

# CITY OF OAK PARK

## ANNUAL BUDGET

FISCAL YEAR  
2014-2015



### CITY ADMINISTRATION

Erik Tungate, City Manager  
Kevin Yee, Assistant City Manager

### CITY COUNCIL

Marian McClellan, Mayor  
Michael Seligson  
Paul Levine, Mayor Pro Tem  
Carolyn Burns  
Kiesha Speech



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

**CITY OF OAK PARK**

**OAKLAND COUNTY, MICHIGAN**

**ANNUAL BUDGET**

**FOR FISCAL YEAR 2014 – 2015**

**ADOPTED MAY 19, 2014**

**Marian McClellan, Mayor**

**Paul H. Levine, Mayor Pro Tem**

**Michael M. Seligson, Council Member**

**Carolyn Burns, Council Member**

**Kiesha Speech, Council Member**



**Prepared By:**  
**The Department of Finance and**  
**Administrative Services**

**CITY OF OAK PARK  
TABLE OF CONTENTS  
FISCAL YEAR 2014 - 2015 BUDGET**

**OVERVIEW**

TABLE OF CONTENTS.....	1
TRANSMITTAL LETTER .....	5
BUDGET RESOLUTION.....	18
NOTICE Of PUBLIC HEARING .....	33
BUDGET PROCEDURES.....	34
INTRODUCTION .....	36
OVERVIEW - ALL FUNDS .....	40
REVENUES & EXPENDITURES - ALL FUNDS .....	40
FUND BALANCE PROJECTIONS - ALL FUNDS .....	41
ANALYSIS OF TRANSFER-IN & TRANSFERS-OUT .....	42
REVENUES & EXPENDITURES - ALL FUNDS - FY 2014-2015 .....	44
ADJUSTMENTS TO PROPOSED BUDGET .....	45
SIX YEAR TAX RATE .....	46
SIX YEAR TAXABLE VALUE BY CLASSIFICATION .....	46
FOUR YEAR TAXABLE VALUE CHART .....	47
HEADLEE REDUCTION COMPUTATION .....	48
FOUR YEAR ASSESSED VALUE CHANGES .....	49
PERSONNEL WORKSHEET SUMMARY BY YEAR.....	50
PERSONNEL SUMMARY - ALL DEPARTMENTS .....	51
PERSONNEL SUMMARY – ORGANOGRAMS .....	54
PERSONNEL COST SUMMARY – ALL DEPARTMENTS.....	65
SALARIES & FRINGE BENEFITS - DEPARTMENT & FUND TOTALS .....	64
PERSONNEL COST SUMMARY – DEPARTMENT DETAIL .....	65

**GENERAL FUND**

GENERAL FUND LINE ITEM BUDGET SUMMARY.....	72
GENERAL FUND EXPENDITURE SUMMARY – ALL DEPARTMENTS .....	78
GENERAL FUND - UNDESIGNATED FUND BALANCE ANALYSIS .....	79
GENERAL FUND – CAPITAL EXPENDITURES AND 8 YEAR TREND ANALYSIS.....	80
GENERAL FUND - REVENUE TRENDS .....	82
GENERAL FUND REVENUE.....	87
SUMMARY OF TAX REQUIREMENTS - GENERAL FUND .....	89
RAW RATE OF INFLATION FOR HEADLEE COMPUTATION.....	89
REVENUES BY CLASSIFICATION.....	90
CITY COUNCIL.....	92
HOW IS MY GENERAL FUND DOLLAR USED.....	94
BOARDS & COMMISSIONS.....	96

CITY MANAGER.....	100
COMMUNITY & ECONOMIC DEVELOPMENT.....	102
CITY CLERK & ELECTIONS.....	104
VOTING PRECINCT MAP.....	108
FINANCE AND ADMINISTRATIVE SERVICES.....	110
LAW.....	114
PUBLIC SAFETY .....	118
TECHNICAL & PLANNING SERVICES. ....	120
ZONING DESCRIPTIONS AND MAP .....	125
RECREATION .....	128
PARK LOCATION MAP .....	133
PUBLIC WORKS .....	136
INFORMATION TECHNOLOGY .....	140
WEB PAGE REFERRAL .....	142
COMMUNICATIONS AND PUBLIC INFORMATION.....	144
NON-DEPARTMENTAL .....	142
EXPENDITURES BY CLASSIFICATION .....	149

**AUTHORITIES**

AUTHORITIES LINE ITEM BUDGET SUMMARY.....	150
BROWNFIELD AUTHORITY .....	152
LIBRARY AUTHORITY .....	154
ECONOMIC DEVELOPMENT CORPORATION .....	156
MUNICIPAL BUILDING AUTHORITY .....	157

**SPECIAL REVENUE FUNDS**

SPECIAL REVENUE FUNDS LINE ITEM BUDGET SUMMARY .....	158
MAJOR STREETS .....	166
LOCAL STREETS .....	172
SOLID WASTE .....	178
NARCOTIC FORFEITURE.....	182
CRIMINAL JUSTICE TRAINING.....	183
DISASTER CONTINGENCY .....	184
CASEFLOW ASSISTANCE FUND.....	185
COMMUNITY DEVELOPMENT BLOCK GRANT.....	186
COPS GRANT FUND.....	188
45th DISTRICT COURT .....	190
VETERANS TREATMENT COURT .....	199



TABLE G - SUPERVISORY EMPLOYEES.....	266
TABLE M - COMMAND OFFICERS.....	267
TABLE P - PUBLIC SAFETY OFFICERS.....	267
TABLE D - DISPATCH.....	267
FRINGE BENEFITS .....	268
SPECIAL PAYS .....	271
LEAVE TIME .....	275
CHART OF ACCOUNTS.....	276
GLOSSARY OF KEY CONCEPTS.....	280
GLOSSARY OF EXPENDITURE ACCOUNTS.....	286
OAK PARK COMMUNITY PROFILE.....	291
MISCELLANEOUS STATISTICS.....	293



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**



# CITY OF OAK PARK

**Erik Tungate**  
City Manager

**Mayor**  
Marian McClellan  
**Mayor Pro Tem**  
Paul H. Levine  
**Council Member**  
Michael M. Seligson  
Carolyn Burns  
Kiesha Speech

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DATE: May 19, 2014  
TO: The Honorable Mayor and City Council  
FROM: Erik Tungate, City Manager  
SUBJECT: TRANSMITTAL OF THE PROPOSED BUDGET FOR FISCAL YEAR 2014-2015

Dear Mayor and Oak Park City Council Members:

**Stabilize, Grow, Be Strategic, and Continue to Prosper** are the four themes I have outlined in the budget for FY 2014-2015 and Projected FY 2015-16.

**Stabilize.** Thanks to the continuing generosity of our amazing residents, the millage vote in November of 2012 that created the Public Safety Retirement Fund has allowed us to hold off further reductions in staff and City resources. We will also see monumental savings from the changes we made to our employee health care plans in this year's budget.

**Grow.** Our community and economic development function is attracting new businesses and retaining the ones we already have. Continued funding for this initiative will help us build momentum and continue to rebuild our local economy.

**Be Strategic.** Every decision we make and every initiative we pursue has strategic thinking at its core. With the heart of our operation centered on exceptional customer service, we will use our limited resources to work smarter, not harder.

"Give me six hours to chop down a tree and I will spend the first four sharpening the axe."  
-Abraham Lincoln

**Continue to Prosper.** It is not enough for us to balance our budget. We plan to move beyond the break-even point and begin to thrive.

The Great Recession of 2008, along with funding cuts from Lansing, continues to affect our general fund budget. That said, we have maintained a healthy general fund balance for the last two fiscal years. This year's general fund balance will give us the ability to adjust our operation should an unforeseen circumstance occur.

The programs outlined in the budget document are attainable, reasonable, and worthy of your serious consideration. Although this year marked another difficult budget process due to continuing decline in property taxable values, and increasing legacy costs, this budget will allow the City to continue to provide outstanding services to our citizens. I hope you share my confidence for what the future holds for the City of Oak Park

Pursuant to Section 9.2, Chapter 9, of the Charter of the City of Oak Park, there is transmitted, herewith, a recommended budget for the Fiscal Year (FY) 2014-2015, beginning July 1, 2014.

The FY 2014-2015 Budget incorporates the Uniform Chart of Accounts as required under Michigan Public Act 451 of 1982 as amended.

The Chart of Accounts and expenditure explanations used in this budget preparation are available in the Appendix Section of this document.

The budget format provides a basis for a comparative analysis of expenditures and appropriations by fund, activity, department, and line item classification.

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

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

### **OVERVIEW - ALL FUNDS**

The process for developing the FY 2014-2015 budget began in February with the departments receiving budget instructions from the Department of Finance and Administrative Services. Departmental budget requests were submitted throughout the month of March and meetings with the City Manager were held in early April.

The budget was stabilized because the City of Oak Park residents passed a millage for Public Act 345 (PA 345) in November of 2012 to create and fund a Public Safety Employees Retirement System. This moved the Public Safety's department retirement cost to Fund 733, which prevented more cuts in the General Fund expenditures.

In April of 2014, I recommended the FY 2014-2015 General Fund operational budget to City Council. The proposed Undesignated Fund Balance of \$2,057,437 was 12.2% of expenditures, above our policy of 10% of revenues. That budget included reduced Capital Projects and addition of seven full time employee positions, some previously added through Budget Amendments in the 2013-14 Fiscal Year and some positions previously filled by contracted staff. Those positions included one City Clerk position (previously contracted), two Technical and Planning Department positions, one Public Service Worker I position, and one Recreation clerical position (previously contracted). In the Public Safety Department, an additional Public Safety Officer I was recommended. Through the course of deliberations and discussions with City Council, that was increased to two Public Safety Officer I positions. In the 45th District Court budget, there is also the addition of one clerical worker.

The housing crisis which has a grip on the U.S. economy is still affecting our revenues. In 2000 the City had seven foreclosures by sheriff's sale. In 2010 there were 360, an increase of 5,043%. This year, Taxable Values for residential properties increased slightly, but remaining properties saw further decline in taxable value. The budgeted amount of revenue for taxes for FY 2014-2015 is slightly less (\$40,164) than estimated year end for FY 2013-2014. Taxable Value for FY 2013-2014 was \$434,243,830 and decreased to \$432,214,220 for FY 2014-2015.

An amount of \$2,000 is budgeted in FY 2014-2015 in interest revenue. The City earned \$290,591 in interest revenue in FY 2006-2007 to illustrate how interest rates have fallen.

Revenue from Fines equals \$1,582,514 in FY 2012-2013. An amount of \$1,522,460 was budgeted for FY 2013-2014 and an amount of \$1,621,874 is budgeted for FY 2014-2015.

This is due to an increase in Public Safety Officer positions and increased collection operations in the District Court.

Licenses and Permits are expected to be \$293,020 in FY 2014-2015, which is the same allocation made for FY 2013-2014. The City's economy is anticipated to stabilize as a result of more emphasis on Community & Economic Development. This will help growth throughout the City.

State Revenue Sharing payments are made to Michigan cities based on a constitutional formula and Economic Vitality Incentive Program (EVIP) requirements. These payments distribute the sales tax collections made by the State. An amount of \$3,101,662 was budgeted for State Revenue Sharing in the FY 2013-2014 budget based on the State of Michigan's estimate. The final budget for FY 2013-2014 is \$3,153,533, and budget for FY 2014-2015 is \$3,272,155, a 3.8% increase.

State Revenue Sharing payments to Michigan cities are under constant pressure from the State Legislature. Revenues previously earmarked for local units of government were redirected by the State Legislatures to fund budget shortfalls. Every effort must be made to inform our legislators that this practice is placing an undue financial burden on cities and must be stopped.

On June 30, 2013 the City closed its books and prepared the FY 2012-2013 Comprehensive Annual Financial Report. The Net Assets of the City of Oak Park's Employee Retirement System were \$59,482,700 in that report. The Net Assets reported in the preceding Fiscal Year were \$57,259,596. The retirement system experienced a gain of \$2,223,104. This is significant because the City's contribution to the retirement system is measured as of June 30 each year. The estimated actuarial valuation for this year increased the City's contribution for general employees from 48.95% in FY 2013-2014 to 52.45% in FY 2014-2015. The Public Safety contribution rate increased 3.5% (52.65% in FY 2013-2014 compared to 56.15% in FY 2014-2015).

In July 2013, our health care consultants recommended becoming a fully self-insured health care plan. This change was implemented and significant savings are being realized. The amount budgeted for active full time employees in FY 2014-2015 is \$673,140 less than the amount budgeted in FY 2013-2014, due to the implemented changes in the health care plan design. Health insurance costs for retirees would decrease \$158,413 (\$1,528,975 in FY 2013-2014 compared to \$1,370,562 for FY 2014-15). This is for General retirees. The FY 2014-2015 Public Safety retiree health care appropriation of \$1,166,672 is included in Fund 733 as part of PA345. Estimated Public Safety retiree health care for the FY 2013-2014 budget is \$1,331,668 – a 12.4% decrease.

The FY 2014-2015 budget was developed given these apparent fluctuations in both revenues and expenditures. Departments were instructed to maintain their line item expenditures as close to FY 2013-2014 amounts as possible.

Due to these unforeseen savings and revenue increases over the adopted 2013-14 budget, fund balance is anticipated to increase by nearly \$538,000 in the current operating budget. It is being recommended by both the City Council and City Manager to increase staffing levels in the Public Safety Department by a second Public Safety Officer I as a result of discussions with Departmental leadership.

It has become clear that the City cannot continue to maintain the current services it provides without making changes to the employee benefit packages. Specifically the exploding costs of pension benefits and health care are affecting the ability to provide core services. The defined benefit retirement system is designed so that large fluctuations in contribution rates do not occur. To help address this issue, the City's two pension boards have embarked on a process to select new fund investment management. During the week of May 12<sup>th</sup> through

the 16<sup>th</sup>, the pension boards interviewed six highly specialized firms in an effort to obtain better management and higher yields on the employees' and city's investments in the two funds.

In January of 2005, City Council approved the formation of a defined contribution retirement system for employees. The City contributes 7.5% of salary for employees in the defined contribution system. The City will also match an employee's contribution up to 3%. An additional 3% will be contributed into a health savings plan that the employee can use for paying medical benefits when they retire. Under this system the maximum contribution rate is 13.5% of salary. The City has negotiated with Dispatch union group to allow them to choose the defined contribution program or a defined benefit program.

There are no Capital requests recommended in the General Fund for the FY 2014-2015 budget.

Capital Projects can be delayed without any decline in service. This cannot be continued without our assets deteriorating.

The effort to prefund retiree's health care is put on hold with a recommendation not to transfer any funds from the General Fund to the Retirees Health Care Fund. Retiree's health care has been funded on a "pay as you go" basis in the past. The unfunded liability for General members was estimated to be \$46.7 million and Public Safety members was estimated to be \$48.7 million based on an actuarial study on June 30, 2012. Future costs have not been funded. The unfunded liability for District Court members was estimated to be \$8.3 million.

The budgeted expenditures for all thirty funds for FY 2014-2015 total \$41,023,299 as compared with \$41,528,696 for FY 2013-2014. Much of this difference is attributable to the expenditures associated with the new city hall construction. General Fund expenditures increased \$908,857 due mainly to increases in staffing and increased expenditures to improve sidewalks and repair and maintain our roads. As financial conditions improved, laid off employees were recalled and some positions are being filled by new hires. The Water and Sewer Fund expenditures also increased by \$758,675.

The proposed budget includes an overall tax levy of 37.11924 mills, an increase from 36.8734 mills in FY 2013-2014. Debt millage is increased from 5.9560 in FY 2013-2014 to 6.20184, an increase of .2458 mills, because of higher debt payments, tax refunds associated with unfavorable Michigan Tax Tribunal judgments and lower taxable value of property. The operating tax levy is projected to remain the same – 16.35630 mills. The Public Act 345 (PA 345) allows for a separate Retirement System for the Public Safety employees. The millage rate collected from the taxpayers will help to fund this plan. Voters authorized up to 7 mills for this activity and annual review in accordance with actuarial recommendations. The millage rate for 2014-2015 will be 6.4729, which remains the same as FY 2013-2014.

The City of Detroit changed the way it computes water rates in 2010. A flat charge of \$46,692 (\$44,940 in FY 2013-2014) will have to be paid no matter how much water is purchased. The rate for consumption went from \$5.17 per million cubic feet (MCF) to \$5.37 MCF. This equates to an increase of 3.9%, depending on how much water is consumed. This budget recommends a 3.9% increase in city water rates. This will help to accomplish some major construction projects. The budget also contains a 3.9% increase in sewer rates. It is anticipated that the increase from Oakland County for sewage disposal will be \$396,000. Revenue will be available to make the debt payments for the Twelve Town's Drain and provides \$582,000 for repair of damaged sewers and \$455,000 for water mains. The charges on a bill using 1,000 cubic feet, for a three-month period, would be as follows:

<u>Service</u>	<u>Current Bill per 1,000 c.f.</u>	<u>Proposed Bill per 1,000 c.f.</u>	<u>Increase/ (Decrease)</u>
Water	34.10	35.42	1.32
Sewer	63.46	65.93	2.47
Solid Waste	29.30	29.30	no change
Meter Charge	<u>4.74</u>	<u>4.74</u>	<u>no change</u>
	\$131.60	\$135.39	\$3.79 or 2.88% increase

The City will invest in a variety of Capital Assets summarized as follows:

Highway & Streets:	\$ 1,120,000
Water & Sewer:	\$ 1,037,000
Machinery & Equipment:	\$ 308,000
Facilities:	\$ 444,513
<u>Total</u>	<u>\$ 2,909,513</u>

### GENERAL FUND

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

The total proposed appropriation for the General Fund expenditures is \$16,912,650 – an increase of \$908,414 or 5.68%, over the budget appropriation of \$16,004,236 for FY 2013-2014.

It is recommended that the workforce be increased by seven full time employees for FY 2014-2015. This includes two Public Safety Officers, two employees in Technical and Planning, one employee each in the Clerk's Office, Public Works, and Recreation Departments.

The total proposed revenue for the General Fund is \$16,326,045, an increase of \$244,085 or 1.52% above current budgeted revenues of \$16,081,960. The estimated Undesignated Fund Balance of \$2,644,484 at the end of FY 2013-2014 is expected to be 16.4% of revenues, which is above our minimum goal of 10%.

The most notable changes in the line item budget are increase in salaries and wages of \$519,989, or 8.65% (\$6,530,576 in FY 2014-2015 and \$6,010,587 in FY 2013-2014) and a decrease of 8.24% (\$2,081,905 in FY 2014-2015 and \$2,268,800 in FY 2013-2014) in employee benefits. The effect of fringe benefits cannot be overstated. Fringe benefits accounted for 21.74% of the budget in FY 2008-2009. In FY 2013-2014 fringe benefits accounted for 14.18% of the budget and in 2014-2015 just 13.4%. The decrease of fringe benefits can be attributed to the City maintaining a reduced full time workforce, implemented changes in benefits, including moving to a fully self-insured plan, and the retention of new fund managers which may reduce the city's Annual Required Contributions.

The notable items in the General Fund by department can be summarized as follows:

## **REVENUES**

**TAXES** - The amount of General Fund revenue from taxes is expected to decrease .44% or \$40,164 and the tax rate will remain the same. This is a result of a slight increase in Residential taxable values offset by declines in taxable values for Commercial, Industrial and Personal Property.

**INTERGOVERNMENTAL** - State Revenue Sharing is expected to be \$138,095 higher than the amount budgeted last fiscal year (\$3,101,662 in FY 2013-2014 and \$3,239,757 in FY 2014-2015).

**LICENSES AND PERMITS** - Licenses and Permits are expected to remain flat at \$293,020 in FY 2014-2015 compared to FY 2013-2014.

**FINES AND FORFEITS** - Fines and Forfeits are expected to increase from \$1,522,460 in FY 2013-2014 to \$1,631,659 in FY 2014-2015.

## **EXPENDITURES**

**CITY COUNCIL** – An increase is expected due to an appropriation for policy studies, including civil infractions and community policing improvements.

**CITY MANAGER** – An increase is expected due to included expenditures of the Community & Economic Development function, which is designed to attract new and retain existing businesses in the City.

**CITY ATTORNEY** - The proposed budget includes an increase in the City Attorney budget of \$47,400, which recognizes increased costs for all the attorneys and increased funding to support Michigan Tax Tribunal challenges.

**FINANCE & ADMINISTRATIVE SERVICES** – Expenditures for Operations are expected to rise by \$136,334. A portion of this increase can be attributed to the addition of an armored car service to ensure timely bank deposits and an increase in Professional Services.

**DEPARTMENT OF TECHNICAL AND PLANNING SERVICES** – Salaries will increase by \$82,053 due to the addition of two positions in the FY2013-14 Budget by Amendment.

**PUBLIC SAFETY** - An increase of \$374,581 is due to the hiring of three Public Safety Officers (PSO1). Also, three Public Safety Officers are being funded by the Community Oriented Policing Services (COPS) hiring recovery program. Funding for this program is provided from the American Recovery and Reinvestment Act of 2009. This grant will expire on June 30, 2015. The Department is attempting to obtain continued funding through this program. In the 2015-16 Projected Budget, the effect of this reduction can be seen in the Special Revenue section COPS Grant and in the General Fund.

**RECREATION** – It is recommended one fulltime and one part-time Administrative Clerk I position be converted to a full time position from a contracted to employee status. Costs for repairs to the pool are also included. The recommended budget for Recreation is funded by a .5 mill tax approved in 2011 and levied on real and personal property and user fees.

**DEPARTMENT OF PUBLIC WORKS** – The FY 2014-2015 budget includes the addition of one Public Service Worker I position.

**DEPARTMENT OF PUBLIC INFORMATION** – The recommended budget continues with a contracted director through an agreement with Jade Strategies, Inc.

**NON-DEPARTMENTAL** - It is recommended to transfer the appropriations totaling \$946,181 towards Public Safety pensions and retiree health care to the Public Act 345 (PA 345) Retirement Fund.

## **AUTHORITIES**

The City has four authorities: Library Authority, Brownfield Authority, Economic Development Authority and the Municipal Building Authority. These authorities are considered component units of the city and have been included in this budget. Component Units use the modified accrual basis of accounting for budget purposes, which recognizes revenue when it is both measurable and available. Expenditures are recognized when the liability is incurred. No activity is anticipated in the Brownfield Authority, Economic Development Authority and the Municipal Building Authority.

**LIBRARY AUTHORITY** –The recommended budget to the Library Authority is primarily funded by a .9914 mill tax approved in 2004 and a .5 mill tax approved in 2011 levied on real and personal property.

## **SPECIAL REVENUE FUNDS**

Special Revenue Funds are maintained to account for specific revenue sources that are legally restricted to expenditures for specific functions or activities. The legal restrictions are imposed by State Statute or Constitution, City Council Resolution or City Charter. Special Revenue Funds use the modified accrual basis of accounting for budget purposes, which recognizes revenue when it is both measurable and available. Expenditures are recognized when the liability is incurred. The Special Revenue Funds budgeted are:

### **MAJOR STREETS**

The Major Street Fund is used to finance the maintenance and construction of the City's major thoroughfares. State Statute restricts these funds.

The Major Street Fund has a proposed appropriation for expenditures of \$1,632,151 for FY 2014-2015.

Construction of \$521,250 is recommended in this budget for the following projects: \$200,000 for the improvement of landscape islands at Coolidge and Nine Mile, traffic signal replacement on Nine Mile in the amount of \$200,000, DPW Service Center improvements – in the amount of \$21,250 and an allocation of \$100,000 to the City's miscellaneous concrete program.

A \$270,000 transfer to the Local Street Fund is recommended. The law allows for up to 50% of Major Street Act 51 funds to be transferred to Local Streets.

### **LOCAL STREETS**

The Local Street Fund is used to finance the maintenance and construction of the City's minor thorough-fares. State Statute restricts these funds.

The Local Street Fund has a proposed appropriation for expenditures of \$1,023,655 for FY 2014-2015. Fund balance is estimated to be \$498,535 at the end of the fiscal year. This is 48.70% of expenditures.

The transfer to the General Fund is recommended to be \$75,000.

### **SOLID WASTE**

The Solid Waste Fund is used to finance the collection, recycling and disposal of the City's garbage and refuse. It is funded by a tax levy on property of 2.9531 mills for FY 2014-2015, which is the same as levied in FY 2013-2014. It is also funded by a service charge included on water bills. It is recommended that the charge remain at \$29.30 per quarter.

The appropriation for expenditures of \$2,524,068 is proposed. This is a decrease of \$60,979 from the FY 2013-2014 appropriation. This fund balance is estimated to be \$552,222 which is 21.87% of expenditures.

#### **NARCOTIC FORFEITURE FUND**

The Narcotic Forfeiture Fund is used for the accounting of funds collected in drug arrests. The expenditure of these funds is restricted by state law and must be used for narcotic enforcement.

The appropriation requested for this fund is \$8,500.

#### **CRIMINAL JUSTICE TRAINING FUND**

This fund is used for training in the Public Safety Department and is financed by fines levied at the District Court. These funds can only be used for training personnel. Revenues and expenditures for FY 2014-2015 are to be determined.

#### **DISASTER CONTINGENCY FUND**

The Disaster Contingency Fund was established in prior years for the accounting and financing of natural disasters occurring within the City limits. Expenditure of these funds is restricted for disaster recovery and there is no planned appropriation for FY 2014-2015.

#### **CASEFLOW ASSISTANCE FUND**

This fund was created at the request of the District Court. The revenue is supplied by the State of Michigan and is earmarked for assisting local courts with drunk driving caseflow. An appropriation of \$7,538 is recommended for the purchase of two printers, two PC's and other miscellaneous supplies.

#### **COMMUNITY DEVELOPMENT BLOCK GRANT**

The Community Development Block Grant Fund is financed by grants received from the federal government and is restricted for use by the economically disadvantaged citizens of the City.

An appropriation of \$122,788 is proposed for the FY 2014-2015 budget. The programs funded are Interior Home Chore and Code Assistance. This program is under constant pressure by the federal government to be eliminated. Public officials across the country should remain united in an effort to protect this program.

#### **COMMUNITY ORIENTED POLICING SERVICES (COPS) GRANT FUND**

The COPS Grant Fund is financed by grants received from the federal government to fund three Public Safety Officers positions for three years. An appropriation of \$269,345 is recommended.

#### **45<sup>TH</sup> DISTRICT COURT**

The 45<sup>TH</sup> District Court fund is financed by a General Fund transfer-in, Probation Charges, and Traffic School Fees and its uses are restricted to the operations of the 45<sup>TH</sup> District Court.

The 45<sup>TH</sup> District Court fund proposes an appropriation of \$1,986,278. It is also recommended to transfer \$149,149 to the 45<sup>TH</sup> District Court Retirees Health Care Fund. This will help keep that fund solvent.

The recommended budget includes the addition of a Court Clerk position. A \$64,247 increase in the transfer from the General Fund to the District Court is also recommended.

## DEBT SERVICE FUNDS

Debt Service Funds are established by State Statute and bond covenants to account for the recording of the collection and expenditures of resources earmarked for the retirement of debt issued directly by the City. Debt Service Funds use the modified accrual basis of accounting for budgeting, which recognizes revenue when it is both measurable and available.

In November of 2002 the voters gave approval for the City to borrow \$22.5 million for improvements to our roads. The first phase of this project was accomplished by selling bonds for \$11.5 million on March 27, 2003. The debt payments for this issue began in FY 2003-2004 and continue until 2028. The second phase of this project was accomplished by selling bonds for \$11 million on April 20, 2006. The debt payments for this issue began in FY 2006-2007 and continue until 2028.

In August of 2010 the voters gave approval for the City to borrow \$13.425 million to construct, reconstruct, remodel, add to, furnish and equip a city hall, a public safety building, a library building, a community and jobs placement center, and playground structures in the City of Oak Park. Bonds were issued on November 1, 2010. The debt payments for this issue began in FY 2010-2011 and continue until 2036. This debt service has been adversely affected by changes in the tax credits available from the IRS. This change is going to increase the city's borrowing costs by \$400,000 or more over the remaining lifetime of the debt issue.

The City refunded its 1993 refunding bonds on May 27, 2003. The 2003 Refunding bonds saved the taxpayers over \$1 million.

The City also refunded its 2003 Street Improvement bonds on December 20, 2012. The 2012 Refunding bonds will save the taxpayers over \$1 million.

The City has the following obligation for debt in FY 2014-2015:

<u>Indebtedness</u>	<u>2013-2014 Requirement</u>	<u>2014-2015 Requirement</u>	<u>Increase</u>
General Obligation Bonds	\$ 2,738,161	\$2,826,079	\$ 87,918

All debt issues are supported by voter approved tax millages. It will require 6.20184 mills for General Obligation debt. This is a .2458 increase from FY 2013-2014 (5.9560 mills).

## ENTERPRISE FUND

The City operates one Enterprise Fund, which accounts for the operation of the Water and Sewer System. The fund is financed and operated in a manner similar to a private enterprise. The intent is that costs (expenses, including depreciation) of providing water and sewer services to the general public are recovered through user charges. The fund uses full accrual accounting for budget purposes, which is based on Generally Accepted Accounting Principals (GAAP) and follows accounting and financial activities prescribed by the Financial Accounting and Standards Board (FASB) as long as it does not conflict with the Government Accounting Standards Board (GASB) guidance.

### **WATER AND SEWER FUND**

The appropriation for expenditures in the Water & Sewer Fund is proposed to be \$12,655,358, an increase of \$758,675 over the FY 2013-2014 allocation. This budget includes a proposed increase in Water rates of 3.9%. Sewer disposal rates are requested to increase from \$63.46 per 1,000 cubic feet to \$65.93 per 1,000 cubic feet. This increase is necessary due to an estimated 3.9% increase in the wholesale sewage rate from Oakland County.

Some improvements included for recommendation in the Water & Sewer Fund are \$455,000 for replacement of the water mains and the repair of sewers, \$452,000 for water reservoir and water tank repair and \$80,000 for new remote water meter readers. Also recommended is \$200,000 for replacement of vehicles and miscellaneous equipment, including a \$50,000 GPS enable surveying unit to facilitate in-house engineering.

This budget includes expenditures for the 12 Towns Drain System (George W. Kuhn Drain). Construction has begun and nine bonds have been issued to pay for the cost. The City is responsible for 13.48% of the cost. Debt payments have been built into this budget and sewer rates increased to meet our obligations. The George W. Kuhn Drain debt payment is \$1,223,005 in FY 2014-2015.

### **INTERNAL SERVICE FUNDS**

The City's Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governmental units, on a cost-reimbursement basis. These funds use the flow of economic resources for measurement purposes and the full accrual basis of accounting for budget purposes. Their objective is to recover the full cost of supplying the goods or services.

### **RISK MANAGEMENT FUND**

The Risk Management Fund is used to fund Workers Compensation and Property and Liability insurance. The proposed appropriation for expenditures in this fund is \$348,503, an increase of \$18,955 from FY 2013-2014 budget. The increase is due to slightly higher public liability insurance rates and, while the worker compensation premiums are slightly lower in FY 2014-2015, covered wages are higher. The City has reduced its claims as evidenced by a .90 Experience Modifier. This is a measure of how we compare to other entities in the Michigan Municipal League Worker's Compensation Fund.

### **RETIREE HEALTH CARE**

The Retiree Health Care Funds consist of two parts: the costs of health care for retirees of the 45<sup>TH</sup> District Court and the costs of health care for City of Oak Park retirees.

This 45<sup>TH</sup> District Court fund was created in FY 95/96 and is funded by a \$15.00 per ticket charged levied by the District Court. A recommendation is made to transfer \$149,149 from the District Court Fund to avoid a deficit in this fund. An appropriation of \$238,191 is requested for cost of premiums for retirees.

No transfer from the General Fund is included in this year's request for City of Oak Park Retirees. Premiums will continue to be paid on a pay-as-you-go basis. No appropriation is requested.

### **CENTRAL SERVICES:**

An appropriation of \$73,850 for expenditures is requested, \$400.00 less than the FY 2013-2014 appropriation. This fund is used for the accounting for postage and paper purchased by the City.

### **MOTOR POOL**

The Motor Pool is used for the purchase and maintenance of the City's fleet. Its revenues come from rental charges for equipment to other funds. The total expenditure appropriation requested for this fund is \$832,930, a decrease of \$98,059 from the FY 2013-2014 budget.

### **CAPITAL PROJECT FUNDS**

Capital Project Funds are used to account for financial resources to be used for the acquisition of major capital facilities. Capital Project Funds use the modified accrual basis of accounting for budgeting that recognizes revenue when it is both measurable and available.

### **PUBLIC IMPROVEMENT FUND**

There is no appropriation requested this year.

### **SIDEWALKS**

An amount of \$665,000 is proposed for the Sidewalk Program in the FY 2014-2015 budget. A Special Assessment charged to the residents receiving the benefit support these expenditures.

### **CITY OWNED PROPERTY FUND**

The City came into possession of several lots on Coolidge Ave (known as the Kalabat property) in July 2010 through tax reversion. This property was purchased for outstanding delinquent tax amounts. They are currently up for sale. The appropriation of \$10,000 is for the upkeep of this property.

### **NEIGHBORHOOD STABILIZATION PROGRAM (NSP) FUND**

The City has purchased twenty-three homes to date. Seventeen homes have been sold. Five homes have been demolished, while one property was rebuilt and sold to an eligible purchaser. The remaining parcels will not be developed unless additional funding becomes available.

The City is eligible for \$157,000 in the Neighborhood Stabilization Program (NSP) provided by the federal government. An appropriation of \$157,000 is recommended for FY 2014 – 2015 which will be reimbursed with federal funds.

### **ROAD CONSTRUCTION FUND**

In November 2002 voters approved borrowing \$22.5 million for the reconstruction and rehabilitation of roads in the City. The City sold \$11.5 million in bonds in March 2003 to fund the first phase of this road program. The entire \$11.5 million is expended. The City sold \$11 million in bonds in April 2006 to fund the final phase of this road program. An appropriation of \$495,621 is recommended for FY 2014-2015 to provide maintenance to our streets.

### **MUNICIPAL BUILDING CONSTRUCTION FUND**

The Municipal Building Construction Fund was created in FY 95-96 to account for the construction of municipal buildings. Funding is supplied by a \$20.00 per ticket charge levied by the District Court. An appropriation of \$194,513 is recommended for FY 2014-2013 for minor renovations and a new telephone system.

### **MUNICIPAL COMPLEX FACILITY FUND**

The Municipal Complex Facility Fund was created in FY 2010-2011 to construct, reconstruct, remodel, add to, furnish and equip a city hall, a public safety building, a library building, a community and jobs placement center, and playground structures in the City of Oak Park. Funding is provided by bonds sold in 2010 for \$13.452 million. The appropriation for FY 2014-2015 is recommended to be \$165,000 for miscellaneous punch-list items. The new City Hall construction was substantially completed in 2013, with occupancy starting in August.

## PENSION TRUST FUNDS

The City operates a Pension Trust Fund, which is used to record the transactions of The City of Oak Park's Public Employees Retirement System. The retirement system is funded by contributions from all funds through employer and employee contributions. The charge is made and transferred to investment managers.

A separate Retirement System for Public Safety employees under 1937 Public Act 345 (PA 345) was passed by the voters in November 2012. This system will be funded by 6.4729 mills that will be levied beginning July 1, 2013. The millage rate will be under annual review with respect to actuarial recommendations.

The proposed contribution for the City to the retirement system for FY 2014-2015 is \$946,181. There is a need for the General fund to transfer funds to the PA345 Retirement Fund to subsidize operating expenses.

## TAX RATE

The proposed tax rate can be summarized as follows:

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
General Tax Levy	16.35630	16.35630	16.35630
Library Authority	1.49140	1.49140	1.49140
Recreation	.500000	.500000	.500000
Public Safety	2.00000	2.00000	2.00000
Public Safety PA345	-0-	6.47290	6.47290
Debt Retirement	5.39530	5.95600	6.20184
Headlee Override	1.14370	1.14370	1.14370
Solid Waste Millage	2.95310	2.95310	2.95310
TOTAL	<u>29.83980</u>	<u>36.87340</u>	<u>37.11924</u>

These tax rates represent the maximum allowed by Headlee for both the General Tax Levy and the Solid Waste Fund. Public Hearings will be required to use these rates to their fullest.

## BUDGET PHILOSOPHY - UNDERSTANDING SOLVENCY

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

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

## **CASH SOLVENCY**

Historically, Oak Park has always been cash solvent. Cash insolvency occurs when a city has a repeated history of budget insolvency - leading to long-range insolvency. This budget, as presented, is cash solvent. The amount of cash we have is directly proportional to undesignated fund balance. The use of fund balance will directly impact our ability to earn interest revenue and may affect our cash solvency in the near future. Every effort should be made to build our fund balance up to our goal of 10% of revenues.

## **BUDGET SOLVENCY**

The proposed Fiscal Year 2014-2015 budget requires \$596,390 from accumulated fund balance. Therefore it does not meet the test of budget solvency. Operating expenditures equal operating revenues plus \$596,390 of fund balance.

## **LONG-RANGE SOLVENCY**

As the professional nature of this document attests - we are managing our resources. The decrease in taxable value of property and reduction of other revenue sources continue to threaten our long-range solvency. Although the City has addressed our rising health care costs by moving to a self-insured plan for both active and retired employees coupled with increases in expenditures in the retirement system make long-range solvency not as certain as in previous years.

## **SERVICE DELIVERY SOLVENCY**

This budget contains appropriations for all anticipated expenditures. Services are being maintained at previous levels in most areas. This budget meets the basic service needs of the City for the next twelve months.

There remains a question of long-range service delivery solvency. If revenues continue to decrease and expenditures continue to increase there will be no other option than to reduce services.

## **DISCUSSION**

Thanks to Finance Director, Gail Credit, Senior Financial Analyst, Phil Miller and Administrative Assistant Karen Bryant, and the entire finance staff for their production of the budget document. In another difficult year, this year's presentation meets the high standards for comprehensive information and clarity we have come to expect.

I look forward to working with you, staff and the citizens of Oak Park in a year of stabilization, growth and prosperity.

