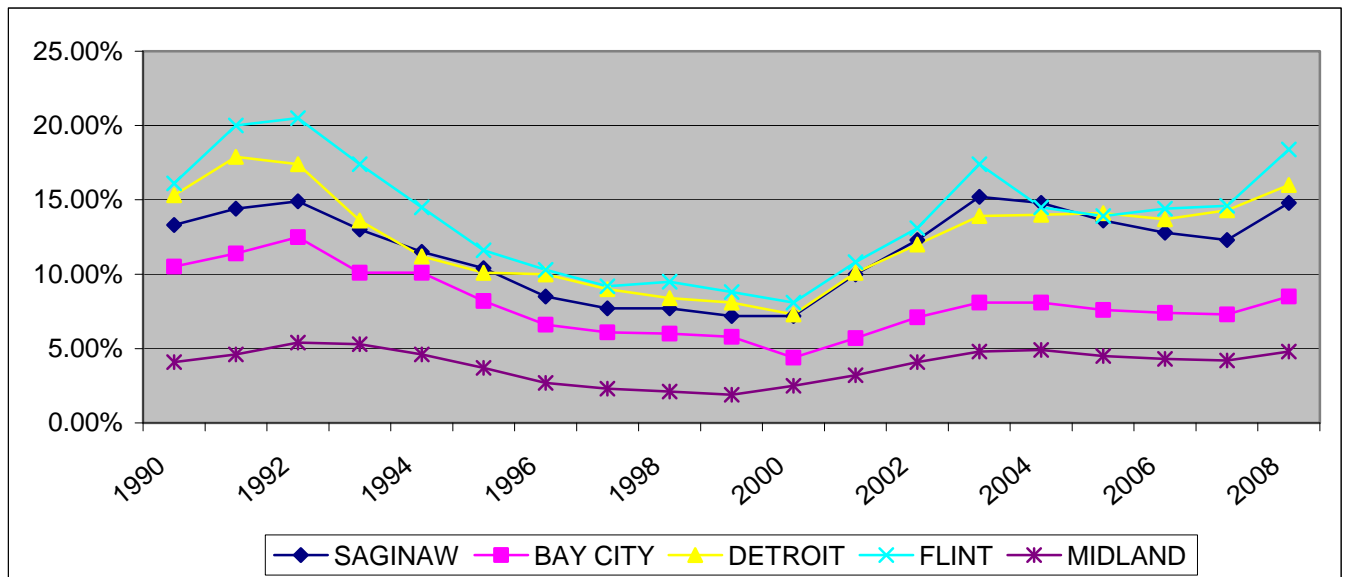
<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>
14.1 %	13.6%	14.7%	12.6%	15.2%	14.5%
<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>

Source: Michigan Labor Market Information, Data Explorer (Labor & Economic Growth, Historical Statistics)

## UNEMPLOYMENT RATE COMPARISON

YEAR	SAGINAW	BAY CITY	DETROIT	FLINT	MIDLAND
1990	13.30%	10.50%	15.30%	16.10%	4.10%
1991	14.40%	11.40%	17.90%	20.00%	4.60%
1992	14.90%	12.50%	17.40%	20.50%	5.40%
1993	13.00%	10.10%	13.60%	17.40%	5.30%
1994	11.50%	10.10%	11.20%	14.50%	4.60%
1995	10.40%	8.20%	10.10%	11.60%	3.70%
1996	8.50%	6.60%	10.00%	10.30%	2.70%
1997	7.70%	6.10%	9.00%	9.20%	2.30%
1998	7.70%	6.00%	8.40%	9.50%	2.10%
1999	7.20%	5.80%	8.10%	8.80%	1.90%
2000	7.20%	4.40%	7.30%	8.10%	2.50%
2001	10.00%	5.70%	10.10%	10.80%	3.20%
2002	12.30%	7.10%	12.00%	13.10%	4.10%
2003	15.20%	8.10%	13.90%	17.40%	4.80%
2004	14.80%	8.10%	14.00%	14.50%	4.90%
2005	13.60%	7.60%	14.10%	13.90%	4.50%
2006	12.80%	7.40%	13.70%	14.40%	4.30%
2007	12.30%	7.30%	14.30%	14.60%	4.20%
2008	14.80%	8.50%	16.00%	18.40%	4.80%

### UNEMPLOYMENT COMPARISON – SURROUNDING AREAS



Source: Michigan Labor Market Information, Data Explorer (Labor & Economic Growth, Historical Statistics)

## BANKING INSTITUTIONS IN THE CITY OF SAGINAW

Bank of America elected four new directors, June 5, 2009, Susan S. Bies, William P. Boardman, D. Paul Jones, and Donald E. Powell. On April 21, 2009, Independent Bank associates throughout Michigan participated in Teach Children to Save Day, by visiting local schools and provided lessons to students on how to save and manage their manage.

Fifth Third Mortgage Company participated in the government's Homeowner Affordability and Stability Program (HASP). October 2008, National City Bank was bought by PNC Financial Services Group, Inc., which is headquartered in Cleveland, OH.

Within the corporate limits of the City of Saginaw are 9 different banking institutions with a total of 56 offices. Even though these banks are spread out throughout the County of Saginaw, there are still quite a few within the city limits of Saginaw, Michigan.

<b>Banking Institute</b>	<b># Of City-Based Offices</b>	<b>Assets (Millions)</b>	<b>Deposits (Millions)</b>	<b>Headquarters Location</b>	<b>Holding Company</b>
Citizens Bank	12	12,266.6	8907.7	Flint, MI	Citizens Banking Corporation
Bank of America	7	1,471,631.0	24,883.10	Troy, MI	Abn Amro Holding N.V.
JP Morgan Chase Bank	7	1,746,242.0	1,055,765.0	Columbus, OH	JPMorgan Chase & Co.
Independent Bank	6	2,953.2	2,098.2	Ionia, MI	Independent Bank Corporation
National City Bank	15	146,057.8	104,197.4	Cleveland, OH	PNC Financial Services Group, Inc.
1 <sup>st</sup> State Bank	3	138.0	107.7	Saginaw, MI	Valley Financial Group, Ltd.
Fifth Third Bank	2	54,116.4	39,964.9	Grand Rapids, MI	Fifth Third Bancorp
Community State Bank	1	187.0	167.7	Saint Charles, MI	Community Bancorp, Inc.
Chemical Bank	3	3,866.6	2,979.1	Midland, MI	Chemical Financial Corp.
<b>Totals</b>	<b>56</b>	<b>3,437,458.6</b>	<b>1,239,070.8</b>	-	-

Source: Data is based on 2008 statistics from City-Data.com



CITY OF SAGINAW

STATISTICAL SECTION

CITY OF SAGINAW, MICHIGAN

DEMOGRAPHIC STATISTICS  
1900-2000

Population Trends

<u>Year</u>	<u>City of Saginaw Population</u>	<u>Percent Increase (Decrease)</u>	<u>Tri-Cities Total Population*</u>	<u>Percent Increase (Decrease)</u>
1900	42,322	0%	78,604	0%
1910	50,510	27.25%	84,517	7.52%
1920	61,903	143.10%	187,071	100.21%
1930	80,715	20.37%	209,341	11.90%
1940	82,794	8.08%	232,453	9.94%
1950	92,918	17.66%	277,638	19.44%
1960	98,265	24.26%	349,244	25.79%
1970	91,849	15.20%	400,851	14.78%
1980	77,508	3.78%	421,518	5.16%
1990	69,512	(7.06)	399,320	(5.27)
2000	61,799	(.90)	403,070	.94%

*Note: Percent change calculation is computed by subtracting the previous year population from the current year population and dividing it by the previous year population.*

*\*Tri-Cities include: Saginaw, Bay City, and Midland*

*Source: U.S. Bureau of Census: Various Reports; Michigan Manual: Various editions*