Respectfully submitted,



Erik Tungate  
City Manager

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**GENERAL APPROPRIATIONS ACT RESOLUTION: 2014/2015 GENERAL FUND AND SPECIAL FUND BUDGETS:**

Motion by , \_\_\_\_\_ seconded by \_\_\_\_\_, **CARRIED UNANIMOUSLY**

To approve the following General Appropriations Act Resolution outlining anticipated revenues and expenditures for the fiscal year beginning July 1, 2014, in accordance with Section 9.5 of the City Charter and State Act 621:

- WHEREAS, the City Manager heretofore submitted to this Council annual budgets for the ensuing year, as required by the City Charter of this City, and Michigan Public Act 621 of 1978 the Uniform Budgeting and Accounting Act, and
- WHEREAS, the general appropriations act requires that City Council shall set forth the total number of mills of ad valorem property taxes to be levied and the purposes for which that millage is to be levied; and
- WHEREAS, a Public Hearing was held on the said budget after publication of notice thereof; and
- WHEREAS, the Council has carefully considered each and every item of the budget separately; and
- WHEREAS, the amount of revenue required to be raised by taxes for General Fund Operating purposes is \$9,183,634
- NOW, THEREFORE, BE IT RESOLVED that this Council does hereby determine and appropriate the several amounts required from the several funds of the City of Oak Park for the fiscal year beginning July 1, 2014 and ending June 30, 2015 as follows:

	<b>ACTUAL 2012-2013</b>	<b>ESTIMATED 2013-2014</b>	<b>ADOPTED 2014-2015</b>
<b>GENERAL FUND</b>			
<b><u>REVENUES:</u></b>			
TAXES AND TAX RELATED	9,848,494	9,223,798	9,183,634
LICENSE AND PERMITS	376,502	303,870	293,020
INTERGOVERNMENTAL	3,007,589	3,159,764	3,246,257
CHARGE FOR SERVICES	773,006	536,385	566,875
FINES	1,582,514	1,522,460	1,631,659
INTEREST	8,951	2,000	2,000
OTHER REVENUE	1,479,939	774,400	807,600
TRANSFERS IN	595,000	595,000	595,000
<b>TOTAL REVENUE</b>	<b>17,671,996</b>	<b>16,117,677</b>	<b>16,326,045</b>
<b><u>EXPENDITURES:</u></b>			
LEGISLATIVE	90,193	60,236	85,797
ADMINISTRATIVE	409,786	371,290	377,593
COMMUNITY & ECONOMIC DEVELOPMENT	75	252,044	221,413
CITY CLERK - ADMINISTRATION AND RECORDS	187,260	167,237	184,781
CITY CLERK ELECTIONS	147,349	296,077	281,451
FINANCE	655,617	841,142	925,382
CITY ATTORNEYS - CIVIL AND LABOR	324,546	243,460	290,960
PROSECUTING ATTORNEY	99,421	59,560	59,400
PUBLIC SAFETY	6,756,751	5,635,284	6,237,083
TECHNICAL AND PLANNING	1,400,967	1,044,108	1,134,226
RECREATION	599,182	657,494	837,048
PUBLIC WORKS	262,607	731,646	889,419
INFORMATION TECHNOLOGY	176,759	194,743	204,373
PUBLIC INFORMATION	196,630	221,513	250,738
NON-DEPARTMENTAL	3,211,405	1,809,056	1,755,832

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

TRANSFER OUTS	1,905,446	2,993,841	3,177,154
GENERAL FUND TOTAL EXPENDITURES	16,423,993	15,578,732	16,912,650
TOTAL REVENUES AND TRANSFERS IN	17,671,996	16,117,677	16,326,045
NET CHANGE IN FUND BALANCE EXCESS/DEFICIT	1,248,003	538,945	(586,605)
BEGINNING FUND BALANCE	1,050,605	2,105,539	2,644,484
ENDING FUND BALANCE	2,298,608	2,644,484	2,057,879
RESERVED AND PREPAID EXPENSES	193,069		
UNRESERVED FUND BALANCE JUNE 30TH	2,105,539	2,644,484	2,057,879

**BROWNFIELD REDEVELOPMENT AUTHORITY**

**RESOURCES:**

TAXES AND TAX RELATED	47,494	49,358	49,358
INTEREST	30	15	15
TOTAL RESOURCES	47,524	49,373	49,373

**EXPENDITURES:**

TOTAL EXPENDITURES	0	0	0
BEGINNING FUND BALANCE	22,993	70,517	119,890
CHANGE IN FUND BALANCE	47,524	49,373	49,373
ENDING FUND BALANCE	70,517	119,890	169,263

**LIBRARY AUTHORITY**

**RESOURCES:**

TAXES AND TAX RELATED	698,402	647,631	644,604
INTERGOVERNMENTAL	53,350	54,800	54,800
CHARGES FOR SERVICES	17,602	7,321	5,300
INTEREST	508	500	500
OTHER REVENUE	82	3,000	3,000
TRANSFER IN GENERAL FUND	0	108,546	108,546
TOTAL RESOURCES	769,945	821,798	816,750

**EXPENDITURES:**

SALARIES	297,303	291,535	324,679
FRINGES	160,192	134,320	150,393
RETIREES HEALTH CARE	89,792	80,403	78,382
SUPPLIES, MAINT. AND REPAIR	55,547	58,000	58,000
OPERATIONS	100,866	101,950	101,950
REFUNDS AND REBATES	54,505	25,000	25,000
TRANSFER OUT - DEBT SERVICE	75,000	50,000	50,000
TOTAL EXPENDITURES	833,470	741,207	788,404
BEGINNING FUND BALANCE	(46,490)	(104,231)	(23,641)
SPENDABLE FUND BALANCE	5,784	0	0
CHANGE IN FUND BALANCE	(63,525)	80,590	28,346
ENDING FUND BALANCE	(104,231)	(23,641)	4,705

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**ECONOMIC DEVELOPMENT CORPORATION**

**RESOURCES:**

CHARGES FOR SERVICES	0	7	7
TOTAL RESOURCES	0	7	7

**EXPENDITURES:**

EXPENDITURES	0	0	0
TOTAL EXPENDITURES	0	0	0

BEGINNING FUND BALANCE	11,801	11,801	11,808
CHANGE IN FUND BALANCE	0	7	7
ENDING FUND BALANCE	11,801	11,808	11,815

**MUNICIPAL BUILDING AUTHORITY**

**RESOURCES:**

INTEREST	78	25	25
TOTAL RESOURCES	78	25	25

**EXPENDITURES:**

EXPENDITURES	0	0	0
TOTAL EXPENDITURES	0	0	0

BEGINNING FUND BALANCE	10,084	10,162	10,187
CHANGE IN FUND BALANCE	78	25	25
ENDING FUND BALANCE	10,162	10,187	10,212

**MAJOR STREETS**

**RESOURCES:**

INTERGOVERNMENTAL	1,143,617	1,258,695	1,165,652
INTEREST INCOME	1,223	500	500
SPECIAL ASSESSMENTS	122,049	68,555	68,555
TOTAL RESOURCES	1,266,888	1,327,750	1,234,707

**EXPENDITURES:**

MAINTENANCE	777,816	1,306,808	1,306,901
TRANSFER OUT - GENERAL FUND	80,000	80,000	80,000
TRANSFER OUT - LOCAL STREETS	270,000	270,000	270,000
TOTAL EXPENDITURES	1,127,816	1,656,808	1,632,151

BEGINNING FUND BALANCE	1,060,977	1,200,050	870,992
CHANGE IN FUND BALANCE	139,073	(329,058)	(397,444)
ENDING FUND BALANCE	1,200,050	870,992	473,548

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**LOCAL STREETS**

**RESOURCES:**

INTERGOVERNMENTAL	445,467	451,522	454,482
INTEREST INCOME	661	2,000	2,000
TRANSFER IN - MAJOR STREETS	270,000	270,000	270,000
TOTAL RESOURCES	718,199	723,522	726,482

**EXPENDITURES:**

MAINTENANCE	349,977	629,820	596,405
TRANSFERS OUT - GENERAL FUND	75,000	75,000	75,000
TOTAL EXPENDITURES	424,977	704,820	1,023,655

BEGINNING FUND BALANCE	483,784	777,006	795,708
CHANGE IN FUND BALANCE	293,222	18,702	(297,173)
ENDING FUND BALANCE	777,006	795,708	498,535

**SOLID WASTE**

**RESOURCES:**

TAXES AND TAX RELATED	1,393,262	1,282,366	1,276,372
INTEREST	2,211	1,500	700
OTHER REVENUE	1,141,929	1,146,000	1,146,000
TOTAL RESOURCES	2,537,402	2,429,866	2,423,072

**EXPENDITURES:**

EXPENDITURES	1,979,931	2,101,273	2,192,818
TRANSFERS OUT - GENERAL FUND	260,000	260,000	260,000
TRANSFERS OUT - WATER & SEWER	50,000	50,000	50,000
TOTAL EXPENDITURES	2,289,931	2,411,273	2,524,068

BEGINNING FUND BALANCE	387,154	634,625	653,218
CHANGE IN FUND BALANCE	247,471	18,593	(100,996)
ENDING FUND BALANCE	634,625	653,218	552,222

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**NARCOTICS FORFEITURE FUND**

**RESOURCES:**

MISCELLANEOUS	10,578	8,400	8,500
INTEREST	103	80	80
TOTAL RESOURCES	10,681	8,480	8,580

**EXPENDITURES:**

PUBLIC SAFETY NARCOTICS FORFEITURE SUPPLIES, MAINT. AND REPAIRS	0	500	500
TOTAL EXPENDITURES	0	500	500

BEGINNING FUND BALANCE	74,001	84,682	92,662
CHANGE IN FUND BALANCE	10,681	7,980	8,080
ENDING FUND BALANCE	84,682	92,662	100,742

**CRIMINAL JUSTICE TRAINING**

**RESOURCES:**

INTERGOVERNMENTAL	9,585	11,000	0
INTEREST	14	10	5
TOTAL RESOURCES	9,599	11,010	5

**EXPENDITURES:**

STAFF DEVELOPMENT	21,384	11,000	0
TOTAL EXPENDITURES:	21,384	11,000	0

BEGINNING FUND BALANCE	15,831	4,046	4,056
CHANGE IN FUND BALANCE	(11,785)	10	5
ENDING FUND BALANCE	4,046	4,056	4,061

**DISASTER CONTINGENCY**

**RESOURCES:**

INTEREST	5	4	4
TOTAL RESOURCES	5	4	4

**EXPENDITURES:**

TOTAL EXPENDITURES:	0	0	0
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BEGINNING FUND BALANCE	3,586	3,590	3,594
CHANGE IN FUND BALANCE	5	4	4
ENDING FUND BALANCE	3,590	3,594	3,598

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**CASE FLOW ASSISTANCE FUND**

**RESOURCES:**

INTERGOVERNMENTAL	24,930	25,500	23,000
INTEREST	173	120	120
TOTAL RESOURCES	25,103	25,620	23,120

**EXPENDITURES:**

OPERATIONS	4,692	9,781	7,538
TOTAL EXPENDITURES:	4,692	9,781	7,538

BEGINNING FUND BALANCE	141,070	161,481	177,320
CHANGE IN FUND BALANCE	20,411	15,839	15,582
ENDING FUND BALANCE	161,481	177,320	192,902

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**RESOURCES:**

INTERGOVERNMENTAL	126,652	101,628	119,441
TOTAL RESOURCES	126,652	101,628	119,441

**EXPENDITURES:**

SALARIES	58,556	50,492	58,362
FRINGES	46,683	36,136	42,165
OPERATIONS	21,413	15,000	18,914
TOTAL EXPENDITURES	126,652	101,628	119,441

BEGINNING FUND BALANCE	0	0	0
CHANGE IN FUND BALANCE	0	0	0
ENDING FUND BALANCE	0	0	0

**COMMUNITY ORIENTED POLICING SERVICES GRANT**

**RESOURCES:**

INTERGOVERNMENTAL	322,623	201,971	202,000
TRANSFER FROM GENERAL FUND	34,823	67,324	67,345
TOTAL RESOURCES	357,446	269,295	269,345

**EXPENDITURES:**

SALARIES	230,918	171,671	173,981
FRINGES	357,446	269,295	269,345
TOTAL EXPENDITURES	357,446	269,295	269,345

BEGINNING FUND BALANCE	0	0	0
CHANGE IN FUND BALANCE	0	0	0
ENDING FUND BALANCE	0	0	0

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**45th DISTRICT COURT**

**RESOURCES:**

INTERGOVERNMENTAL	68,586	91,448	91,448
INTEREST	35	50	0
OTHER REVENUE	187,842	166,959	263,171
TRANSFER-IN - OAK PARK GENRAL FUND	1,551,000	1,567,412	1,631,659
TOTAL RESOURCES	1,807,463	1,825,869	1,986,278

**EXPENDITURES:**

SALARIES	1,001,409	1,057,616	1,149,395
FRINGES	429,358	382,303	411,099
OPERATIONS	246,908	252,278	276,635
CAPITAL	0	0	0
TRANSFERS OUT - RETIREES HEALTH CARE	176,120	146,149	149,149
TOTAL EXPENDITURES	1,853,795	1,838,346	1,986,278
BEGINNING FUND BALANCE	58,809	12,477	(0)
CHANGE IN FUND BALANCE	(46,332)	(12,477)	(0)
ENDING FUND BALANCE	12,477	(0)	(0)

**VETERANS TREATMENT GRANT (45th DISTRICT COURT)**

**RESOURCES:**

INTERGOVERNMENTAL	0	26,007	8,665
TOTAL RESOURCES	0	26,007	8,665

**EXPENDITURES:**

SALARIES	0	14,078	4,693
FRINGES	0	2,708	900
SUPPLIES, MAINT. AND REPAIRS	0	7,665	2,554
OPERATIONS	0	1,556	518
STAFF DEVELOPMENT	0	0	0
TOTAL EXPENDITURES	0	26,007	8,665
BEGINNING FUND BALANCE	0	0	0
CHANGE IN FUND BALANCE	0	0	0
ENDING FUND BALANCE	0	0	0

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**DEBT SERVICE FUND**

**RESOURCES:**

TAXES AND TAX RELATED	2,546,134	2,585,288	2,699,130
ISSUANCE OF DEBT	0	0	0
INTEREST EARNINGS	2,891	1,174	1,528
TRANSFER IN - LIBRARY AUTHORITY	75,000	50,000	50,000
TRANSFER IN - GENERAL FUND	79,623	102,873	101,423
TRANSFER FROM 2006 AND 2010 DEBT	219,500	1,934	0
OTHER FUNDING SOURCES - BOND PREMIUM	0	0	0
<b>TOTAL RESOURCES</b>	<b>12,233,727</b>	<b>2,741,269</b>	<b>2,852,081</b>

**EXPENDITURES:**

PRINCIPAL	10,390,000	1,360,000	1,400,000
INTEREST PAYMENT	1,491,680	1,208,932	1,173,151
PAYING AGENT FEES	1,527	1,164	1,163
PRIOR YEAR REFUNDS	127,373	195,770	251,765
COST OF ISSUANCE	64,220	0	0
DEBT DEFEASANCE TRANSFER	0	0	0
TRANSFER OUT	219,500	1,934	0
<b>TOTAL EXPENDITURES</b>	<b>12,294,299</b>	<b>2,767,800</b>	<b>2,826,079</b>
 BEGINNING FUND BALANCE	 99,696	 39,124	 12,593
CHANGE IN FUND BALANCE	(60,572)	(26,531)	26,002
<b>ENDING FUND BALANCE</b>	<b>39,124</b>	<b>12,593</b>	<b>38,595</b>

**WATER AND SEWER**

**RESOURCES:**

CHARGES FOR SERVICES	11,004,070	11,962,962	11,632,344
OTHER REVENUE	5,998	764	0
INTEREST	4,624	11,450	11,450
TRANSFER IN - SOLID WASTE	50,000	50,000	50,000
<b>TOTAL RESOURCES</b>	<b>11,064,693</b>	<b>12,025,176</b>	<b>11,693,794</b>

**EXPENDITURES:**

OTHER	9,566,120	10,386,254	21,304,355
CAPITAL	86,339	322,000	676,250
PRINCIPAL	0	862,095	883,699
INTEREST	315,318	291,154	267,753
PAYING AGENT FEES	37	1,000	1,000
TRANSFERS OUT - GENERAL FUND	180,000	180,000	180,000
<b>TOTAL EXPENDITURES</b>	<b>10,147,814</b>	<b>12,042,503</b>	<b>12,655,358</b>
 BEGINNING FUND BALANCE	 19,912,045	 20,828,924	 20,811,597
CHANGE IN FUND BALANCE	916,879	(17,327)	(961,564)
<b>ENDING FUND BALANCE</b>	<b>20,828,924</b>	<b>20,811,597</b>	<b>19,850,033</b>

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**RISK MANAGEMENT**

**RESOURCES:**

MISCELLANEOUS FEES	71,604	54,477	64,000
INTEREST	569	470	500
CHARGES TO OTHER FUNDS	286,421	197,712	222,852
TRANSFER IN - GENERAL FUND	110,000	110,000	110,000
TOTAL RESOURCES	468,594	362,659	397,352

**EXPENDITURES:**

INSURANCE - WORKERS COMPENSATION	197,279	59,548	65,253
INSURANCE - PUBLIC LIABILITY	258,246	275,000	283,250
TOTAL EXPENDITURES	455,525	334,548	348,503
BEGINNING FUND BALANCE	423,862	436,931	465,042
CHANGE IN FUND BALANCE	13,069	28,111	48,849
ENDING FUND BALANCE	436,931	465,042	513,891

**RETIREEES HEALTH CARE - 45th DISTRICT COURT**

**RESOURCES:**

FINES	58,704	178,000	181,560
INTEREST	0	40	40
TRANSFER IN - 45th DISTRICT COURT	176,115	146,149	149,149
TOTAL RESOURCES	234,819	324,189	330,749

**EXPENDITURES:**

RETIREEES HEALTH CARE	254,807	227,665	227,907
RETIREEES DENTAL	144	145	150
RETIREEES LIFE INSURANCE	11,346	14,875	10,134
TOTAL EXPENDITURES:	266,296	242,685	238,191
BEGINNING FUND BALANCE	43,247	11,770	93,274
CHANGE IN FUND BALANCE	(31,477)	81,504	92,558
ENDING FUND BALANCE	11,770	93,274	185,832

**RETIREEES HEALTH CARE - CITY OF OAK PARK RETIREEES**

**RESOURCES:**

NET APPRECIATION IN FMV OF INVESTMENTS	77,662	98,955	100,000
INTEREST	84	85	100
NET INVESTMENT EARNINGS	77,746	99,040	100,100

**EXPENDITURES:**

PROFESSIONAL SERVICES	1,426	0	0
LOSS ON INVESTMENTS	0	2,000	5,000
TOTAL DEDUCTIONS:	1,426	2,000	5,000
BEGINNING FUND BALANCE	446,205	522,525	619,565
CHANGE IN FUND BALANCE	76,320	97,040	95,100
ENDING FUND BALANCE	522,525	619,565	714,665

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**CENTRAL SERVICES**

**RESOURCES:**

INTEREST	49	40	30
OTHER FUNDING SOURCES	75,000	60,000	70,000
TOTAL RESOURCES	75,049	60,040	70,030

**EXPENDITURES:**

SUPPLIES, MAINT. AND REPAIRS	0	500	250
OPERATIONS	6,656	8,750	8,600
PRINTING AND PUBLICATIONS	59,191	65,000	65,000
TOTAL EXPENDITURES	65,846	74,250	73,850
BEGINNING FUND BALANCE	29,578	38,780	24,570
CHANGE IN FUND BALANCE	9,202	(14,210)	(3,820)
ENDING FUND BALANCE	38,780	24,570	20,750

**MOTOR POOL**

**RESOURCES:**

SALE OF FIXED ASSETS	0	10,000	0
INTEREST	90	0	0
OTHER REVENUE	0	0	0
TRANSFER IN - GENERAL FUND	0	132,000	132,000
RENTS - GENERAL FUND	202,773	28,800	8,000
RENTS - MAJOR STREETS	39,951	95,000	82,500
RENTS - LOCAL STREETS	53,824	90,000	90,000
RENTS - SOLID WASTE	105,095	100,000	100,000
RENTS - CITY OWNED PROPERTY	0	0	0
RENTS - NEIGHBORHOOD STABILIZATION	1,032	0	0
RENTS - SIDEWALK PROGRAM	2,585	0	115,000
RENTS - WATER AND SEWER	92,872	100,000	115,000
TOTAL RESOURCES	498,222	555,800	527,500

**EXPENDITURES:**

SALARIES	32,773	48,000	50,000
FRINGES	45,768	30,754	35,830
SUPPLIES, MAINT. AND REPAIRS	138,290	150,000	160,000
OPERATIONS	256,953	272,500	278,000
STAFF DEVELOPMENT	0	1,000	1,100
DEPRECIATION	188,149	203,000	200,000
CAPITAL	0	89,521	108,000
TOTAL EXPENDITURES	661,934	794,775	832,930
BEGINNING FUND BALANCE	1,390,317	1,226,605	987,631
CHANGE IN FUND BALANCE	(163,712)	(238,975)	(305,430)
ENDING FUND BALANCE	1,226,605	987,631	682,201

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**PUBLIC IMPROVEMENT FUND**

**RESOURCES:**

INTEREST	67	25	25
TOTAL RESOURCES	<u>67</u>	<u>25</u>	<u>25</u>

**EXPENDITURES:**

TOTAL EXPENDITURES	0	0	0
BEGINNING FUND BALANCE	54,128	54,195	54,220
CHANGE IN FUND BALANCE	67	25	25
ENDING FUND BALANCE	<u>54,195</u>	<u>54,220</u>	<u>54,245</u>

**CITY OWNED PROPERTY**

**RESOURCES:**

INTEREST	75	40	40
TRANSFER IN - GENERAL FUND	55,000	10,000	10,000
TOTAL RESOURCES	<u>55,075</u>	<u>10,040</u>	<u>10,040</u>

**EXPENDITURES:**

OPERATIONS	510	10,000	10,000
TOTAL EXPENDITURES	<u>510</u>	<u>10,000</u>	<u>10,000</u>
BEGINNING FUND BALANCE	32,043	86,608	86,648
CHANGE IN FUND BALANCE	54,565	40	40
ENDING FUND BALANCE	<u>86,608</u>	<u>86,648</u>	<u>86,688</u>

**NEIGHBORHOOD STABILIZATION PROGRAM FUND**

**RESOURCES:**

INTERGOVERNMENTAL	65,378	150,695	157,000
INTEREST	(13)	0	0
TOTAL RESOURCES	<u>65,365</u>	<u>150,695</u>	<u>157,000</u>

**EXPENDITURES:**

SALARIES	30,942	19,617	25,500
FRINGES	17,312	11,078	11,500
OPERATIONS	17,111	120,000	120,000
TOTAL EXPENDITURES	<u>65,365</u>	<u>150,695</u>	<u>157,000</u>
BEGINNING FUND BALANCE	0	0	0
CHANGE IN FUND BALANCE	0	0	0
ENDING FUND BALANCE	<u>0</u>	<u>0</u>	<u>0</u>

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**ROAD CONSTRUCTION**

**RESOURCES:**

INTEREST	1,783	0	0
OTHER REVENUE	1,783	0	0
TOTAL RESOURCES	5,333	0	0

**EXPENDITURES:**

SALARIES			
FRINGES			
OPERATIONS	495,834	225,000	495,621
CAPITAL	0	500,000	0
TOTAL EXPENDITURES	495,834	725,000	495,621
BEGINNING FUND BALANCE	1,711,122	1,220,621	495,621
CHANGE IN FUND BALANCE	(490,501)	(725,000)	(495,621)
ENDING FUND BALANCE	1,220,621	495,621	(0)

**SIDEWALK FUND**

**RESOURCES:**

CHARGES FOR SERVICES	283,974	31,250	665,000
INTEREST	2	0	0
OTHER REVENUE	328	0	0
TOTAL RESOURCES	284,304	31,250	665,000

**EXPENDITURES:**

OPERATIONS	241,185	38,420	1,330,000
TOTAL EXPENDITURES:	241,185	38,420	665,000
BEGINNING FUND BALANCE	181,597	224,716	217,546
CHANGE IN FUND BALANCE	43,119	(7,170)	0
ENDING FUND BALANCE	224,716	217,546	217,546

**MUNICIPAL BUILDING CONSTRUCTION FUND**

**RESOURCES:**

CHARGES FOR SERVICES	0	0	0
FINES	183,503	175,000	224,229
INTEREST	1,495	800	1,500
TOTAL RESOURCES	184,998	175,800	225,729

**EXPENDITURES:**

OPERATIONS	7,451	50,000	194,513
CAPITAL	1,563	150,000	0
TOTAL EXPENDITURES:	9,014	200,000	194,513
BEGINNING FUND BALANCE	1,096,949	1,272,933	1,248,733
CHANGE IN FUND BALANCE	175,984	(24,200)	31,216
ENDING FUND BALANCE	1,272,933	1,248,733	1,279,949

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**MUNICIPAL COMPLEX FACILITY FUND**

**RESOURCES:**

INTEREST	10,963	2,000	2,000
TRANSFERS IN - ROAD CONSTRUCTION FUND	0	500,000	0
TOTAL RESOURCES	10,963	502,000	2,000

**EXPENDITURES:**

OPERATIONS	9,095,680	3,167,593	165,000
TOTAL EXPENDITURES:	9,095,680	3,167,593	165,000

BEGINNING FUND BALANCE	11,913,310	2,828,593	0
CHANGE IN FUND BALANCE	(9,084,717)	(2,665,593)	(163,000)
ENDING FUND BALANCE	2,828,593	163,000	0

**EMPLOYEES RETIREMENT SYSTEM - GENERAL**

**RESOURCES:**

**OPERATING REVENUES**

EMPLOYEE CONTRIBUTIONS - GENERAL	67,584	65,500	70,000
EMPLOYEE CONTRIBUTIONS - PUBLIC SAFETY	276,355	0	0
OTHER INCOME - EMPLOYEE BUY-BACKS	3,831	0	0
INTEREST EARNINGS	148	2,495	3,000
BOND AND NOTE INTEREST	823,390	247,500	275,000
GAIN ON INVESTMENTS	890,463	358,200	350,000
CONTRIBUTION FROM CITY - PUBLIC SAFETY	1,424,877	0	0
CONTRIBUTION FROM CITY - GENERAL	1,177,095	1,500,000	1,522,338
TOTAL OPERATING REVENUES	4,663,742	2,173,695	2,220,338

**NONOPERATING REVENUES**

NET APPRECIATION OF FMV OF INVESTMENTS	3,854,526	0	0
GAIN ON INVESTMENT	1,565,636	1,118,721	1,200,000
TOTAL NONOPERATING REVENUES	5,420,162	1,118,721	1,200,000

TOTAL RESOURCES	10,083,904	3,292,416	3,420,338
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**EXPENDITURES:**

**OPERATING EXPENSES**

PROFESSIONAL SERVICES	231,665	150,000	225,000
MISCELLANEOUS OPERATING EXPENSES	8,442	0	0
BENEFIT PAYMENTS	7,433,679	2,835,318	3,000,000
REFUNDS AND REBATES - GENERAL	12,166	1,000	1,000
REFUNDS AND REBATES - PUBLIC SAFETY	251,167	0	0
TOTAL OPERATING EXPENSES:	7,937,119	2,986,318	3,226,000

**NON-OPERATING EXPENSES**

LOSS ON INVESTMENTS	0	44,990	80,000
TRANSFER TO PUBLIC SAFETY RETIREMENT SYSTEM	0	31,376,710	0
TOTAL NON-OPERATING EXPENSES	0	31,421,700	80,000

TOTAL EXPENDITURES:	7,937,119	34,408,018	3,306,000
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BEGINNING FUND BALANCE	56,813,390	58,960,175	27,844,573
CHANGE IN FUND BALANCE	2,146,785	(31,115,602)	114,338
ENDING FUND BALANCE	58,960,175	27,844,573	27,958,911

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

**EMPLOYEES RETIREMENT SYSTEM - PUBLIC SAFETY PA345**

**RESOURCES:**

<b><u>OPERATING REVENUES</u></b>			
PROPERTY TAXES	0	2,830,516	2,817,100
EMPLOYEE CONTRIBUTIONS - PUBLIC SAFETY	0	322,888	354,904
INTEREST	0	150	175
BOND AND NOTE INTEREST	0	440,000	450,000
DIVIDEND INCOME	0	306,247	315,000
TRANSFER IN - GENERAL FUND	0	835,686	946,181
TRANSFER FROM GENERAL EMPLOYEE RETIREMENT SYSTEM	0	31,376,710	0
TOTAL OPERATING REVENUES	0	36,112,197	4,883,360
<b><u>NON-OPERATING REVENUES</u></b>			
NET APPRECIATION OF FMV OF INVESTMENTS	0	0	0
GAIN ON INVESTMENT	0	1,812,378	1,500,000
TOTAL NONOPERATING REVENUES	0	1,812,378	1,500,000
TOTAL RESOURCES	0	37,924,575	6,383,360
<b><u>EXPENDITURES:</u></b>			
<b><u>OPERATING EXPENSES</u></b>			
RETIREE HEALTH CARE	0	1,247,746	1,111,115
RETIREE LIFE INSURANCE	0	578	590
RETIREE DENTAL	0	67,722	65,000
PROFESSIONAL SERVICES	0	150,000	75,000
BENEFIT PAYMENTS	0	3,641,895	3,650,000
REFUNDS AND REBATES - PUBLIC SAFETY	0	45,000	5,000
TOTAL OPERATING EXPENSES:	0	5,152,941	4,906,705
<b><u>NON-OPERATING EXPENSES</u></b>			
LOSS ON INVESTMENTS	0	36,517	40,000
TOTAL NON-OPERATING EXPENSES	0	36,517	40,000
TOTAL EXPENDITURES:	0	5,189,458	4,946,705
BEGINNING FUND BALANCE	0	0	32,735,117
CHANGE IN FUND BALANCE	0	32,735,117	1,436,655
ENDING FUND BALANCE	0	32,735,117	34,171,772

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 GENERAL AND SPECIAL FUND BUDGET  
BUDGET RESOLUTION**

BE IT FURTHER RESOLVED, that the detailed budget document submitted to Council on May 19, 2014 and amended by Council will be used for comparative reporting purposes in addition to the adopted budget.

BE IT FURTHER RESOLVED, that the City Manager is authorized to make individual transfers in amounts of up to one thousand dollars each between departments and/or funds.

BE IT FURTHER RESOLVED, that the City Clerk be and is hereby ordered and directed to certify the above amount required for the several funds of the City and the aggregate thereof, to the City Treasurer.

BE IT FURTHER RESOLVED, that the Clerk of this City be and is hereby ordered and directed to certify to the Assessor of this City that the several amounts of appropriation herein determined and the aggregate thereof (less the estimate of the amount of revenues from other sources) are to be raised by General Tax spread on Real and Personal Property, and based on an estimated taxable valuation of \$432,214,220 including Industrial & Commercial Facilities assessments, the following tax rates are approved.

**TAX RATES:**

16.35630	PER \$1,000 TAXABLE VALUATION FOR OPERATION
1.49140	PER \$1,000 TAXABLE VALUATION FOR LIBRARY
0.50000	PER \$1,000 TAXABLE VALUATION FOR RECREATION
2.00000	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY
6.47290	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY PA345
6.20184	PER \$1,000 TAXABLE VALUATION FOR DEBT RETIREMENT
1.14370	PER \$1,000 TAXABLE VALUATION FOR HEADLEE OVERRIDE
2.95310	PER \$1,000 TAXABLE VALUATION FOR SOLID WASTE

TOTAL: \$37.11924 PER \$1,000 EQUALIZED VALUATION

PUBLISH: T. Edwin Norris

**CITY OF OAK PARK  
NOTICE OF PUBLIC HEARING ON  
2014 –2015 FISCAL YEAR BUDGET**

PLEASE TAKE NOTICE that the City Council of the City of Oak Park, Oakland County, Michigan will hold a public hearing to take testimony and discuss the City's Budget for July 1, 2014 through June 30, 2015. The public hearing will be held on Monday, May 19, 2014 at 7:00 o'clock in the evening, or as soon thereafter as can be held, in the Council Chambers, 14000 Oak Park Boulevard, Oak Park, Michigan.

Last Fiscal Year (July 1, 2013 through June 30, 2014), the City of Oak Park levied 16.3563 mills for Operating purposes, 1.4914 mills for Library purposes, .50000 of a mill for Recreation purposes, 2.0000 mills for Public Safety, 6.4729 mills for Public Safety Public Act 345, 5.9560 mills for Retirement of Debt, 1.1437 mills for Headlee Override and 2.9531 mills for Solid Waste. The proposed Fiscal Year 2014-2015 Budget recommends 16.3563 mills for Operating purposes, 1.4914 mills for Library purposes, .50000 of a mill for Recreation purposes, 2.0000 mills for Public Safety, 6.47290 mills for Public Safety Public Act 345, 6.20184 mills for Debt Retirement, 1.14370 mills for Headlee Override and 2.95310 mills for Solid Waste.

A copy of the proposed budget is available at: City Clerk's Office, City of Oak Park, 14000 Oak Park Blvd., Oak Park, Michigan 48237, Telephone: (248) 691-7544.

**THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET WILL BE A SUBJECT OF THIS HEARING.**

This Notice is given by order of the City Council for the City of Oak Park, Michigan.

T. EDWIN NORRIS, CITY CLERK

**CITY OF OAK PARK  
2014 - 2015  
Budget Procedures**

The City of Oak Park's budget process is governed by the City Charter and State Statutes of Michigan. "Chapter IX, General Finance; Budget, Audit, Sections 9-1" of the City Charter establishes July 1 through June 30 as the City's fiscal year and annual budget cycle for the city government.

**BUDGET DOCUMENT**

The City Charter, approved by the governor on July 29, 1953, and the State of Michigan Uniform Budgeting Act (Public Act 621 of 1978), which amended the Uniform Accounting Act of 1968 (Public Act 2 of 1968), mandates that the budget document present a complete financial plan for the ensuing fiscal year and shall contain the following:

- A. Estimates of proposed expenditures for each department, office, and agency of the city, including those for the court, showing the expenditures for corresponding items for the last preceding fiscal year in full, budgeted amounts for the current fiscal year, actual amounts for the current fiscal year to March first and estimated expenditures for the balance of the current fiscal year.
- B. Statements of the bonded and other indebtedness of the city, showing the debt redemption and interest requirements, the debt authorized and unissued, and the condition of sinking funds.
- C. Estimates of all anticipated revenues of the city from sources other than taxes with a comparative statement of the amounts received by the city from each of the similar sources for last preceding fiscal year in full, budgeted amounts for the current fiscal year, actual amounts for the current fiscal year to March first and estimated revenues for the balance of the current fiscal year.
- D. A statement of the estimated balance or deficit for the end of the current fiscal year.
- E. Estimates of the amount of money to be raised from current and delinquent taxes and the amount to be raised from bond issues, which, together with any available unappropriated surplus and any revenues from other sources, will be necessary to meet the proposed expenditures.
- F. A schedule showing all recommended capital outlay expenditures during the following five fiscal years. It shall be prepared after consultation with the planning commission. This schedule shall be the guidance of the City Council in adoption of the regular annual budget and the City Council may delete items or make such revisions as it deemed appropriate and may arrange items in the order of priority. The City Council shall adopt the capital outlay program at the same meeting it adopts the regular annual budget, but such adoption shall be only for the purpose of setting up a guide for future capital expenditures and in no way shall obligate the City to carry out the programs listed.

**BUDGET PROCEDURE**

As required by the City Manager, each Department Head must submit to the City Manager an itemized estimate of expenditures for the next fiscal year for the department or activities under their direction.

**CITY OF OAK PARK  
2014 - 2015  
Budget Procedures**

The City Manager then prepares a complete itemized budget proposal for the next fiscal year and must present it to City Council the third Monday in April. Prior to adoption of the budget, at the City Council meeting held the third Monday in May, a Public Hearing on the budget must be held to inform the public and solicit input and comments from the citizenry. At least one week in advance of the Public Hearing, copies of the budget document are on file at the City Clerk's Office and the public library for the review and inspection by the citizens. A Public Notice, published in a newspaper of general circulation in the community, announces the time and place of the meeting and the availability of the budget document for review.

**BUDGET APPROPRIATION AND AMENDMENTS**

The City budget is adopted by the City Council on an activity or departmental basis. The City Manager is authorized by Budget Resolution to make budgetary transfers within the appropriation centers established through the budget. All transfers between appropriation centers may be made only by further action by the City Council.

The Council may make additional appropriations during the fiscal year for unanticipated expenditures required of the City, but such additional appropriations shall not exceed the amount which actual and anticipated revenues of the year are exceeding the revenues as estimated in the budget, unless the appropriations are necessary to relieve an emergency endangering the public health, peace or safety. The City Council may also reappropriate funds among appropriation centers. City Council is apprised of the budget status through monthly reports prepared by the Finance Department.

**FISCAL YEAR 2014 - 2015 BUDGET CALENDAR**

<u>INTERNAL PORTION</u>	<u>DATE</u>
Budget Calendar To Departments	1/29/2014
Instructions To Departments	2/19/2014
Personnel Cost Summaries/Org Charts to Departments	2/19/2014
Completed Personnel Cost Summaries/Org Charts to Finance	3/3/2014
Completed Budget Request Forms to Finance	3/7/2014
Revenue Estimates and Department Requests to City Manager	3/19/2014
City Manager/Department Hearings	4/2 – 4/3/14
<u>PUBLIC PORTION</u>	
City Managers Recommendation to Council	4/21/2014
City Council Approves Budget Sessions	4/21/2014
City Council Budget Sessions	4/28 - 4/29/2014
Budget Hearing -Approve Notice	5/5/2014
-Publish Notice	5/6/2014
Presentation to Planning Commission	5/12/2014
Budget Public Hearing	5/19/2013
Final Budget and Millage Rate Adoption	5/19/2013



**Fiscal Year July 1, 2014  
through June 30, 2015**

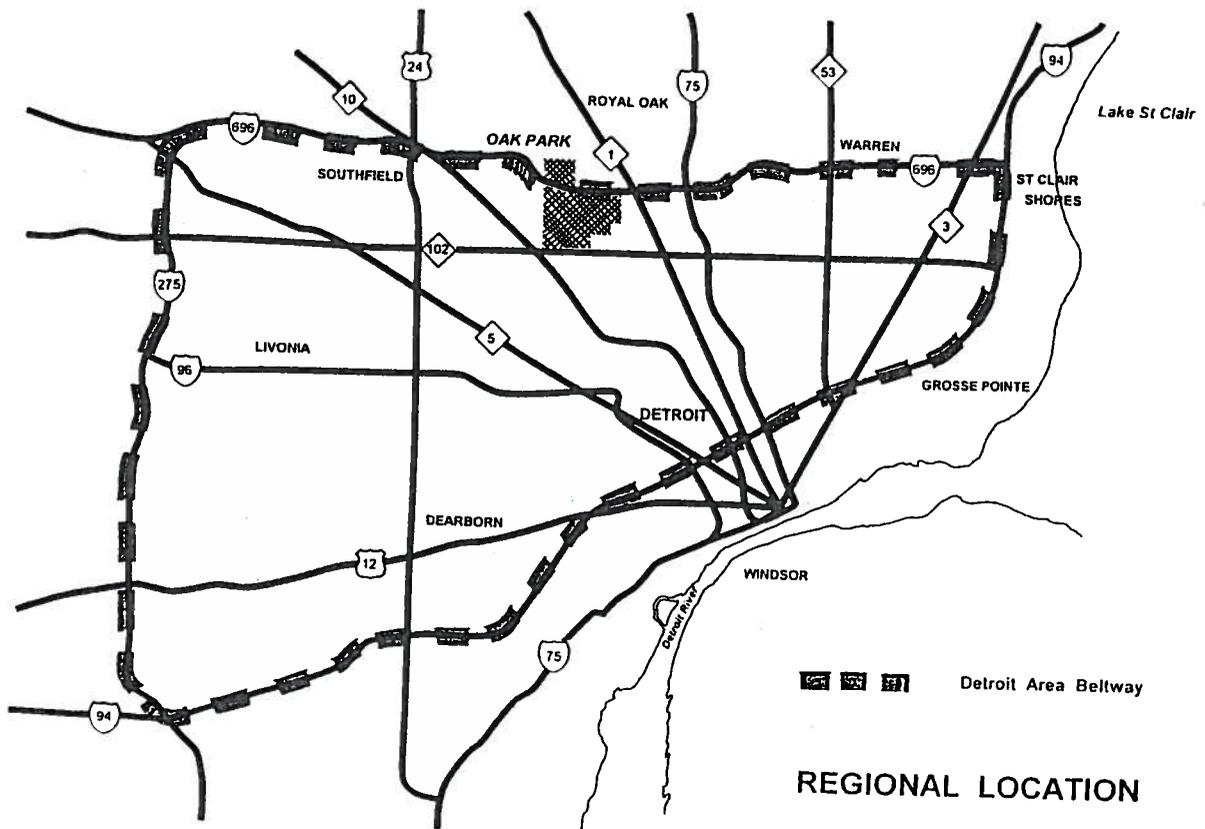
**Annual Budget**

# CITY OF OAK PARK

## Introduction

The City of Oak Park is located near the southeast corner of Oakland County, Southeast Michigan, approximately 3.5 miles from Macomb County and adjacent to the northern boundary of the City of Detroit. The City contains approximately 5.5 square miles with a population of 29,319 persons as reported by the U.S. Bureau of Census as of January 1, 2010. The City operates under the Council-Manager form of government as established in its Charter adopted on October 29, 1945. The City Council is comprised of a Mayor,

elected at-large every two years, and four Council members, two elected at-large every two years for four year terms. The City Council is responsible for enacting ordinances, resolutions and regulations governing the City. City Council also appoints the members of various statutory and advisory boards and commissions, the City Manager, and the City Attorney. The City Manager is responsible for enforcement of laws and ordinances established by City Council. The City Manager also appoints and supervises the heads of departments of the City organization.



# CITY OF OAK PARK

## Introduction

### **BUDGETING CONTROLS**

In accordance with state law, the City's budget is prepared on the modified accrual basis for governmental type funds, and its accounting records are also maintained on that basis. Under modified accrual accounting, revenues are recorded when they are both measurable and available. Expenditures are recorded when a liability is incurred, except for interest on long-term debt and accrued vacation benefits. Governmental fund types, such as the City's General Fund, Special Revenue Funds, Debt Service Funds and Capital Projects Funds are reported on the modified accrual basis. The City's Enterprise Fund, Internal Service Funds and Pension Trust Fund are reported on the full accrual basis, under which revenues are recorded when earned and expenses are recorded when incurred.

The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City's governing body. Activities of the General Fund are included in the annual appropriated budget. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the department level for the General Fund, Special Revenue Funds and certain Debt Service Funds. However, for internal accounting purposes, budgetary control is maintained by object class (line account) for all funds. The City also maintains an encumbrance accounting system as one technique of accomplishing budgetary control. Purchase orders that would create an over encumbrance are not written until additional appropriations are available. Encumbered accounts lapse at year end. However, an encumbrances outstanding at June 30 are reported as reservations of fund balances.

Long-range Planning. The City uses two documents to guide its long term decisions:

### **MASTER PLAN**

A community's Master Plan is a blueprint for the future. It is a comprehensive document, long-range in its view, and intended to guide positive change in the City over a period of 10 to 20 years. The Master Plan sets forth public policies that will be followed regarding growth, development, and redevelopment. The information and concepts presented in the Master Plan are intended to guide local decisions on both public and private uses of land, as well as the provision of public facilities.

Unlike the City Zoning Ordinance, the Master Plan is a set of policies, not a set of rules and regulations controlling the use of land. While the Zoning Ordinance and Zoning Map are intended to regulate the use of land over the short term (3 to 5 years), the Master Plan and its maps and policy statements are intended to guide land use decisions-making over the long term (10 to 20 years). While the Master Plan must guide the future, it must also be flexible enough to respond to the City's ever changing needs.

The Municipal Planning Act of 1931 empowers the City Planning Commission with the authority and the duty to make and adopt a master plan for the physical development of the City. Furthermore, the city must have such a master plan as the basis for its zoning ordinance and zoning map.

In order to make sound recommendations regarding public development policy, the City Planning Commission sought public input. Public input came in the form of soliciting comments on the Master Plan at an official public hearing. The Planning Commission's careful consideration of these public comments ensures that the Master Plan truly reflects the needs of its citizens. The Master Plan identifies the following policies that are used to guide long-range decisions:

# CITY OF OAK PARK

## Introduction

1) The City will work to develop a cooperative spirit between the city and the three school districts. Schools are an important reflection on the community, making their educational quality, physical appearance, and facilities maintenance a prime concern of all residents. Attempts will be made to forge stronger relationships between Oak Park's schools and the business community.

2) The City will focus on strengthening the heart of its commercial business areas. The commercial areas should be physically improved to create a better image for the City's shopping district. A proactive approach should be used to ensure a healthy business community.

3) The City will promote industrial opportunities by using its industrial tax abatement program. It will strive to correct vacancies, underutilization and inappropriate activities.

4) Housing in Oak Park remain affordable with neighborhood quality being maintained. Home ownership will be encouraged by improving all aspects of the community.

5) The safety of the residents and their property should not be at risk from any real or perceived threat.

6) The cultural diversity of Oak Park should be maintained, encouraged, promoted and celebrated.

7) Insure high standards in the maintenance and appearance of public buildings. City services will continue to be a major asset of the city and city officials will resist making cuts in service.

8) Keep citizens involved in the implementation process - use the City's advisory boards and commissions to develop policy directions.

## RECREATION PLAN

The purpose of the Recreation Plan is to inject long-range consideration into the determination of short-range actions. The recreation planning process is intended to involve individuals who represent a broad cross-section of the community's population. The primary responsibility for the recreation plan rests with the City Council. Council receives significant advice and assistance from the Parks and Recreation Advisory Board which has members from City Council, Recreation Department, School Districts, and a cross-section of residents.

The Recreation Plan contains a detailed survey and inventory of all the City park sites and recreation facilities. Input from citizens was provided through a survey which the Recreation Advisory Board used to draft goals and recommendations.

The plan presents suggested park improvements recommendations and a 5-year Action Plan, addressing advisory board goals, identified deficiencies, and citizen desires. The Plan identifies four major goals to help guide long-range decisions:

1) Improve access for handicapped persons at all recreation facilities.

2) Increase park use, especially at certain parks identified as having ample capacity.

3) Improve and maintain the physical condition of the parks.

4) Develop high quality recreation programming that meets the needs of a changing population.

# CITY OF OAK PARK

## Introduction

### **FINANCIAL POLICIES**

The City has adopted five financial policies which are used to implement long-range goals:

1) Cash Management Policy - The cash management policy has three parts: Activating cash and securities and consolidating the cash inflow for timely deposit; providing for the investment and security of assets; and regulating the outflow of cash and assets.

2) Debt Management Policy - This policy helps evaluate the impact of each funding decision on the City's debt position and credit quality. Sound debt issuance and management enhances credit quality and improves access to credit markets by demonstrating responsible management to credit analysts, underwriters and investors.

3) Investment Policy - This policy applies to all financial assets held by the City of Oak Park other than pension fund assets. It is the policy of the City to invest public funds in a manner which will provide maximum security with the highest investment return while meeting the daily cash flow demands of the City and conforming to all State statutes and local ordinances governing the investing of public funds.

4) Fund Balance Policy - This policy states that the City will endeavor to maintain undesignated fund balance in its funds at not less than 10% of revenues and not less than 8.33% of expenditures. The purpose of this policy is to insure that the City has adequate reserves on hand should unexpected circumstances require expenditures of an emergency nature.

5) Capitalization Policy - This policy establishes guidelines to City management on the reporting and tracking of fixed assets. Any individual item purchased for \$5,000 or above with a useful life of two or more years is recognized as a fixed asset.

These financial policies provide for a cash management program that accounts for all aspects of finances from the time a dollar enters the City's revenue stream until it is spent.

### **CAPITAL EXPENDITURES**

A schedule showing all recommended capital expenditures for the ensuing five fiscal years is part of the yearly budget process. The schedule is prepared as part of the City Manager's recommended budget. Department Directors submit their requests to the City Manager. These recommended improvements are submitted to the Planning Commission for their recommendations. The Planning Commission insures that a five year plan is constructed in a manner to reach the goals outlined in the Master Plan. This five year capital plan is then used as a guideline for future Capital Expenditures.

### **BOARDS & COMMISSIONS**

Part of the ongoing planning process is the input from the many volunteer Boards & Commissions which help advise City Council. These Boards & Commissions are formed of citizens, city administrators, City Council and the business community. They are the "eyes and ears" of City Council and inform legislators of the changing needs of the community.

### **FISCAL YEAR 2014 - 2015 BUDGET**

A yearly Budget is prepared using the Master Plan, Recreation Plan and Financial Policies as guidelines. Input from citizens is encouraged with the use of Boards & Commissions and a Public Hearing. Department representatives meet with City Council during Budget Study Sessions to insure that funding is available to meet the service needs of the community.