CITY OF SAGINAW, MICHIGAN

DEMOGRAPHIC STATISTICS

2008

**Police Information**

Police Bureau Compliment:

	<u>2007</u>	<u>2008</u>	<u>% Change</u>
Officers by Rank:			
Police Chief	1	1	-
Deputy Chief	1	0	-
Lieutenants	3	5	1.34
Sergeants	15	14	0.94
Police Officers	<u>79</u>	<u>80</u>	<u>1.02</u>
Total Police			
Bureau Compliment:	99	100	1.01

*Calls for Service:* 54,746 69,824 1.28

Crimes by Type:

	<u>2007</u>	<u>2008</u>	<u>% Change</u>
Homicide	21	23	1.10
Rape	49	51	1.04
Robbery	268	309	1.15
Assault- Aggravated	1,054	1,126	1.07
Burglary	1,601	1,486	0.93
Larceny	741	917	1.24
Motor Vehicle Theft	334	239	0.72
Arson	<u>203</u>	<u>225</u>	<u>1.11</u>

*Total Crimes by Type:* 4,271 4,376 1.02

**Fire Information**

Fire Bureau Compliment:

	<u>2007</u>	<u>2008</u>	<u>% Change</u>
Personnel by Rank:			
Fire Chief	1	1	-
Battalion Chiefs	3	3	-
Fire Captains	7	7	-
Lieutenants	5	13*	2.60
Fire Marshall	1	1	-
Deputy			
Fire Marshall	1	1	-
Fire Engineer	19	20*	1.06
Fire Training & Safety Officer	1	1	-
Firefighters	<u>19</u>	<u>22</u>	<u>1.16</u>

*Total Fire*

*Bureau Compliment:* 57 69 1.21

Calls for Service by Situation Found:

	<u>2007</u>	<u>2008</u>	<u>% Change</u>
Fire	691	665	0.97
Rupture/Explosion	3	3	-
EMS/Rescue	61	73	1.20
Hazardous Condition	358	511	1.43
Service Call	240	390	1.63
Good Intent	319	376	1.18
False Call	333	276	0.83
Other	<u>23</u>	<u>8*</u>	<u>0.35</u>

*Total Calls by Situation:* 2,293 2,293 1.13

\* Lieutenants and Fire Engineers had one person to retire during the year.

\* Other calls included 6 that were brought on board for severe weather.

*Note: All positions listed for Police & Fire Departments are sworn in positions only.*

*Source: (1) Fire & Police Bureau Complement information retrieved from the City of Saginaw's 08/09 Personnel Complement  
(2) Police crimes by type information retrieved from Michigan.gov website, Uniform Crime Reports, 2008 Data  
(3) Fire department calls by situation information retrieved from City of Saginaw's Fire Department*