**CITY OF OAK PARK**  
**2014 - 2015 BUDGET**  
**REVENUES AND EXPENDITURES**  
**INCLUDING TRANSFERS-IN AND TRANSFERS-OUT**  
**OVERVIEW - ALL FUNDS**

FUND NO.	FUND	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
<b>REVENUES</b>								
101	General Fund	17,671,996	16,081,960	13,432,392	16,117,677	16,326,045	16,326,045	16,505,446
110	Economic Development Corporation	-	7	-	7	7	7	7
111	Library Authority	769,945	819,777	817,744	821,798	816,750	816,750	827,612
112	Brownfield Authority	47,524	48,000	-	49,373	49,373	49,373	50,163
113	Municipal Building Authority	78	50	-	25	25	25	25
202	Major Streets	1,266,888	1,078,800	862,009	1,327,750	1,234,707	1,234,707	1,246,364
203	Local Streets	718,199	674,000	570,124	723,522	726,482	726,482	731,027
226	Solid Waste	2,537,403	2,429,866	2,017,290	2,429,866	2,423,072	2,423,072	2,443,494
253	Narcotic Forfeiture	10,681	8,570	-	8,480	8,580	8,580	8,580
254	Criminal Justice Training	9,599	11,020	4,532	11,010	5	5	5
255	Disaster Contingency	5	25	-	4	4	4	4
256	Caseflow Assistance Fund	25,103	25,620	-	25,620	23,120	23,120	23,350
275	Community Development Block Grant	126,651	113,092	174,125	101,628	122,788	119,441	119,588
276	45th District Court	1,807,463	1,937,883	1,696,622	1,825,869	1,986,278	1,986,278	-
281	COPS Grant Fund	357,446	298,459	77,913	269,295	269,345	269,345	-
284	Veterans Court	-	-	-	26,007	8,665	8,665	-
301	Debt Retirement Fund	12,233,727	2,738,161	2,800,709	2,741,269	2,852,081	2,852,081	2,821,314
401	Public Improvement Fund	67	50	-	25	25	25	25
402	City Owned Property	55,075	10,070	10,000	10,040	10,040	10,040	10,040
403	Neighborhood Stabilization Program	65,365	120,000	-	150,695	157,000	157,000	157,000
450	Road Construction Fund	5,333	-	-	-	-	-	-
451	Sidewalk Program	284,304	34,000	38,745	31,250	665,000	665,000	-
452	Municipal Complex Facility Fund	10,963	3,000	-	502,000	2,000	2,000	-
470	Municipal Building Construction Fund	184,998	164,814	139,750	175,800	225,729	225,729	225,729
592	Water & Sewer	11,064,693	12,600,023	7,901,849	12,025,176	11,693,794	11,693,794	11,693,794
677	Risk Management	468,594	386,695	492,947	362,659	397,352	397,352	397,352
678	Retiree Health Care - District Court	234,819	280,377	214,042	324,189	330,749	330,749	330,749
680	Retiree Health Care - General	77,746	50,100	74,216	99,040	100,100	100,100	100,100
654	Motor Pool	498,222	697,050	330,389	555,800	527,500	527,500	527,500
653	Central Services	75,049	60,055	60,000	60,040	70,030	70,030	70,030
<b>TOTAL REVENUES</b>		<b>50,607,935</b>	<b>40,671,524</b>	<b>31,715,399</b>	<b>40,775,914</b>	<b>41,026,646</b>	<b>41,023,299</b>	<b>38,289,296</b>
<b>EXPENDITURES</b>								
101	General Fund	16,423,992	16,004,236	11,150,017	15,578,732	16,913,093	16,912,650	17,115,208
110	Economic Development Corporation	-	-	-	-	-	-	-
111	Library Authority	833,470	795,542	579,682	741,207	788,404	788,404	794,949
112	Brownfield Authority	-	-	-	-	-	-	-
113	Municipal Building Authority	-	-	-	-	-	-	-
202	Major Streets	1,127,816	1,302,732	1,482,710	1,656,808	1,633,157	1,632,151	1,674,960
203	Local Streets	424,977	702,406	461,926	704,820	1,023,655	1,023,655	1,016,384
226	Solid Waste	2,289,931	2,585,047	1,735,342	2,411,273	2,524,068	2,524,068	2,517,025
253	Narcotic Forfeiture	-	500	-	500	500	500	500
254	Criminal Justice Training	21,384	11,000	3,513	11,000	-	-	-
255	Disaster Contingency	-	-	-	-	-	-	-
256	Caseflow Assistance Fund	4,692	9,781	6,007	9,781	7,538	7,538	7,538
275	Community Development Block Grant	126,652	113,092	84,095	101,628	122,788	119,441	119,588
276	45th District Court	1,853,795	1,937,883	1,515,829	1,838,346	1,986,278	1,986,278	-
281	COPS Grant Fund	357,446	298,459	204,722	269,295	269,345	269,345	-
284	Veterans Court	-	-	7,561	26,007	8,665	8,665	-
301	Debt Retirement Fund	12,294,299	2,738,161	690,171	2,767,800	2,826,078	2,826,079	2,821,314
401	Public Improvement Fund	-	-	-	-	-	-	-
402	City Owned Property	510	10,000	18	10,000	10,000	10,000	10,000
403	Neighborhood Stabilization Program	65,365	120,000	25,913	150,695	157,000	157,000	157,000
450	Road Construction Fund	495,834	375,000	332,811	725,000	495,621	495,621	-
451	Sidewalk Program	241,185	30,000	28,342	38,420	665,000	665,000	-
452	Municipal Complex Facility Fund	9,095,680	928,310	3,350,449	3,167,593	165,000	165,000	-
470	Municipal Building Construction Fund	9,014	44,700	166,563	200,000	194,513	194,513	200,000
592	Water & Sewer	10,147,814	11,896,683	6,964,937	12,042,503	12,666,401	12,655,358	12,285,529
677	Risk Management	455,525	329,548	323,391	334,548	348,503	348,503	348,503
678	Retiree Health Care - District Court	266,296	280,377	192,549	242,685	238,191	238,191	250,093
680	Retiree Health Care - General	1,426	10,000	-	2,000	5,000	5,000	5,000
654	Motor Pool	661,934	930,989	465,761	794,775	832,930	832,930	818,531
653	Central Services	65,846	74,250	49,102	74,250	73,850	73,850	73,850
<b>TOTAL EXPENDITURES</b>		<b>57,264,884</b>	<b>41,528,696</b>	<b>29,821,411</b>	<b>43,899,666</b>	<b>43,955,578</b>	<b>43,939,740</b>	<b>40,215,971</b>

**CITY OF OAK PARK  
2014 - 2015 BUDGET  
FUND BALANCE PROJECTIONS  
INCLUDING TRANSFERS-IN AND TRANSFERS-OUT  
OVERVIEW - ALL FUNDS**

<b>FUND NO.</b>	<b>FUND</b>	<b>Prior Year Actual 2012-13</b>	<b>Current Budget 2013-14</b>	<b>Est Year End 2013-14</b>	<b>Manager's Rec 2014-15</b>	<b>City Council Approved 2014-15</b>	<b>Projected Budget 2015-16</b>
101	General Fund	2,105,539	2,183,263	2,644,484	2,057,437	2,057,879	1,448,117
110	Economic Development Corporation	11,801	11,808	11,808	11,815	11,815	11,822
111	Library Authority	(104,231)	(79,996)	(23,641)	4,705	4,705	37,368
112	Brownfield Authority	70,517	118,517	119,890	169,263	169,263	219,425
113	Municipal Building Authority	10,162	10,212	10,187	10,212	10,212	10,237
202	Major Streets	1,200,050	976,118	870,993	472,542	473,549	44,952
203	Local Streets	777,006	748,600	795,708	498,535	498,535	213,178
226	Solid Waste	634,625	479,444	653,218	552,222	552,222	478,691
253	Narcotic Forfeiture	84,682	92,752	92,662	100,742	100,742	108,822
254	Criminal Justice Training	4,046	4,066	4,056	4,061	4,061	4,066
255	Disaster Contingency	3,591	3,616	3,595	3,599	3,599	3,603
256	Caseflow Assistance Fund	161,481	177,320	177,320	192,902	192,902	208,714
275	Community Development Block Grant	0	0	(0)	(0)	(0)	0
276	45th District Court	12,477	12,477	0	0	0	0
281	COPS Grant Fund	-	-	-	-	-	-
284	Veterans Treatment Court	-	-	-	-	-	-
301	Debt Retirement Fund	39,124	39,124	12,593	38,596	38,596	38,596
401	Public Improvement Fund	54,195	54,245	54,220	54,245	54,245	54,270
402	City Owned Property	86,608	86,678	86,648	86,688	86,688	86,728
403	Neighborhood Stabilization Program	-	-	-	-	-	-
450	Road Construction Fund	1,220,621	845,621	495,621	(0)	(0)	(0)
451	Sidewalk Program	224,716	228,716	217,546	217,546	217,546	217,546
452	Municipal Complex Facility Fund	2,828,593	1,903,283	163,000	0	0	0
470	Municipal Building Construction Fund	1,272,933	1,393,047	1,248,733	1,279,949	1,279,949	1,305,678
	<b><u>NET ASSETS</u></b>						
592	Water & Sewer	20,828,924	21,532,264	20,811,597	19,838,990	19,850,033	19,258,298
653	Central Services	38,780	24,585	24,570	20,750	20,750	16,930
654	Motor Pool	1,226,605	992,666	987,630	682,200	682,200	391,169
677	Risk Management	436,931	494,078	465,042	513,891	513,891	562,740
678	Retiree Health Care - District Court	11,770	11,770	93,274	185,832	185,832	266,488
680	Retiree Health Care - General	522,525	562,625	619,565	714,665	714,665	809,765
	<b>TOTAL</b>	<b>33,764,072</b>	<b>32,906,900</b>	<b>30,640,320</b>	<b>27,711,387</b>	<b>27,723,878</b>	<b>25,797,203</b>

**CITY OF OAK PARK  
2014 - 2015 BUDGET  
FUND OVERVIEW - REVENUES, EXPENDITURES AND FUND BALANCE CHANGES  
INCLUDING TRANSFERS-IN AND TRANSFERS-OUT  
OVERVIEW - ALL FUNDS**

FUND NO.	FUND	REVENUES	TRANSFERS-IN	FUND BALANCE APPROPRI-	TOTAL	EXPENDITURES	TRANSFERS-OUT	FUND BALANCE INCREASE	TOTAL
101	General Fund	15,731,045	595,000	586,605	16,912,650	13,735,496	3,177,154	-	16,912,650
110	Economic Development Corporation	7	-	-	7	-	-	7	7
111	Library Authority	708,204	108,546	-	816,750	738,404	50,000	28,346	816,750
112	Brownfield Authority	49,373	-	-	49,373	-	-	49,373	49,373
113	Municipal Building Authority	25	-	-	25	-	-	25	25
202	Major Streets	1,234,707	-	397,444	1,632,151	1,282,151	350,000	-	1,632,151
203	Local Streets	456,482	270,000	297,173	1,023,655	948,655	75,000	-	1,023,655
226	Solid Waste	2,423,072	-	100,996	2,524,068	2,214,068	310,000	-	2,524,068
253	Narcotic Forfeiture	8,580	-	-	8,580	500	-	8,080	8,580
254	Criminal Justice Training	5	-	-	5	-	-	5	5
255	Disaster Contingency	4	-	-	4	-	-	4	4
256	Caseflow Assistance Fund	23,120	-	-	23,120	7,538	-	15,582	23,120
275	Community Development Block Grant	119,441	-	0	119,441	119,441	-	-	119,441
276	45th District Court	354,619	1,631,659	0	1,986,278	1,837,129	149,149	-	1,986,278
281	COPS Grant Fund	202,000	67,345	-	269,345	269,345	-	-	269,345
284	Veteran's Treatment Court	8,665	-	-	8,665	8,665	-	-	8,665
301	Debt Retirement Fund	2,700,658	151,423	-	2,852,081	2,826,078	-	26,002	2,852,081
401	Public Improvement Fund	25	-	-	25	-	-	25	25
402	City Owned Property	40	10,000	-	10,040	10,000	-	40	10,040
403	Neighborhood Stabilization Program	157,000	-	-	157,000	157,000	-	-	157,000
450	Road Construction Fund	-	-	495,621	495,621	495,621	-	-	495,621
451	Sidewalk Program	665,000	-	-	665,000	665,000	-	-	665,000
452	Municipal Complex Facility Fund	2,000	-	163,000	165,000	165,000	-	-	165,000
470	Municipal Building Construction Fund	225,729	-	-	225,729	194,513	-	31,216	225,729
<b>NET ASSETS</b>									
592	Water & Sewer	11,643,794	50,000	961,564	12,655,358	12,475,358	180,000	-	12,655,358
653	Central Services	30	70,000	3,820	73,850	73,850	-	-	73,850
654	Motor Pool	395,500	132,000	305,430	832,930	832,930	-	-	832,930
677	Risk Management	287,352	110,000	-	397,352	348,503	-	48,849	397,352
678	Retiree Health Care - District Court	181,600	149,149	-	330,749	238,191	-	92,558	330,749
680	Retiree Health Care - General	100,100	-	-	100,100	5,000	-	95,100	100,100
<b>TOTAL</b>		<b>37,678,177</b>	<b>3,345,122</b>	<b>3,311,654</b>	<b>44,334,953</b>	<b>39,648,437</b>	<b>4,291,303</b>	<b>395,212</b>	<b>44,334,952</b>

	<b>TRANSFERS - IN</b>		<b>TRANSFERS - OUT</b>	
<b>GENERAL FUND</b>	MAJOR STREETS	80,000	CENTRAL SERVICES	70,000
	LOCAL STREETS	75,000	LIBRARY	108,546
	SOLID WASTE	260,000	45TH DISTRICT COURT	1,631,659
	WATER AND SEWER	180,000	COPS GRANT FUND	67,345
			DEBT SERVICE	101,423
			CITY OWNED PROPERTIES	10,000
			MOTOR POOL	132,000
			RISK MANAGEMENT	110,000
			PUBLIC SAFETY RET - PA 345	946,181
<b>LIBRARY FUND</b>	GENERAL FUND	108,546	DEBT SERVICE - LEASE	50,000
<b>MAJOR STREETS</b>			LOCAL STREETS	270,000
			GENERAL FUND	80,000
<b>LOCAL STREETS</b>	MAJOR STREETS	270,000	GENERAL FUND	75,000
<b>SOLID WASTE</b>			GENERAL FUND	260,000
			WATER AND SEWER	50,000
<b>45TH DISTRICT COURT</b>	GENERAL FUND	1,631,659	45TH DC RETIREE HEALTH CA	149,149
<b>COPS GRANT</b>	GENERAL FUND	67,345		
<b>DEBT SERVICE FUND</b>	GENERAL FUND	101,423		
	LIBRARY FUND	50,000		
<b>CITY OWNED PROPERTIES</b>	GENERAL FUND	10,000		
<b>WATER AND SEWER FUND</b>	SOLID WASTE	50,000	GENERAL FUND	180,000
<b>CENTRAL SERVICES</b>	GENERAL FUND	70,000		
<b>MOTORPOOL</b>	GENERAL FUND	132,000		
<b>RISK MANAGEMENT FUND</b>	GENERAL FUND	110,000		
<b>45TH DC RHC</b>	45TH DISTRICT COURT	149,149		
<b>PUBLIC SAFETY RETIREMENT PA 345</b>	GENERAL FUND	946,181		
	<b>TOTAL TRANSFERS - IN</b>	<b>4,291,303</b>	<b>TOTAL TRANSFERS - OUT</b>	<b>4,291,303</b>

CITY OF OAK PARK  
2014-15 BUDGET  
REVENUES AND EXPENDITURES  
INCLUDING TRANSFERS-IN AND TRANSFERS-OUT  
OVERVIEW - ALL FUNDS

ACCOUNT GROUP NAME	General Fund	Library Authority	Brownfield Authority	EDC & MBA	Major Streets	Local Streets	Solid Waste	Narcotic Forfeiture	Criminal Justice Train.	Disaster Contingency	Caseflow Assistance	CDBG	COPS Grant	District Court
Taxes & Tax Related Items	9,183,634	644,604	49,358	-	-	-	1,276,372	-	-	-	-	-	-	-
Licenses & Permits	293,020	-	-	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental	3,246,257	54,800	-	-	1,165,652	454,482	-	-	-	-	23,000	119,441	202,000	91,448
Charge for Services	566,875	5,300	-	7	-	-	-	8,500	-	-	-	-	-	-
Fines	1,631,659	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest Earnings	2,000	500	15	25	500	2,000	700	80	5	4	120	-	-	-
Other Revenue	807,600	3,000	-	-	68,555	-	1,146,000	-	-	-	-	-	-	263,171
Transfers In	595,000	108,546	-	-	-	270,000	-	-	-	-	-	-	67,345	1,631,659
<b>Total Revenues</b>	<b>16,326,045</b>	<b>816,750</b>	<b>49,373</b>	<b>32</b>	<b>1,234,707</b>	<b>726,482</b>	<b>2,423,072</b>	<b>8,580</b>	<b>5</b>	<b>4</b>	<b>23,120</b>	<b>119,441</b>	<b>269,345</b>	<b>1,986,278</b>
Salaries	6,530,576	324,679	-	-	210,566	175,000	195,873	-	-	-	-	58,362	173,981	1,149,395
Fringes	2,099,405	150,393	-	-	149,335	125,405	136,945	-	-	-	-	42,165	95,364	411,099
Retiree Health Care	1,370,562	78,382	-	-	-	-	-	-	-	-	-	-	-	-
Retiree Life Insurance	926	-	-	-	-	-	-	-	-	-	-	-	-	-
Retiree Dental Care	32,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Health Care Taxes	61,214	-	-	-	-	-	-	-	-	-	-	-	-	-
Material, Supplies, Repairs, Maint.	773,324	58,000	-	-	101,000	37,000	10,000	500	-	-	-	-	-	87,268
Operations	2,431,994	101,950	-	-	798,500	590,000	1,835,000	-	-	-	7,538	18,914	-	142,419
Staff Development	120,439	-	-	-	1,500	-	-	-	-	-	-	-	-	8,855
Printing, Publications and Postings	82,250	-	-	-	-	-	-	-	-	-	-	-	-	32,948
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	5,145
Contingencies	82,807	-	-	-	-	-	-	-	-	-	-	-	-	-
Refunds and Rebates	150,000	25,000	-	-	-	-	15,000	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Operating Expenditures</b>	<b>13,735,496</b>	<b>738,404</b>	<b>-</b>	<b>-</b>	<b>1,260,901</b>	<b>927,405</b>	<b>2,192,818</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>7,538</b>	<b>119,441</b>	<b>269,345</b>	<b>1,837,129</b>
Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital	-	-	-	-	21,250	21,250	21,250	-	-	-	-	-	-	-
Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Paying Agent	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer Out	3,177,154	50,000	-	-	350,000	75,000	310,000	-	-	-	-	-	-	149,149
<b>Total Expenditures</b>	<b>16,912,650</b>	<b>788,404</b>	<b>-</b>	<b>-</b>	<b>1,632,151</b>	<b>1,023,655</b>	<b>2,524,068</b>	<b>500</b>	<b>-</b>	<b>-</b>	<b>7,538</b>	<b>119,441</b>	<b>269,345</b>	<b>1,986,278</b>
Change in Fund Balance	(586,605)	28,346	49,373	32	(397,444)	(297,173)	(100,996)	8,080	5	4	15,582	(0)	-	(0)
Estimated 2013-14 Year End Balance	2,644,484	(23,641)	119,890	21,995	870,993	795,708	653,218	92,662	4,056	3,595	177,320	(0)	-	0
2014-15 Year End Fund Balance	2,057,879	4,705	169,263	22,027	473,549	498,535	552,222	100,742	4,061	3,599	192,902	(0)	-	0

CITY OF OAK PARK  
2014-15 BUDGET  
REVENUES AND EXPENDITURES  
INCLUDING TRANSFERS-IN AND TRANSFERS-OUT  
OVERVIEW - ALL FUNDS

Veterans Treatment Court	Debt Retirement	Road Construction	Sidewalk Program	Public Imp.	City Prop.	NSP	Mun. Bldg. Const.	Mun. Com. Facility Fund	Water & Sewer	Central Services	Motor Pool	Risk Mgmt	Retiree's Health Care Court	Retiree's Health Care Gen.	TOTAL
-	2,699,130	-	-	-	-	-	-	-	-	-	-	-	-	-	13,853,098
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	293,020
8,665	-	-	-	-	-	157,000	-	-	-	-	-	-	-	-	5,522,745
-	-	-	665,000	-	-	-	-	-	11,632,344	-	-	64,000	-	100,000	13,042,026
-	-	-	-	-	-	-	224,229	-	-	-	-	-	181,560	-	2,037,448
-	1,528	-	-	25	40	-	1,500	2,000	11,450	30	-	500	40	100	23,162
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,288,326
-	151,423	-	-	-	10,000	-	-	-	50,000	70,000	527,500	332,852	149,149	-	3,963,474
8,665	2,852,081	-	665,000	25	10,040	157,000	225,729	2,000	11,693,794	70,030	527,500	397,352	330,749	100,100	41,023,299
4,693	-	-	-	-	-	25,500	-	-	820,884	-	50,000	-	-	-	9,719,509
900	-	-	-	-	-	11,500	-	-	587,267	-	35,830	-	-	-	3,845,608
-	-	-	-	-	-	-	-	-	-	-	-	-	227,907	-	1,676,851
-	-	-	-	-	-	-	-	-	-	-	-	-	150	-	1,076
-	-	-	-	-	-	-	-	-	-	-	-	-	10,134	-	42,134
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	61,214
2,554	-	-	-	-	-	-	-	-	1,301,000	250	160,000	-	-	-	2,530,896
518	-	495,621	-	-	10,000	120,000	194,513	165,000	7,221,001	8,600	278,000	-	-	5,000	14,424,568
-	-	-	-	-	-	-	-	-	8,300	-	1,100	-	-	-	140,194
-	-	-	-	-	-	-	-	-	700	65,000	-	-	-	-	180,898
-	-	-	-	-	-	-	-	-	80,000	-	-	348,503	-	-	433,648
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82,807
-	251,765	-	-	-	-	-	-	-	-	-	-	-	-	-	441,765
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8,665	251,765	495,621	-	-	10,000	157,000	194,513	165,000	10,019,152	73,850	524,930	348,503	238,191	5,000	33,581,167
-	-	-	-	-	-	-	-	-	627,504	-	200,000	-	-	-	827,504
-	-	-	665,000	-	-	-	-	-	676,250	-	108,000	-	-	-	1,513,000
-	1,400,000	-	-	-	-	-	-	-	883,699	-	-	-	-	-	2,283,699
-	1,163	-	-	-	-	-	-	-	1,000	-	-	-	-	-	2,163
-	1,173,151	-	-	-	-	-	-	-	267,753	-	-	-	-	-	1,440,905
-	-	-	-	-	-	-	-	-	180,000	-	-	-	-	-	4,291,303
8,665	2,826,079	495,621	665,000	-	10,000	157,000	194,513	165,000	12,655,358	73,850	832,930	348,503	238,191	5,000	43,939,740
-	26,002	(495,621)	-	25	40	-	31,216	(163,000)	(961,564)	(3,820)	(305,430)	48,849	92,558	95,100	(2,916,441)
-	12,593	495,621	217,546	54,220	86,648	-	1,248,733	163,000	20,811,597	24,570	987,630	465,042	93,274	619,565	30,640,320
-	38,596	(0)	217,546	54,245	86,688	-	1,279,949	0	19,850,033	20,750	682,200	513,891	185,832	714,665	27,723,878

**CITY OF OAK PARK**  
**2014 - 2015 FISCAL YEAR BUDGET**  
**Adjustments to Proposed Budget**

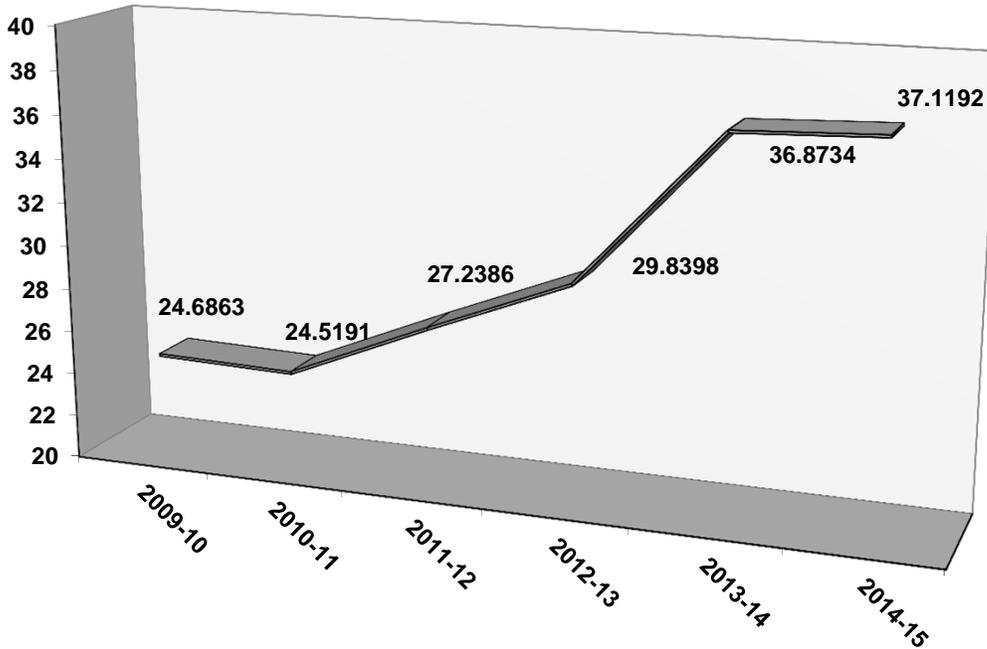
Activity Name	Account Number	City Manager's Recommended Budget	Increase + Decrease (-)	City Council Approved
<b><u>GENERAL FUND</u></b>				
<b><u>City Council</u></b>				
Professional Services	101-10-101 801.000	75,000	(50,000)	25,000
<b><u>Information Technology</u></b>				
Salaries & Wages	101-12-258 702.000	85,281	(8,148)	77,133
Fringes	101-12-258 712.000	34,548	(1,758)	32,790
<b><u>Technical &amp; Planning Services</u></b>				
Salaries & Wages	101-16-371 702.000	341,738	(10,124)	331,614
Fringes	101-16-371 712.000	207,785	(9,096)	198,690
Salaries & Wages	101-16-447 702.000	14,610	(433)	14,177
Fringes	101-16-447 712.000	8,883	(389)	8,495
<b><u>Public Safety</u></b>				
Salaries & Wages	101-17-345 702.000	4,564,174	58,990	4,623,164
Fringes	101-17-345 712.000	1,112,105	20,515	1,132,620
<b><u>Non-Departmental</u></b>				
Salaries & Wages	101-21-890 999.136	1,659,922	(28,263)	1,631,659
<b><u>Major Streets</u></b>				
Salaries & Wages	202-16-103 712.000	24,220	(1,007)	23,213
<b><u>CDBG</u></b>				
Salaries & Wages	275-16-504 702.000	59,880	(1,518)	58,362
Fringes	275-16-504 712.000	43,994	(1,829)	42,165
<b><u>45th District Court</u></b>				
Salaries & Wages	276-50-136 818.000	139,018	(28,263)	110,755
<b><u>Municipal Building Construction Fund</u></b>				
Professional Services	470-70-900 801.000	45,000	150,000	195,000
<b><u>Water &amp; Sewer</u></b>				
Salaries & Wages	592-16-550 702.000	209,428	(5,309)	204,118
Fringes	592-16-550 712.000	137,918	(5,733)	132,185
<b>TOTAL</b>		<b>8,763,504</b>	<b>77,635</b>	<b>8,841,140</b>

The table on this page provides a summary of changes made by the City Manager to the Departmental requests and changes made to the City Manager's proposed budget by the City Council.

**CITY OF OAK PARK  
SIX YEAR TAX RATE SUMMARY  
2014-2015 BUDGET**

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
General Tax Levy	16.3563	16.3563	16.3563	16.3563	16.3563	16.35630
Library	0.9914	0.9914	1.4914	1.4914	1.4914	1.49140
Recreation	0.0000	0.0000	0.5000	0.5000	0.5000	0.50000
Public Safety	1.0000	1.0000	2.0000	2.0000	2.0000	2.00000
Public Safety - PA 345	0.0000	0.0000	0.0000	0.0000	6.4729	6.47290
Debt Retirement	3.8855	3.7183	4.4378	5.3953	5.9560	6.20184
Headlee Override	0.0000	0.0000	0.0000	1.1437	1.1437	1.14370
Solid Waste	2.4531	2.4531	2.4531	2.9531	2.9531	2.95310
	24.6863	24.5191	27.2386	29.8398	36.8734	37.11924

**SIX YEAR TAX RATE**



**TAXABLE VALUE**

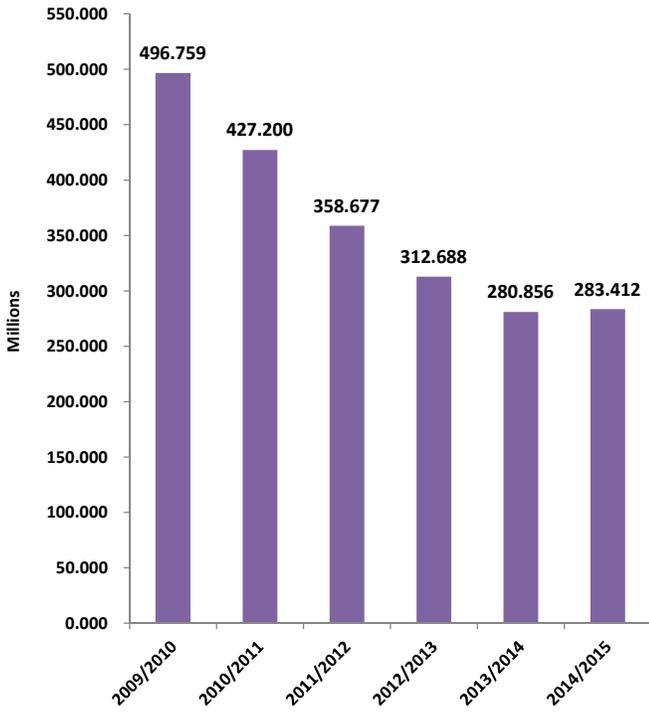
CLASSIFICATION	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
RESIDENTIAL	496,759,030	427,200,170	358,677,900	312,688,580	280,856,040	283,412,310
COMMERCIAL	110,469,460	99,543,660	115,935,490	107,596,610	101,354,490	99,570,910
INDUSTRIAL	69,924,120	60,865,560	23,383,320	18,982,270	17,629,760	17,124,830
PERSONAL PROPERTY	37,535,040	36,210,100	33,460,080	35,705,130	34,403,540	32,106,170
	714,687,650	623,819,490	531,456,790	474,972,590	434,243,830	432,214,220

**PERCENT OF TOTAL**

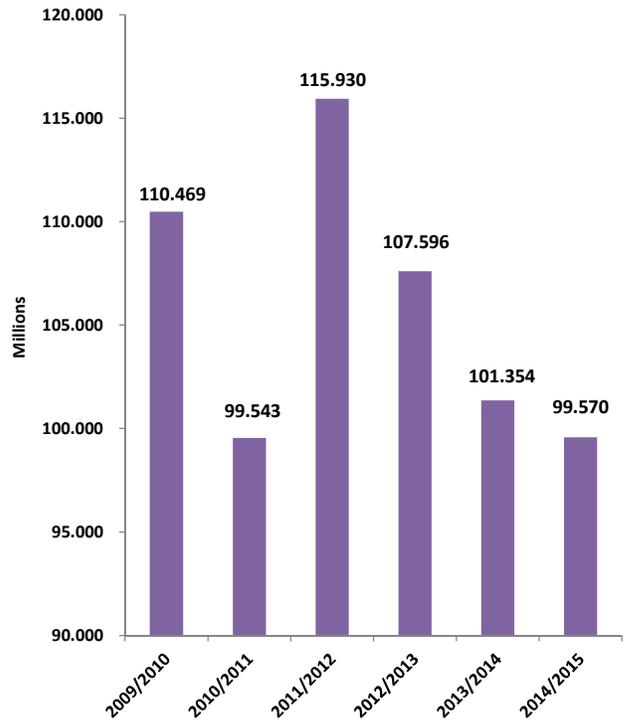
RESIDENTIAL	69.51%	68.48%	67.49%	65.83%	64.68%	65.57%
COMMERCIAL	15.46%	15.96%	21.81%	22.65%	23.34%	23.04%
INDUSTRIAL	9.78%	9.76%	4.40%	4.00%	4.06%	3.96%
PERSONAL PROPERTY	5.25%	5.80%	6.30%	7.52%	7.92%	7.43%
	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

**CITY OF OAK PARK  
2014-2015 BUDGET**

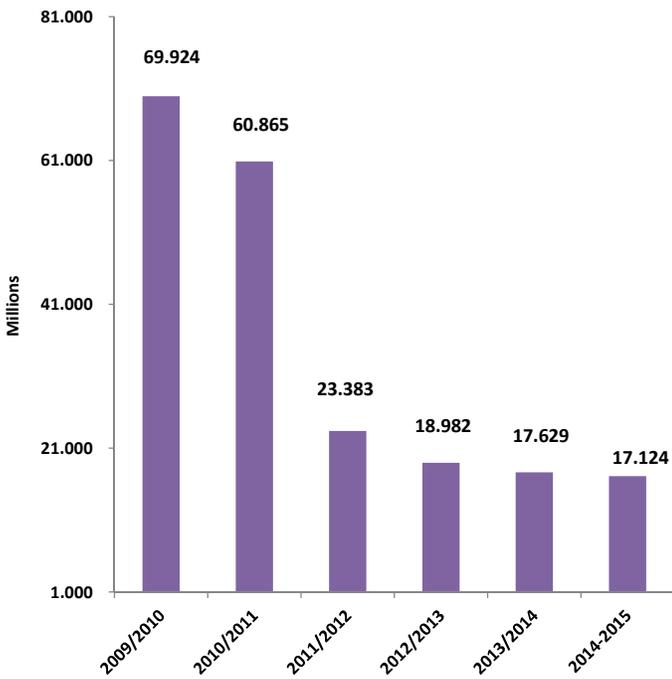
**TAXABLE VALUE  
RESIDENTIAL PROPERTY**



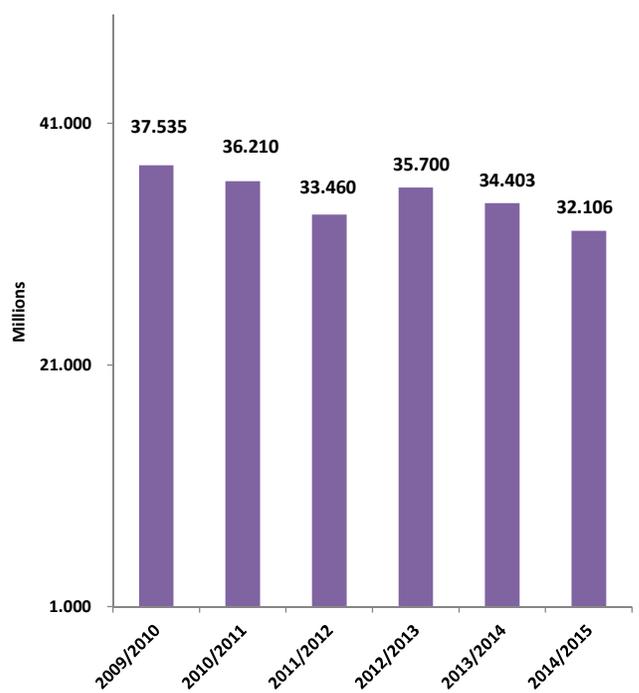
**TAXABLE VALUE  
COMMERCIAL PROPERTY**



**TAXABLE VALUE  
INDUSTRIAL PROPERTY**



**TAXABLE VALUE  
PERSONAL PROPERTY**



**CITY OF OAK PARK  
PROJECTION OF 2014 MILLAGE REDUCTION FACTOR**

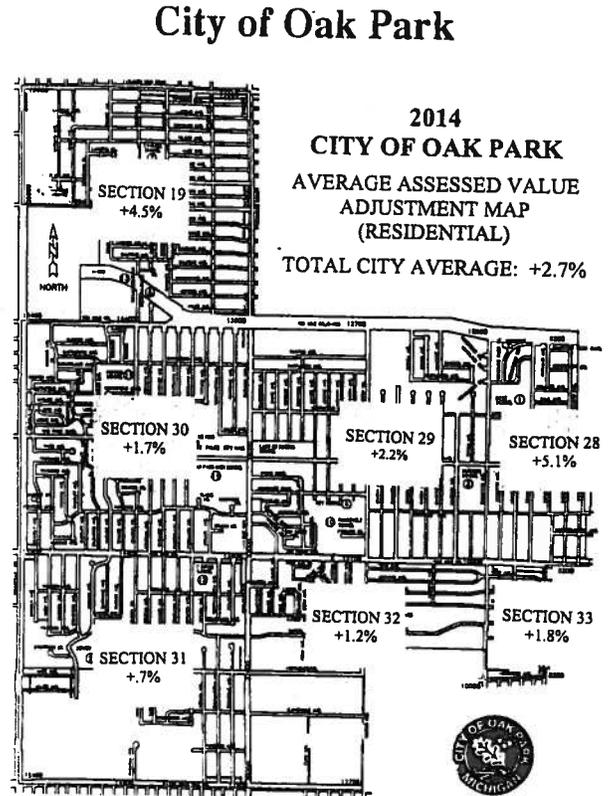
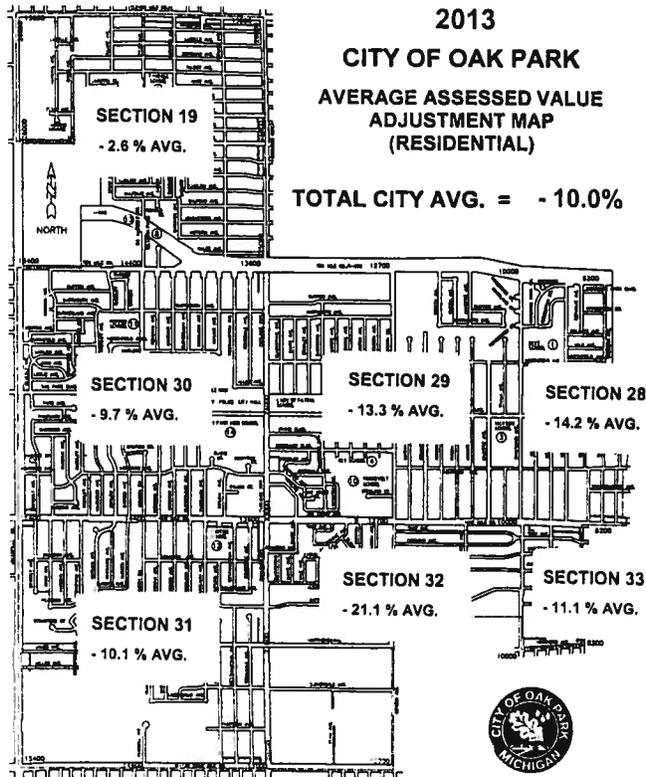
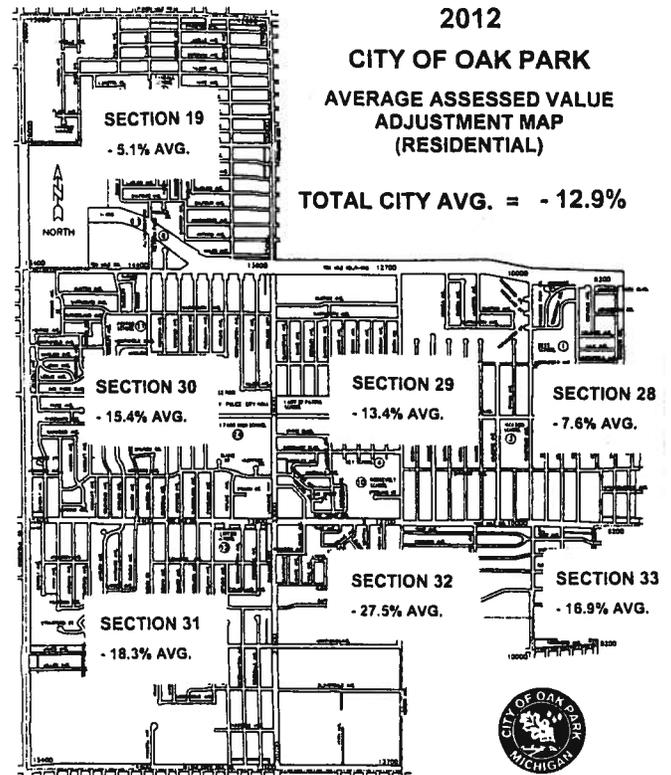
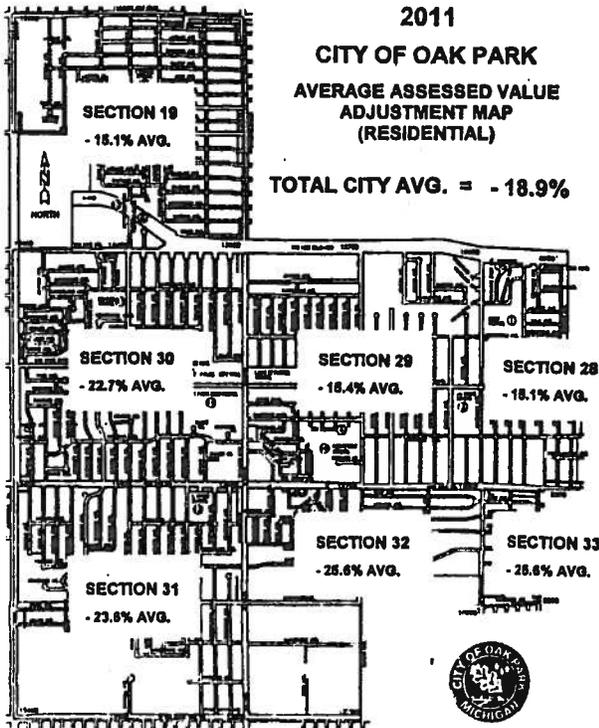
$$\frac{(\text{PRIOR YEARS TAXABLE VALUE} - \text{CURRENT YEARS LOSSES}) \times \text{CPI}}{\text{CURRENT YEARS TAXABLE VALUE} - \text{CURRENT YEARS TV ADDITIONS}} = \text{CURRENT YEARS MILLAGE REDUCTION FACTOR (CAN'T EXCEED 1.00)}$$

$$\frac{(\$425,761,530 - 13,993,877) \times 01.016}{\$23,731,920 - 8,466,200} = 1.0000 \text{ CURRENT YEARS (CANNOT EXCEED 1.0) MILLAGE REDUCTION FACTOR} = 1.0$$

	<u>MAXIMUM AUTHORIZED MILLAGE</u>	x	<u>MILLAGE FACTOR</u>	=	<u>HEADLEE MILLAGE</u>
GENERAL FUND OPERATING	16.35630	x	1	=	16.35630 MILLS
LIBRARY AUTHORITY	1.49140	x	1	=	1.49140 MILLS
RECREATION	0.50000	x	1	=	0.50000 MILLS
PUBLIC SAFETY	2.00000	x	1	=	2.00000 MILLS
PUBLIC SAFETY - PA 345	6.47290	x	1	=	6.47290 MILLS
DEBT RETIREMENT	6.20184	x	1	=	6.20184 MILLS
HEADLEE OVERRIDE	1.14370	x	1	=	1.14370 MILLS
SOLID WASTE MILLAGE	<u>2.95310</u>	x	<u>1</u>	=	<u>2.95310</u> MILLS
TOTAL	37.11924	x	1	=	37.11924 MILLS - HEADLEE CAPPED RATE

The 1978 Tax Limitation Amendment to the Michigan Constitution (Headlee Amendment) provides for property tax rate rollbacks. This amendment requires the maximum authorized tax rate of a taxing unit to be reduced by the proposition that the percentage increase in the Total Value of existing property in the unit in any year exceeds the rate of inflation during the prior year. Rollbacks only affect operating millage's such as General Fund and Solid Waste taxes, and do not affect debt millage.