CITY OF SAGINAW, MICHIGAN

PRINCIPAL REAL ESTATE TAXPAYERS  
 TOP 25 TAXPAYERS  
As of December 31, 2008

OWNER (TAXPAYER)	# OF PARCELS	REAL AD VALOREM	SPECIAL ACT ROLLS	PERSONAL AD VALOREM	SPECIAL ACT ROLLS	TOTAL
General Motors	12	14,208,666	-	10,734,500	7,495,200	32,438,366
Consumers Energy	57	288,450	-	17,281,200		17,569,650
Delphi Corporation	12	6,116,444	-	826,400		6,942,844
TRW Integrated Chassis Systems	3	-	-	6,084,700	2,420,600	89,505,300
Enterprise Automotive Systems	1	-	-	5,193,700	-	5,193,700
Linear Motion	7	3,384,224	-	1,131,700	577,600	5,093,524
Machining Enterprises Inc.	1	-	-	3,471,200	-	3,471,200
CMI-Schneible Co.	2	-	-	2,690,200	960,200	3,650,400
Corvus Nodular Interests II, LLC	1	3,564,841	-	-	-	3,564,841
SSP Associates Inc.	13	2,993,060	-	467,000	-	3,460,000
Charter Communications II	1	-	-	3,312,000	-	3,312,000
Housing & Urban Development	113	3,075,226	-	-	-	3,075,226
Riverfront Medical Realty LLC	2	2,614,456	-	274,100	-	2,888,556
B & W Heat Treating	1	-	-	2,595,600	-	2,595,600
Rifkin Scrap Iron Metal	16	397,593	-	1,075,200	1,018,900	2,491,693
Meredith Corporation	3	630,900	-	1,927,300	-	2,558,200
Hausbeck Pickle Co. Inc.	3	1,310,011	709,390	1,091,400	18,200	2,401,411
Central Foundry	5	2,188,948	-	-	-	2,188,948
Means Industries Inc.	7	414,756	709,390	918,000	-	1,510,976
Downtown Area Development LLC	2	1,784,100	-	-	-	1,784,100
Citizens Bank of Saginaw	10	1,760,530	-	-	-	1,760,530
Uvalde Inc.	103	1,684,294	-	-	-	1,684,294
Cyberknife of Saginaw LLC	1	-	-	1,671,300	-	1,671,300
Finlay Brookwood Park LTD DHALP	1	1,517,484	-	-	-	1,517,484
Reardon Properties	5	990,746	410,930	109,300	-	1,510,976
<b>TOTALS</b>	<b>382</b>	<b>48,924,729</b>	<b>1,829,710</b>	<b>60,854,800</b>	<b>12,490,700</b>	<b>223,534,119</b>

Note: Information is listed in numerical order according to its rank for Top 25 Taxpayers in City of Saginaw

Source: Information provided by City of Saginaw's City Assessor of the Department of Fiscal Services

# **GLOSSARIES**

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## GLOSSARY OF ABBREVIATED TERMS

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### **-A-**

AASHTO	American Association of State Highway and Transportation Officials
AFSCME	American Federation of State, County & Municipal Employees
AG	Albert Gallatin
AMR	Automated Meter Reading
ARMS	Automated Record Management System
Asmt.	Assessment
ATPA	Automobile Theft Prevention Authority
Auth.	Authority
Avg.	Average
AWWA	American Water Works Association

### **-B-**

B.C.	Before Christ
BP	Building Permit

### **-C-**

CAD	Computer-Aided Design
CCF	Hundred Cubic Feet
CDBG	Community Development Block Grant
CIP	Capital Improvement Plan
Corp.	Corporation
CPO	Community Policing Office
CSO	Combined Sewage Overflows

### **-D-**

DBO	Demolition of Buildings
DDA	Downtown Development Authority
DP	Demolition Permit

### **-E-**

Endow.	Endowment
EP	Electrical Permit

### **-F-**

FBI	Federal Bureau of Investigation
FICA	Federal Insurance and Compensation Act
FY	Fiscal Year
FYI	Family Youth Initiative

### **-G-**

Gals.	Gallons
GASB	Governmental Accounting Standards Board
GF	General Fund
GFOA	Government Finance Officers Association
GIS	Geographical Information System
GM	General Motors
Govt.	Government

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## GLOSSARY OF ABBREVIATED TERMS

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### **-H-**

HOME	Home Observation of Measurement of the Environment
H.R.	Human Resources
H.T.E.	Harvard Technology Enterprise

### **-I-**

IFT	Industrial Facilities Tax
Inc.	Incorporated
ITS	Intelligent Transportation System

### **-J-**

J.A.G.	Justice Assistance Grant
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### **-K-**

KWH	Kilowatt Hour
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### **-L-**

Lbs.	Pounds
LDFA	Local Development Finance Authority
L.E.I.N.	Law Enforcement Information Network
LELI	Law Enforcement Leadership Institute
LLC	Limited Liability Company

### **-M-**

MBS	Midland, Bay City, and Saginaw
MCLA	Madden Central Leagues Alliance
MDEQ	Michigan Department of Environmental Quality
MDOT	Michigan Department of Transportation
MG	Milligram
MIOSHA	Michigan Occupational Safety and Health Administration
MP	Mechanical Permit
MSP	Michigan State Police
MSU	Michigan State University