**CITY OF OAK PARK – 2014/2015 BUDGET – FOUR YEAR ASSESSED VALUE FACTORS**



The maps above demonstrate the changes in assessed value for residential properties in the City of Oak Park during the last four years. Assessed values are projected to be 50% of "True Cash Value". Although tax revenue is computed on taxable value of properties, the fluctuation in assessed value reflects growth or declines in the housing market and can be considered an indicator of overall economic health.

**CITY OF OAK PARK  
2014-2015 BUDGET  
Personnel Worksheet**

<b>Department</b>	<b>Actual 2011-2012</b>	<b>Actual 2012-2013</b>	<b>Budgeted 2013-2014</b>	<b>Actual 2013-2014</b>	<b>Managers Rec. 2014-2015</b>	<b>City Council Approved</b>
<b><u>FULL TIME</u></b>						
Council	5.00	5.00	5.00	5.00	5.00	5.00
City Manager	3.00	3.00	3.00	3.00	4.00	4.00
Community & Economic Development	0.00	0.00	1.00	1.00	0.00	0.00
Information Technology	1.00	1.00	1.00	1.00	1.00	1.00
Prosecuting Attorney	1.00	1.00	0.00	0.00	0.00	0.00
City Clerk	2.00	1.00	2.00	3.00	3.00	3.00
Finance & Administrative Services	11.00	8.00	10.00	10.00	10.00	10.00
Technical & Planning Services	10.00	6.00	9.00	11.00	12.00	11.00
Public Safety	68.00	52.00	57.00	57.00	58.00	59.00
Public Works	24.00	24.00	21.00	22.00	22.00	22.00
Recreation	7.00	3.00	2.00	2.00	3.00	3.00
Library	4.00	4.00	4.00	4.00	4.00	4.00
Public Information	3.00	2.00	2.00	2.00	2.00	2.00
45th District Court / Probation	23.00	19.00	22.00	23.00	23.00	23.00
Sub-Total Full Time	162.00	129.00	139.00	144.00	147.00	147.00
<b><u>PART TIME</u></b>						
Council	0.00	0.00	0.00	0.00	0.00	0.00
City Manager	0.12	0.00	0.00	0.00	0.63	0.63
Community & Economic Development	0.00	0.00	0.00	0.63	0.00	0.00
Information Technology	0.00	0.00	0.00	0.00	0.00	0.00
City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Prosecuting Attorney	1.00	1.00	0.00	0.00	0.00	0.00
Elections	0.00	0.00	0.00	0.00	0.00	0.00
City Clerk	0.50	1.00	0.00	0.00	0.00	0.00
Finance & Administrative Services	0.00	0.75	0.00	0.00	0.00	0.00
Technical & Planning Services	0.50	0.50	0.50	2.15	2.47	2.97
Public Safety	5.25	5.25	5.25	5.25	5.25	5.25
Public Works	3.17	1.67	1.67	2.95	2.37	2.37
Recreation	20.35	20.35	20.35	20.35	20.87	20.87
Library	2.75	2.50	4.00	4.78	5.24	5.24
Public Information	0.00	0.00	0.00	0.00	0.00	0.00
45th District Court / Probation	1.70	2.70	2.70	3.31	4.45	4.45
Sub-Total Part Time	35.34	35.72	34.47	39.42	41.28	41.78
<b>TOTAL FULL TIME EQUIVALENTS</b>	<b>197.34</b>	<b>164.72</b>	<b>173.47</b>	<b>183.42</b>	<b>188.28</b>	<b>188.78</b>
The amounts presented under Part Time workers represent Full Time Equivalents and not actual positions. Full Time Equivalents equalizes part time hours to that of a full time worker in a like position. For example a part time worker who works 30 hours in an office that normally works 40 hours would be recorded at .75 FTE (30 hours / 40 hours = .75 FTE).						
<b><u>FULL TIME PERSONNEL BY SALARY CLASSIFICATION</u></b>						
Legislative	5	5	5	5	5	5
Exempt	11	11	11	10	10	10
Supervisory	13	10	10	11	11	11
Administrative	4	3	6	5	5	5
TPOAM	43	33	33	37	39	38
POAM	45	30	34	36	37	38
COAM	13	13	13	12	12	12
Dispatch	5	5	5	5	5	5
45th District Court / Probation	23	19	22	23	23	23
	162	129	139	144	147	147
<b><u>CHANGES IN FULL TIME PERSONNEL FROM FY 2013 - 2014 BUDGET</u></b>						
<b><u>DEPARTMENT</u></b>					<b><u>POSITION</u></b>	
City Manager	+1				Community & Economic Development Manager	
Comunity & Economic Development	-1				Community & Economic Development Director	
	+1				Community & Economic Development Coordinator	
City Clerk	+1				Assistant City Clerk/Election Coordinator	
Technical & Planning Services	+1				Building Department Clerk	
	+1				Building Department Inspector	
Public Safety	+1				Public Safety Officer I	
Public Works	+1				Public Service Worker I	
Recreation	+1				Administrative Clerk I	
District Court	+1				Court Clerk	

City Council Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
Mayor	1.00	1.00	1.00	1.00	1.00	1.00
Mayor Pro-Tem	1.00	1.00	1.00	1.00	1.00	1.00
Council Member	3.00	3.00	3.00	3.00	3.00	3.00
<b>TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

City Manager Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Community and Economic Development Coordinator	0.00	0.00	0.00	0.00	1.00	1.00
Director of Human Resources & Operations	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Sub-Total Full Time	3.00	3.00	3.00	3.00	4.00	4.00
<b>PART TIME</b>						
Administrative Clerk	0.12	0.00	0.00	0.00	0.00	0.00
City Planner	0.00	0.00	0.00	0.00	0.63	0.63
Sub-Total Part Time	0.12	0.00	0.00	0.00	0.63	0.63
<b>TOTAL</b>	<b>3.12</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>4.63</b>	<b>4.63</b>

Community & Economic Development Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
Community and Economic Development Director	0.00	0.00	1.00	1.00	0.00	0.00
Sub-Total Full Time	0.00	0.00	1.00	1.00	0.00	0.00
<b>PART TIME</b>						
Planner	0.00	0.00	0.00	0.63	0.00	0.00
Sub-Total Part Time	0.00	0.00	0.00	0.63	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.63</b>	<b>0.00</b>	<b>0.00</b>

Information Technology Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
Director of Information Technology	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

Law/Prosecuting Attorney Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
Prosecuting Attorney	1.00	1.00	0.00	0.00	0.00	0.00
Sub-Total Full Time	1.00	1.00	0.00	0.00	0.00	0.00
<b>PART TIME</b>						
Prosecuting Attorney	1.00	1.00	0.00	0.00	0.00	0.00
Sub-Total Part Time	1.00	1.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

City Clerk Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk/Director of Elections	0.00	0.00	1.00	1.00	1.00	1.00
Assistant City Clerk/Election Coordinator	0.00	0.00	0.00	1.00	1.00	1.00
Administrative Clerk	1.00	0.00	0.00	0.00	0.00	0.00
Sub-Total Full Time	2.00	1.00	2.00	3.00	3.00	3.00
<b>PART TIME</b>						
Administrative Clerk	0.50	1.00	0.00	0.00	0.00	0.00
Sub-Total Part Time	0.50	1.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>2.50</b>	<b>2.00</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

Finance & Administrative Services Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
Director of Finance & Administrative Services	1.00	1.00	1.00	0.00	0.00	0.00
Assistant Director of Finance & Administrative Services	1.00	0.00	0.00	0.00	0.00	0.00
Senior Financial Analyst	0.00	0.00	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Finance Clerk II - Payroll	0.00	0.00	0.00	1.00	1.00	1.00
Deputy Treasurer	1.00	1.00	1.00	1.00	1.00	1.00
Finance Clerk I - Treasury/Water & Sewer	3.00	2.00	3.00	3.00	3.00	3.00
City Assessor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Appraiser	1.00	1.00	1.00	1.00	1.00	1.00
Assessing Clerk	1.00	0.00	0.00	0.00	0.00	0.00
Water Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Sub-Total Full Time	11.00	8.00	10.00	10.00	10.00	10.00
<b>PART TIME</b>						
Administrative Assistant	0.00	0.75	0.00	0.00	0.00	0.00
Sub-Total Part Time	0.00	0.75	0.00	0.00	0.00	0.00
TOTAL	11.00	8.75	10.00	10.00	10.00	10.00

Technical & Planning Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
Director of Technical & Planning Services	1.00	0.00	1.00	1.00	1.00	1.00
Engineering Supervisor/Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
Office Coordinator	1.00	0.00	0.00	0.00	0.00	0.00
Code Assistance / Animal Control	2.00	2.00	4.00	4.00	4.00	3.00
Rental Inspector	0.00	0.00	1.00	1.00	1.00	1.00
Engineering Technician I	1.00	1.00	1.00	1.00	2.00	2.00
Engineering Technician II	1.00	1.00	0.00	0.00	0.00	0.00
Administrative Clerk II	1.00	0.00	0.00	0.00	0.00	0.00
Building Division Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Building Division Clerk	0.00	0.00	0.00	1.00	1.00	1.00
Building Division Inspector	0.00	0.00	0.00	1.00	1.00	1.00
Building Maintenance Repairer	1.00	0.00	0.00	0.00	0.00	0.00
Sub-Total Full Time	10.00	6.00	9.00	11.00	12.00	11.00
<b>PART TIME</b>						
Engineering Part Time	0.50	0.50	0.50	0.59	0.90	0.90
Code Assistance	0.00	0.00	0.00	0.00	0.00	0.50
Building Department Clerk	0.00	0.00	0.00	1.57	1.56	1.56
Sub-Total Part Time	0.50	0.50	0.50	2.16	2.46	2.96
TOTAL	10.50	6.50	9.50	13.16	14.46	13.96

Public Safety Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
Director of Public Safety	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00
Public Safety Officer II - Community Services Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Confidential Administrative Secretary	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Clerk II	2.00	2.00	1.00	1.00	1.00	1.00
Property Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Patrol Lieutenant	4.00	4.00	4.00	4.00	3.00	3.00
Platoon Sergeant	3.00	3.00	4.00	3.00	4.00	4.00
Public Safety Officer I	39.00	23.00	28.00	29.00	30.00	31.00
Investigations Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00
Investigations Sergeant	2.00	1.00	1.00	1.00	1.00	1.00
Public Safety Officer II - Detective	4.00	4.00	4.00	4.00	4.00	4.00
Public Safety Officer II - Juvenile Justice Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Fire Marshal - Lieutenant	1.00	1.00	1.00	1.00	1.00	1.00
Public Safety Officer II - Fire Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Civil Records Supervisor	0.00	1.00	1.00	1.00	1.00	1.00
Civilian Dispatcher	5.00	5.00	5.00	5.00	5.00	5.00
Sub-Total Full Time	68.00	52.00	57.00	57.00	58.00	59.00
<b>PART TIME</b>						
Crossing Guards (14 Positions)	5.25	5.25	5.25	5.25	5.25	5.25
Sub-Total Part Time	5.25	5.25	5.25	5.25	5.25	5.25
TOTAL	73.25	57.25	62.25	62.25	63.25	64.25

Public Works Personnel Worksheet						
Job / Class Title	Actual 2011-2012	Actual 2012-2013	Budgeted 2013-2014	Actual 2013-2014	Managers Rec. 2014-2015	City Council Approved
<b>FULL TIME</b>						
Director of Public Works	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Director of Public Works	1.00	1.00	1.00	1.00	1.00	1.00
General Foreman	2.00	2.00	2.00	2.00	2.00	2.00
Administrative Clerk II	1.00	1.00	0.00	1.00	1.00	1.00
Master Mechanic	1.00	1.00	0.00	0.00	0.00	0.00
Master Mechanic Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Public Service Worker I	13.00	13.00	13.00	13.00	12.00	12.00
Public Service Worker II	4.00	4.00	3.00	3.00	4.00	4.00
Sub-Total Full Time	24.00	24.00	21.00	22.00	22.00	22.00
<b>PART TIME</b>						
Administrative Clerk II	1.50	0.00	0.00	1.28	0.70	0.70
Seasonal Workers (10 Positions)	1.67	1.67	1.67	1.67	1.67	1.67
Sub-Total Part Time	3.17	1.67	1.67	2.95	2.37	2.37
TOTAL	27.17	25.67	22.67	24.95	24.37	24.37

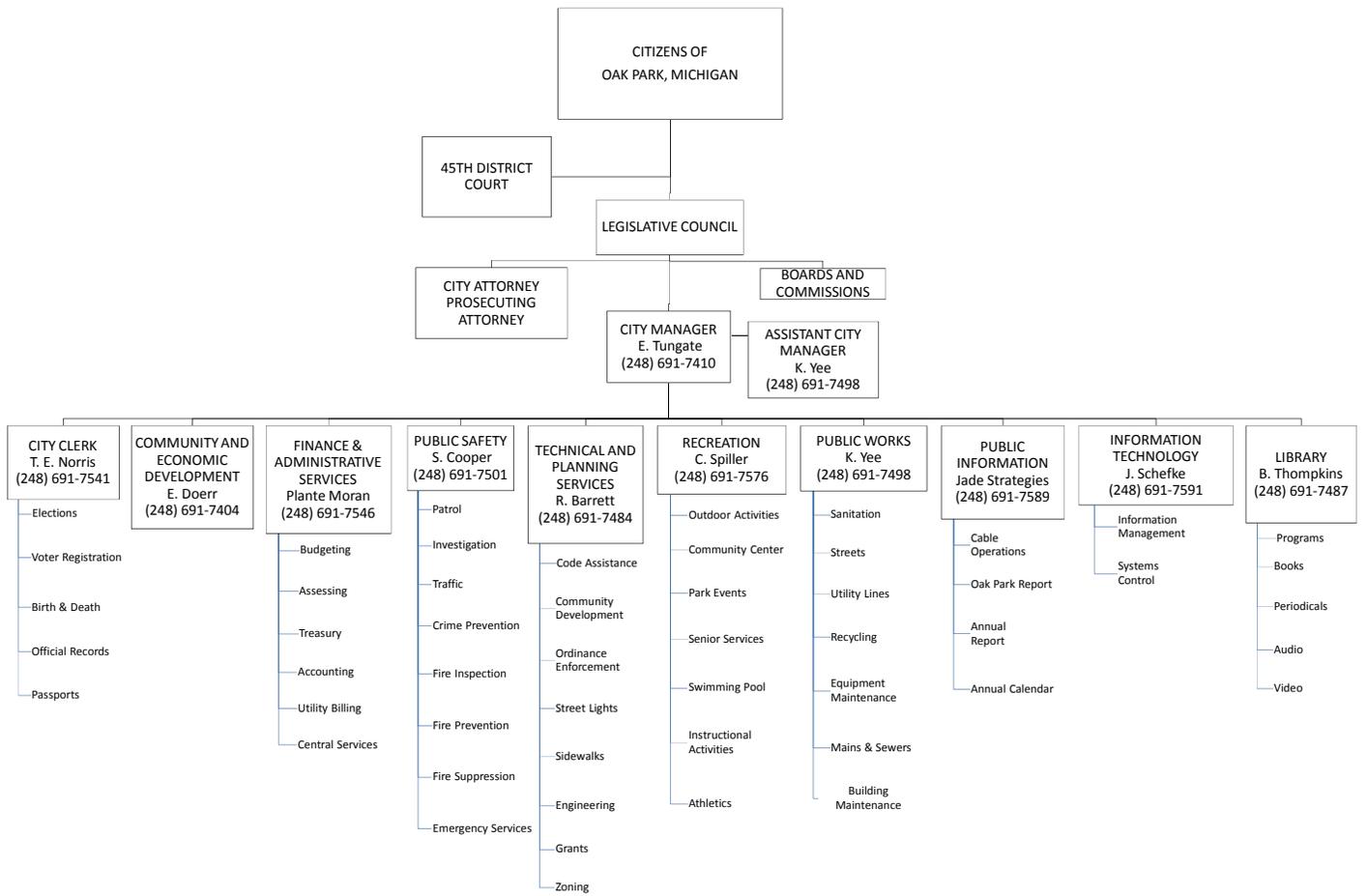
Recreation Personnel Worksheet						
<u>Job / Class Title</u>	<u>Actual 2011-2012</u>	<u>Actual 2012-2013</u>	<u>Budgeted 2013-2014</u>	<u>Actual 2013-2014</u>	<u>Managers Rec. 2014-2015</u>	<u>City Council Approved</u>
<b>FULL TIME</b>						
Director of Recreation	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Director of Recreation	1.00	0.00	0.00	0.00	0.00	0.00
Administrative Clerk	0.00	0.00	0.00	0.00	1.00	1.00
Administrative Clerk II	2.00	0.00	0.00	0.00	0.00	0.00
Recreation Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Senior Citizen Service Coordinator	1.00	1.00	0.00	0.00	0.00	0.00
Assistant Senior Citizen Coordinator	1.00	0.00	0.00	0.00	0.00	0.00
Sub-Total Full Time	7.00	3.00	2.00	2.00	3.00	3.00
<b>PART TIME</b>						
Administrative Clerk	0.75	0.75	0.00	0.00	0.53	0.53
Senior Citizen Service Coordinator	0.00	0.00	0.75	0.75	0.75	0.75
Seasonal Workers (139-150 Positions)	19.60	19.60	19.60	19.60	19.60	19.60
Sub-Total Part Time	20.35	20.35	20.35	20.35	20.88	20.88
TOTAL	27.35	23.35	22.35	22.35	23.88	23.88

Library Personnel Worksheet						
<u>Job / Class Title</u>	<u>Actual 2011-2012</u>	<u>Actual 2012-2013</u>	<u>Budgeted 2013-2014</u>	<u>Actual 2013-2014</u>	<u>Managers Rec. 2014-2015</u>	<u>City Council Approved</u>
<b>FULL TIME</b>						
Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Clerk II	1.00	1.00	1.00	1.00	1.00	1.00
Librarian	2.00	2.00	2.00	2.00	2.00	2.00
Sub-Total Full Time	4.00	4.00	4.00	4.00	4.00	4.00
<b>PART TIME</b>						
Monitors (3 Positions)	0.50	0.50	0.50	0.93	1.39	1.39
Clerical	0.50	0.50	0.50	0.25	0.25	0.25
Librarian (4 Positions)	1.25	1.00	1.00	0.40	0.40	0.40
Pages (8 Positions)	0.50	0.50	2.00	3.20	3.20	3.20
Sub-Total Part Time	2.75	2.50	4.00	4.78	5.24	5.24
TOTAL	6.75	6.50	8.00	8.78	9.24	9.24

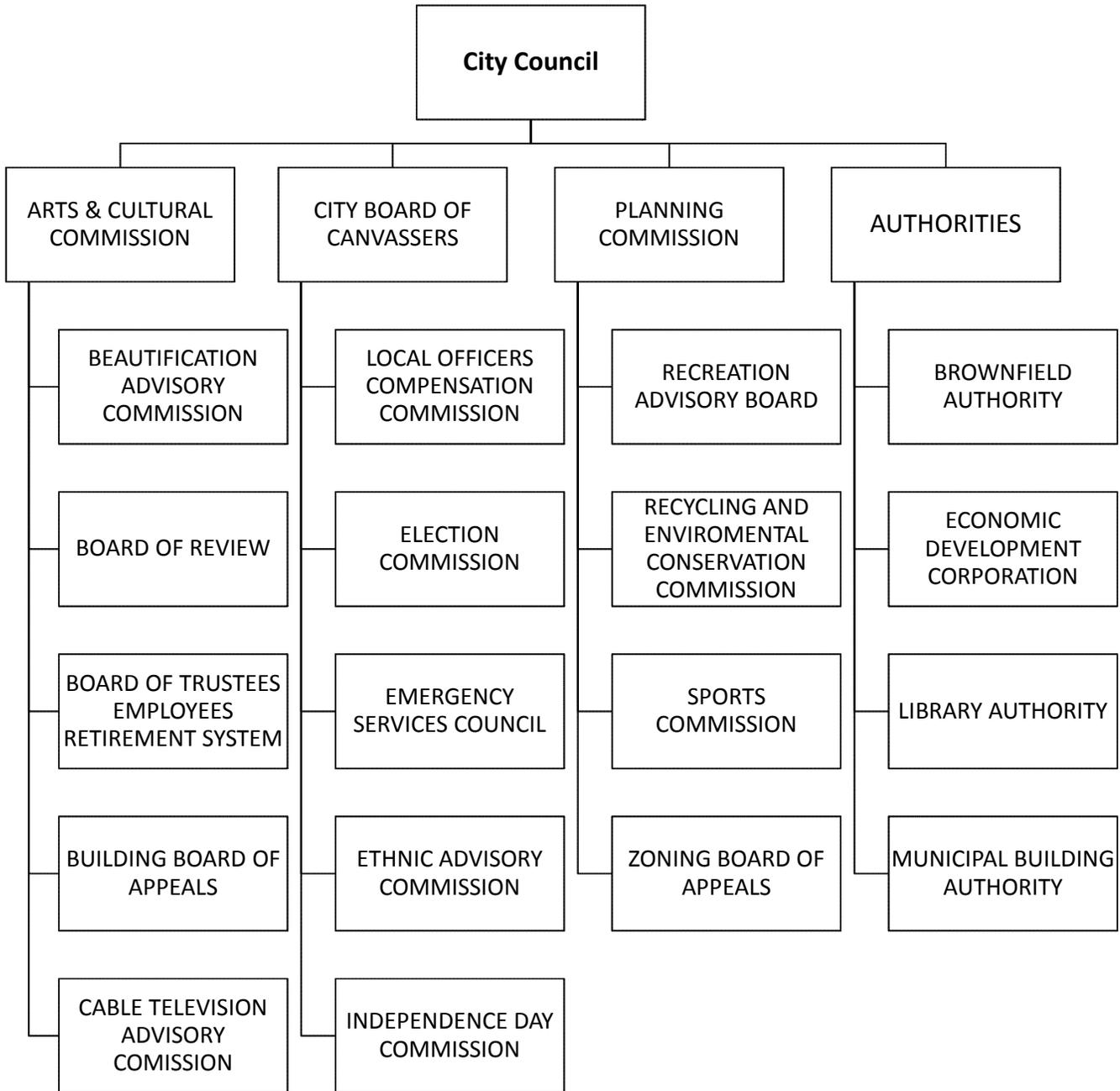
Public Information Personnel Worksheet						
<u>Job / Class Title</u>	<u>Actual 2011-2012</u>	<u>Actual 2012-2013</u>	<u>Budgeted 2013-2014</u>	<u>Actual 2013-2014</u>	<u>Managers Rec. 2014-2015</u>	<u>City Council Approved</u>
<b>FULL TIME</b>						
Director of Public Information	1.00	0.00	0.00	0.00	0.00	0.00
Cable IT Coordinator	2.00	2.00	2.00	2.00	2.00	2.00
TOTAL	3.00	2.00	2.00	2.00	2.00	2.00

45th District Court Personnel Worksheet						
<u>Job / Class Title</u>	<u>Actual 2011-2012</u>	<u>Actual 2012-2013</u>	<u>Budgeted 2013-2014</u>	<u>Actual 2013-2014</u>	<u>Managers Rec. 2014-2015</u>	<u>City Council Approved</u>
<b>FULL TIME</b>						
Judge	2.00	2.00	2.00	2.00	2.00	2.00
Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Judicial Secretary	2.00	2.00	2.00	2.00	2.00	2.00
Civil Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Traffic Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Finance Clerk/Assistant Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Clerk - Collections	1.00	1.00	1.00	1.00	1.00	1.00
Court Clerk	7.00	4.00	5.00	6.00	6.00	6.00
Court Officer	3.00	3.00	4.00	4.00	4.00	4.00
Collections Officer	0.00	0.00	1.00	1.00	1.00	1.00
Chief Probation Officer	1.00	1.00	1.00	1.00	1.00	1.00
Probation Officer	3.00	2.00	2.00	2.00	2.00	2.00
Sub-Total Full Time	23.00	19.00	22.00	23.00	23.00	23.00
<b>PART TIME</b>						
Probation Clerk	1.70	0.70	0.70	0.75	0.75	0.75
Court Officer		0.70	0.70	0.50	0.75	0.75
Student Intern		0.60	0.60	0.05	0.20	0.20
Court Clerk		0.70	0.70	2.00	2.75	2.75
Sub-Total Part Time	1.70	2.70	2.70	3.31	4.45	4.45
TOTAL	24.70	21.70	24.70	26.31	27.45	27.45

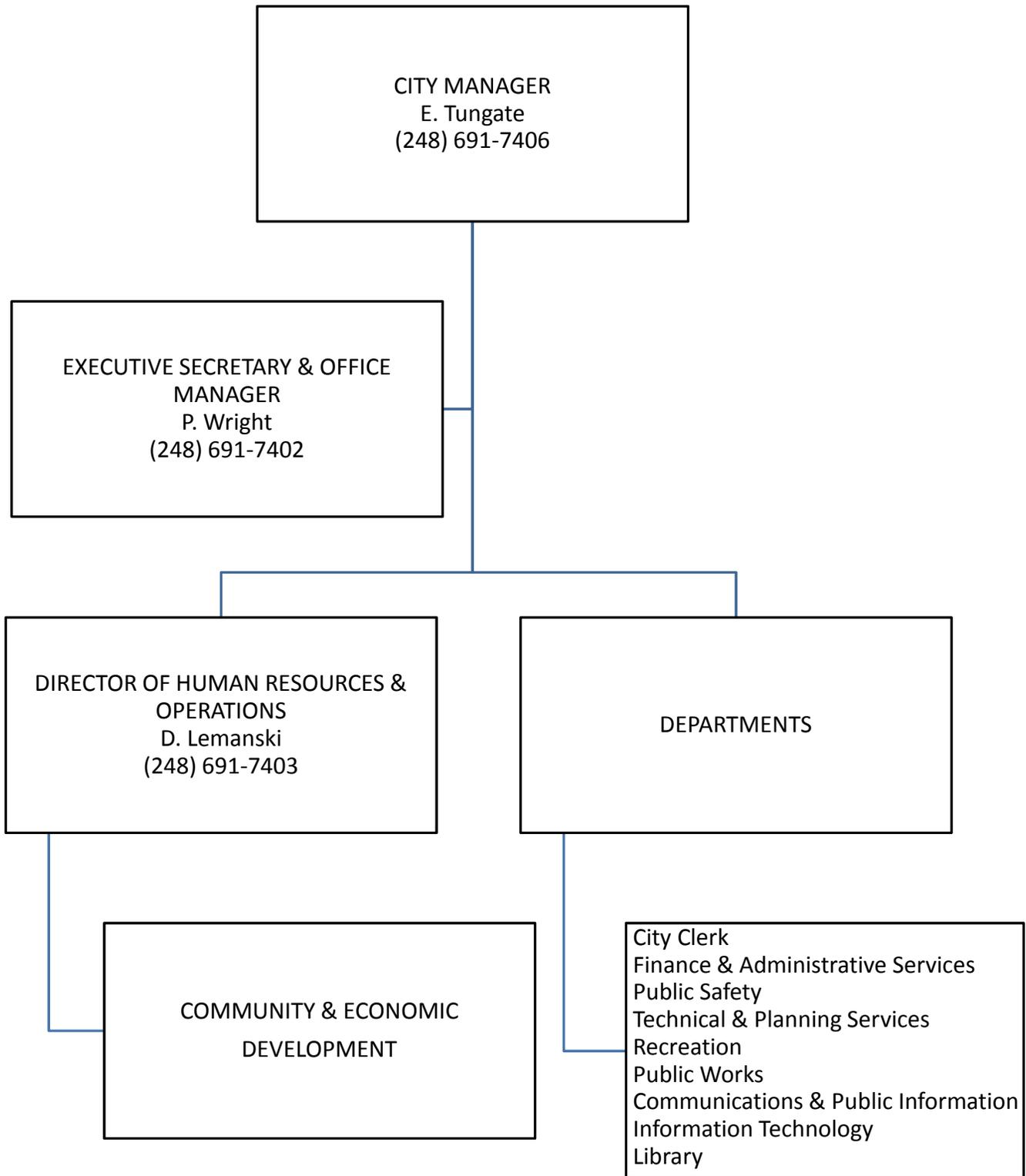
# CITY OF OAK PARK



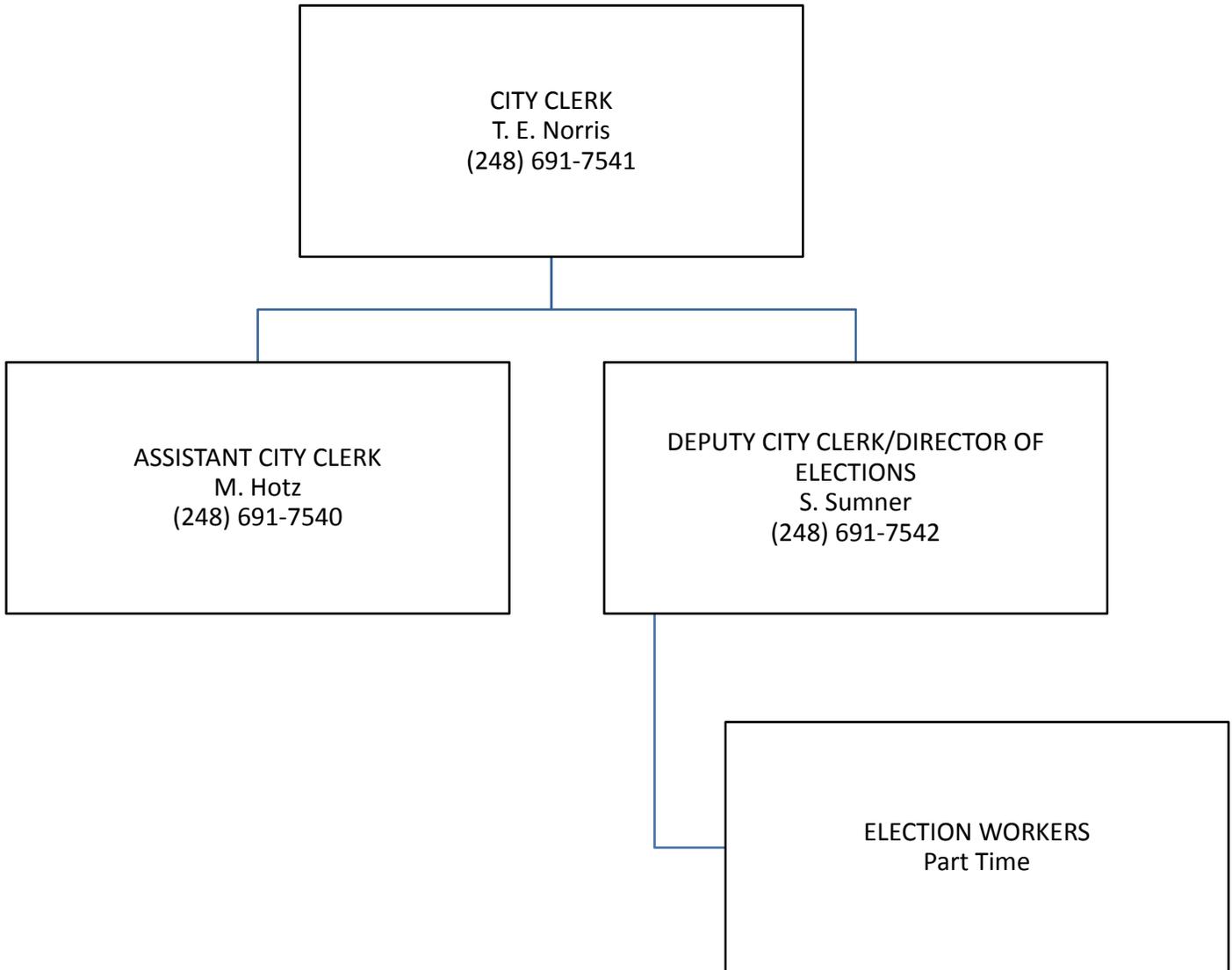
# BOARDS, COMMISSIONS, AND AUTHORITIES



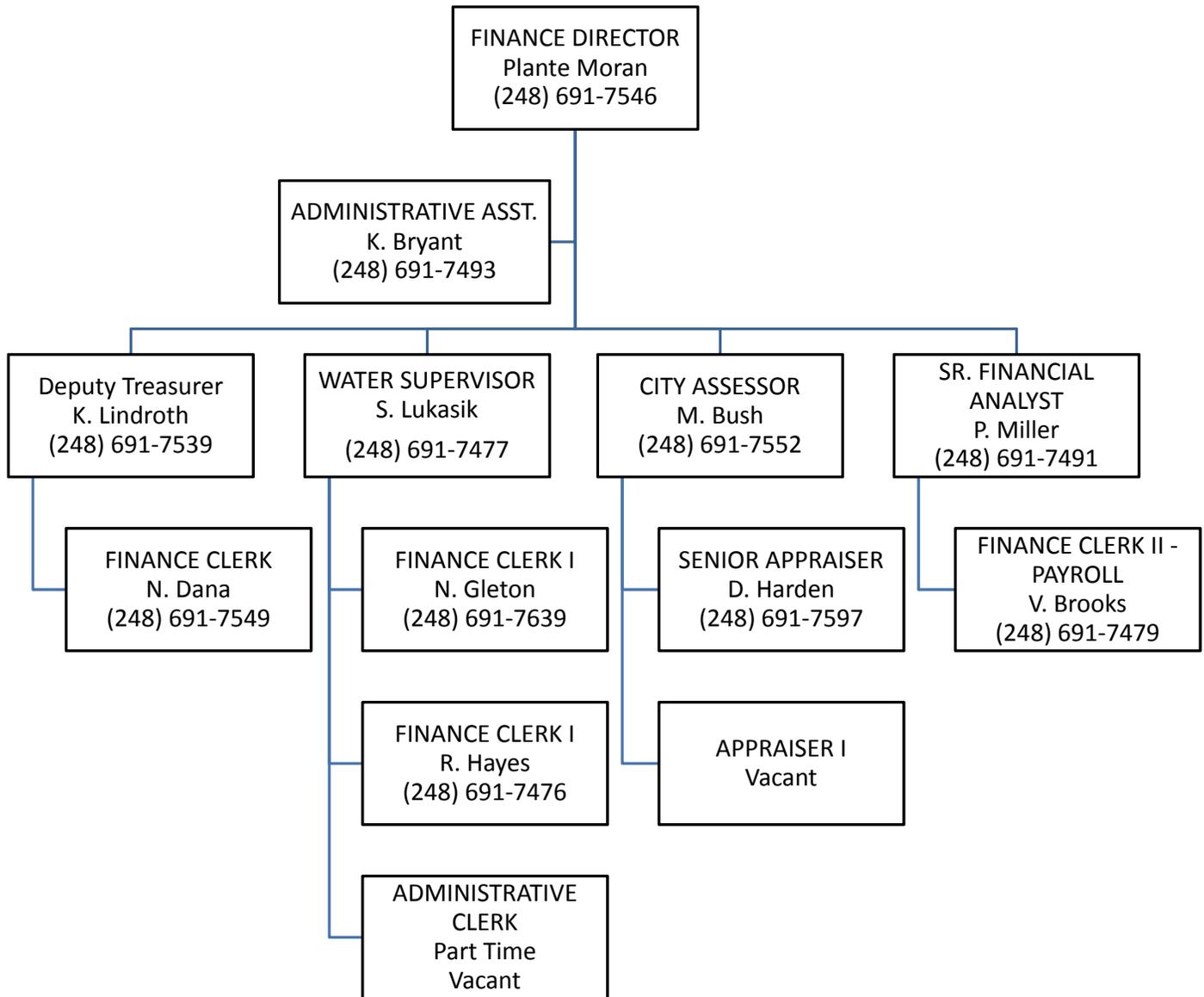
# CITY MANAGER



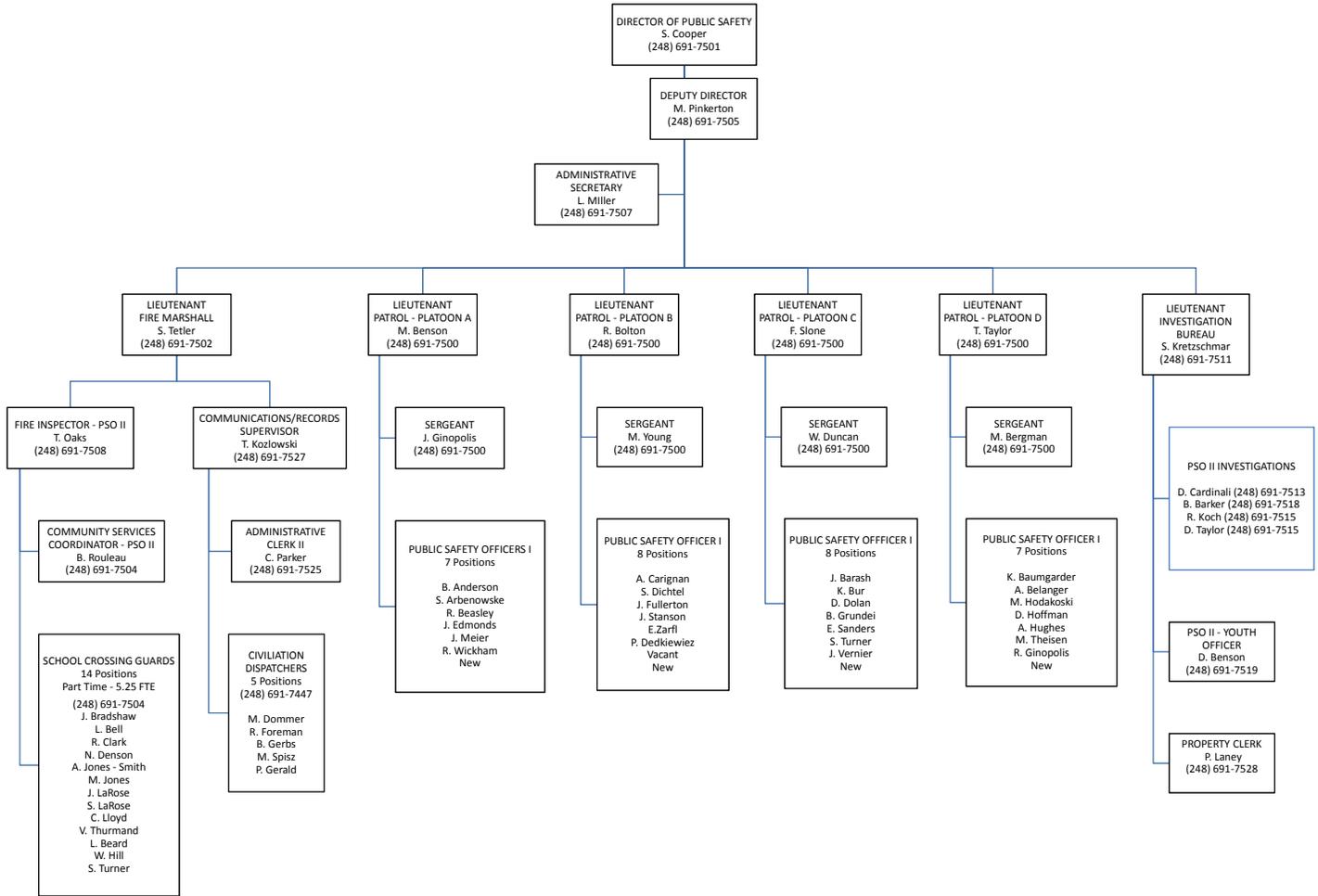
# CITY CLERK



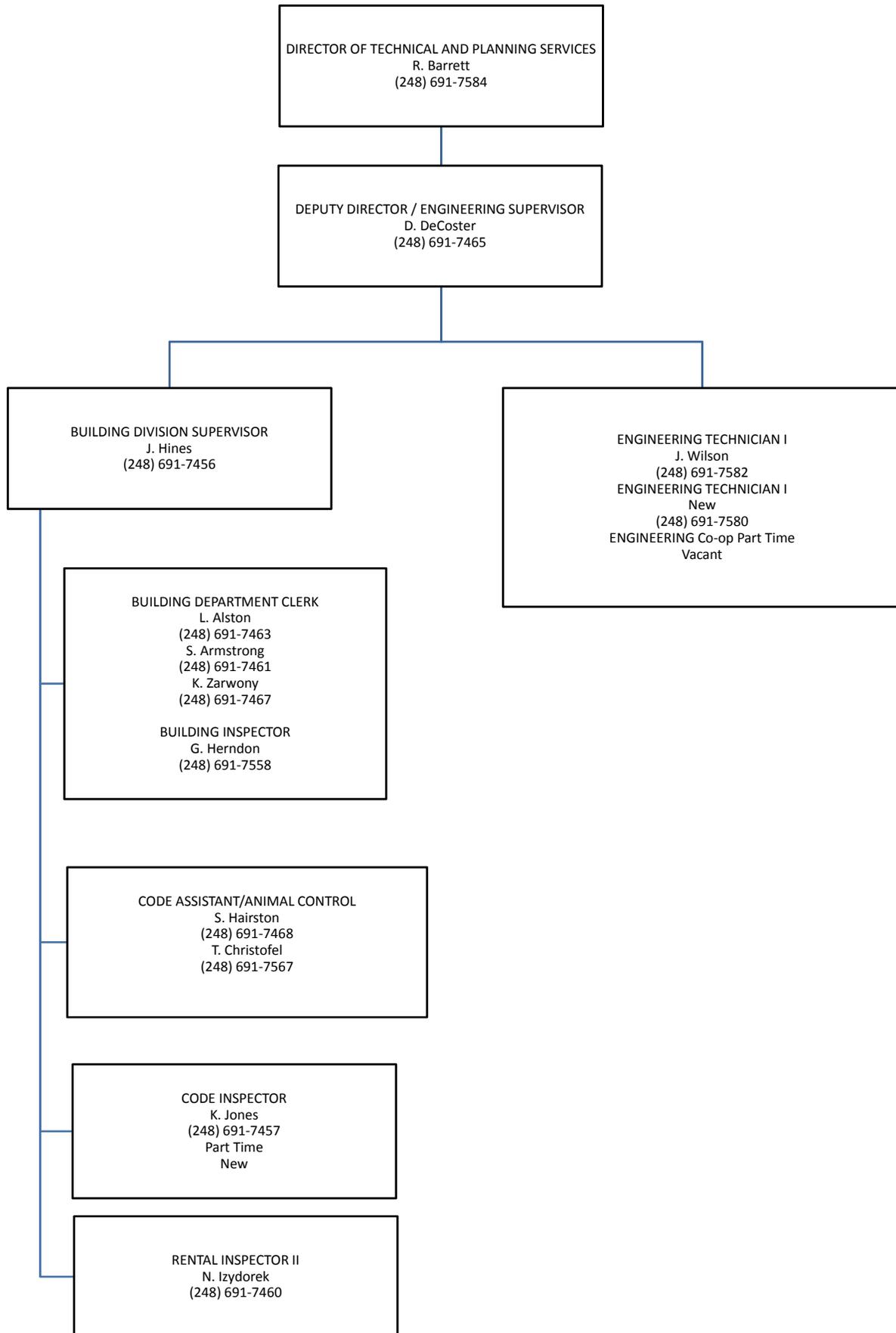
# FINANCE AND ADMINISTRATIVE SERVICES



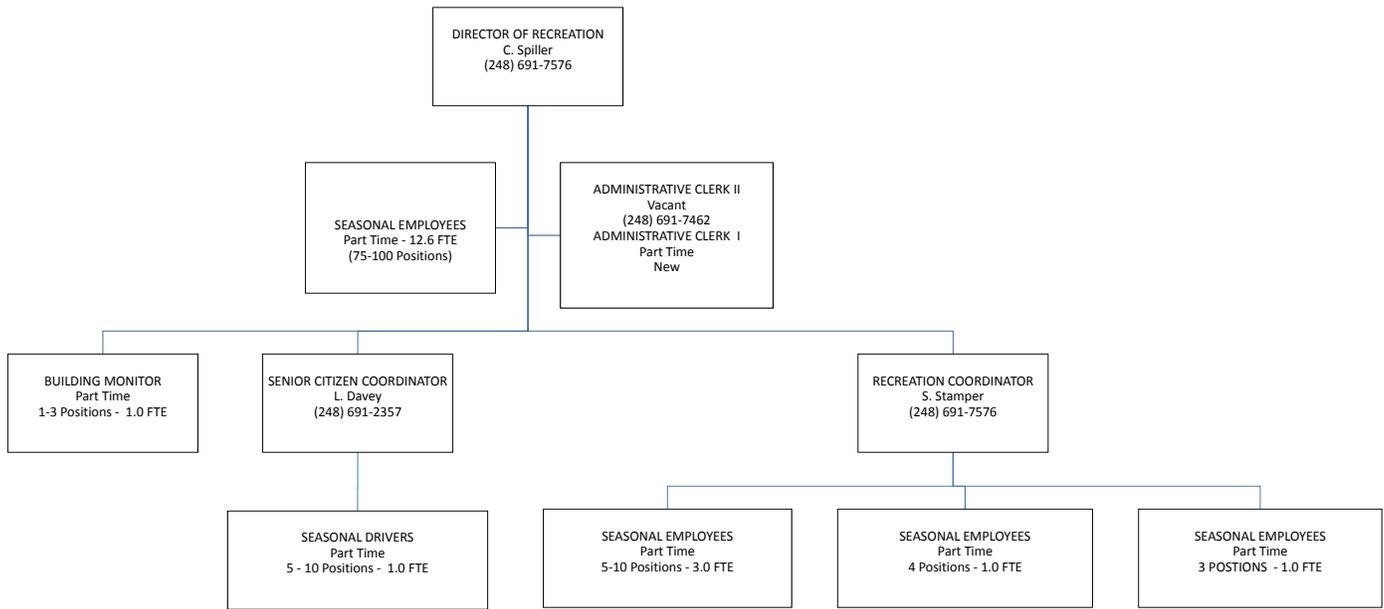
# PUBLIC SAFETY



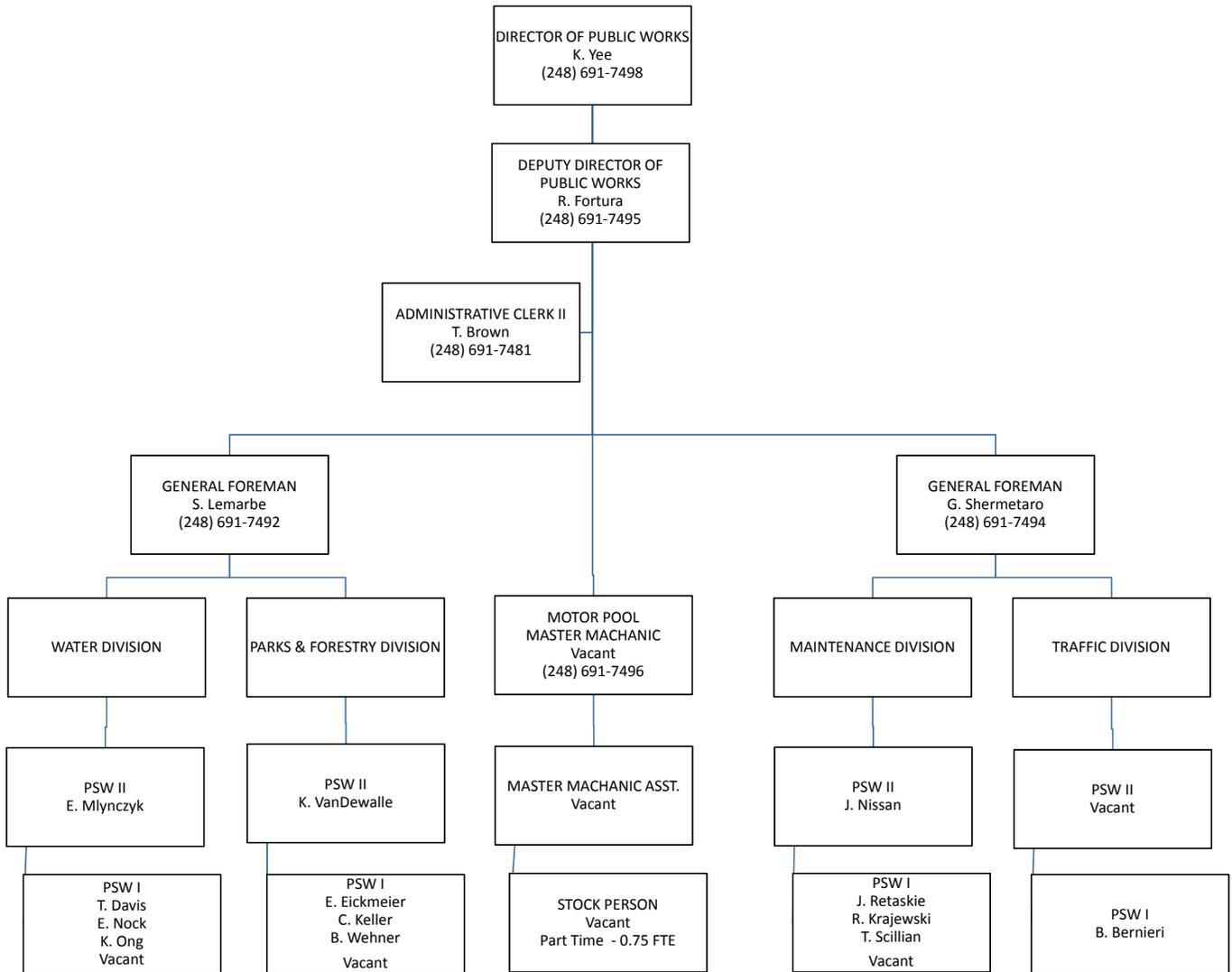
# TECHNICAL AND PLANNING SERVICES



# RECREATION



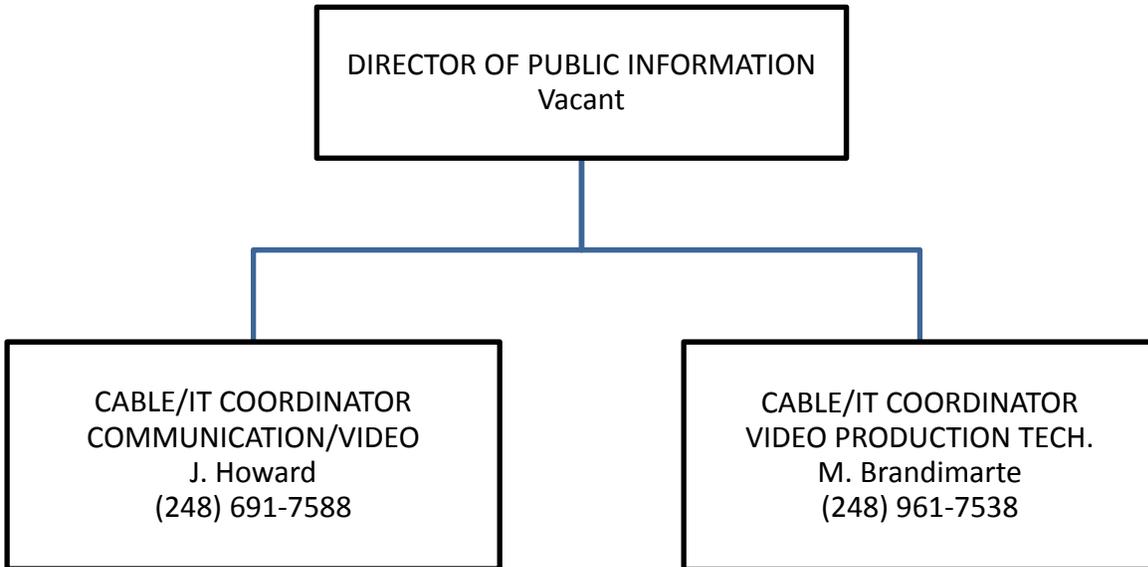
# DEPARTMENT OF PUBLIC WORKS



# INFORMATION TECHNOLOGY

DIRECTOR OF INFORMATION TECHNOLOGY  
J. Schefke  
(248) 691-7591

# COMMUNICATIONS AND PUBLIC INFORMATION



**PERSONNEL COST SUMMARY  
FISCAL YEAR 2014-2015  
CITY OF OAK PARK - DEPARTMENT TOTALS**

POSITION	REGULAR PAY	OVER TIME PAY	LONGEVITY PAY	OTHER PAY	DIRECT PAY TOTAL	WORKERS COMP.	RETIRE-MENT	DENTAL	HEALTH	LIFE & AD&D	FICA / MEDICARE	CLOTHING	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
CITY COUNCIL	25,044	0	0	0	25,044	108	3,301	2,050	23,401	476	1,917	0	0	31,253	56,297
CITY MANAGER	220,996	0	2,714	0	223,710	957	56,220	3,075	21,391	572	17,114	0	704	100,033	323,743
ECONOMIC DEVELOPMENT	108,444	0	335	0	108,779	469	8,685	1,025	14,640	238	8,322	0	255	33,634	142,413
LAW	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CITY CLERK	145,999	0	798	0	146,797	632	19,818	2,050	19,485	382	11,229	0	510	54,106	200,903
FINANCE & ADMIN. SERVICES	481,794	10,920	11,788	0	504,502	2,134	199,343	9,225	73,967	1,244	38,595	975	1,990	327,473	831,975
INFORMATION TECHNOLOGY	73,333	0	1,800	2,000	77,133	318	10,413	1,025	14,640	238	5,901	0	255	32,790	109,923
LIBRARY	315,685	1,000	5,594	2,400	324,679	1,372	84,012	4,100	34,125	526	24,836	585	837	150,393	475,072
PUBLIC INFORMATION	78,164	3,500	2,934	2,400	86,998	354	28,879	2,050	4,845	382	6,655	0	510	43,675	130,673
TECHNICAL & PLANNING SERVICES	633,127	22,500	11,016	1,695	668,338	15,021	232,672	11,275	100,411	1,482	51,130	1,940	2,317	416,248	1,084,585
PUBLIC WORKS	1,127,442	68,250	23,589	5,085	1,224,366	61,402	494,860	20,670	192,631	2,680	93,663	4,245	4,512	874,663	2,099,029
PUBLIC SAFETY	4,371,729	305,613	79,113	40,690	4,797,145	125,323	211,821	58,425	665,675	9,785	96,150	46,392	14,413	1,233,734	6,025,128
RECREATION	370,393	2,500	2,517	2,520	377,930	7,275	39,217	3,075	43,919	430	28,911	195	837	123,859	501,789
DISTRICT COURT	1,087,383	8,972	37,933	19,800	1,154,088	8,656	107,471	22,550	184,839	3,018	80,044	0	5,421	411,999	1,566,087
TOTAL	9,039,534	423,255	180,131	76,590	9,719,509	224,021	1,496,712	140,595	1,393,967	21,453	464,467	54,332	32,561	3,833,858	13,547,616

COPS Grant Portion	58,458
Library Authority Portion	84,012
District Court Portion	102,778
Veterans Treatment Grant Portion	4,693
General Fund Portion	1,246,771
<b>Total</b>	<b>1,496,712</b>
COAM/POAM Portion (To Fund 733)	2,303,879
3,800,591	
COPS Grant Portion	95,364
Library Authority Portion	150,393
District Court Portion	411,099
Veterans Treatment Grant Portion	900
General Fund Portion	3,176,102
<b>Total</b>	<b>3,833,858</b>
COAM/POAM Portion (To Fund 733)	2,303,879

**CITY OF OAK PARK - SALARY CLASSIFICATION TOTALS**

POSITION	REGULAR PAY	OVER TIME PAY	LONGEVITY PAY	OTHER PAY	DIRECT PAY TOTAL	WORKERS COMP.	RETIRE-MENT	DENTAL	HEALTH	LIFE & AD&D	FICA / MEDICARE	CLOTHING	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
LEGISLATIVE	25,044	0	0	0	25,044	108	3,301	2,050	23,401	476	1,917	0	0	31,253	56,297
EXEMPT	790,348	0	21,670	7,285	819,303	12,593	282,020	9,225	104,522	2,095	55,587	870	2,295	469,207	1,288,511
SUPERVISORY	642,605	16,400	12,887	0	671,892	10,972	227,551	10,250	107,219	2,145	51,399	735	2,550	412,821	1,084,713
ADMINISTRATIVE	236,483	6,020	6,136	2,400	251,039	1,051	60,807	4,100	21,391	669	19,205	0	959	108,182	359,221
TPOAM	1,574,755	87,850	26,234	6,780	1,695,619	58,405	698,671	37,070	321,184	3,648	129,716	7,595	7,372	1,263,661	2,989,279
TPOAM - PART TIME	131,503	0	858	0	132,361	2,505	8,380	0	0	0	10,125	0	194	21,204	153,565
POLICE OFFICERS - POAM	2,785,884	199,158	46,785	26,230	3,058,056	85,969	0	38,950	479,145	6,346	44,342	33,062	9,690	53,503	3,105,810
COMMAND OFFICERS - COAM	1,084,502	81,055	18,700	11,575	1,195,832	32,371	0	11,275	108,567	2,101	17,339	9,570	2,805	828,029	2,023,861
DISPATCHERS	220,400	23,800	8,928	2,520	255,648	1,057	114,261	5,125	43,689	955	19,557	2,500	1,275	188,429	444,077
COURT	1,087,383	8,972	37,933	19,800	1,154,088	8,656	107,471	22,550	184,839	3,018	80,044	0	5,421	411,999	1,566,087
PART TIME / NON-UNION	460,626	0	0	0	460,626	10,334	0	0	0	0	35,236	0	0	45,570	506,196
TOTAL	9,039,534	423,255	180,131	76,590	9,719,509	224,021	1,502,462	140,595	1,393,967	21,453	464,467	54,332	32,561	3,833,858	13,547,616

**CITY OF OAK PARK**  
**2014 - 2015 BUDGET**  
**FUND OVERVIEW - REVENUES, EXPENDITURES AND FUND BALANCE CHANGES**  
**INCLUDING TRANSFERS-IN AND TRANSFERS-OUT**  
**OVERVIEW - ALL FUNDS**

FUN D NO.	FUND	Council	City Manager	Comm & Econ Dev	City Clerk	LAW	Finance & Admin Services	Info Tech	Technical & Planning Services	Public Safety	Public Works	Recreation	Library	Public Information	Non- Departmental	45th District Court/ Probation	TOTAL
101	General Fund	56,297	323,743	142,413	200,903	-	621,862	109,923	552,976	5,755,763	216,119	501,789	-	130,673	-	-	8,612,480
111	Library Authority	-	-	-	-	-	-	-	-	-	-	-	475,072	-	-	-	475,072
202	Major Streets	-	-	-	-	-	-	-	57,779	-	302,122	-	-	-	-	-	359,901
203	Local Streets	-	-	-	-	-	-	-	-	-	300,405	-	-	-	-	-	300,405
226	Solid Waste	-	-	-	-	-	-	-	-	-	332,818	-	-	-	-	-	332,818
275	Community Development Block Grant	-	-	-	-	-	-	-	100,527	-	-	-	-	-	-	-	100,527
276	45th District Court	-	-	-	-	-	-	-	-	269,345	-	-	-	-	-	1,322,303	1,322,303
281	COPS Grant Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,593	5,593
284	Veterans Treatment Court	-	-	-	-	-	-	-	37,000	-	-	-	-	-	-	-	37,000
403	Neighborhood Stabilization Program	-	-	-	-	-	-	-	336,303	-	-	-	-	-	-	-	336,303
592	Water & Sewer	-	-	-	-	-	210,113	-	-	-	861,735	-	-	-	-	-	1,408,151
654	Motor Pool	-	-	-	-	-	-	-	-	-	85,830	-	-	-	-	-	85,830
678	45th DC Retiree Health Care	-	-	-	-	-	-	-	-	-	-	-	-	-	-	238,191	238,191
733	Public Safety Retirement System	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL</b>		<b>56,297</b>	<b>323,743</b>	<b>142,413</b>	<b>200,903</b>	<b>-</b>	<b>831,975</b>	<b>109,923</b>	<b>1,084,585</b>	<b>6,025,128</b>	<b>2,099,029</b>	<b>501,789</b>	<b>475,072</b>	<b>130,673</b>	<b>-</b>	<b>1,566,087</b>	<b>13,547,616</b>

FUND NO.	FUND	SALARIES	FRINGES	TOTAL
101	General Fund	6,530,576	2,081,905	8,612,480
111	Library Authority	324,679	150,393	475,072
202	Major Streets	210,566	149,335	359,901
203	Local Streets	175,000	125,405	300,405
226	Solid Waste	195,873	136,945	332,818
275	Community Development Block Grant	58,362	42,165	100,527
276	45th District Court	1,149,395	172,908	1,322,303
281	COPS Grant Fund	173,981	95,364	269,345
284	Veterans Treatment Court	4,693	900	5,593
403	Neighborhood Stabilization Program	25,500	11,500	37,000
592	Water & Sewer	820,884	587,267	1,408,151
654	Motor Pool	50,000	35,830	85,830
678	45th DC Retiree Health Care	-	238,191	238,191
<b>TOTAL</b>		<b>9,719,509</b>	<b>3,828,108</b>	<b>13,547,616</b>

**PERSONNEL COST SUMMARY  
FISCAL YEAR 2014-2015**

**CITY COUNCIL**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
Mayor	6,010	0	0	0	6,010	26	0	0	0	0	460	0	486	6,496
Mayor Pro-Tem	5,009	0	0	0	5,009	22	676	1,025	11,700	238	383	0	14,044	19,053
Councilperson	4,675	0	0	0	4,675	20	2,625	1,025	11,700	238	358	0	15,966	20,641
Councilperson	4,675	0	0	0	4,675	20	0	0	0	0	358	0	378	5,053
Councilperson	4,675	0	0	0	4,675	20	0	0	0	0	358	0	378	5,053
<b>Total</b>	<b>25,044</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,044</b>	<b>108</b>	<b>3,301</b>	<b>2,050</b>	<b>23,401</b>	<b>476</b>	<b>1,917</b>	<b>0</b>	<b>31,253</b>	<b>56,297</b>

**CITY MANAGER & HUMAN RESOURCES**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
City Manager	122,300	0	786	0	123,086	530	16,617	1,025	4,845	238	9,416	0	255	32,926
Dir of Human Resources & Operations	65,000	0	1,800	0	66,800	281	35,037	1,025	11,700	238	5,110	0	255	53,646
Exec. Secretary and Office Manager	33,696	0	128	0	33,824	146	4,566	1,025	4,845	96	2,588	0	194	13,480
<b>Total</b>	<b>220,996</b>	<b>0</b>	<b>2,714</b>	<b>0</b>	<b>223,710</b>	<b>957</b>	<b>56,220</b>	<b>3,075</b>	<b>21,391</b>	<b>572</b>	<b>17,114</b>	<b>0</b>	<b>704</b>	<b>100,033</b>

**CITY MANAGER - COMMUNITY AND ECONOMIC DEVELOPMENT**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
Mgr of Community & Economic Dev	64,000	0	335	0	64,335	277	8,685	1,025	14,640	238	4,922	0	255	30,042
Part Time Planner	44,444	0	0	0	44,444	192	0	0	0	0	3,400	0	0	3,592
<b>Total</b>	<b>108,444</b>	<b>0</b>	<b>335</b>	<b>0</b>	<b>108,779</b>	<b>469</b>	<b>8,685</b>	<b>1,025</b>	<b>14,640</b>	<b>238</b>	<b>8,322</b>	<b>0</b>	<b>255</b>	<b>33,634</b>

**CITY CLERK ADMINISTRATION & ELECTIONS**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
City Clerk	65,000	0	387	0	65,387	281	8,827	0	0	0	5,002	0	0	14,110
Deputy City Clerk/Director of Elections	45,000	0	300	0	45,300	195	6,116	1,025	14,640	191	3,465	0	255	25,887
Asst. City Clerk/Election Coordinator	35,999	0	111	0	36,110	156	4,875	1,025	4,845	191	2,762	0	255	14,109
<b>Total</b>	<b>145,999</b>	<b>0</b>	<b>798</b>	<b>0</b>	<b>146,797</b>	<b>632</b>	<b>19,818</b>	<b>2,050</b>	<b>19,485</b>	<b>382</b>	<b>11,229</b>	<b>0</b>	<b>510</b>	<b>54,106</b>

**FINANCE & ADMINISTRATIVE SERVICES**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Finance & Adm. Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Administrative Assistant	48,173	920	3,074	0	52,167	213	27,362	1,025	11,700	191	3,991	0	255	44,737
<b>ACCOUNTING</b>														
Senior Financial Analyst	64,000	0	274	0	64,274	277	33,712	1,025	4,845	191	4,917	0	255	45,222
Finance Clerk II - Payroll	38,015	0	2,860	0	40,875	165	21,439	1,025	4,845	96	3,127	195	194	31,086
<b>TREASURY</b>														
Deputy Treasurer	66,108	0	2,302	0	68,410	286	9,235	1,025	4,845	191	5,233	0	255	21,070
Finance Clerk I	34,980	0	1,124	0	36,104	151	18,937	1,025	11,700	96	2,762	195	194	35,060
<b>ASSESSING</b>														
City Assessor	73,641	0	0	0	73,641	319	0	0	0	0	5,634	0	0	5,953
Senior Appraiser	44,087	10,000	178	0	54,265	234	28,462	1,025	14,640	96	4,151	195	194	48,997
Sub-Total	369,004	10,920	9,812	0	389,736	1,645	139,147	6,150	52,576	861	29,815	585	1,347	232,126
<b>WATER &amp; SEWER</b>														
Water Supervisor	48,304	0	1,800	0	50,104	209	26,280	1,025	4,845	191	3,833	0	255	36,638
Finance Clerk I	32,243	0	84	0	32,327	140	16,956	1,025	11,700	96	2,473	195	194	32,779
Finance Clerk I	32,243	0	92	0	32,335	140	16,960	1,025	4,845	96	2,474	195	194	25,929
Sub-Total	112,790	0	1,976	0	114,766	489	60,196	3,075	21,391	383	8,780	390	643	95,347
<b>Total</b>	<b>481,794</b>	<b>10,920</b>	<b>11,788</b>	<b>0</b>	<b>504,502</b>	<b>2,134</b>	<b>199,343</b>	<b>9,225</b>	<b>73,967</b>	<b>1,244</b>	<b>38,595</b>	<b>975</b>	<b>1,990</b>	<b>327,473</b>
					General Fund									232,126
					Water & Sewer Fund									95,347
					<b>Total</b>									<b>327,473</b>
														621,862
														210,113
														<b>831,975</b>

**LEGAL**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
Prosecuting Attorney	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**PERSONNEL COST SUMMARY  
FISCAL YEAR 2014-2015**

**PUBLIC SAFETY**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARE/CLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Director of Public Safety	112,286	0	1,700	365	114,351	3,234	64,208	1,025	14,779	191	1,658	870	255	86,220	200,571
Deputy Director of Public Safety	101,819	0	1,700	365	103,884	2,932	58,331	1,025	14,779	191	1,506	870	255	79,889	183,773
Confidential Administrative Secretary	32,006	1,600	0	0	33,606	146	0	0	0	0	2,571	0	0	2,717	36,323
Administrative Clerk II	34,980	0	1,500	0	36,480	151	19,134	1,025	14,640	96	2,791	195	194	38,226	74,706
Dispatcher	44,080	5,300	672	0	50,052	214	6,740	1,025	11,151	191	3,829	500	255	23,905	73,957
Dispatcher	44,080	4,500	2,547	2,520	53,647	214	28,061	1,025	13,867	191	4,104	500	255	34,346	87,993
Dispatcher	44,080	5,300	2,547	0	51,927	214	27,153	1,025	13,867	191	3,972	500	255	47,177	99,104
Dispatcher	44,080	5,100	1,443	0	50,623	213	26,475	1,025	4,813	191	3,875	500	255	37,345	87,968
Dispatcher	44,080	3,600	1,719	0	49,399	206	25,832	1,025	13,867	191	3,779	500	255	45,655	95,054
Property Clerk	36,571	0	1,500	0	38,071	158	19,968	1,025	4,845	96	2,912	195	194	29,393	67,464
Lieutenant	96,558	7,995	1,700	365	106,618	3,011	59,866	1,025	14,779	191	1,546	870	255	81,543	188,161
Lieutenant	96,558	1,435	1,700	365	100,058	2,822	56,183	1,025	14,779	191	1,451	870	255	77,576	177,634
Lieutenant	96,558	5,638	1,700	365	104,261	2,943	58,542	1,025	14,779	191	1,512	870	255	80,117	184,377
Lieutenant	96,558	16,195	1,700	365	114,818	3,247	64,470	1,025	14,779	191	1,665	870	255	86,502	201,320
Lieutenant	96,558	6,560	1,700	365	105,183	2,970	59,060	1,025	5,118	191	1,525	870	255	71,014	176,197
Lieutenant	96,558	16,195	1,700	2,885	117,338	3,247	65,885	1,025	0	191	1,701	870	255	73,174	190,512
Sergeant	88,834	2,665	1,700	2,885	96,084	2,635	53,951	1,025	0	191	1,393	870	255	60,320	156,404
Sergeant	88,834	16,708	1,700	2,885	110,126	3,040	61,836	1,025	0	191	1,597	870	255	68,814	178,940
Sergeant	88,834	1,435	1,700	365	92,334	2,600	51,845	1,025	14,779	191	1,339	870	255	72,904	165,237
Sergeant	88,834	5,330	1,700	365	96,229	2,712	54,032	1,025	14,779	191	1,395	870	255	75,259	171,487
Civil Records Supervisor	48,000	900	0	0	48,900	212	0	0	0	0	709	0	0	921	49,821
PSO II - Community Service Coordinatr	81,790	5,638	1,700	365	89,492	2,518	50,250	1,025	12,620	167	1,298	870	255	69,003	158,496
Public Safety Officer II - Detective	79,803	7,995	850	365	89,013	2,529	49,981	1,025	15,703	167	1,291	870	255	71,821	160,834
Public Safety Officer II - Detective	81,790	9,533	850	365	92,537	2,630	51,960	1,025	15,703	167	1,342	870	255	73,952	166,489
Public Safety Officer II - Detective	81,790	5,125	850	2,885	90,650	2,503	50,900	1,025	0	167	1,314	870	255	57,034	147,684
Public Safety Officer II - Detective	81,790	5,125	850	365	88,130	2,503	49,485	1,025	15,703	167	1,278	870	255	71,286	159,416
Public Safety Officer II - Fire Inspector	81,790	3,485	1,700	365	87,340	2,456	49,041	1,025	15,703	167	1,266	870	255	70,783	158,123
Public Safety Officer II - Youth Officer	81,790	4,510	1,700	365	88,365	2,485	49,617	1,025	15,703	167	1,281	870	255	71,403	159,768
Public Safety Officer I	75,732	5,330	1,700	365	83,127	2,335	46,676	1,025	12,620	167	1,205	870	255	65,153	148,280
Public Safety Officer I	75,732	923	1,700	365	78,720	2,208	44,201	1,025	15,703	167	1,141	870	255	65,570	144,289
Public Safety Officer I	75,732	4,818	1,700	365	82,615	2,320	46,388	1,025	15,703	167	1,198	870	255	67,926	150,540
Public Safety Officer I	75,732	1,538	1,700	365	79,335	2,225	44,546	1,025	15,703	167	1,150	870	255	65,941	145,275
Public Safety Officer I	75,732	5,740	1,700	365	83,537	2,346	46,906	1,025	12,620	167	1,211	870	255	65,400	148,937
Public Safety Officer I	75,732	3,075	1,700	365	80,872	2,270	45,410	1,025	15,703	167	1,173	870	255	66,873	147,745
Public Safety Officer I	75,732	7,073	1,700	365	84,870	2,385	47,654	1,025	15,703	167	1,231	870	255	69,290	154,159
Public Safety Officer I	75,732	3,895	1,700	365	81,692	2,293	45,870	1,025	15,703	167	1,185	870	255	67,368	149,060
Public Safety Officer I	75,732	6,458	1,700	365	84,255	2,367	47,309	1,025	12,620	167	1,222	870	255	65,835	150,090
Public Safety Officer I	75,732	5,228	1,700	365	83,025	2,332	46,618	1,025	15,703	167	1,204	870	255	68,174	151,198
Public Safety Officer I	75,732	3,793	850	2,885	83,260	2,290	46,750	1,025	0	167	1,207	870	255	52,564	135,824
Public Safety Officer I	75,732	2,460	850	365	79,407	2,252	44,587	1,025	15,703	167	1,151	870	255	66,010	145,417
Public Safety Officer I	75,732	5,023	850	365	81,970	2,326	46,026	1,025	15,703	167	1,189	870	255	67,561	149,530
Public Safety Officer I	75,732	2,768	850	365	79,715	2,261	44,760	1,025	15,703	167	1,156	870	255	66,197	145,911
Public Safety Officer I	75,732	6,253	850	365	83,200	2,361	46,717	1,025	15,703	167	1,206	870	255	68,304	151,503
Public Safety Officer I	75,732	6,560	850	365	83,507	2,370	46,989	1,025	15,703	167	1,211	870	255	68,490	151,997
Public Safety Officer I	75,732	5,638	850	2,885	85,105	2,343	47,786	1,025	0	167	1,234	870	255	53,690	138,785
Public Safety Officer I	62,265	5,535	296	365	68,461	1,953	38,441	1,025	12,620	167	993	870	255	56,324	124,785
Public Safety Officer I	75,732	5,740	850	365	82,687	2,346	46,429	1,025	15,703	167	1,199	870	255	67,994	150,681
Public Safety Officer I	75,732	4,203	1,700	365	82,000	2,302	46,043	1,025	15,703	167	1,189	870	255	67,554	149,553
Public Safety Officer I	75,732	7,995	850	2,765	87,342	2,411	49,043	1,025	0	167	1,266	870	255	55,037	142,379
Public Safety Officer I	75,732	5,125	850	365	82,072	2,329	46,083	1,025	12,620	167	1,190	870	255	64,539	146,611
Public Safety Officer I	75,732	11,993	1,700	365	89,790	2,526	50,417	1,025	15,703	167	1,302	870	255	72,265	162,054
Public Safety Officer I	75,732	7,175	850	2,765	86,522	2,388	48,582	1,025	0	167	1,255	870	255	54,542	141,064
Public Safety Officer I	75,732	7,175	850	365	84,122	2,388	47,235	1,025	5,426	167	1,220	870	255	58,586	142,708
Public Safety Officer I	75,732	2,050	450	365	78,597	2,240	46,111	1,025	15,703	167	1,140	870	255	32,010	110,608
Public Safety Officer I	53,012	2,050	139	365	55,566	1,586	7,501	1,025	5,426	167	806	870	255	17,637	73,203
Public Safety Officer I	51,991	5,535	1,700	365	59,591	1,657	33,460	1,025	15,703	167	864	870	255	54,001	113,592
Public Safety Officer I	51,991	5,535	1,700	365	59,591	1,657	33,460	1,025	15,703	167	864	870	255	54,001	113,592
Public Safety Officer I	51,390	5,535	1,700	365	58,990	1,639	33,123	1,025	15,703	167	855	871	255	53,638	112,628
Public Safety Officer I	51,390	5,535	1,700	365	58,990	1,639	33,123	1,025	15,703	167	855	871	255	53,638	112,628
Sub-Total Full Time	4,306,629	305,613	79,113	40,690	4,732,045	123,086	2,521,450	58,425	665,675	9,785	91,170	46,392	14,413	3,530,396	8,262,440
<b>PART TIME</b>															
Crossing Guard	5,000	0	0	0	5,000	172	0	0	0	0	383	0	0	555	5,555
Crossing Guard	5,000	0	0	0	5,000	172	0	0	0	0	382	0	0	554	5,554
Crossing Guard	5,000	0	0	0	5,000	172	0	0	0	0	383	0	0	555	5,555
Crossing Guard	6,500	0	0	0	6,500	223	0	0	0	0	497	0	0	720	7,220
Crossing Guard	4,000	0	0	0	4,000	137	0	0	0	0	306	0	0	443	4,443
Crossing Guard	7,800	0	0	0	7,800	268	0	0	0	0	597	0	0	865	8,665
Crossing Guard	5,000	0	0	0	5,000	172	0	0	0	0	383	0	0	555	5,555
Crossing Guard	4,900	0	0	0	4,900	168	0	0	0	0	375	0	0	543	5,443
Crossing Guard	5,000	0	0	0	5,000	172	0	0	0	0	383	0	0	555	5,555
Crossing Guard	2,300	0	0	0	2,300	79	0	0	0	0	175	0	0	254	2,554
Crossing Guard	5,000	0	0	0	5,000	172	0	0	0	0	383	0	0	555	5,555
Crossing Guard	5,000	0	0	0	5,000	172	0	0	0	0	383	0	0	555	5,555
Crossing Guard	2,300	0	0	0	2,300	79	0	0	0	0	175	0	0	254	2,554
Crossing Guard	2,300	0	0	0	2,300	79	0	0	0	0	175	0	0	254	2,554
Sub-Total Part Time	65,100	0	0	0	65,100	2,237	0	0	0	0	4,980	0	0	7,217	72,317
<b>Total</b>	<b>4,371,729</b>	<b>305,613</b>	<b>79,113</b>	<b>40,690</b>	<b>4,797,145</b>	<b>125,323</b>	<b>2,521,450</b>	<b>58,425</b>	<b>665,675</b>	<b>9,785</b>	<b>96,150</b>	<b>46,392</b>	<b>14,413</b>	<b>3,537,613</b>	<b>8,334,757</b>
Amount charged to COPS Grant	170,344	0	142	3,495	173,981	5,515	58,458	3,206	21,794	498	2,523	2,610	760	95,364	269,345
<b>Total General Fund</b>	<b>4,201,385</b>	<b>305,613</b>	<b>78,971</b>	<b>37,195</b>	<b>4,623,164</b>	<b>119,808</b>	<b>2,462,992</b>	<b>55,219</b>	<b>643,881</b>	<b>9,287</b>	<b>93,627</b>	<b>43,782</b>	<b>13,653</b>		

**PERSONNEL COST SUMMARY  
FISCAL YEAR 2014-2015**

**TECHNICAL & PLANNING SERVICES**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Dir. of Technical & Planning Services	70,429	0	5,098	0	75,527	305	39,614	1,025	14,640	238	5,778	0	255	61,855	137,382
Deputy Director of Technical & Planning	64,000	0	1,800	0	65,800	277	34,512	1,025	14,640	238	5,034	0	255	55,981	121,781
Building Division Supervisor	65,556	0	900	0	66,456	2,399	6,978	1,025	14,640	238	5,084	0	255	30,619	97,075
Building Department Clerk	30,000	0	79	0	30,079	1,098	3,158	0	0	0	2,301	0	0	6,557	36,636
Building Department Clerk	30,000	0	79	0	30,079	1,098	3,158	0	0	0	2,301	0	0	6,557	36,636
Building Department Clerk	33,730	3,500	80	0	37,310	1,180	19,569	1,025	4,845	96	2,854	195	194	29,958	67,268
Building Inspector	46,462	0	122	0	46,584	1,473	24,433	1,025	11,700	96	3,564	195	194	42,680	89,264
Code Inspector	47,582	7,000	900	0	55,462	1,730	29,090	1,025	11,700	96	4,243	290	194	48,368	103,830
Code Assistance / Animal Control	42,765	7,000	900	0	50,665	1,821	26,574	1,025	11,700	96	3,876	290	194	45,576	96,241
Code Assistance Officer	37,376	0	98	0	37,474	1,185	5,059	1,025	4,845	96	2,867	290	194	15,561	53,035
Code Assistance Officer	17,325	0	60	0	17,385	549	1,825	0	0	0	1,330	0	0	3,704	21,089
Rental Inspector	45,458	0	0	0	45,458	1,441	6,137	1,025	11,700	96	3,478	290	194	24,361	69,819
Engineering Technician I	46,241	5,000	900	1,695	53,836	222	28,237	1,025	0	96	4,118	195	194	34,087	87,923
Engineering Technician I	41,223	0	0	0	41,223	178	4,328	1,025	0	96	3,154	195	194	9,170	50,393
Sub-Total Full Time	618,127	22,500	11,016	1,695	653,338	14,956	232,672	11,275	100,411	1,482	49,982	1,940	2,317	415,035	1,068,372
PART TIME															
Engineering Co-op Part-time	15,000	0	0	0	15,000	65	0	0	0	0	1,148	0	0	1,213	16,213
Sub-Total Part Time	15,000	0	0	0	15,000	65	0	0	0	0	1,148	0	0	1,213	16,213
<b>Total</b>	<b>633,127</b>	<b>22,500</b>	<b>11,016</b>	<b>1,695</b>	<b>668,338</b>	<b>15,021</b>	<b>232,672</b>	<b>11,275</b>	<b>100,411</b>	<b>1,482</b>	<b>51,130</b>	<b>1,940</b>	<b>2,317</b>	<b>416,248</b>	<b>1,084,585</b>
General Fund					345,792									207,184	552,976
Major Streets					34,566									23,213	57,779
Local Streets					0									0	0
Community Development Block Grant					58,362									42,165	100,527
Neighborhood Stabilization Program					25,500									11,500	37,000
Road Construction					0									0	0
Water & Sewer					204,118									132,185	336,303
Total					668,338									416,248	1,084,585

Other Pay represents Payment-In-Lieu of Medical.

**RECREATION**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Director of Recreation	56,000	0	1,617	2,520	60,137	242	8,118	1,025	14,640	238	4,600	0	255	29,118	89,255
Recreation Coordinator	44,087	2,500	900	0	47,487	1,314	24,907	1,025	14,640	96	3,633	195	194	46,004	93,491
Administrative Clerk	30,575	0	0	0	30,575	132	4,128	1,025	14,640	96	2,339	0	194	22,554	53,129
Sub-Total Full Time	130,662	2,500	2,517	2,520	138,199	1,688	37,153	3,075	43,919	430	10,572	195	643	97,675	235,874
PART TIME															
Administrative Clerk - Part Time	15,287	0	0	0	15,287	66	2,064	0	0	0	1,169	0	194	3,493	18,780
Seasonal Workers - Part Time	190,612	0	0	0	190,612	5,375	0	0	0	0	14,582	0	0	19,957	210,569
Senior Citizen Service Coordinator	33,832	0	0	0	33,832	146	0	0	0	0	2,588	0	0	2,734	36,566
Sub-Total Part Time	239,731	0	0	0	239,731	5,587	2,064	0	0	0	18,339	0	194	26,184	265,915
<b>Total</b>	<b>370,393</b>	<b>2,500</b>	<b>2,517</b>	<b>2,520</b>	<b>377,930</b>	<b>7,275</b>	<b>39,217</b>	<b>3,075</b>	<b>43,919</b>	<b>430</b>	<b>28,911</b>	<b>195</b>	<b>837</b>	<b>123,859</b>	<b>501,789</b>
Administration					169,504									55,552	225,056
Athletics					33,279									10,907	44,186
Outdoor Activities					60,916									19,964	80,880
Special Events					1,727									565	2,292
Swimming Pool					55,273									18,115	73,388
Senior Events					57,231									18,756	75,987
Total					377,930									123,859	501,789

Other Pay represents Payment-In-Lieu of Medical.

**PUBLIC WORKS**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Dir. of DPW/City Engineer/Asst. City Mgr	102,000	0	6,347	0	108,347	6,865	56,828	1,025	14,640	238	8,289	0	255	88,140	196,487
Deputy Director of Public Works	80,781	0	1,800	0	82,581	2,819	43,314	1,025	14,640	238	6,317	245	255	68,853	151,434
General Foreman	49,608	9,600	1,800	0	61,008	2,066	31,999	1,025	14,640	238	4,667	245	255	55,135	116,143
General Foreman	49,608	6,800	1,800	0	58,208	1,969	30,530	1,025	14,640	238	4,453	245	255	53,355	111,563
Administrative Clerk II	34,980	0	754	0	35,734	2,354	18,742	1,025	4,845	96	2,734	195	194	30,185	65,919
Master Mechanic Assistant	46,901	1,200	0	0	48,101	3,237	25,229	1,025	14,640	96	3,680	195	194	48,296	96,397
Public Service Worker I	44,673	2,300	900	0	47,873	3,161	6,463	1,025	14,640	96	3,662	195	194	29,436	77,309
Public Service Worker I	44,673	2,000	1,500	0	48,173	3,141	25,267	1,025	14,640	96	3,685	195	194	48,243	96,416
Public Service Worker I	36,326	2,500	0	0	38,826	2,613	5,242	1,025	1,151	96	2,970	195	194	13,486	52,312
Public Service Worker I	41,440	2,500	168	1,695	45,803	2,957	6,183	1,025	0	96	3,504	195	194	14,154	59,957
Public Service Worker II	44,673	6,800	900	1,695	54,068	1,796	28,359	1,025	0	96	4,136	195	194	35,801	89,869
Public Service Worker I	44,673	400	1,500	0	46,573	3,033	24,428	1,025	4,845	96	3,563	195	194	37,379	83,952
Public Service Worker I	41,440	2,500	158	1,695	45,793	2,957	6,182	1,025	0	96	3,503	195	194	14,152	59,945
Public Service Worker I	42,440	2,500	131	0	45,071	3,024	6,085	1,025	4,845	96	3,448	195	194	18,912	63,983
Public Service Worker I	44,673	1,400	1,500	0	47,573	1,608	24,952	1,025	14,640	96	3,639	195	194	46,349	93,922
Public Service Worker I	42,440	2,500	131	0	45,071	3,024	6,085	1,025	4,845	96	3,448	195	194	18,912	63,983
Public Service Worker I	44,673	4,400	1,500	0	50,573	1,713	26,526	1,025	11,700	96	3,869	195	194	45,318	95,891
Public Service Worker I	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Service Worker I	36,326	2,500	0	0	38,826	2,613	20,364	85	1,151	96	2,970	195	194	27,668	66,494
Public Service Worker I	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Service Worker II	45,751	6,400	900	0	53,051	1,820	27,825	1,025	14,640	96	4,058	195	194	49,853	102,904
Public Service Worker II	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Service Worker II	45,751	8,600	900	0	55,251	1,897	28,979	1,025	11,700	96	4,227	195	194	48,313	103,564
Public Service Worker II	36,326	750	0	0	37,076	1,294	19,446	85	1,151	96	2,836	195	194	25,297	62,373
Public Service Worker II	45,751	2,600	900	0	49,251	3,254	25,832	1,025	14,640	96	3,768	195	194	49,004	98,255
Sub-Total Full Time	1,045,907	68,250	23,589	5,085	1,142,831	59,215	494,860	20,670	192,631	2,680	87,426	4,245	4,512	866,239	2,009,079
PART TIME															
Administrative Clerk I	21,535	0	0	0	21,535	93	0	0	0	0	1,647	0	0	1,740	23,275
PT Seasonal (10 Positions)	60,000	0	0	0	60,000	2,094	0	0	0	0	4,590	0	0	6,684	66,684
Sub-Total Part Time	81,535	0	0	0	81,535	2,187	0	0	0	0	6,237	0	0	8,424	89,959
<b>Total</b>	<b>1,127,442</b>	<b>68,250</b>	<b>23,589</b>	<b>5,085</b>	<b>1</b>										

**PERSONNEL COST SUMMARY  
FISCAL YEAR 2014-2015**

**INFORMATION TECHNOLOGY**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Director of Information Technology	73,333	0	1,800	2,000	77,133	318	10,413	1,025	14,640	238	5,901	0	255	32,790	109,923
<b>Total</b>	<b>73,333</b>	<b>0</b>	<b>1,800</b>	<b>2,000</b>	<b>77,133</b>	<b>318</b>	<b>10,413</b>	<b>1,025</b>	<b>14,640</b>	<b>238</b>	<b>5,901</b>	<b>0</b>	<b>255</b>	<b>32,790</b>	<b>109,923</b>

Other Pay represents Car Allowance.