### **-N-**

NBA	National Basketball Association
NBC	National Broadcasting Company
NEZ	Neighborhood Enterprise
NFL	National Football League
No.	Number
NPDES	National Pollutant Discharge Elimination System
NSF	Non-Sufficient Funds

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## GLOSSARY OF ABBREVIATED TERMS

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NTU	Number of Transfer Units
NWUA	Northwest Utilities Authority
<b>-O-</b>	
OPEB	Other Post Employee Benefits
<b>-P-</b>	
P.A.	Partial Agreement
PASER	
P.C.	Professional Corporation
PEG	Public, Educational, and Governmental
PILOT	Payment in Lieu of Taxes
POAM	Police Officers Association of Michigan
PP	Plumbing Permit
PRIDE	Positive Results in a Downtown Environment
PT	Part Time
PTO	Personal Time Off
<b>-Q-</b>	
QVF	Quality Voter Filer
<b>-R-</b>	
READ	Read Enjoy And Discover
Rev.	Revenue
RSSI	Received Signal Strength Indication
RTBs	Retention Treatment Basins
RV	Recreational Vehicle
<b>-S-</b>	
SBC	Southwestern Bell Corporation
SCADA	Supervisory Control and Data Acquisition
SCATT	Saginaw County Auto Theft Team
SEDC	Saginaw Economic Development Corporation
SEIU	Service Employees International Union
SGTV	Saginaw Government TeleVision
SMMWSC	Saginaw-Midland Municipal Water Supply Corporation
SONAR	Sound Navigation & Ranging
SRRF	Sepanta Robotic Research Foundation
STARS	Saginaw Transit Authority Regional Services
SVC	Service/Serviced/Servicing
SVSU	Saginaw Valley State University
<b>-T-</b>	
Temp.	Temporary
TIFA	Tax Increment Finance Authority
TV	Television



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## GLOSSARY OF ABBREVIATED TERMS

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### **-U-**

UDAA	Unlawfully Driving Away an Automobile
UFC	Ultimate Fighting Championship
USA	United States of America
USDA	United States Department of Agriculture
US MN	United States of Minnesota

### **-W-**

WKCQ	Radio station network
WWII	World War Two
WWTP	Wastewater Treatment Plant

### **-Y-**

Yr.	Year
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## GLOSSARY OF TERMS

### A –

**ACCRUAL BASIS** – The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods or services are received (whether or not cash disbursements are made at that time.)

**ACTIVITIES** – Specific services performed to accomplish program objectives and goals.

**AGENCY FUND** – Permanently established endowments where the annual income is used at the discretion of the organization in pursuit of a particular mandate.

**ALLOCATION** – The assignment or distribution of available resources such as revenue, personnel, buildings, and equipment among various City departments, bureaus, divisions, or offices.

**APPROPRIATION** – An authorization made by City Council which permits the City to incur obligations and to make expenditures or resources.

**APPROVED (ADOPTED) BUDGET** – The revenue and expenditure plan for the City for the fiscal year as enacted by City Council.

**ARBITRAGE** – Excess investment profits earned on the investment of lower-cost, tax-exempt bond proceeds.

**ASSESSED VALUATION** – The value placed upon real and personal property by the County tax assessor/appraiser as the basis for levying taxes.

**ASSET** – Property owned by the City which has monetary value.

**AUDIT** – Prepared by an independent certified public accounting firm, the primary objective of an audit is to determine if the City's general purpose financial statements present fairly the City's financial position and results of operations in conformity with the generally accepted accounting principles.

### B –

**BALANCED BUDGET** – Proposed revenues and other resources equal proposed appropriations.

**BOND** – A long-term promise to repay a specified amount of money (the face value amount of the bond) on a particular date (maturity date). Bonds are primarily used to finance capital projects.

**BUDGET** – A plan of financial operation comprised of an estimate of proposed expenditures for a fiscal year and the proposed means of financing those expenditures to fund City services in accordance with adopted policy.