**PUBLIC INFORMATION**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Director of Public Information	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Cable/ IT Coordinator	39,082	800	726	2,400	43,008	173	5,806	1,025	0	191	3,290	0	255	10,740	53,748
Cable/ IT Coordinator	39,082	2,700	2,208	0	43,990	181	23,073	1,025	4,845	191	3,365	0	255	32,935	76,925
<b>Total</b>	<b>78,164</b>	<b>3,500</b>	<b>2,934</b>	<b>2,400</b>	<b>86,998</b>	<b>354</b>	<b>28,879</b>	<b>2,050</b>	<b>4,845</b>	<b>382</b>	<b>6,655</b>	<b>0</b>	<b>510</b>	<b>43,675</b>	<b>130,673</b>

Other Pay represents Payment-In-Lieu of Medical.

**LIBRARY**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Library Director	60,000	0	1,800	2,400	64,200	260	33,673	1,025	0	238	4,911	0	255	40,362	104,562
Librarian	43,701	700	94	0	44,495	192	6,007	1,025	14,640	96	3,404	195	194	25,753	70,248
Administrative Clerk II	34,980	0	1,500	0	36,480	151	19,134	1,025	4,845	96	2,791	195	194	28,431	64,911
Librarian	46,241	300	1,500	0	48,041	202	25,198	1,025	14,640	96	3,675	195	194	45,225	93,266
Sub-Total Full Time	184,922	1,000	4,894	2,400	193,216	805	84,012	4,100	34,125	526	14,781	585	837	139,771	332,987
<b>PART TIME</b>															
Part Time Librarian	34,681	0	700	0	35,381	150	0	0	0	0	2,707	0	0	2,857	38,238
Part Time Librarian	3,610	0	0	0	3,610	16	0	0	0	0	276	0	0	292	3,902
Part Time Librarian	9,023	0	0	0	9,023	39	0	0	0	0	690	0	0	729	9,752
Part Time Librarian	4,424	0	0	0	4,424	19	0	0	0	0	338	0	0	357	4,781
Night Clerk	5,096	0	0	0	5,096	22	0	0	0	0	390	0	0	412	5,508
Page	4,834	0	0	0	4,834	21	0	0	0	0	370	0	0	391	5,225
Page	6,656	0	0	0	6,656	29	0	0	0	0	509	0	0	538	7,194
Page	6,656	0	0	0	6,656	29	0	0	0	0	509	0	0	538	7,194
Page	6,656	0	0	0	6,656	29	0	0	0	0	509	0	0	538	7,194
Page	6,656	0	0	0	6,656	29	0	0	0	0	509	0	0	538	7,194
Page	7,852	0	0	0	7,852	34	0	0	0	0	601	0	0	635	8,487
Page	7,020	0	0	0	7,020	30	0	0	0	0	537	0	0	567	7,587
Monitor	10,385	0	0	0	10,385	45	0	0	0	0	794	0	0	839	11,224
Monitor	6,958	0	0	0	6,958	30	0	0	0	0	532	0	0	562	7,520
Monitor	3,600	0	0	0	3,600	16	0	0	0	0	275	0	0	291	3,891
Sub-Total Part Time	130,763	0	700	0	131,463	567	0	0	0	0	10,055	0	0	10,622	142,085
<b>Total</b>	<b>315,685</b>	<b>1,000</b>	<b>5,594</b>	<b>2,400</b>	<b>324,679</b>	<b>1,372</b>	<b>84,012</b>	<b>4,100</b>	<b>34,125</b>	<b>526</b>	<b>24,836</b>	<b>585</b>	<b>837</b>	<b>150,393</b>	<b>475,072</b>

Other Pay represents Payment-In-Lieu of Medical.

**45th DISTRICT COURT**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIREMENT	DENTAL	HEALTH	LIFE	FICA / MEDICARECLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Chief Judge	45,724	0	5,759	2,400	53,883	198	0	1,025	13,811	238	0	0	255	15,527	69,410
Chief Pro Tem District Judge	45,724	0	5,759	2,400	53,883	198	0	1,025	11,038	238	0	0	255	12,754	66,637
Court Administrator	85,000	0	1,315	2,400	88,715	368	9,315	1,025	4,571	238	6,787	0	255	22,559	111,274
Senior Clerk - Collections	40,549	0	1,699	0	42,248	176	4,014	1,025	13,811	96	3,232	0	194	22,648	64,796
Civil Supervisor	52,143	0	4,668	0	56,811	226	4,829	1,025	4,571	96	4,346	0	194	15,287	72,098
Court Clerk - Traffic/Criminal	36,127	1,000	387	2,520	40,034	161	4,204	1,025	0	96	3,063	0	194	8,743	48,777
Court Clerk - Civil	40,549	0	357	0	40,906	176	4,295	1,025	13,811	96	3,129	0	194	22,726	63,632
Court Clerk - Traffic/Criminal	39,366	500	562	0	40,428	173	4,245	1,025	13,811	96	3,093	0	194	22,637	63,065
Traffic/Criminal Supervisor	42,824	1,000	683	0	44,507	190	4,673	1,025	4,571	96	3,405	0	194	14,154	58,661
Court Clerk - Cashier	41,568	1,500	1,794	0	44,862	186	4,711	1,025	13,811	96	3,432	0	194	23,455	68,317
Court Clerk - Traffic/Criminal	29,993	1,500	86	0	31,579	136	3,947	1,025	4,571	96	2,416	0	194	12,385	43,964
Court Clerk - Traffic/Criminal	29,120	500	83	2,520	32,223	128	3,706	1,025	13,811	96	2,465	0	194	21,425	53,648
Senior Court Officer	40,313	0	1,728	0	42,041	1,161	4,414	0	0	96	3,216	0	194	9,081	51,122
Court Officer	35,872	0	555	0	36,427	1,033	3,825	0	0	96	2,787	0	194	7,935	44,362
Court Officer	29,993	0	86	2,520	32,599	864	4,075	1,025	0	96	2,494	0	194	8,748	41,347
Judicial Secretary	36,400	0	208	2,520	39,128	158	5,282	1,025	0	96	2,993	0	194	9,748	48,876
Judicial Secretary	40,549	0	1,581	0	42,130	176	3,792	1,025	11,038	96	3,223	0	194	19,544	61,874
Fiscal Clerk/Asst. Supervisor	42,824	500	887	0	44,211	188	4,642	1,025	4,571	96	3,382	0	194	14,098	58,309
Collections Officer	39,375	0	150	0	39,525	170	4,150	1,025	4,571	96	3,024	0	194	13,230	52,755
Sub-Total Full Time District Court	794,013	6,500	28,347	17,280	846,140	6,066	78,119	17,425	132,368	2,250	56,487	0	3,869	296,584	1,142,724
<b>PROBATION</b>															
Probation Officer	49,595	500	4,849	0	54,944	217	5,769	1,025	13,811	96	4,203	0	194	25,315	80,259
Probation Officer	49,595	500	1,919	0	52,014	217	4,941	1,025	13,811	96	3,979	0	194	24,263	76,277
Chief Probation Officer	50,632	500	1,914	0	53,046	221	3,978	1,025	13,811	96	4,058	0	194	23,383	76,429
Court Officer	29,120	400	104	0	29,624	850	3,999	1,025	11,039	96	2,266	0	194	19,469	49,093
Sub-Total Full Time Probation	178,942	1,900	8,786	0	189,628	1,505	18,687	4,100	52,471	384	14,506	0	776	92,429	282,057
<b>PART TIME</b>															
Probation Clerk	29,933	0	200	2,520	32,653	130	2,449	1,025	0	96	2,498	0	194	6,392	39,045
Records Clerk	16,496	0	200	0	16,696	71	1,753	0	0	96	1,277	0	194	3,391	20,087
Court Clerk	23,296	0	200	0	23,496	101	2,446	0	0	96	1,797	0	194	4,634	28,130
Court Officer	23,994	0	200	0	24,194	691	1,815	0	0	0	1,851	0	0	4,357	28,551
File Clerk	16,016	572	0	0	16,588	72	1,681	0	0	96	1,269	0	194	3,312	19,900
Sub-Total Part Time	114,428	572	800	2,520	118,320	1,085	10,665	1,025	0	384	9,051	0	776	22,986	141,306
<b>Total</b>	<b>1,087,383</b>	<b>8,972</b>	<b>37,933</b>	<b>19,800</b>	<b>1,154,088</b>	<b>8,656</b>	<b>107,471</b>	<b>22,550</b>	<b>184,839</b>	<b>3,018</b>	<b>80,044</b>	<b>0</b>	<b>5,421</b>	<b>411,999</b>	<b>1,566,087</b>
Amount Charged to Veterans Grant	4,693	0	0	0	4,693	20	521	0	0	0	359	0	0	900	5,593
<b>Total</b>	<b>1,082,690</b>	<b>8,972</b>	<b>37,933</b>	<b>19,800</b>	<b>1,149,395</b>	<b>8,636</b>	<b>106,950</b>	<b>22,550</b>	<b>184,839</b>	<b>3,018</b>	<b>79,685</b>	<b>0</b>	<b>5,421</b>	<b>411,099</b>	<b>1,560,494</b>
District Court Portion					1,149,395									411,099	1,560,494
Veterans Treatment Grant Portion					4,693									900	5,593
<b>Total</b>					<b>1,154,088</b>									<b>411,999</b>	<b>1,566,087</b>

Other Pay represents Payment-In-Lieu of Medical.

<b>GRAND TOTAL INCL. FUND 733</b>	<b>9,039,534</b>	<b>423,255</b>	<b>180,131</b>	<b>76,590</b>	<b>9,719,509</b>	<b>224,021</b>	<b>3,806,341</b>	<b>140,595</b>	<b>1,393,967</b>	<b>21,453</b>	<b>464,467</b>	<b>54,332</b>	<b>3</b>
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**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## GENERAL FUND

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>REVENUES:</b>							
Taxes and Tax Related	9,848,494	9,223,798	9,057,636	9,223,798	9,183,634	9,183,634	9,330,572
License and Permits	376,502	293,020	233,755	303,870	293,020	293,020	293,020
Intergovernmental	3,007,589	3,108,082	1,714,134	3,159,764	3,246,257	3,246,257	3,278,720
Charge For Services	773,006	509,200	352,228	536,385	566,875	566,875	566,875
Fines	1,582,514	1,522,460	971,469	1,522,460	1,631,659	1,631,659	1,631,659
Interest	8,951	3,000	(1,771)	2,000	2,000	2,000	2,000
Other Revenue	1,479,939	827,400	509,941	774,400	807,600	807,600	807,600
Transfer In - Major Streets	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Transfer In - Local Streets	75,000	75,000	75,000	75,000	75,000	75,000	75,000
Transfer In - Solid Waste	260,000	260,000	260,000	260,000	260,000	260,000	260,000
Transfer In - Water and Sewer	180,000	180,000	180,000	180,000	180,000	180,000	180,000
<b>TOTAL OPERATING REVENUE</b>	<b>17,671,996</b>	<b>16,081,960</b>	<b>13,432,392</b>	<b>16,117,677</b>	<b>16,326,045</b>	<b>16,326,045</b>	<b>16,505,446</b>
<b>EXPENDITURES:</b>							
<b>CITY COUNCIL</b>							
Salaries	25,044	25,044	18,296	25,044	25,044	25,044	25,044
Fringes	64,120	74,946	37,086	30,692	31,253	31,253	31,498
Supplies, Maintenance and Repairs	-	100	-	100	100	100	100
Operations	-	-	-	-	75,000	25,000	-
Staff Development	655	4,000	1,225	4,000	4,000	4,000	4,000
Printing and Publications	375	400	-	400	400	400	400
<b>TOTAL CITY COUNCIL</b>	<b>90,193</b>	<b>104,490</b>	<b>56,608</b>	<b>60,236</b>	<b>135,797</b>	<b>85,797</b>	<b>61,042</b>
<b>CITY MANAGER</b>							
Salaries	269,906	212,135	221,646	220,982	223,710	223,710	224,157
Fringes	99,392	93,148	107,257	99,458	100,033	100,033	100,351
Supplies, Maintenance and Repairs	11,459	7,500	7,673	7,500	7,500	7,500	7,500
Operations	23,798	38,350	15,998	38,350	41,350	41,350	41,350
Staff Development	3,110	4,000	1,855	4,000	4,000	4,000	4,000
Printing and Publications	2,121	1,000	610	1,000	1,000	1,000	1,000
<b>TOTAL CITY MANAGER</b>	<b>409,786</b>	<b>356,133</b>	<b>355,040</b>	<b>371,290</b>	<b>377,593</b>	<b>377,593</b>	<b>378,358</b>
<b>COMMUNITY AND ECONOMIC DEVELOPMENT</b>							
Salaries	-	64,000	1,720	108,596	108,779	108,779	108,962
Fringes	-	22,786	6,103	23,948	33,634	33,634	33,826
Supplies, Maintenance and Repairs	75	1,000	1,337	1,000	2,500	2,500	2,500
Operations	-	53,000	43,419	114,500	70,000	70,000	62,500
Staff Development	-	35,000	2,460	4,000	6,500	6,500	6,500
Printing and Publications	-	1,700	2,000	-	-	-	-
<b>TOTAL COMMUNITY AND ECONOMIC DEVELOPMENT</b>	<b>75</b>	<b>177,486</b>	<b>57,040</b>	<b>252,044</b>	<b>221,413</b>	<b>221,413</b>	<b>214,288</b>
<b>TOTAL CITY MANAGER</b>	<b>409,861</b>	<b>533,619</b>	<b>412,079</b>	<b>623,334</b>	<b>599,005</b>	<b>599,005</b>	<b>592,647</b>
<b>CITY CLERK - ADMINISTRATION AND RECORDS</b>							
Salaries	51,009	55,186	48,347	68,689	73,399	73,399	73,620
Fringes	12,961	23,370	20,731	25,389	27,053	27,053	27,202
Supplies, Maintenance and Repairs	4,273	7,000	7,213	6,000	7,000	7,000	7,000
Operations	104,729	30,000	45,614	30,000	45,000	45,000	45,000
Staff Development	572	5,682	1,762	4,660	5,830	5,830	5,830
Printing and Publications	13,715	7,500	12,916	32,500	26,500	26,500	26,500
<b>TOTAL CITY CLERK - ADMINISTRATION AND RECORDS</b>	<b>187,260</b>	<b>128,738</b>	<b>136,583</b>	<b>167,237</b>	<b>184,781</b>	<b>184,781</b>	<b>185,152</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## GENERAL FUND

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>CITY CLERK ELECTIONS</b>							
Salaries	59,433	55,186	49,156	68,689	73,399	73,399	73,620
Fringes	24,614	23,370	22,572	25,389	27,053	27,053	27,202
Supplies, Maintenance and Repairs	12,713	20,000	11,061	20,000	25,000	25,000	25,000
Operations	48,764	99,000	165,820	177,000	146,000	146,000	146,000
Printing and Publications	1,825	7,000	-	5,000	10,000	10,000	10,000
<b>TOTAL CITY CLERK ELECTIONS</b>	<b>147,349</b>	<b>204,556</b>	<b>248,609</b>	<b>296,077</b>	<b>281,451</b>	<b>281,451</b>	<b>281,822</b>
<b>TOTAL CITY CLERK</b>	<b>334,609</b>	<b>333,294</b>	<b>385,192</b>	<b>463,315</b>	<b>466,233</b>	<b>466,233</b>	<b>466,974</b>
<b>FINANCE</b>							
Salaries	353,617	412,584	328,880	371,158	389,736	389,736	390,745
Fringes	193,783	282,984	211,334	221,057	232,126	232,126	233,192
Supplies, Maintenance and Repairs	16,982	15,500	18,622	19,710	15,500	15,500	15,500
Operations	88,435	69,580	153,692	220,700	279,520	279,520	279,520
Staff Development	1,515	6,800	3,872	6,800	6,800	6,800	6,800
Printing and Publications	1,285	1,600	1,716	1,716	1,700	1,700	1,700
<b>TOTAL FINANCE</b>	<b>655,617</b>	<b>789,048</b>	<b>718,115</b>	<b>841,142</b>	<b>925,382</b>	<b>925,382</b>	<b>927,457</b>
<b>CITY ATTORNEYS - CIVIL AND LABOR</b>							
Fringes	147	-	37	-	-	-	-
Supplies, Maintenance and Repairs	-	-	-	2,500	5,000	5,000	5,000
Operations	324,399	245,960	154,180	240,960	285,960	285,960	285,960
<b>TOTAL CITY ATTORNEYS - CIVIL AND LABOR</b>	<b>324,546</b>	<b>245,960</b>	<b>154,217</b>	<b>243,460</b>	<b>290,960</b>	<b>290,960</b>	<b>290,960</b>
<b>PROSECUTING ATTORNEY</b>							
Salaries	57,044	-	2,194	2,194	-	-	-
Fringes	41,770	-	3,444	2,866	-	-	-
Supplies, Maintenance and Repairs	-	-	-	2,500	-	-	-
Operations	606	57,000	47,686	52,000	59,400	59,400	59,400
<b>TOTAL PROSECUTING ATTORNEY</b>	<b>99,421</b>	<b>57,000</b>	<b>53,324</b>	<b>59,560</b>	<b>59,400</b>	<b>59,400</b>	<b>59,400</b>
<b>TOTAL CITY ATTORNEYS</b>	<b>423,967</b>	<b>302,960</b>	<b>207,541</b>	<b>303,020</b>	<b>350,360</b>	<b>350,360</b>	<b>350,360</b>
<b>PUBLIC SAFETY</b>							
Salaries	3,954,747	4,422,564	3,185,218	4,238,074	4,564,174	4,623,164	4,808,446
Fringes	2,424,369	1,329,332	1,157,006	1,047,496	1,112,105	1,132,620	1,207,642
Supplies, Maintenance and Repairs	163,307	257,000	65,892	197,117	195,000	195,000	195,000
Operations	176,265	206,800	119,146	100,405	228,800	228,800	228,800
Staff Development	37,891	52,500	2,800	50,391	55,500	55,500	55,500
Printing and Publications	171	1,800	50	1,800	2,000	2,000	2,000
<b>TOTAL PUBLIC SAFETY</b>	<b>6,756,751</b>	<b>6,269,996</b>	<b>4,530,111</b>	<b>5,635,284</b>	<b>6,157,579</b>	<b>6,237,083</b>	<b>6,497,389</b>
<b>TECHNICAL AND PLANNING - PLANNING</b>							
Salaries	34,340	-	23,000	-	-	-	-
Fringes	26,012	-	1,976	-	-	-	-
<b>PLANNING</b>	<b>60,662</b>	<b>-</b>	<b>24,976</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TECHNICAL AND PLANNING - INSPECTIONS</b>							
Salaries	104,629	223,676	101,535	245,757	341,738	331,614	332,598
Fringes	80,630	182,443	97,390	169,106	207,785	198,690	199,302
Supplies, Maintenance and Repairs	936	1,100	679	567	1,100	1,100	1,100
Operations	80,684	74,500	66,608	82,807	80,000	80,000	80,000
Staff Development	1,067	2,045	1,273	806	3,000	3,000	3,000
<b>TOTAL TECHNICAL AND PLANNING - INSPECTIONS</b>	<b>267,945</b>	<b>483,764</b>	<b>267,485</b>	<b>499,043</b>	<b>633,624</b>	<b>614,404</b>	<b>615,999</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## GENERAL FUND

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>TECHNICAL AND PLANNING - ENGINEERING</b>							
Salaries	9,308	10,063	7,776	10,507	14,610	14,177	14,220
Fringes	13,324	7,297	11,318	7,230	8,883	8,495	8,521
Supplies, Maintenance and Repairs	170	3,000	467	687	3,000	3,000	3,000
Operations	-	150	104	113	150	150	150
Staff Development	139	2,000	20	29	3,000	3,000	3,000
Printing and Publications	-	400	-	-	-	-	-
<b>ENGINEERING</b>	<b>22,940</b>	<b>22,910</b>	<b>19,665</b>	<b>18,566</b>	<b>29,644</b>	<b>28,822</b>	<b>28,890</b>
<b>TECHNICAL AND PLANNING - STREET LIGHTING</b>							
Operations	449,478	470,000	315,008	473,000	475,000	475,000	475,000
<b>TOTAL TECHNICAL AND PLANNING - STREET LIGHTING</b>	<b>449,478</b>	<b>470,000</b>	<b>315,008</b>	<b>473,000</b>	<b>475,000</b>	<b>475,000</b>	<b>475,000</b>
<b>TECHNICAL AND PLANNING - ADMINISTRATION</b>							
Salaries	2,708	-	16,864	-	-	-	-
Fringes	292	-	5,093	-	-	-	-
Supplies, Maintenance and Repairs	5,081	10,000	5,643	4,308	10,000	10,000	10,000
Operations	67,585	70,000	31,753	42,702	5,000	5,000	5,000
Staff Development	-	-	-	-	1,000	1,000	1,000
<b>TOTAL TECHNICAL AND PLANNING - ADMINISTRATION</b>	<b>75,665</b>	<b>80,000</b>	<b>59,353</b>	<b>47,010</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
<b>TECHNICAL AND PLANNING - BUILDING MAINTENANCE</b>							
Salaries	18,492	30,000	-	-	-	-	-
Fringes	37,990	28,087	340	-	-	-	-
Supplies, Maintenance and Repairs	96,912	165,000	3,628	408	-	-	-
Operations	371,235	402,000	20,089	6,081	-	-	-
Capital	(353)	-	-	-	-	-	-
<b>TOTAL TECHNICAL AND PLANNING - BUILDING MAINTENANCE</b>	<b>524,276</b>	<b>625,087</b>	<b>24,058</b>	<b>6,489</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL TECHNICAL AND PLANNING</b>	<b>1,400,967</b>	<b>1,681,761</b>	<b>710,564</b>	<b>1,044,108</b>	<b>1,154,267</b>	<b>1,134,226</b>	<b>1,135,890</b>
<b>RECREATION - ADMINISTRATION</b>							
Salaries	132,660	147,192	82,329	146,930	169,504	169,504	169,594
Fringes	65,621	37,165	52,824	43,079	55,552	55,552	55,778
Supplies, Maintenance and Repairs	6,467	17,108	8,274	15,663	16,508	16,508	16,508
Operations	53,788	45,230	26,966	42,893	13,193	13,193	13,193
Staff Development	1,506	900	319	900	1,971	1,971	1,971
<b>TOTAL RECREATION - ADMINISTRATION</b>	<b>260,043</b>	<b>247,595</b>	<b>170,712</b>	<b>249,464</b>	<b>256,728</b>	<b>256,728</b>	<b>257,044</b>
<b>RECREATION - ATHLETICS</b>							
Salaries	50,865	28,941	35,825	28,889	33,279	33,279	33,297
Fringes	6,232	7,885	5,607	8,470	10,907	10,907	10,951
Supplies, Maintenance and Repairs	18,919	29,423	7,559	29,423	29,423	29,423	29,423
Operations	8,660	12,873	5,004	12,390	13,413	13,413	13,413
<b>TOTAL RECREATION - ATHLETICS</b>	<b>84,675</b>	<b>79,122</b>	<b>53,994</b>	<b>79,173</b>	<b>87,022</b>	<b>87,022</b>	<b>87,084</b>
<b>RECREATION - OUTDOOR ACTIVITIES</b>							
Salaries	29,712	52,878	33,463	52,784	60,916	60,916	60,948
Fringes	4,386	14,407	7,060	15,476	19,964	19,964	20,045
Supplies, Maintenance and Repairs	1,131	3,420	740	3,420	3,420	3,420	3,420
Operations	8,415	13,060	4,425	13,806	13,060	13,060	13,060
<b>TOTAL RECREATION - OUTDOOR ACTIVITIES</b>	<b>43,643</b>	<b>83,765</b>	<b>45,687</b>	<b>85,486</b>	<b>97,359</b>	<b>97,359</b>	<b>97,473</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## GENERAL FUND

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>RECREATION - INSTRUCTIONAL ACTIVITIES</b>							
Salaries	-	-	137	-	-	-	-
Fringes	-	-	13	-	-	-	-
Supplies, Maintenance and Repairs	65	100	166	166	-	-	-
Operations	22,094	24,128	12,906	24,128	29,508	29,508	29,508
<b>TOTAL RECREATION - INSTRUCTIONAL ACTIVITIES</b>	<b>22,158</b>	<b>24,228</b>	<b>13,223</b>	<b>24,294</b>	<b>29,508</b>	<b>29,508</b>	<b>29,508</b>
<b>RECREATION - SPECIAL EVENTS</b>							
Salaries	7,458	1,496	3,260	1,493	1,727	1,727	1,728
Fringes	961	408	406	438	566	566	568
Supplies, Maintenance and Repairs	3,783	2,648	3,076	3,075	4,173	4,173	4,173
Operations	21,859	15,850	13,971	15,850	17,008	17,008	17,008
<b>TOTAL RECREATION - SPECIAL EVENTS</b>	<b>34,061</b>	<b>20,402</b>	<b>20,713</b>	<b>20,856</b>	<b>23,474</b>	<b>23,474</b>	<b>23,478</b>
<b>RECREATION - SWIMMING POOL FACILITY</b>							
Salaries	30,879	47,999	37,368	47,913	55,273	55,273	55,302
Fringes	3,510	13,077	7,071	14,048	18,115	18,115	18,188
Supplies, Maintenance and Repairs	18,987	15,050	3,306	14,261	161,050	161,050	11,050
Operations	9,590	5,900	6,755	6,755	5,900	5,900	5,900
<b>TOTAL RECREATION - SWIMMING POOL FACILITY</b>	<b>62,967</b>	<b>82,026</b>	<b>54,501</b>	<b>82,977</b>	<b>240,338</b>	<b>240,338</b>	<b>90,441</b>
<b>RECREATION - SENIOR SERVICES</b>							
Salaries	48,791	49,665	34,131	49,576	57,231	57,231	57,261
Fringes	17,372	13,531	7,250	14,535	18,756	18,756	18,833
Supplies, Maintenance and Repairs	3,416	3,750	2,249	3,750	3,750	3,750	3,750
Operations	22,057	47,382	28,929	47,382	22,882	22,882	22,882
<b>TOTAL RECREATION - SENIOR SERVICES</b>	<b>91,635</b>	<b>114,328</b>	<b>72,559</b>	<b>115,244</b>	<b>102,619</b>	<b>102,619</b>	<b>102,726</b>
<b>TOTAL RECREATION</b>	<b>599,182</b>	<b>651,466</b>	<b>431,390</b>	<b>657,494</b>	<b>837,048</b>	<b>837,048</b>	<b>687,752</b>
<b>PUBLIC WORKS - ADMINISTRATION</b>							
Salaries	2,578	6,000	3,027	5,000	31,513	31,513	31,928
Fringes	1,911	4,468	3,296	5,074	22,812	22,812	22,777
Supplies, Maintenance and Repairs	(620)	1,000	427	700	1,000	1,000	1,000
Operations	3,628	27,200	1,715	2,556	4,000	4,000	4,000
Staff Development	215	-	225	225	300	300	300
<b>TOTAL PUBLIC WORKS - ADMINISTRATION</b>	<b>7,711</b>	<b>38,668</b>	<b>8,690</b>	<b>13,555</b>	<b>59,625</b>	<b>59,625</b>	<b>60,005</b>
<b>PUBLIC WORKS - SHEPHARD PARK - FORESTRY</b>							
Salaries	8,510	7,000	14,280	16,000	38,197	38,197	38,701
Fringes	21,176	6,554	9,868	6,151	27,651	27,651	27,609
Supplies, Maintenance and Repairs	640	1,000	530	1,000	1,000	1,000	1,000
Operations	105,991	100,000	11,580	101,000	22,000	22,000	22,000
<b>TOTAL PUBLIC WORKS - SHEPHARD PARK - FORESTRY</b>	<b>136,316</b>	<b>114,554</b>	<b>36,258</b>	<b>124,151</b>	<b>88,848</b>	<b>88,848</b>	<b>89,310</b>
<b>PUBLIC WORKS - OTHER PARKS - FORESTRY</b>							
Salaries	6,882	6,000	9,656	11,000	25,783	25,783	26,123
Fringes	3,525	4,468	3,090	4,152	18,665	18,665	18,636
Supplies, Maintenance and Repairs	73	6,000	637	1,300	2,000	2,000	2,000
Operations	108,099	20,000	31,844	26,400	38,000	38,000	38,000
<b>TOTAL PUBLIC WORKS - OTHER PARKS - FORESTRY</b>	<b>118,580</b>	<b>36,468</b>	<b>45,228</b>	<b>42,852</b>	<b>84,448</b>	<b>84,448</b>	<b>84,759</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## GENERAL FUND

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>PUBLIC WORKS - BUILDING MAINTENANCE</b>							
Salaries	-	-	-	21,023	30,000	30,000	30,267
Fringes	-	-	5,737	23,065	21,498	21,498	21,592
Supplies, Maintenance and Repairs	-	-	(0)	130,000	205,000	205,000	205,000
Operations	-	-	-	377,000	400,000	400,000	400,000
<b>TOTAL PUBLIC WORKS - BUILDING MAINTENANCE</b>	<b>-</b>	<b>-</b>	<b>5,737</b>	<b>551,088</b>	<b>656,498</b>	<b>656,498</b>	<b>656,859</b>
<b>TOTAL PUBLIC WORKS</b>	<b>262,607</b>	<b>189,690</b>	<b>95,912</b>	<b>731,646</b>	<b>889,419</b>	<b>889,419</b>	<b>890,933</b>
<b>INFORMATION TECHNOLOGY</b>							
Salaries	71,721	68,900	56,696	81,411	85,281	77,133	77,133
Fringes	30,097	37,831	30,724	33,882	34,548	32,790	32,943
Supplies, Maintenance and Repairs	39,200	43,300	39,567	43,300	66,800	66,800	66,800
Operations	33,932	34,000	25,010	34,000	25,500	25,500	25,500
Staff Development	1,769	2,000	2,074	2,000	2,000	2,000	2,000
Printing and Publications	41	150	-	150	150	150	150
<b>TOTAL INFORMATION TECHNOLOGY</b>	<b>176,759</b>	<b>186,181</b>	<b>154,071</b>	<b>194,743</b>	<b>214,279</b>	<b>204,373</b>	<b>204,526</b>
<b>PUBLIC INFORMATION</b>							
Salaries	87,804	84,078	60,911	86,738	86,998	86,998	88,499
Fringes	43,771	61,243	39,000	43,710	43,675	43,675	44,351
Supplies, Maintenance and Repairs	12,451	7,500	3,252	6,000	7,500	7,500	7,500
Operations	38,050	43,450	36,912	44,700	69,200	69,200	69,200
Staff Development	1,670	2,365	-	2,365	2,865	2,865	2,865
Printing and Publications	12,884	40,500	29,209	38,000	40,500	40,500	40,500
<b>TOTAL PUBLIC INFORMATION</b>	<b>196,630</b>	<b>239,136</b>	<b>169,284</b>	<b>221,513</b>	<b>250,738</b>	<b>250,738</b>	<b>252,915</b>
<b>NON-DEPARTMENTAL</b>							
Retiree Health Care	2,538,378	1,528,975	1,291,244	1,432,618	1,370,562	1,370,562	1,439,090
Retiree Life Insurance	1,412	878	680	907	926	926	926
Retiree Dental Care	98,560	18,001	34,930	29,101	32,000	32,000	32,000
Health Care Insurance Fees - State and Fed	-	-	-	-	61,214	61,214	61,214
Unemployment Compensation	83,880	30,000	77,666	77,800	17,500	17,500	17,500
Community Promotion	153	-	-	-	-	-	-
Utilities - Telephone	4,791	7,000	1,829	7,000	7,000	7,000	7,000
Unforeseen Expense	15,734	10,000	8,462	5,150	10,150	10,150	10,150
Membership and Dues	22,098	23,673	3,192	23,673	23,673	23,673	23,673
Refunds and Rebates	446,399	150,000	55,812	150,000	150,000	150,000	150,000
Contingency	-	-	-	82,807	82,807	82,807	82,807
<b>Non Departmental Expenses</b>	<b>3,211,405</b>	<b>1,768,527</b>	<b>1,473,818</b>	<b>1,809,056</b>	<b>1,755,832</b>	<b>1,755,832</b>	<b>1,824,360</b>
Transfer to Central Services	75,000	60,000	60,000	60,000	70,000	70,000	70,000
Transfer to District Court	1,551,000	1,522,460	1,522,460	1,567,412	1,631,659	1,631,659	1,659,922
Transfer to Public Safety Retirement - PA 345	-	835,686	-	835,686	946,181	946,181	1,032,822
Transfer to COPS Grant	34,823	72,503	-	67,324	67,345	67,345	-
Transfer to Debt Service	79,623	102,873	102,873	102,873	101,423	101,423	99,673
Transfer to Risk Management	110,000	110,000	110,000	110,000	110,000	110,000	110,000
Transfer to Library Authority	-	108,546	-	108,546	108,546	108,546	108,546
Transfer to City Owned Property	55,000	10,000	10,000	10,000	10,000	10,000	10,000
Transfer to Motor Pool	-	132,000	-	132,000	132,000	132,000	132,000
<b>Transfers Out</b>	<b>1,905,446</b>	<b>2,954,068</b>	<b>1,805,333</b>	<b>2,993,841</b>	<b>3,177,154</b>	<b>3,177,154</b>	<b>3,222,963</b>
<b>TOTAL NON-DEPARTMENTAL</b>	<b>5,116,851</b>	<b>4,722,595</b>	<b>3,279,151</b>	<b>4,802,897</b>	<b>4,932,986</b>	<b>4,932,986</b>	<b>5,047,323</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## GENERAL FUND

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>General Fund Total Expenses</b>	<b>16,423,993</b>	<b>16,004,236</b>	<b>11,150,017</b>	<b>15,578,732</b>	<b>16,913,093</b>	<b>16,912,650</b>	<b>17,115,208</b>
Total Revenues and Transfers In	17,671,996	16,081,960	13,432,392	16,117,677	16,326,045	16,326,045	16,505,446
Net Change in Fund Balance EXCESS/(DEFICIT)	1,248,003	77,724	2,282,375	538,945	(587,048)	(586,605)	(609,762)
Beginning Fund Balance	1,050,605	2,105,539		2,105,539	2,644,484	2,644,484	2,057,879
Ending Fund Balance	2,298,608	2,183,263		2,644,484	2,057,437	2,057,879	1,448,117
Reserved and Prepaid Expenses	193,069						
<b>Unreserved Fund Balance:</b>	<b>2,105,539</b>	<b>2,183,263</b>		<b>2,644,484</b>	<b>2,057,437</b>	<b>2,057,879</b>	<b>1,448,117</b>
<b>Fund Balance as a Percentage of Revenue</b>	<b>11.9%</b>	<b>13.6%</b>		<b>16.4%</b>	<b>12.6%</b>	<b>12.6%</b>	<b>8.8%</b>
<b>Fund Balance as a Percentage of Expense</b>	<b>12.8%</b>	<b>13.6%</b>		<b>17.0%</b>	<b>12.2%</b>	<b>12.2%</b>	<b>8.5%</b>

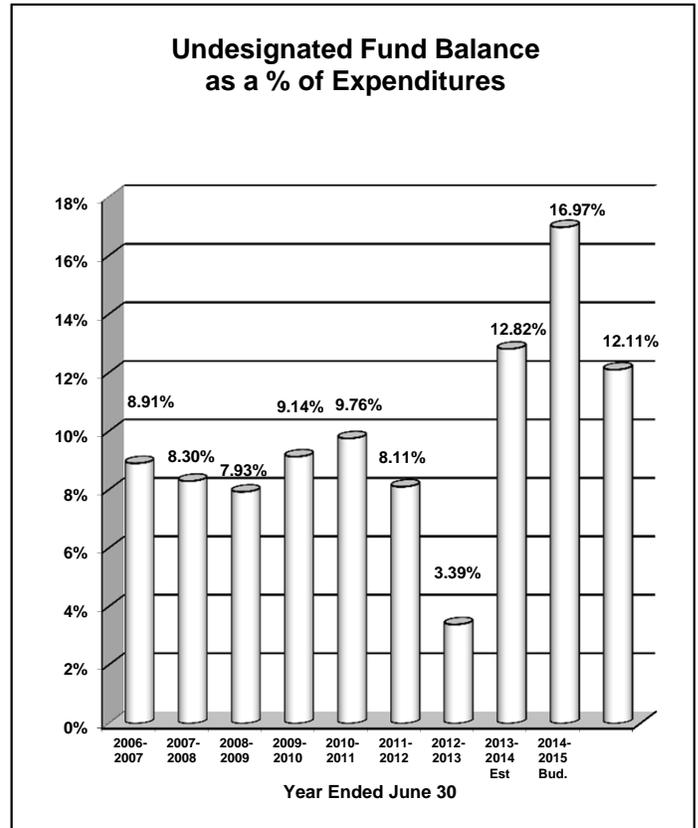
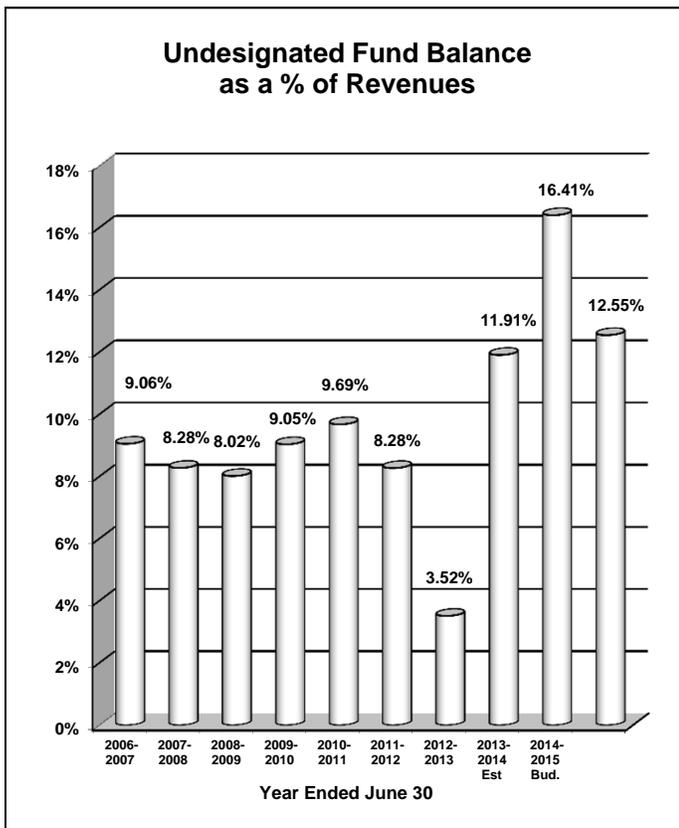
**CITY OF OAK PARK**  
**2014 - 2015 FISCAL YEAR BUDGET**  
**GENERAL FUND**

<b>ACTIVITY / NAME OF ACCOUNT</b>	<b>Prior Year Actual 2012-13</b>	<b>Current Budget 2013-14</b>	<b>Actual at 2/28/2014 2013-14</b>	<b>Est Year End 2013-14</b>	<b>Manager's Rec 2014-15</b>	<b>City Council Approved 2014-15</b>	<b>Projected Budget 2015-16</b>	<b>Percent of Council Total</b>
<b><u>GENERAL GOVERNMENT</u></b>								
Council	90,193	104,490	56,608	60,236	135,797	85,797	61,042	0.51%
City Manager	409,786	356,133	355,040	371,290	377,593	377,593	378,358	2.23%
Community & Economic Development	75	177,486	57,040	252,044	221,413	221,413	214,288	1.31%
City Clerk	187,260	128,738	136,583	167,237	184,781	184,781	185,152	1.09%
Elections	147,349	204,556	248,609	296,077	281,451	281,451	281,822	1.66%
Finance & Administrative Services	655,617	789,048	718,115	841,142	925,382	925,382	927,457	5.47%
City and Labor Attorneys	324,546	245,960	154,217	243,460	290,960	290,960	290,960	1.72%
Prosecuting Attorney	99,421	57,000	53,324	59,560	59,400	59,400	59,400	0.35%
Information Technology	176,759	186,181	154,071	194,743	214,279	204,373	204,526	1.21%
Public Information	196,630	239,136	169,284	221,513	250,738	250,738	252,915	1.48%
Technical & Planning Services	1,400,967	1,681,761	710,564	1,044,108	1,154,267	1,134,226	1,135,890	6.71%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>3,688,602</b>	<b>4,170,489</b>	<b>2,813,454</b>	<b>3,751,410</b>	<b>4,096,061</b>	<b>4,016,114</b>	<b>3,991,811</b>	<b>23.75%</b>
Public Safety	6,756,751	6,269,996	4,530,111	5,635,284	6,157,579	6,237,083	6,497,389	36.88%
Public Works	262,607	189,690	95,912	731,646	889,419	889,419	890,933	5.26%
Recreation	599,182	651,466	431,390	657,494	837,048	837,048	687,752	4.95%
<b>TOTAL DEPARTMENTAL</b>	<b>11,307,142</b>	<b>11,281,641</b>	<b>7,870,866</b>	<b>10,775,835</b>	<b>11,980,107</b>	<b>11,979,664</b>	<b>12,067,885</b>	<b>70.83%</b>
<b><u>NON-DEPARTMENTAL</u></b>								
Retirees Health Care	2,538,378	1,528,975	1,291,244	1,432,618	1,370,562	1,370,562	1,439,090	8.10%
Retirees Life Insurance	1,412	878	680	907	926	926	926	0.01%
Retirees Dental	98,560	18,001	34,930	29,101	32,000	32,000	32,000	0.19%
Unemployment Compensation	83,880	30,000	77,666	77,800	17,500	17,500	17,500	0.10%
Health Care Insurance Fees - State and Fed	0	0	0	0	61,214	61,214	61,214	
Community Promotion	153	0	0	0	0	0	0	0.00%
Telephone System	4,791	7,000	1,829	7,000	7,000	7,000	7,000	0.04%
Unforeseen Expense	15,734	10,000	8,462	5,150	10,150	10,150	10,150	0.06%
Memberships & Dues	22,098	23,673	3,192	23,673	23,673	23,673	23,673	0.14%
Refunds & Rebates	446,399	150,000	55,812	150,000	150,000	150,000	150,000	0.89%
Contingency	0	0	0	82,807	82,807	82,807	82,807	
<b>TOTAL NON-DEPARTMENTAL</b>	<b>3,211,405</b>	<b>1,768,527</b>	<b>1,473,818</b>	<b>1,809,056</b>	<b>1,755,832</b>	<b>1,755,832</b>	<b>1,824,360</b>	<b>10.38%</b>
<b>TOTAL EXPENDITURES</b>	<b>14,518,547</b>	<b>13,050,168</b>	<b>9,344,684</b>	<b>12,584,891</b>	<b>13,735,939</b>	<b>13,735,496</b>	<b>13,892,245</b>	<b>81.21%</b>
<b><u>TRANSFERS-OUT</u></b>								
Transfer to Central Services	75,000	60,000	60,000	60,000	70,000	70,000	70,000	0.41%
Transfer to District Court	1,551,000	1,522,460	1,522,460	1,567,412	1,631,659	1,631,659	1,659,922	9.65%
Transfer to Public Safety Retirement PA 345	0	835,686	0	835,686	946,181	946,181	1,032,822	5.59%
Transfer to COPS Grant	34,823	72,503	0	67,324	67,345	67,345	0	
Transfer to Debt Service	79,623	102,873	102,873	102,873	101,423	101,423	99,673	0.60%
Transfer to Risk Management	110,000	110,000	110,000	110,000	110,000	110,000	110,000	0.65%
Transfer to Library Authority	0	108,546	0	108,546	108,546	108,546	108,546	0.64%
Transfer to City Owned Property	55,000	10,000	10,000	10,000	10,000	10,000	10,000	0.06%
Transfer to Motor Pool	0	132,000	0	132,000	132,000	132,000	132,000	0.78%
<b>TOTAL TRANSFERS-OUT</b>	<b>1,905,446</b>	<b>2,954,068</b>	<b>1,805,333</b>	<b>2,993,841</b>	<b>3,177,154</b>	<b>3,177,154</b>	<b>3,222,963</b>	<b>18.79%</b>
<b>EXPENDITURES &amp; TRANSFERS OUT</b>	<b>16,423,993</b>	<b>16,004,236</b>	<b>11,150,017</b>	<b>15,578,732</b>	<b>16,913,093</b>	<b>16,912,650</b>	<b>17,115,208</b>	<b>100.00%</b>
LESS: REVENUE & TRANSFERS IN	\$17,671,996	\$16,081,960	\$13,432,392	\$16,117,677	\$16,326,045	\$16,326,045	\$16,505,446	
EXCESS / DEFICIT	1,248,003	77,724		538,945	(587,048)	(586,605)	(609,762)	
Beginning Fund Balance	1,050,605	2,105,539		2,105,539	2,644,484	2,644,484	2,057,879	
Ending Fund Balance	2,298,608	2,183,263		2,644,484	2,057,437	2,057,879	1,448,117	
Reserved and Prepaid Expenses	193,069							
Unreserved Fund Balance	2,105,539	2,183,263		2,644,484	2,057,437	2,057,879	1,448,117	

**CITY OF OAK PARK**  
**Undesignated Fund Balance as a Percentage of Revenues and Expenditures**  
**Fiscal Years 2005-2006 to 2014-2015 Bud.**

	<u>Revenues</u>	<u>Undesignated Fund Balance</u>	<u>Percentage</u>	<u>Expenditures</u>	<u>Undesignated Fund Balance</u>	<u>Percentage</u>
FY 2005-2006	20,617,174	1,868,092	9.06%	20,967,132	1,868,092	8.91%
FY 2006-2007	21,157,908	1,752,635	8.28%	21,111,339	1,752,635	8.30%
FY 2007-2008	21,138,818	1,695,836	8.02%	21,380,684	1,695,836	7.93%
FY 2008-2009	21,372,802	1,933,449	9.05%	21,159,701	1,933,449	9.14%
FY 2009-2010	20,500,381	1,986,008	9.69%	20,344,751	1,986,008	9.76%
FY 2010-2011	18,715,136	1,549,260	8.28%	19,110,274	1,549,260	8.11%
FY 2011-2012	17,383,203	612,065	3.52%	18,045,523	612,065	3.39%
FY 2012-2013	17,671,996	2,105,539	11.91%	16,423,992	2,105,539	12.82%
FY 2013-2014 Est	16,117,677	2,644,484	16.41%	15,578,732	2,644,484	16.97%
FY 2014-2015 Bud	16,316,260	2,048,094	12.55%	16,912,650	2,048,094	12.11%

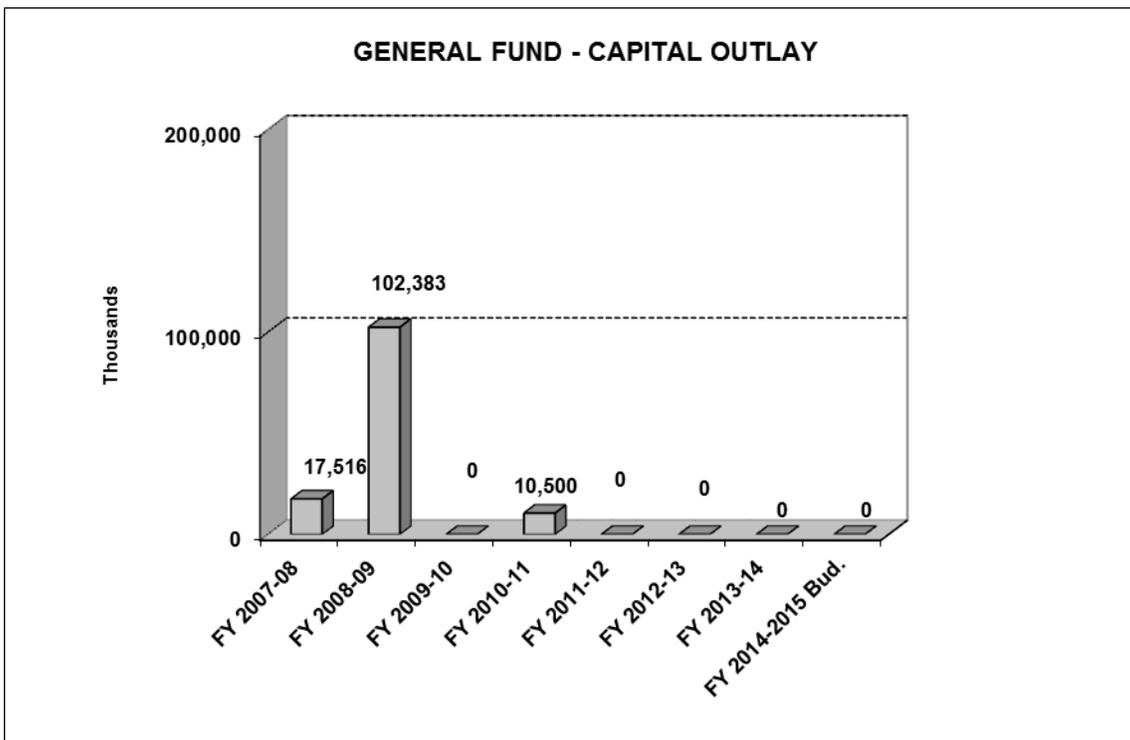
It is the goal of the City of Oak Park to maintain Undesignated Fund Balance at not less than 10% of revenues and not less than 8.33% of expenditures.



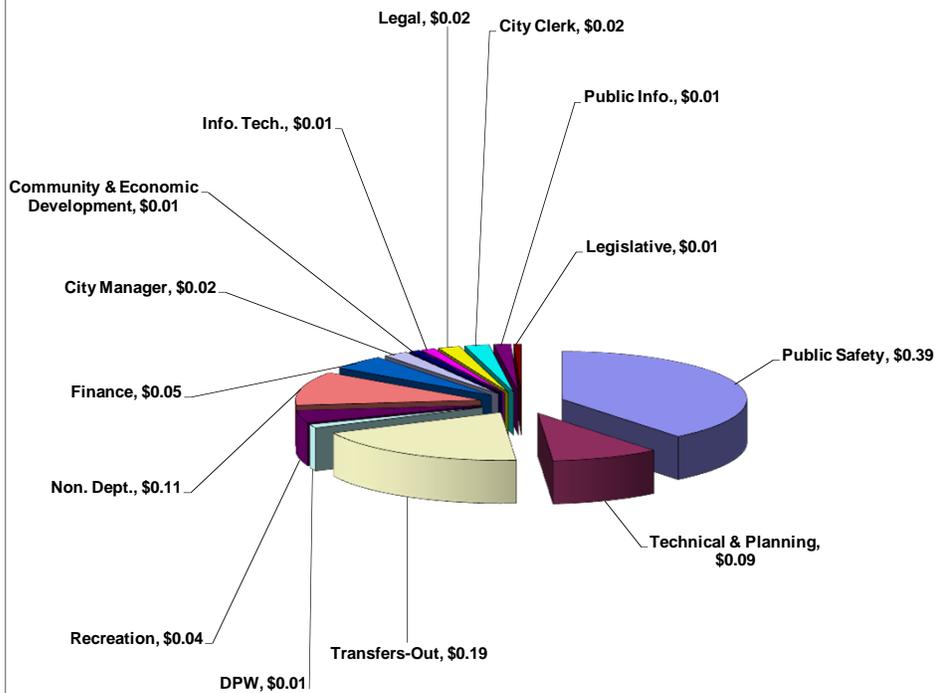
**CITY OF OAK PARK  
2014 – 2015 BUDGET  
GENERAL FUND – CAPITAL EXPENDITURES**

Capital expenditure requests include equipment with a value greater than \$5,000 and are expected to have a useful life of at least two years. Requests are submitted by departments to the City Manager who recommends purchases to the City Council. Departments are also required to submit estimates of the Capital requirements for the ensuing five years (See Capital Projects section of this budget). The five year capital plan is submitted to the Planning Commission for their input and recommendations. The plan is compared to the City of Oak Park Master Plan and the Recreation Master Plan to ensure that goals are met. Each department must present a rationale for their requests and an estimate of how the request will affect future operating budgets.

As a result of an overall decrease in revenue, there were no requests for Fiscal Year 2014-2015. A large portion of expenditures during the preceding eight Fiscal Years were for upgrading the City’s computer system and repairs to City buildings. It is expected that Capital expenditure projections will remain low until there is an economic upturn. The graph below shows Capital expenditures budgeted over the past seven years.



## \$ HOW MY GENERAL FUND DOLLAR IS USED \$



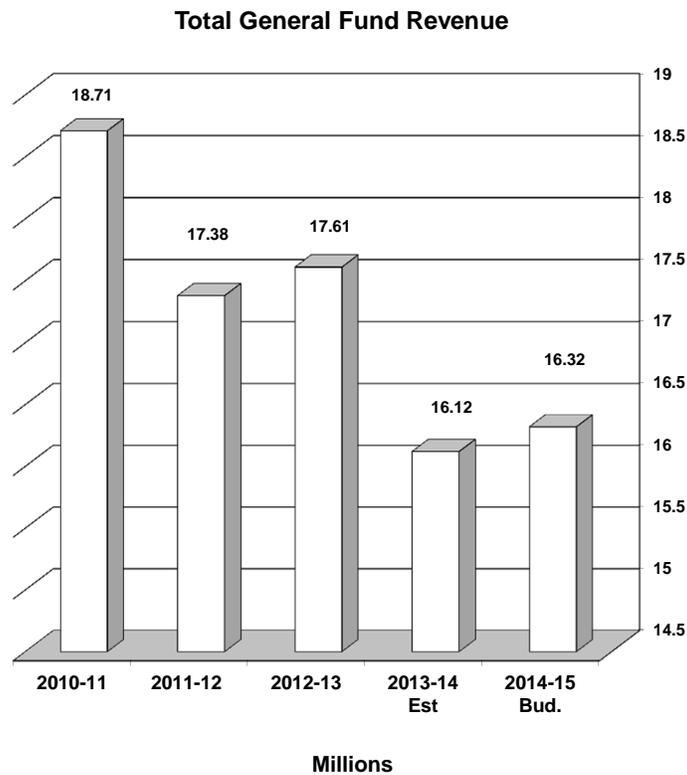
The above chart demonstrates how one dollar of General Fund Revenue is expended. For example, .39 (forty cents) of every dollar spent in the General Fund is on Public Safety.

**CITY OF OAK PARK  
2014 - 2015 FISCAL YEAR BUDGET  
GENERAL FUND REVENUES - CITY COUNCIL BUDGET**

**REVENUE ASSUMPTIONS**

The budget recommends revenues in the General Fund of \$16,326,045, an increase of 1.52% from budgeted revenues of \$16,081,960 in FY 2013-2014. This modest increase is due to increased Revenue Sharing, Charges for Services, and Fines and Forfeits, offset by losses in Property Taxes, Interest Earnings and Other Revenues.

General Fund revenues have decreased an average of 2.55% over the past five years. It is expected that revenue will continue to hold steady, growing very slowly and will be highly dependent on the stabilization of the economy and the political climate.



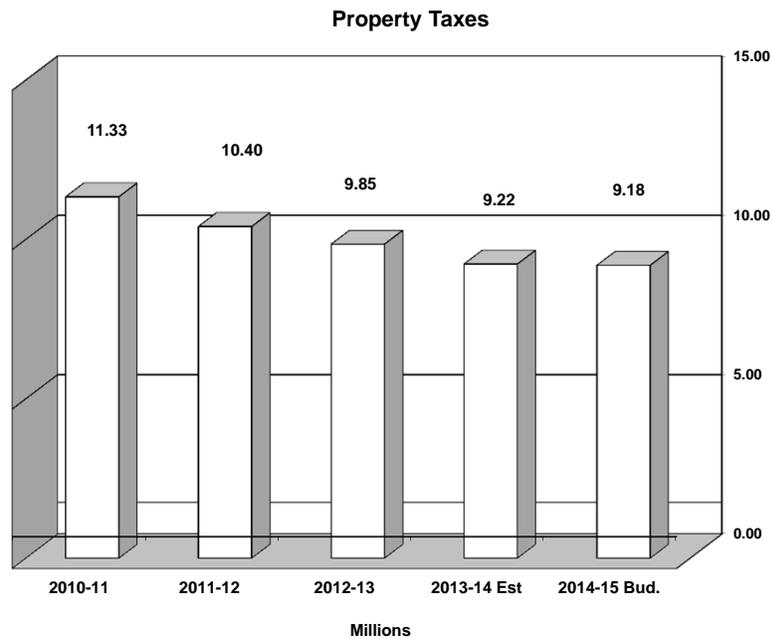
**Property Taxes**

Property taxes represent 56.25% of General Fund revenue and is the largest source of revenue for the City. This is based on property values in the City and the amount of property tax that can be levied is limited by "Proposal A", which was approved by Michigan voters in March, 1994. Proposal A limits the amount taxes can be increased to 5% or the inflation rate, whichever is lower. The inflation rate for 2013 is 1.6%.

**CITY OF OAK PARK  
2014 - 2015 FISCAL YEAR BUDGET  
GENERAL FUND REVENUES - CITY COUNCIL BUDGET**

Property tax revenues are based on an Operating Millage levy of 16.3563 mills (16.3563 per \$1,000 Taxable Value) calculated on a Taxable Value of \$432,214,220. Real property taxes that are delinquent March 1, 2014 will be sold to the County Treasurer. Therefore, real property taxes will be 100% collectable for cash flow purposes. Taxes on Personal Property account for the amount of uncollected property tax revenue. However changes in the State of Michigan Tax Law may affect this in the future.

The fee paid by the Taxing Jurisdictions for collection of their taxes is expected to remain unchanged from the estimated \$279,000 in FY 2013-2014 for FY 2014-2015.



The above graph shows property tax revenue declines and the first year of growth since 2010. It is expected that this trend will continue as the economy and housing markets become stronger.

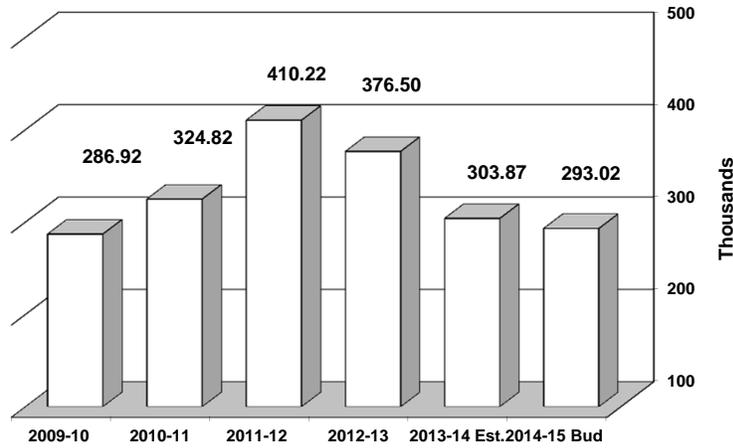
**Licenses and Permits**

Licenses and permits represent 1.79% of General Fund revenues. The City requires various licenses or permits to be acquired to perform certain functions within the City's jurisdiction. Business Licenses and Building Permits represent the largest portion of this revenue source. Businesses are required to obtain an annual license to operate. Building Permits are required to perform construction within the City.

Revenue from Licenses & Permits represent a small part of the overall funds received by the City, however the number of Merchants Licenses issued is an indicator of the performance of the economy in the City. The revenue assumption for Licenses and Permits during FY 2014-2015 is \$293,020.

**CITY OF OAK PARK  
2014 - 2015 FISCAL YEAR BUDGET  
GENERAL FUND REVENUES - CITY COUNCIL BUDGET**

**Licenses and Permits**

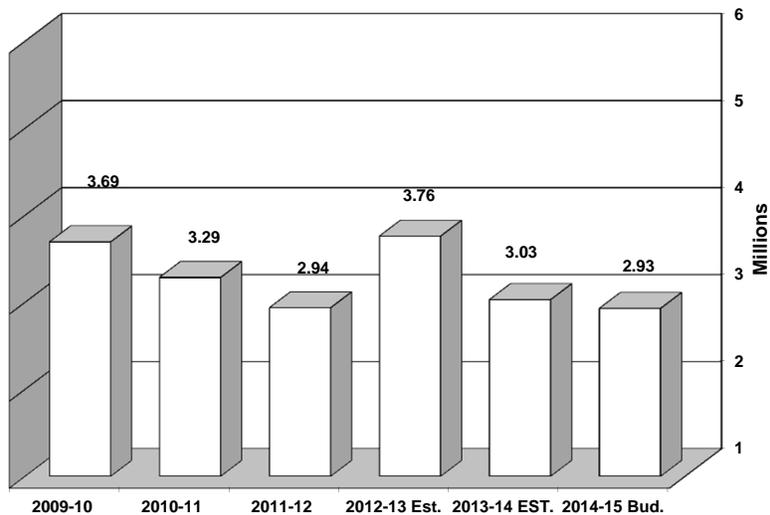


**State Shared Revenues**

State Shared Revenues represent 19.90% of General Fund revenues. The State of Michigan shares revenues that are collected in the City by the State. These revenues include Sales Tax and Income Tax. A small increase of 4.45% is expected for revenue sharing during FY 2014-15. The amount of \$3,239,757 is the estimated State revenue sharing portion to be received during FY 2014-2015 compared to \$3,101,662 that was anticipated for Fiscal Year 2013-2014. This is due to economic conditions resulting in more sales tax and the State of Michigan adjusting the revenue sharing formula.

Although this is a recurring revenue source, the amount received is volatile because the total amount of revenue shared by the State of Michigan is dependent on the performance of the economy and the actions of the state legislature.

**State Shared Revenues**



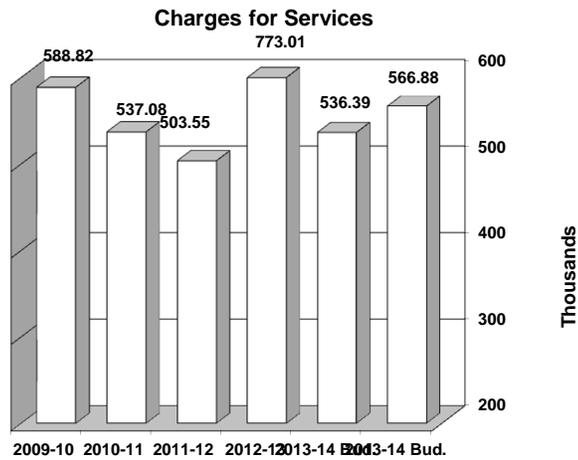
**CITY OF OAK PARK  
2014 - 2015 FISCAL YEAR BUDGET  
GENERAL FUND REVENUES - CITY COUNCIL BUDGET**

**Charges for Services**

Charges for Services represent 3.47% of General Fund revenue. A service charge is a fee imposed upon the user for a service provided by the City. Certain services benefit an individual rather than the public, therefore the individual benefiting from the service pay for the cost. The charge is limited to the cost required to provide the service. The City evaluates costs annually and recommends appropriate changes to the City Council.

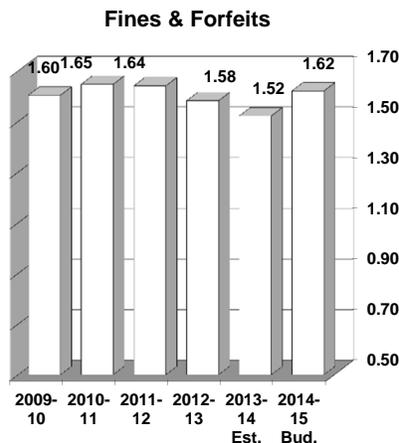
These charges are set by City Council Resolution or Ordinance. The charges for services are mainly charged for inspections and recreational activities. The revenues from fees are expected to increase from \$509,200 for Fiscal Year 2013-2014 to \$566,875 in Fiscal Year 2014-2015.

Charges for Services have been increasingly used by cities as a way of recovering costs because other forms of income are either limited by statute, controlled by another jurisdiction, or subject to the performance of the economy. Because of these factors, especially the current economic conditions improve, continued growth from this revenue source is anticipated.



**Fines and Forfeits**

This category represents 9.94% of revenues. Fines are charged by the 45th District Court for violations of Federal, State, and Local laws. A portion of these are remitted to the City. \$1,621,874 in collections are anticipated during FY 2014-2015. This is a \$99,414 increase from funds anticipated to be received during FY 2013-2014.



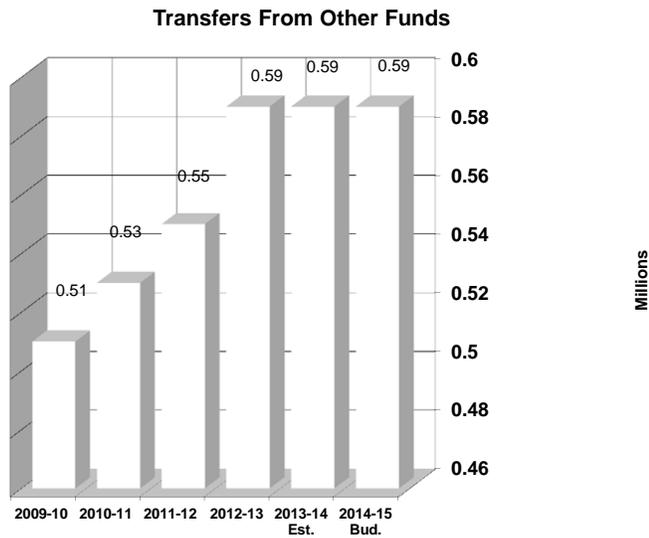
**CITY OF OAK PARK  
2014 - 2015 FISCAL YEAR BUDGET  
GENERAL FUND REVENUES - CITY COUNCIL BUDGET**

**Interest Income**

Interest Income is based on a 1% return on funds available for investment during the fiscal year and represents .01% of General Fund Revenues. Interest Income is budgeted at \$2,000 for FY 2014-2015, which is a \$1,000 less than amount allocated for FY 2013-2014.

**Interfund Charges**

Inter-fund charges are the charges made by the General Fund to Non-General Fund activities for staff support. It is anticipated that the amounts charged will be stable and continue to show little or no growth.



**CITY OF OAK PARK  
REVENUE - DETAIL  
GENERAL FUND  
FISCAL YEAR 2014 - 2015 BUDGET**

ACCOUNT NO.	SOURCE	PRIOR YEAR ACTUAL x 2012-2013	CURRENT BUDGET 2013-2014	ACTUAL AS OF 2/28/2013 2013-2014	ESTIMATED YEAR END 2013-2014	CITY MANAGERS RECOMMENDED 2014-2015	CITY COUNCIL APPROVED 2014-2015	PROJECTION 2015-2016
403.000	PROPERTY TAXES	9,303,828	8,704,798	8,620,657	8,704,798	8,664,634	8,664,634	8,803,268
405.000	OTHER TAX REVENUE - ADMIN. FEE	287,431	279,000	300,367	279,000	279,000	279,000	283,464
420.000	DELINQUENT PERSONAL PROPERTY TAX	8,008	15,000	38,456	15,000	15,000	15,000	15,240
445.000	PENALTIES & INTEREST ON TAXES	249,228	225,000	98,156	225,000	225,000	225,000	228,600
	<b>TOTAL TAXES &amp; TAX RELATED</b>	<b>\$9,848,495</b>	<b>\$9,223,798</b>	<b>\$9,057,636</b>	<b>\$9,223,798</b>	<b>\$9,183,634</b>	<b>\$9,183,634</b>	<b>\$9,330,572</b>
451.000	BUSINESS LICENSES & PERMITS	79,542	78,000	65,645	78,000	78,000	78,000	78,000
452.000	BURGLAR ALARM PERMITS	1,212	1,000	1,224	1,150	1,000	1,000	1,000
453.000	EMERGENCY RESPONSE FEES	12,078	5,000	9,115	5,000	5,000	5,000	5,000
477.000	ANIMAL LICENSES	5,911	5,000	4,901	4,700	5,000	5,000	5,000
478.000	SIDEWALK PERMITS	24,689	15,000	5,672	15,000	15,000	15,000	15,000
479.000	BUILDING PERMITS	143,560	95,000	60,121	90,000	95,000	95,000	95,000
481.000	ELECTRICAL PERMITS	39,141	35,000	42,207	55,000	35,000	35,000	35,000
482.000	HEATING PERMITS	39,490	33,000	18,663	22,000	30,000	30,000	30,000
483.000	PLUMBING PERMITS	10,943	10,000	12,847	15,000	13,000	13,000	13,000
484.000	ZONING PERMITS & FEES	6,527	7,000	7,461	9,000	7,000	7,000	7,000
485.000	OTHER NON-BUSINESS LICENSES	13,400	9,000	5,889	9,000	9,000	9,000	9,000
486.000	BICYCLE REGISTRATIONS	8	20	10	20	20	20	20
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>\$376,501</b>	<b>\$293,020</b>	<b>\$233,755</b>	<b>\$303,870</b>	<b>\$293,020</b>	<b>\$293,020</b>	<b>\$293,020</b>
545.000	LIQUOR LICENSES	6,093	5,600	6,231	6,231	6,000	6,000	6,065
570.000	REIMBURSEMENTS - OTHER	0	820	0	0	500	500	500
574.000	STATE REVENUE SHARING	3,040,964	3,101,662	1,707,903	3,153,533	3,239,757	3,239,757	3,272,155
	<b>TOTAL STATE GRANTS</b>	<b>\$3,047,057</b>	<b>\$3,108,082</b>	<b>\$1,714,134</b>	<b>\$3,159,764</b>	<b>\$3,246,257</b>	<b>\$3,246,257</b>	<b>\$3,278,720</b>
602.000	WEDDING CEREMONIES	165	200	15	15	25	25	25
629.000	DOG POUND FEES	1,682	2,000	914	1,300	1,500	1,500	1,500
632.000	HOUSING INSPECTIONS	71,967	100,000	123,743	150,000	150,000	150,000	150,000
633.000	CAR POUND FEES	4,220	4,500	2,970	4,000	4,500	4,500	4,500
634.000	POLICE ALARM FEES	5,630	3,000	5,035	6,500	3,000	3,000	3,000
635.000	POLICE REPORTS	8,990	10,000	6,972	10,000	10,000	10,000	10,000
643.000	SCRAP METAL	1,399	500	0	0	0	0	0
644.001	ADMINISTRATION - MISCELLANEOUS	3,041	3,100	2,437	3,100	3,000	3,000	3,000
644.102	RENTALS	36,020	42,000	31,700	49,000	45,000	45,000	45,000
644.108	YOUTH ATHLETICS	21,431	25,000	12,032	25,000	30,000	30,000	30,000
644.111	BASEBALL SPONSOR FEES	0	1,600	0	1,600	1,600	1,600	1,600
644.112	MINI-GOLF	142	400	176	350	350	350	350
644.115	ADULT ATHLETICS	13,358	17,000	3,955	17,000	21,000	21,000	21,000
644.121	CAMPS	47,504	70,000	39,634	56,370	60,000	60,000	60,000
644.126	YOUTH INSTRUCTIONAL	20,670	28,000	14,491	23,000	25,000	25,000	25,000
644.132	ADULT INSTRUCTIONAL	21,052	24,000	14,141	23,000	24,000	24,000	24,000
644.136	FAMILY TRIPS	0	0	518	0	0	0	0

**CITY OF OAK PARK  
REVENUE - DETAIL  
GENERAL FUND  
FISCAL YEAR 2014 - 2015 BUDGET**

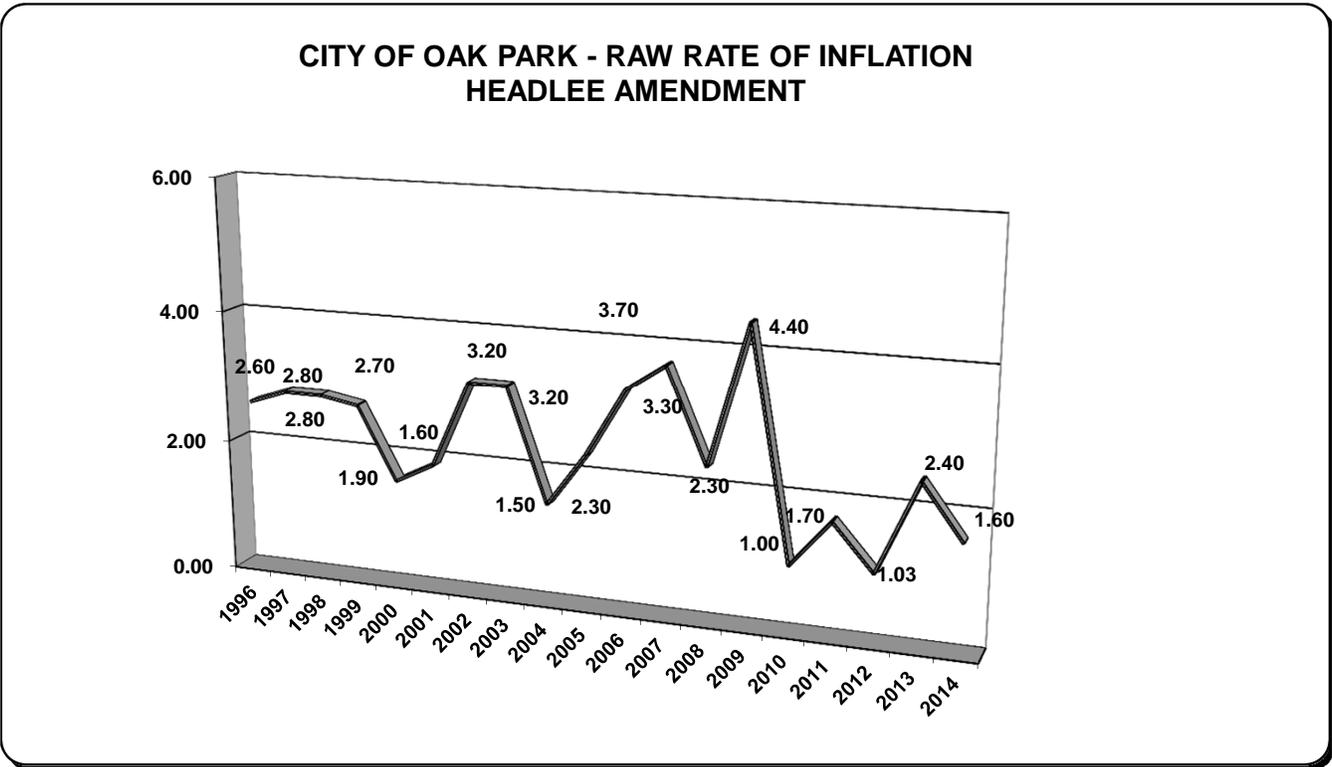
ACCOUNT NO.	SOURCE	PRIOR YEAR ACTUAL x 2012-2013	CURRENT BUDGET 2013-2014	ACTUAL AS OF 2/28/2013 2013-2014	ESTIMATED YEAR END 2013-2014	CITY MANAGERS RECOMMENDED 2014-2015	CITY COUNCIL APPROVED 2014-2015	PROJECTION 2015-2016
644.139	FUNFEST	5,537	4,000	1,988	4,000	4,000	4,000	4,000
644.141	SPECIAL EVENTS	2,810	5,000	2,470	3,000	5,000	5,000	5,000
644.146	MUNICIPAL POOL	31,671	42,000	10,803	32,000	35,000	35,000	35,000
644.148	SENIORS	46,512	48,000	23,293	48,000	48,000	48,000	48,000
644.153	TRANSPORTATION	55,076	48,000	34,236	48,000	65,000	65,000	65,000
644.158	ICE ARENA RENTAL	30,000	30,000	20,000	30,000	30,000	30,000	30,000
676.678	POLICE - FINGERPRINTING	16,237	700	644	700	700	700	700
679	POLICE - GUN REGISTRATION	420	200	61	450	200	200	200
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$445,534</b>	<b>\$509,200</b>	<b>\$352,228</b>	<b>\$536,385</b>	<b>\$566,875</b>	<b>\$566,875</b>	<b>\$566,875</b>
659.000	ORDINANCE FINES	1,543,047	1,522,460	971,469	1,522,460	1,631,659	1,631,659	1,650,137
	<b>TOTAL FINES AND FORFEITS</b>	<b>\$1,543,047</b>	<b>\$1,522,460</b>	<b>\$971,469</b>	<b>\$1,522,460</b>	<b>\$1,631,659</b>	<b>\$1,631,659</b>	<b>\$1,650,137</b>
664.000	INTEREST INCOME	5,829	3,000	(1,771)	2,000	2,000	2,000	2,000
	<b>TOTAL INTEREST INCOME</b>	<b>\$5,829</b>	<b>\$3,000</b>	<b>(\$1,771)</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>
672	SPECIAL ASSESSMENTS	728,895	0	0	0	0	0	0
674	MISCELLANEOUS FEES	92,715	24,000	21,207	11,000	11,000	11,000	11,000
676	REIMBURSEMENT- ICE RINK UTILITIES	86,220	65,000	49,708	70,000	65,000	65,000	65,000
676.001	MISCELLANEOUS REIMBURSEMENTS	9,766	14,000	14,058	35,000	10,000	10,000	10,000
676.003	ELECTION REIMBURSEMENTS	21,004	0	0	0	0	0	0
681	WARRANT COLLECTION	440	400	400	400	400	400	400
683	CABLE TV FRANCHISE FEE	688,553	550,000	347,942	484,000	547,200	547,200	547,200
684	CELLULAR PHONE FRANCHISE FEE	105,734	100,000	76,626	100,000	100,000	100,000	100,000
685.000	RIGHT-OF-WAY FEE	77,209	74,000	0	74,000	74,000	74,000	74,000
	<b>TOTAL OTHER REVENUE</b>	<b>\$1,810,536</b>	<b>\$827,400</b>	<b>\$509,941</b>	<b>\$774,400</b>	<b>\$807,600</b>	<b>\$807,600</b>	<b>\$807,600</b>
699.202	MAJOR STREET FUND	80,000	80,000	80,000	80,000	80,000	80,000	80,000
699.203	LOCAL STREET FUND	75,000	75,000	75,000	75,000	75,000	75,000	75,000
699.226	SOLID WASTE FUND	260,000	260,000	260,000	260,000	260,000	260,000	260,000
699.592	WATER SUPPLY SYSTEM	180,000	180,000	180,000	180,000	180,000	180,000	180,000
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>\$595,000</b>	<b>\$595,000</b>	<b>\$595,000</b>	<b>\$595,000</b>	<b>\$595,000</b>	<b>\$595,000</b>	<b>\$595,000</b>
	<b>TOTAL REVENUE AND OTHER FINANCING SOURCES</b>	<b>\$17,671,999</b>	<b>\$16,081,960</b>	<b>\$13,432,392</b>	<b>\$16,117,677</b>	<b>\$16,326,045</b>	<b>\$16,326,045</b>	<b>\$16,523,924</b>

**CITY OF OAK PARK  
SUMMARY OF TAX REQUIREMENTS  
GENERAL FUND  
2014 - 2015 BUDGET**

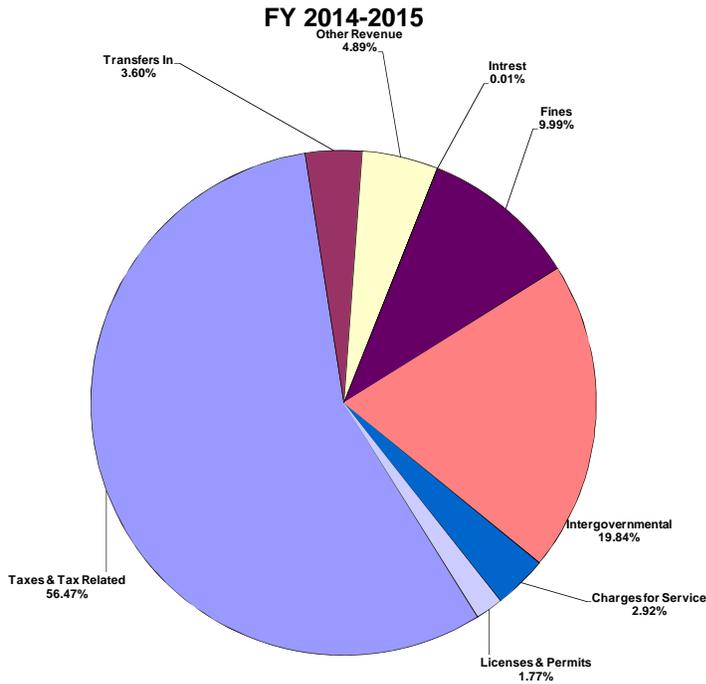
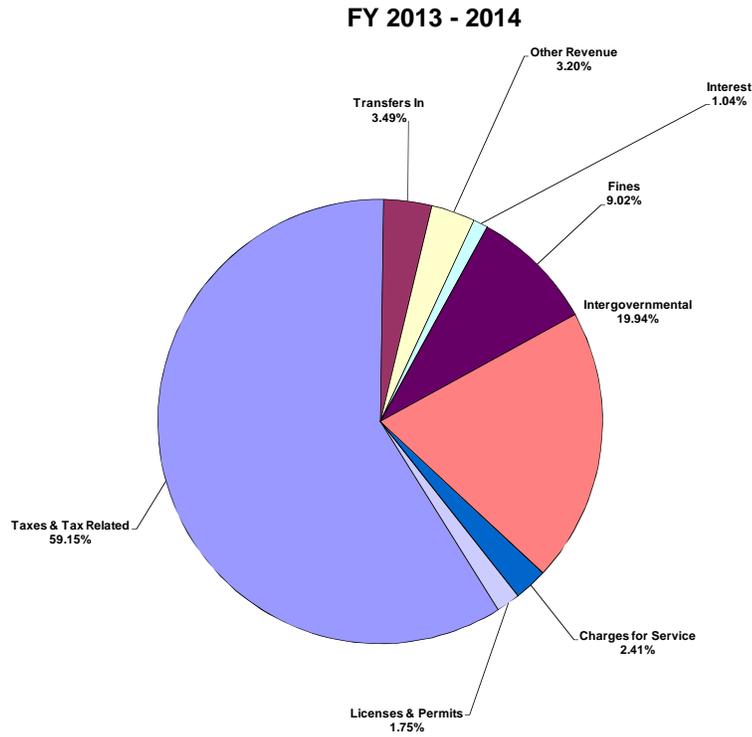
TOTAL GENERAL FUND EXPENDITURES	\$ 16,912,650
INCREASE IN FUND BALANCE	<u>(586,605)</u>
TOTAL GENERAL FUND BUDGET	<u><u>\$ 16,326,045</u></u>

ESTIMATED REVENUES FROM GENERAL FUND	\$ 7,524,509
TRANSFER FROM OTHER FUNDS	\$595,000
SUB-TOTAL	\$ 8,119,509

BALANCE TO BE RAISED BY TAXES	TAXABLE VALUE	OPERATING MILLAGE	
2013 TAXABLE VALUE	432,214,220	0.0188563	8,149,961
2013 IFT ROLL-HALF	6,000,650	0.0188563	56,575
			<u>8,206,536</u>
			<u><u>\$ 16,326,045</u></u>



# REVENUES BY CLASSIFICATION



The graphs above demonstrate a shift of all revenue sources from State Shared Revenues and Fines and Forfeits to Property Taxes and Charges for Services.



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CITY COUNCIL

### CITY COUNCIL

#### *General Fund*

### BUDGET OVERVIEW

#### REVENUE

The revenue source for the City Council is the General Fund.

#### EXPENDITURES

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	25,044	25,044	18,296	25,044	25,044	25,044	25,044
Fringes	64,120	74,946	37,086	30,692	31,253	31,253	31,498
Supplies, Maint.and Rep:	-	100	-	100	100	100	100
Operations	-	-	-	-	75,000	25,000	-
Staff Development	655	4,000	1,225	4,000	4,000	4,000	4,000
Printing and Publications	375	400	-	400	400	400	400
<b>TOTAL</b>	<b>90,193</b>	<b>104,490</b>	<b>56,608</b>	<b>60,236</b>	<b>135,797</b>	<b>85,797</b>	<b>61,042</b>

#### POSITIONS

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	5.00	5.00	5.00	5.00	5.00
Part Time Positions	0.00	0.00	0.00	0.00	0.00

### DEPARTMENT DESCRIPTION

The City of Oak Park City Council is composed of five elected officials: one Mayor and four Council members elected at-large by the community. Oak Park maintains a Council/City Manager form of government, in which the City Manager oversees all staff and is responsible for the daily operations of the City. The Council's legislative powers are shared equally among all five members, and regular meetings are scheduled for the first and third Monday of each month. Collectively the Mayor and City Council are responsible for establishing policy, adopting a budget, and hiring and directing the chief administrator, the City Manager. Additionally, City Council appoints a City Attorney and provides direction regarding legal and legislative issues. City Council also represents the City in various local, regional, state, and national boards and committees. All members have the duty to provide public leadership and communicate with their constituents, the citizens of Oak Park, regarding issues of concern.

This document, the City budget, represents the largest policy-making decision the City Council must make each year. In addition to defining the types of public services that the City provides, this document also determines the level of service necessary to meet the needs and demands of the residents. It includes annual operational costs and any special capital purchases or projects the Council believes are needed during the course of the next fiscal year.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CITY COUNCIL

### CITY COUNCIL

#### *General Fund*

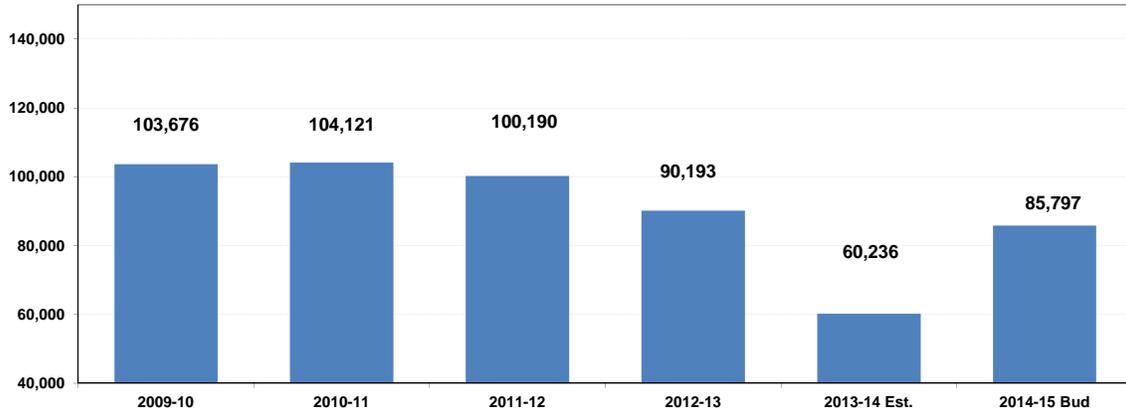
#### 2014-15 BUDGET HIGHLIGHTS

Expenditures for Fiscal Year 2014-2015 have increased 17.89% from 2013-2014. This is a result of plans to decrease participation in the benefit program offset by costs of plans to increase interaction within the local community.

#### 2014-15 PERFORMANCE OBJECTIVES

Dedicate additional funding for increased activities for policy studies, including the development of civil infractions bureau.