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

**BUDGET DOCUMENT** – A compilation of the spending and funding plans for the various funds, along with supporting narrative, schedules, tables, and charts which, in total, comprises the annual resource allocation plan.

**BUDGET ORDINANCE** – An ordinance considered and adopted by City Council to formally enact the proposed budget as amended.

**BUDGET TRANSFER** - Adjustment made to the budget during the fiscal year to properly account for unanticipated changes which occur in revenues and/or expenditures and for program initiatives approved during the fiscal year.

**BUREAU** – The largest organizational component within a department which design is tied to service output or function.

**C –**

**CAPITAL BUDGET** – A spending plan for improvements to or acquisition of land, facilities, equipment, and infrastructure. The capital budget (1) balances revenues and expenditures, (2) specifies the sources of revenues, (3) lists each project or acquisition, and (4) must ordinarily be approved through adoption of an appropriation by the legislative body.

**CAPITAL EXPENDITURE** – The acquisition of fixed assets, usually authorized in the capital budget that includes land, buildings, infrastructure, and equipment.

**CAPITAL IMPROVEMENT PLAN (CIP)** – A multi-year plan to provide for equipment acquisition, improvement to public facilities, and construction of new facilities.

**CAPITAL OUTLAY** – Expenditures relating to the purchase of equipment, facility modifications, land, and other fixed assets.

**CASH BASIS** – The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when actually paid.

**CREDIT RATING** – The credit worthiness of an entity, as evaluated by independent agencies such as Moody’s Investors Service, Inc. and Standard and Poor’s Corp.

**D –**

**DEBT SERVICE** – Payment of interest and principal on an obligation resulting from issuance of bonds and notes.

**DEBT SERVICE FUND** – A fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

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

**DEPARTMENT** – The largest organizational component of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

**DESIGNATED FUND BALANCE** - A portion of unreserved fund balance assigned by City policy for a specific future use.

**DIRECT COSTS** – Expenses that are directly attributable to the production of service, such as wages, benefits, supplies, and contract services, and that would be eliminated if the service were discontinued.

**DIVISION** – The largest organizational component within a bureau which design is tied to a specific service output or function.

**E –**

**ENCUMBRANCE** – A reservation of funds for an anticipated expenditure prior to actual payment for an item.

**ENTERPRISE FUND** – A fund used to account for revenues received for goods and services provided to the general public on a continuous basis and primarily financed through user charges.

**EXPENDITURE** – Actual outlay of money for goods or services.

**EXPENSE** – Expenditures and other obligations (e.g., encumbrances) to expend money for goods and services.

**F –**

**FICA** – City’s portion of mandatory Social Security contribution (6.20%) and mandatory Medicare contribution (1.45%) for its employees payable to the federal government.

**FIDUCIARY FUND** – A fund that accounts for resources that governments hold in trust for individuals or other governments.

**FISCAL YEAR (FY)** – A twelve-month period designated as the operating year for an entity. The fiscal year for the City of Harrisburg is January 1 – December 31.

**FIXED ASSET** – Asset of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined fixed assets as those with an expected useful life in excess of one year and an acquisition cost in excess of \$5,000.

**FRINGE BENEFITS** – Health and welfare related benefits for all full-time employees, such as medical, dental, vision, and life insurance coverage, and a prescription drug plan which are included in the employee’s compensation package.

**FUND** – An accounting entity that records all financial transactions for specified activities or government functions. The six fund types used by the City are – General Fund, Capital Projects Fund, Debt Service Fund, Special Revenue Funds, Propriety (Utility) Funds, and Trust and Agency Funds.

**FUND BALANCE** – A cumulative excess of revenues over expenditures segregated by fund.

**G –**

**GENERAL OBLIGATION BOND and NOTE** – Forms of borrowing (debt financing) which reflect written promises from the City to repay sums of money on specific dates at specified interest rates backed by the full faith, credit, and taxing power of the municipality.

**GOVERNMENTAL FUNDS** – Funds that account for the services provided to the general citizenry as opposed to a specific group. These funds focus on current financial resources, emphasizing budgetary control and available cash.

**GRANT** – A sum of money allotted from a specific governmental or non-profit organization to be used under certain circumstances for a designated purpose.

**I –**

**INDIRECT COSTS** – Costs that are incidental to the production of goods and services, such as administration, budgeting, accounting, personnel, purchasing, legal, and similar staff support services. Unlike direct costs, indirect costs do not disappear if the service or good is discontinued. Also known as **overhead**.

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

**INTERFUND TRANSFER** – A transfer of money from one fund of the City to another fund of the City.

**L –**

**LIABILITY** – Debt or other legal obligations arising out of transactions in the past which must be paid, renewed, or refunded at some future date.

**LINE-ITEM BUDGET** – A budget that lists detailed expenditure categories such as salary, postage, and maintenance service contracts. The specific amount budgeted is also listed by category.

**LONG-TERM DEBT** – Debt with a maturity of more than one year after date of issuance.

**M –**

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

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

**MODIFIED ACCRUAL** – The method of accounting that is a mixture of both cash and accrual bases concepts. Revenues are recorded when they are both measurable and available to meet current liabilities. Expenditures are recorded when goods or services are received.

**N –**

**NOTE** – A short-term promise to repay a specified amount of money (the face value of the note) on a particular date (maturity date). Notes are primarily used to supplement current cash flow in anticipation of taxes and other revenues to be received, or to provide interim financing for capital projects in anticipation of the issuance of bonds.

**O –**

**OBJECTIVE** – A statement of purpose defined more specifically than a goal. (A goal may include several related objectives.) An objective normally indicates anticipated levels of achievement and is usually time limited and quantifiable.

**OPERATING BUDGET** – That portion of a budget that deals with recurring expenditures such as salaries, electric bills, postage, printing and duplicating, paper supplies, and gasoline.

**OPERATING EXPENSES** – Ongoing costs associated with sustaining City government operations such as: communications, professional fees, insurance, rentals, maintenance and repairs, contracted services, supplies, and minor capital.

**ORGANIZATIONAL CHART** – A chart representing the authority, responsibility, and relationships among departments, bureaus, and divisions within the City organization.

**P –**

**PART-TIME POSITION** – A position regularly scheduled for no more than 25 hours per week.

**PERFORMANCE-BASED BUDGETING** – A method of allocating resources to achieve specific objectives based on program goals and measured results.

**PERFORMANCE INDICATOR** – A variable measuring the degree of goal and objective fulfillment achieved by programs.

**PERSONNEL SERVICES** – Expenditures relating to compensating employees of the City including wages, salaries, and special pay such as longevity, holiday, vacation, sick, personal, and bereavement; overtime and shift differential; fringe benefits such as FICA, health, and life insurances; and miscellaneous expenditures such as pension plan contributions, workers' compensation, and unemployment compensation costs.

**PROGRAM** – An organized set of activities directed toward a common purpose or goal that an agency undertakes or proposes to carry out its responsibilities.

**PROPERTY TAX RATE** – A rate set either by a local governing board or in state law that, when applied to the tax base (assessed value), represents the property owner's tax liability.

**PROPOSED BUDGET** – The City's resource allocation plan for the fiscal year as prepared and recommended by the Mayor for consideration by City Council.

**PROPRIETARY FUND** – A fund that accounts for business-like operations that intend to recover their full cost through charges to customers and users.

**R –**

**RESOURCE ALLOCATION PLAN** – The City's revenue and expenditure plan for the fiscal year.

**REVENUE** – Money received or collected by the City through taxation, licenses, grants, fees, fines, forfeitures, charges, investments, and interfund transfers.

**REVENUE BOND** – Long-term borrowing that is backed by the revenues from a specific project such as water or sewer system improvement.

**REVENUE STABILIZATION RESERVE** – Revenue stabilization reserve that provides resources when tax revenues temporarily decline (as the result of a recession, the loss of a major taxpayer, or other similar circumstance).

**RISK MANAGEMENT** – The coordinated and continuous effort to minimize potential financial and human resource losses arising from workers' compensation, liability, and property exposures.

**S** –

**SPECIAL REVENUE FUND** – A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

**T** –

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

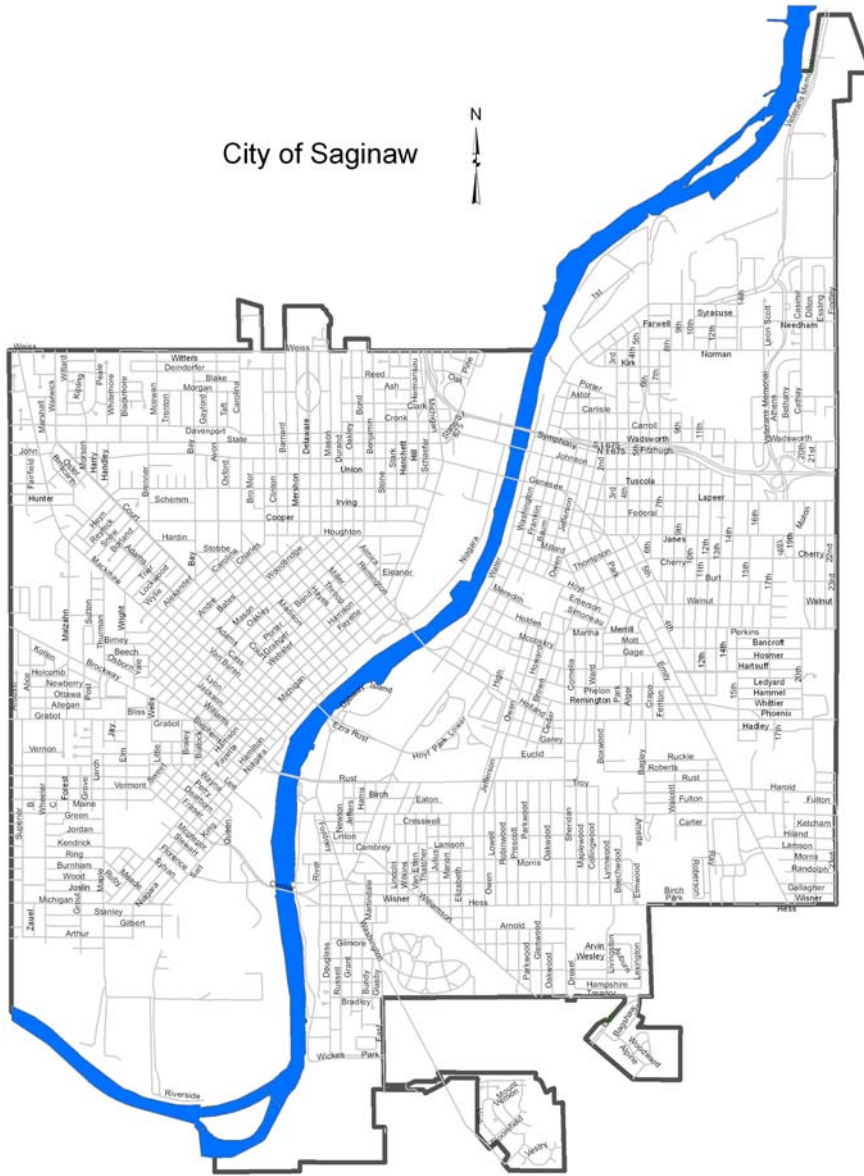
**U** –

**UNFUNDED LIABILITY** – A liability that accrues to a fund for which there is no source of revenue.

**UNIT** – The smallest organizational component within a bureau, which by design, further delineates the distribution of workload to achieve a specific output or function.

**Y** –

**YIELD** – The rate of return earned on an investment based on the cost of the investment.



1315 South Washington Avenue, Saginaw, MI 48601-2599