**Expenditure History  
Year Ended June 30**



**CITY COUNCIL MEETINGS  
FOR THE FISCAL YEAR JULY 1, 2014 TO JUNE 30, 2015**

July 7, 2014	January 5, 2015
July 21, 2014	January 19, 2015
August 4, 2014	February 2, 2015
August 18, 2014	February 16, 2015
September 2, 2014	March 2, 2015
September 15, 2014	March 16, 2015
October 6, 2014	April 6, 2015
October 20, 2014	April 20, 2015
November 3, 2014	May 4, 2015
November 17, 2014	May 18, 2015
December 1, 2014	June 1, 2015
December 15, 2014	June 15, 2015

# CITY OF OAK PARK

## Boards and Commissions

The City of Oak Park has 18 separate and independent Boards and Commissions, which operate in an advisory capacity to the City Council and City Administrative Staff. All committee membership listings are based on rosters compiled as of May 20<sup>th</sup>, 2014. Although these committees do not have separate funding and operate on a volunteer basis they perform a vital function for the efficient operation of our local government and therefore are presented with this budget.

### OVERVIEW

Section 4.18, Independent Boards and Commissions, of the City of Oak Park Charter, states: "The council may not create any board or commission, other than those provided for in this Charter, to administer any activity, department or agency of the city government except (a) a municipal hospital, (b) recreation or (c) any activity which by statute is required to be so administered. The council may, however, establish (a) quasi-judicial appeal boards and (b) boards or commissions to serve solely in an advisory capacity. The following Boards and Commissions have been created:

#### ARTS AND CULTURAL COMMISSION

The Arts and Cultural Commission shall perform the following functions: a) Consider, study and recommend plans for City-wide cultural programs. b) Promote, coordinate and develop the performing and creative arts with the objective of bringing together the arts of the community. c) Make recommendations for cultural opportunities to facilitate communications with the Michigan Council of the Arts. d) Investigate possibility of obtaining grants. (City Council Resolution CM-9-591-74, Sept. 13, 1974, CM-12-459-13, December 16, 2013)

Meetings: 4th Wednesday of each month, 7:30 p.m., City Hall

#### BEAUTIFICATION ADVISORY COMMISSION

The beautification advisory commission shall consider and advise the city council on the following:

- a) Consider and propose programs which would improve the physical appearance of the community.
- b) Annually organize and carry out a short term campaign to encourage citizen participation in activities designed to beautify the city. (Sec. 2-301 of the City of Oak Park Municipal Code)

Meetings: Every 3rd Tuesday of: February, April, May, June, September & December.

#### BOARD OF REVIEW

The Board of Review shall hear the complaints of all persons considering themselves aggrieved by assessments, and if it shall appear that any person or property has been wrongfully assessed or omitted from the roll, the board shall correct the roll in such a manner as it deems just. (City of Oak Park Charter, Section 10.9)

Meetings:

Session No. 1 - 2nd Monday in March

Session No. 2 - 4th Monday in March

#### BOARD OF TRUSTEES – GENERAL EMPLOYEES RETIREMENT SYSTEM

The general administration, management and responsibility for the proper operation of the retirement system, and for constructing and making effective the provisions of the retirement system are vested in a board of trustees. (Sec. 18.3 of the City of Oak Park Charter)

Meetings: Quarterly, 4<sup>th</sup> Monday, 3:30 p.m., City Hall

# CITY OF OAK PARK

## Boards and Commissions

### **BOARD OF TRUSTEES – PUBLIC SAFETY EMPLOYEES RETIREMENT SYSTEM**

The general administration, management and responsibility for the proper operation of the retirement system, and for constructing and making effective the provisions of the retirement system are vested in a board of trustees. (Sec. 55 of the City of Oak Park Municipal Code)

Meetings: Monthly, 4<sup>th</sup> Monday, 4:30 pm, City Hall

### **BUILDING BOARD OF APPEALS**

The building board of appeals shall have the duty, responsibility and authority to hear and decide such appeals under the Building Code of the State of Michigan. (Sec. 18-130 of the City of Oak Park Municipal Code)

Meetings: As required.

### **COMMUNICATION COMMISSION**

The functions of the commission shall be as follows: 1) Strengthen locally originated programming in order to meet the need and desires of its audience 2) Assist in developing guidelines for integrating local CATV programming with community needs 3) Encourage and coordinate the best use of public facilities and channels of the system 4) Prepare an annual report outlining the accomplishments of the commission 5) Perform advisory functions to the city council. (Sec. 2-330 of the City of Oak Park Municipal Code)

Meetings: Quarterly, 3<sup>rd</sup> Thursday, 6:00 pm

### **ECONOMIC DEVELOPMENT CORPORATION / BROWNFIELD REDEVELOPMENT AUTHORITY**

The economic development corporation's purpose will be to alleviate and prevent conditions of unemployment, to assist and retain local industries, to provide means and methods for the encouragement and assistance of industrial and commercial enterprises in locating, purchasing, construction, modernizing, improving, maintaining, repairing, furnishing, and expanding in the City. (Sec. 58-103 of the City of Oak Park Municipal Code)

Meetings: As needed.

### **ELECTION COMMISSION**

The election commission shall appoint the board of election inspectors for each precinct and have charge of all activities relating to the conduct of elections in the city. (City of Oak Park Charter, Section 3.14)

Meetings: On request.

### **EMERGENCY SERVICES COUNCIL**

The emergency services council shall advise the city manager and the emergency services director on matters pertaining to emergency management, especially in plan development. (Sec. 34-45 of the City of Oak Park Municipal Code)

Meetings: 2nd Monday, September through June, 7:30 p.m., City Hall

### **ETHNIC ADVISORY COMMISSION**

The function of the Ethnic Advisory Commission is to improve ethnic relations within the City of Oak Park. It is appointed by the mayor with the approval of the Council. Its mission is to recognize, maintain, communicate and celebrate the cultural richness of our community. (City Council Resolution CM-04-175-96, April 15, 1996)

Meetings: 2nd Thursday of each quarter, 7:30 p.m., Community Center.

# CITY OF OAK PARK

## Boards and Commissions

### **INDEPENDENCE DAY COMMISSION**

It shall be the duty of the Independence Day Commission to plan, promote, execute and evaluate the City of Oak Park's Independence Day celebration, including a parade and any activities held in the park. (Sec. 2-625 of the City of Oak Park Municipal Code)

Meetings: 1st Wednesday, February through June, 7:00 p.m., Community Center.

### **LIBRARY BOARD**

It shall be the duty of the library advisory board, operating under bylaws adopted by the city council, to consider and study reasonable needs and requirements of the library facilities of the city, and to formulate and to report its findings from time to time to the city council. (Sec. 2-280 of the City of Oak Park Municipal Code)

Meetings: 3rd Tuesday of each month, 7:30 p.m., Library.

### **OAK PARK LOCAL OFFICERS' COMPENSATION COMMISSION**

The Oak Park Local Officers' Compensation Commission shall determine the salaries of all elected officials of the City, which determination shall be the salaries unless the City Council by resolution adopted by two-thirds of the members elected and serving on the City Council shall reject them. (Sec.2-313 of the City of Oak Park Municipal Code)

Meetings: Odd Years

### **PLANNING COMMISSION**

The City plan commission shall consider and advise the City Council on; a) Creation of a Master Plan. b) The removal, location, widening, narrowing, vacating, abandonment, change of use, or extension of streets, alleys, ground, open spaces, building, public utilities and terminals. c) All proposed changes in the zoning ordinance. d) approval of plats subdividing land within the City. (Sec. 2311 of the City of Oak Park Municipal Code)

Meetings: 2<sup>nd</sup> Monday of each month, 7:30 p.m., Council Chambers.

### **RECREATION ADVISORY BOARD**

It shall be the duty of the recreation advisory board, operating under bylaws adopted by the City Council, to consider and study reasonable needs and requirements of the recreation program, to serve in an advisory capacity to the director of parks, recreation and forestry when so requested, and to act as a recommending body to the City Council on matters of general recreation department policy, and to formulate and report its finds from time to time, to the City Council. (Sec. 54-43 of the City of Oak Park Municipal Code)

Meetings: 3<sup>rd</sup> Wednesday of each month, 7:30 p.m., Community Center.

### **RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION**

It shall be the duty of the recycling and environmental conservation commission to advise the City Council on topics relating to recycling, waste reduction, and environmental protection. (Sec. 2-605 of the City of Oak Park Municipal Code)

Meetings: 3<sup>rd</sup> Wednesday of each month, 7:30 p.m., Community Center.

### **ZONING BOARD OF APPEALS**

The board of zoning appeals shall have the following powers: a) to hear and decide appeals of any decision made by the building inspector or any other administrative official; b) to permit the erection or use of a building to a greater height or of a larger area than the district requirements established; c) to hear and decide requests for special exceptions and for interpretation of the zoning map; d) to authorize, upon an appeal, a variance from the strict application of the provisions of the zoning ordinance, (Sec. 2201 of the City of Oak Park Municipal Code)

Meetings: 4<sup>th</sup> Tuesday of each month, 7:30 p.m., Council Chambers.



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CITY MANAGER

### CITY ADMINISTRATION

#### *General Fund*

### BUDGET OVERVIEW

#### REVENUE

The revenue source for the City Administration is the General Fund.

#### EXPENDITURES

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	269,906	212,135	221,646	220,982	223,710	223,710	224,157
Fringes	99,392	93,148	107,257	99,458	100,033	100,033	100,351
Materials, Supplies, Maint	11,459	7,500	7,673	7,500	7,500	7,500	7,500
Operations	23,798	38,350	15,998	38,350	41,350	41,350	41,350
Staff Development	3,110	4,000	1,855	4,000	4,000	4,000	4,000
Printing and Publications	2,121	1,000	610	1,000	1,000	1,000	1,000
<b>TOTAL</b>	<b>409,786</b>	<b>356,133</b>	<b>355,040</b>	<b>371,290</b>	<b>377,593</b>	<b>377,593</b>	<b>378,358</b>

#### POSITIONS

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	3.00	3.00	3.00	4.00	4.00
Part Time Positions	0.12	0.00	0.00	0.63	0.63

### DEPARTMENT DESCRIPTION

The mission of the City Manager's Office is to manage the delivery of city services efficiently and within the guidelines and policies established by the City Council; to provide the organization with leadership that ensures overall effectiveness, long-term financial stability, and development and execution of long-term fiscal and organizational plans that support community priorities and contribute to the sustainability of the community.

### 2014-15 BUDGET HIGHLIGHTS

1. Merge the Community and Economic Development and Planning function with the City Manager's Office.
2. Retain the services of a business development firm/lobbyist to engage in business development and recruitment.
3. Development of a formal internship program.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CITY MANAGER

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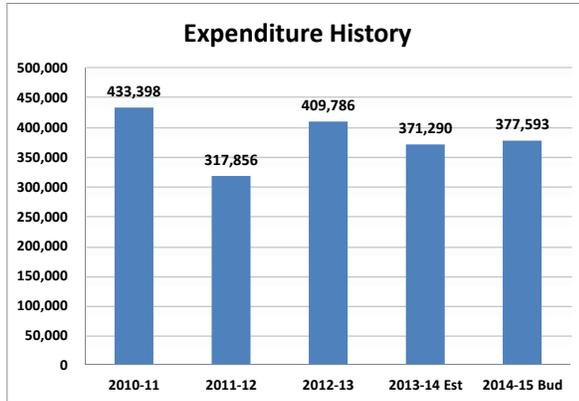
### CITY ADMINISTRATION

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#### *General Fund*

#### 2014-15 PERFORMANCE OBJECTIVES

Continue to emphasize Community and Economic Development to attract and retain businesses in the community. This economic stability can reduce the financial burden of funding all of the City's public services on residential taxpayers.



# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CITY MANAGER

### COMMUNITY AND ECONOMIC DEVELOPMENT

#### *General Fund*

#### BUDGET OVERVIEW

##### REVENUE

The revenue source for the Community and Economic Development General Fund includes \$3,000 from vendor fees from Spring Bazaar and Holiday Bazaar.

##### EXPENDITURES

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	-	64,000	1,720	108,596	108,779	108,779	108,962
Fringes	-	22,786	6,103	23,948	33,634	33,634	33,826
Supplies, Maint.and Repai	75	1,000	1,337	1,000	2,500	2,500	2,500
Operations	-	53,000	43,419	114,500	70,000	70,000	62,500
Staff Development	-	35,000	2,460	4,000	6,500	6,500	6,500
Printing and Publications	-	1,700	2,000	-	-	-	-
<b>TOTAL</b>	<b>75</b>	<b>177,486</b>	<b>57,040</b>	<b>252,044</b>	<b>221,413</b>	<b>221,413</b>	<b>214,288</b>

#### POSITIONS

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	0.00	0.00	1.00	0.00	0.00
Part Time Positions	0.00	0.00	0.00	0.00	0.00

#### DEPARTMENT DESCRIPTION

The Community and Economic Development Department is committed to the growth and prosperity of the City of Oak Park. Working together with all stakeholders, including businesses, property owners, residents and neighboring communities, the department provides necessary staffing and resources to achieve continuous growth toward a thriving and sustainable community.

The results of a flourishing business sector can improve the local and regional economy. Employment positions are created and residents have more choices to support their local business. This not only provides convenience to residents, but local businesses can collaborate to use each other's goods and services.

Some specific expenditures in this year's budget include the creation of a position of a Community Development Coordinator to oversee the growth of Oak Park's unique branding of a city with celebrated ethnic diversity and a growing arts and cultural scene. A position now directly in the City Manager's Office. Also included are funds to grow a façade improvement program for small business owners, the growth of the Oak Park Farm Stand, education on the positive impacts of reducing residential street parking and increasing non-motorized transit, and a review of the city's Master Plan which will include the creation of a Complete Streets ordinance and non-motorized transit plan.

In conclusion, the Community and Economic Development Department is focused on working to increase the vitality of the city

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CITY MANAGER

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### COMMUNITY AND ECONOMIC DEVELOPMENT

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#### *General Fund*

through the planning and implementation of place-making initiatives, which will help increase the quality of life and attract new residents, business owners and stakeholders.

#### **2014-15 BUDGET HIGHLIGHTS**

In 2013-2014, the department was created and added a full-time Director and part-time City Planner. Department staff served as liaisons for the following boards and commissions:

1. Planning Commission
2. Zoning Board of Appeals
3. Arts and Cultural Commission
4. Ethnic Advisory Commission
5. Economic Development Corporation / Brownfield Redevelopment Corporation

The department was charged with providing business owners with:

1. A voice in the city relative to policy change and building inquiries
2. A comprehensive Strategic Economic Development Plan
3. Guidance for the development process and access to useful resources
4. Collaborative opportunities to connect local businesses
5. A resource for entrepreneurs considering operation locations in Oak Park

In the 2014-2015 fiscal year, the department plans to:

1. Hire a management position, to replace a department director, and yielding some cost savings, which will allow the City to retain a firm specializing in business recruitment to increase city capacity as the Strategic Economic Development Plan begins
2. Emphasize growth in arts programming, entrepreneurship, and façade improvement
3. Utilize city-owned properties for housing and commercial uses
4. Prepare the city to receive MDOT funding for non-motorized greenway/bike paths

#### **2014-15 PERFORMANCE OBJECTIVES**

1. To improve the economic outlook for the City by providing information to promote Oak Park as an appealing place to live, conduct business and visit.
2. Effective communication with the community is emphasized. This is achieved by easily accessible resources and presenting a strong City presence by attending Block Club meetings and organizing roundtable events that are open to anyone interested in investing in the City's future.
3. Working with the City's Planning Commission to achieve continual improvement of the city's zoning ordinance to help the City of Oak Park be competitive in the 21st Century business market.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CITY CLERK

### ADMINISTRATION AND ELECTIONS

#### *General Fund*

### BUDGET OVERVIEW

#### REVENUE

The revenue source for the City Clerk - Administration and Elections Divisions is the General Fund.

#### EXPENDITURES

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	110,442	110,372	97,503	137,377	146,797	146,797	147,240
Fringes	37,576	46,740	43,304	50,777	54,106	54,106	54,404
Supplies, Maint.and Repai	16,986	27,000	18,274	26,000	32,000	32,000	32,000
Operations	153,493	129,000	211,433	207,000	191,000	191,000	191,000
Staff Development	572	5,682	1,762	4,660	5,830	5,830	5,830
Printing and Publications	15,540	14,500	12,916	37,500	36,500	36,500	36,500
<b>TOTAL</b>	<b>334,609</b>	<b>333,294</b>	<b>385,192</b>	<b>463,315</b>	<b>466,233</b>	<b>466,233</b>	<b>466,974</b>

#### POSITIONS

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	2.00	1.00	2.00	3.00	3.00
Part Time Positions	0.50	1.00	0.00	0.00	0.00

### DEPARTMENT DESCRIPTION

The City Clerk's Office is the information center of the City. As a professional liaison between the City, its citizens and the public, the Clerk's office not only provides various services on a daily basis for the community, but maintains neutrality and impartiality, thus rendering equal service to all while maintaining the integrity of all elections and public records of the City of Oak Park.

### 2014-15 BUDGET HIGHLIGHTS

1. Continue to work towards becoming a paperless office.
2. Organize and maintain voting precincts that allow for an efficient election process.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CITY CLERK

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### ADMINISTRATION AND ELECTIONS

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#### *General Fund*

#### **2014-15 PERFORMANCE OBJECTIVES**

The City Clerk's Office continues to work towards becoming a paperless office. Many documents are being created and saved electronically, while being made available on the City's web page to the residents of Oak Park.

##### Boards and Commissions

Boards and Commissions applications and follow-up processes are being re-evaluated and updated to provide for electronic processing and sharing of documents to increase efficiencies in the application process.

##### Freedom of Information & Open Meetings Acts

Electronic tracking is being implemented to help monitor requests. Employees will continue to be trained and updated on new laws.

##### Licenses and Permits

Electronic processing is being implemented as well as training of staff members to assure residents fast and effective service at the counter and on the telephone.

##### Records Management

Records retention schedules have changed. The Clerk's Office has been working to transfer all paper files to Laserfiche whenever possible.

The City Clerk's Office is responsible for the conduct of elections in the City.

For an election cycle, the Clerk's Office sends ID cards to new voters, mails absentee applications to those who have requested to be on the permanent absentee voter list and mails ballots; orders election supplies including ballots, test ballots and the election program. The Clerk oversees all Election Day activities to make sure elections run smoothly. Election results are processed and sent via computer modem to Oakland County on election day. Once election results have been tabulated, voter history is updated and scanned into the QVF (computerized voter database) system.

##### 2014 Elections:

State Primary Election, August 5, 2014  
State General Election, November 4, 2014

##### 2015 Elections:

Special Election, February 24, 2015 (if necessary)  
Special Election, May 5, 2105 (if necessary)  
City Primary Election, August 4, 2015  
City General Election, November 3, 2015

##### 2016 Elections:

Special Election, February 23, 2016 (if necessary)  
Special Election, May 3, 2016  
State Primary Election, August 2, 2016  
State General Election, November 8, 2016

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**CITY CLERK**

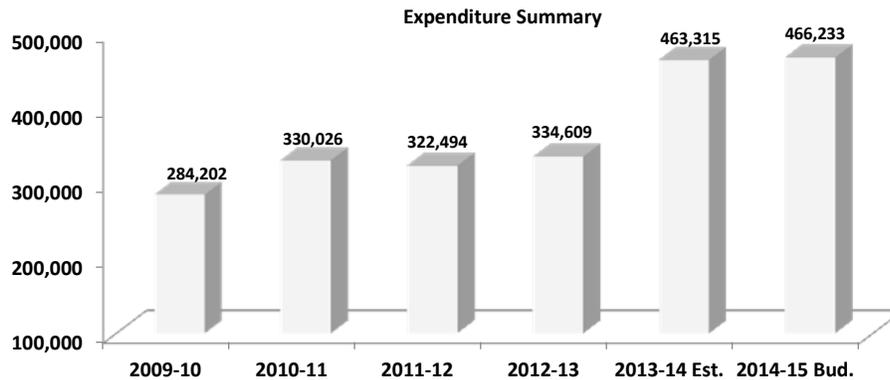
**ADMINISTRATION AND ELECTIONS**

*General Fund*

<b>ADMINISTRATION</b>							
<b>101-14-215</b>	<b>Prior Year</b>	<b>Current</b>	<b>Actual at</b>	<b>Est</b>	<b>Manager's</b>	<b>City Council</b>	<b>Projected</b>
	<b>Actual</b>	<b>Budget</b>	<b>2/28/2014</b>	<b>Year End</b>	<b>Rec</b>	<b>Approved</b>	<b>Budget</b>
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Salaries	51,009	55,186	48,347	68,689	73,399	73,399	73,620
Fringes	12,961	23,370	20,731	25,389	27,053	27,053	27,202
Supplies, Maint.and Repairs	4,273	7,000	7,213	6,000	7,000	7,000	7,000
Operations	104,729	30,000	45,614	30,000	45,000	45,000	45,000
Staff Development	572	5,682	1,762	4,660	5,830	5,830	5,830
Printing and Publications	13,715	7,500	12,916	32,500	26,500	26,500	26,500
<b>TOTAL</b>	<b>187,260</b>	<b>128,738</b>	<b>136,583</b>	<b>167,237</b>	<b>184,781</b>	<b>184,781</b>	<b>185,152</b>

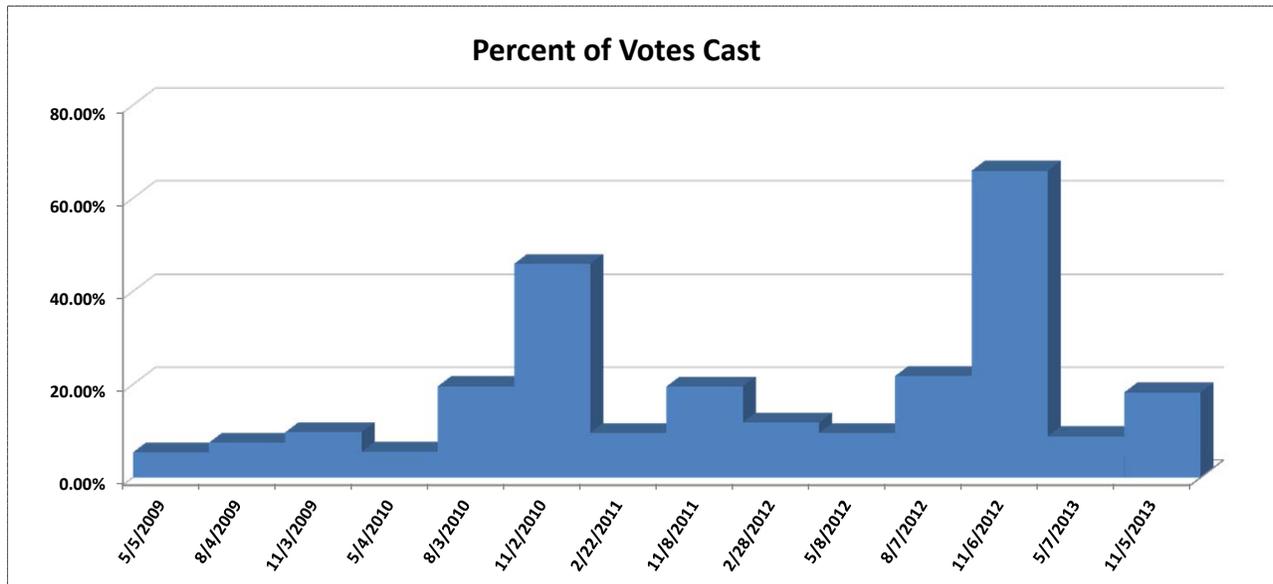
**ELECTIONS**

<b>101-14-191</b>	<b>Prior Year</b>	<b>Current</b>	<b>Actual at</b>	<b>Est</b>	<b>Manager's</b>	<b>City Council</b>	<b>Projected</b>
	<b>Actual</b>	<b>Budget</b>	<b>2/28/2014</b>	<b>Year End</b>	<b>Rec</b>	<b>Approved</b>	<b>Budget</b>
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Salaries	59,433	55,186	49,156	68,689	73,399	73,399	73,620
Fringes	24,614	23,370	22,572	25,389	27,053	27,053	27,202
Supplies, Maint.and Repairs	12,713	20,000	11,061	20,000	25,000	25,000	25,000
Operations	48,764	99,000	165,820	177,000	146,000	146,000	146,000
Printing and Publications	1,825	7,000	-	5,000	10,000	10,000	10,000
<b>TOTAL</b>	<b>147,349</b>	<b>204,556</b>	<b>248,609</b>	<b>296,077</b>	<b>281,451</b>	<b>281,451</b>	<b>281,822</b>



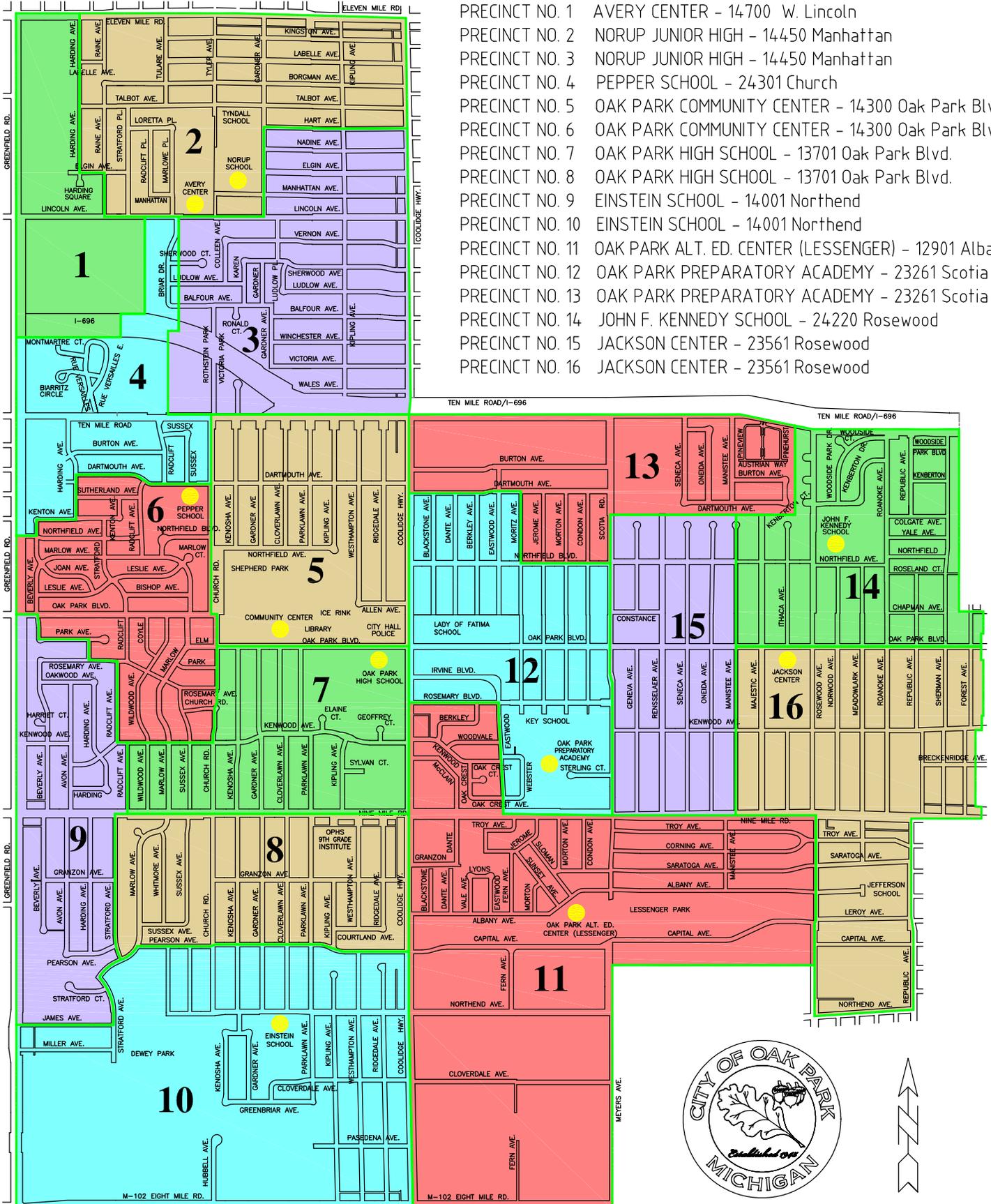
## CITY OF OAK PARK ELECTION SCHEDULE

<u>Reason For Election</u>	<u>Date</u>	<u>Total Registered Voters</u>	<u>Votes Cast</u>	<u>Percent Cast</u>
Consolidated School Election	5/5/2009	21,167	1,143	5.40%
City Primary Election	8/4/2009	22,337	1,679	7.52%
General City Election	11/3/2009	22,385	2,182	9.75%
Ferndale School Election	5/4/2010	3,751	208	5.55%
State Primary Election	8/3/2010	22,507	4,415	19.62%
State General Election	11/2/2010	22,609	10,380	45.91%
Consolidated School Election	2/22/2011	22,731	2,181	9.59%
Consolidated Election	11/8/2011	22,800	4,466	19.59%
Special City Election	5/8/2012	22,970	2,192	9.54%
General Primary Election	8/7/2012	23,109	5,049	21.85%
Presidential Primary	2/28/2012	22,919	2,711	11.83%
Presidential General Election	11/6/2012	23,477	15,474	65.91%
Berkley School Election	5/7/2013	4,568	406	8.89%
City General Election	11/5/2013	23,655	4,327	18.29%



# CITY OF OAK PARK VOTING PRECINCTS

- PRECINCT NO. 1 AVERY CENTER - 14700 W. Lincoln
- PRECINCT NO. 2 NORUP JUNIOR HIGH - 14450 Manhattan
- PRECINCT NO. 3 NORUP JUNIOR HIGH - 14450 Manhattan
- PRECINCT NO. 4 PEPPER SCHOOL - 24301 Church
- PRECINCT NO. 5 OAK PARK COMMUNITY CENTER - 14300 Oak Park Blvd.
- PRECINCT NO. 6 OAK PARK COMMUNITY CENTER - 14300 Oak Park Blvd.
- PRECINCT NO. 7 OAK PARK HIGH SCHOOL - 13701 Oak Park Blvd.
- PRECINCT NO. 8 OAK PARK HIGH SCHOOL - 13701 Oak Park Blvd.
- PRECINCT NO. 9 EINSTEIN SCHOOL - 14001 Northend
- PRECINCT NO. 10 EINSTEIN SCHOOL - 14001 Northend
- PRECINCT NO. 11 OAK PARK ALT. ED. CENTER (LESSENGER) - 12901 Albany
- PRECINCT NO. 12 OAK PARK PREPARATORY ACADEMY - 23261 Scotia
- PRECINCT NO. 13 OAK PARK PREPARATORY ACADEMY - 23261 Scotia
- PRECINCT NO. 14 JOHN F. KENNEDY SCHOOL - 24220 Rosewood
- PRECINCT NO. 15 JACKSON CENTER - 23561 Rosewood
- PRECINCT NO. 16 JACKSON CENTER - 23561 Rosewood



REVISED: 3/3/14



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## FINANCE

### FINANCE

#### *General Fund*

### BUDGET OVERVIEW

#### REVENUE

The revenue source for the City Administration is the General Fund.

#### EXPENDITURES

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	353,617	412,584	328,880	371,158	389,736	389,736	390,745
Fringes	193,783	282,984	211,334	221,057	232,126	232,126	233,192
Supplies, Maint.and Repai	16,982	15,500	18,622	19,710	15,500	15,500	15,500
Operations	88,435	69,580	153,692	220,700	279,520	279,520	279,520
Staff Development	1,515	6,800	3,872	6,800	6,800	6,800	6,800
Printing and Publications	1,285	1,600	1,716	1,716	1,700	1,700	1,700
<b>TOTAL</b>	<b>655,617</b>	<b>789,048</b>	<b>718,115</b>	<b>841,142</b>	<b>925,382</b>	<b>925,382</b>	<b>927,457</b>

#### POSITIONS

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	11.00	8.00	10.00	10.00	10.00
Part Time Positions	0.00	0.75	0.00	0.00	0.00

### DEPARTMENT DESCRIPTION

The Department of Finance and Administrative Services is comprised of six divisions: Accounting, Assessing, Purchasing, Treasury, Water & Sewer Billing and Collection, and Central Services. Funding is provided by the General, Water & Sewer and Central Service Funds.

The Department is responsible for the collection of revenues, including but not limited to, real property taxes, personal property taxes, license and permit fees, penal fines, and fees for services. Revenues that are collected are disbursed by various departments as appropriated by City Council during yearly budget process. The preparation of the Annual Budget and The Comprehensive Annual Financial Report (CAFR) is headed by this department.

Central Services is part of this department and is described as part of the Central Services Fund in this document. The Water & Sewer Billing and Collection Division is responsible for the billing and collection of fees for water, solid waste and sewer services. This division is detailed in the Water & Sewer Fund in this document.

The Assessing Division is responsible for maintaining the property records of the City. This includes establishing and maintaining assessed values of real and personal property. The Board of Review is conducted yearly which allows citizens to challenge their assessment established by this division.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## FINANCE

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### FINANCE

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#### *General Fund*

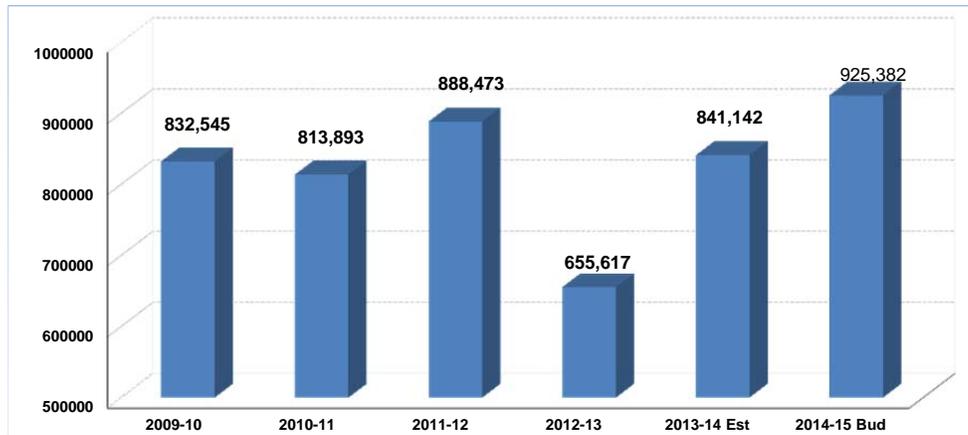
#### **2014-15 BUDGET HIGHLIGHTS**

Expenditures are expected to increase in this department by \$136,334. This is due to clerical positions being restored.

#### **2014-15 PERFORMANCE OBJECTIVES**

- 1) Maximize investment revenues by increasing interest on cash balances.
- 2) Continue to provide excellent customer service to residents and non-residents alike.

#### **Expenditure History**



**CITY OF OAK PARK**  
**PROPERTY TAX RATES - ALL DIRECT AND OVERLAPPING GOVERNMENTS**  
**(Per \$1,000 of Assessed Value)**  
**LAST TEN FISCAL YEARS**

Fiscal Year	City	School Districts			Community College	County	Total Rates for Residents Residing In		
		Oak Park	Ferndale	Berkley			Oak Park School District	Ferndale School District	Berkley School District
2004: Homestead (1)	24.1194	13.4729	13.4732	11.5744	1.5889	8.6227	47.8039	47.8042	45.9054
2004: Non-Homestead	24.1194	31.6529	31.6532	29.7544	1.5889	8.6227	65.9839	65.9842	64.0854
2005: Homestead (1)	23.7201	13.4688	13.4691	10.9509	1.5844	8.6101	47.3834	47.3837	44.8655
2005: Non-Homestead	23.7201	31.6488	31.6491	29.1309	1.5844	8.6101	65.5634	65.5637	63.0455
2006: Homestead (1)	23.8150	13.3585	13.4699	10.9416	1.5844	8.6051	47.3630	47.4744	44.9461
2006: Non-Homestead	23.8150	31.5385	31.6499	29.1216	1.5844	8.6051	65.5430	65.6544	63.1261
2007: Homestead (1)	23.7288	13.4388	13.4691	10.7892	1.5844	8.6051	47.3571	47.3874	44.7075
2007: Non-Homestead	23.7288	31.6188	31.6491	28.9692	1.5844	8.6051	65.5371	65.5674	62.8875
2008: Homestead (1)	24.6704	13.4492	13.4795	10.6684	1.5844	8.4905	48.1945	48.2248	45.4137
2008: Non-Homestead	24.6704	31.6292	31.6595	28.8484	1.5844	8.4905	66.3745	66.4048	63.5937
2009: Homestead (1)	24.6863	13.4494	13.4796	10.6685	1.5844	8.7051	48.4252	48.4554	45.6443
2009: Non-Homestead	24.6863	31.6294	31.6596	28.8485	1.5844	8.7051	66.6052	66.6354	63.8243
2010: Homestead (1)	24.5191	13.6800	13.4780	10.6668	1.5844	8.7051	48.4886	48.2866	45.4754
2010: Non-Homestead	24.5191	31.8600	31.6580	28.8468	1.5844	8.7051	66.6686	66.4666	63.6554
2011: Homestead (1)	27.2386	15.5252	13.5052	11.1788	1.5844	8.7051	53.0533	51.0333	48.7069
2011: Non-Homestead	27.2386	33.7052	31.6852	29.3588	1.5844	8.7051	71.2333	69.2133	66.8869
2012: Homestead (1)	29.8398	17.0682	13.5332	11.2270	1.5844	8.9051	57.3975	53.8625	51.5563
2012: Non-Homestead	29.8398	35.2482	31.7132	29.4070	1.5844	8.9051	75.5775	72.0425	69.7363
2013: Homestead (1)	36.8734	17.1251	13.5901	11.3042	1.5844	7.5590	63.1419	59.6069	57.3210
2013: Non-Homestead	36.8734	35.3051	31.7701	29.4842	1.5844	7.5590	81.3219	77.7869	75.5010

(1) The State of Michigan passed a Property Tax Reform measure in 1994 which reduced property taxes for property owners who reside at the property (homestead).

<b>BUDGET TO ACTUAL FISCAL YEAR 2012-2013</b>			
	<b><u>BUDGET</u></b>	<b><u>ACTUAL</u></b>	<b><u>VARIANCE</u></b>
<b>GENERAL FUND REVENUES</b>	17,717,284	18,441,946	4.09%
<b>GENERAL FUND EXPENDITURES</b>	17,273,107	17,256,180	-0.10%
<b>MAJOR STREET FUND EXPENDITURES</b>	1,197,589	1,127,816	-5.83%
<b>LOCAL STREET FUND EXPENDITURES</b>	607,276	424,977	-30.02%
<b>SOLID WASTE FUND EXPENDITURES</b>	2,574,346	2,289,931	-11.05%
<b>WATER &amp; SEWER FUND EXPENDITURES</b>	11,896,683	10,147,814	-14.70%
<b>RISK MANAGEMENT EXPENDITURES</b>	329,548	455,525	27.66%

The figures above depict both budgeted and actual amounts for the 2012-2013 Fiscal Year. The estimates for the General Fund and other major funds were adopted on May 20, 2013. The actual activity is recorded as of June 30, 2013. An important performance goal of the Finance Department is to estimate revenues and expenses within 5% of actual activity.



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**CITY ATTORNEY**

**CORPORATE, LABOR RELATIONS AND PROSECUTING ATTORNEYS**

*General Fund*

**BUDGET OVERVIEW**

**REVENUE**

The revenue source for the General Counsel and Labor Relations Attorneys is the General Fund.

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	57,044	-	2,194	2,194	-	-	-
Fringes	41,917	-	3,481	2,866	-	-	-
Supplies, Maint.and Repai	-	-	-	5,000	5,000	5,000	5,000
Operations	325,005	302,960	201,866	292,960	345,360	345,360	345,360
<b>TOTAL</b>	<b>423,967</b>	<b>302,960</b>	<b>207,541</b>	<b>303,020</b>	<b>350,360</b>	<b>350,360</b>	<b>350,360</b>

**POSITIONS**

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	1.00	1.00	0.00	0.00	0.00
Part Time Positions	1.00	1.00	0.00	0.00	0.00

**DEPARTMENT DESCRIPTION**

In accordance with the Code of Ordinances, City of Oak Park, Michigan, Chapter 4, Organization of Government, Section 4.14. Attorney - Function and Duties:

1. The City Attorneys shall act as legal advisors to, and be attorneys and counsel for, the City Council and shall be responsible solely to the council. They shall advise the City Manager or department heads of the City in matters relating to official duties when so requested and shall file with the clerk a copy of all written opinions given.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CITY ATTORNEY

### CORPORATE, LABOR RELATIONS AND PROSECUTING ATTORNEYS

#### *General Fund*

2. The Prosecuting Attorney shall prosecute such ordinance violations and he shall conduct for the city such cases in court and before other legally constituted tribunals as the council may request. He shall file with the clerk copies of such records and files relating thereto as council may direct.
3. The City Attorney shall prepare or review all ordinances, contracts, bonds and other written instruments which are submitted to him by the council and shall promptly give his opinion as to the legality thereof.
4. The City Attorney shall call to the attention of the council all matters of law, and changes or developments therein, affecting the city.
5. The City Attorneys shall perform such other duties as may be prescribed by the City Charter or by the council.
6. Upon the recommendation of the City Attorneys, or upon its own initiative, the council may retain special legal counsel to handle any matter, in which the city has an interest, or to assist and counsel with the attorneys therein.

#### 2014-15 BUDGET HIGHLIGHTS

Criminal prosecution witness noticing services are being moved from the Law Department to Public Safety to increase efficiency and effectiveness. Additional services are anticipated in the proposed budget year for Michigan Tax Tribunal cases and additional labor relations services related to contract negotiations.

#### 2014-15 PERFORMANCE OBJECTIVES

The City Attorney will assist City Council and the Administration in the negotiations of a labor contract with the Police Officers Association of Michigan (POAM), the Technical, Professional Office Workers Association of Michigan and the Police Officers Labor Council (POLC), who represent the Oak Park Public Safety Officers; and continue efforts to clean the Michigan Tax Tribunal docket of all property tax appeals within the City.

<b>CORPORATE AND LABOR RELATIONS</b>							
	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Fringes	147	-	37	-	-	-	-
Supplies, Maint.and Repairs	-	-	-	2,500	5,000	5,000	5,000
Operations	324,399	245,960	154,180	240,960	285,960	285,960	285,960
<b>TOTAL</b>	<b>324,546</b>	<b>245,960</b>	<b>154,217</b>	<b>243,460</b>	<b>290,960</b>	<b>290,960</b>	<b>290,960</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

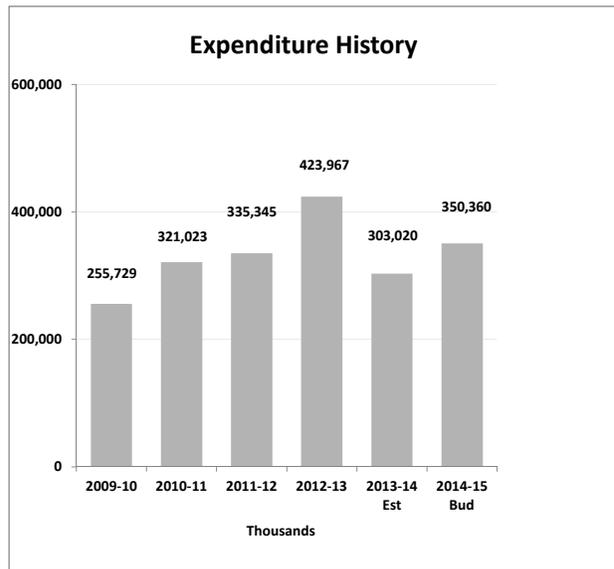
**CITY ATTORNEY**

**CORPORATE, LABOR RELATIONS AND PROSECUTING ATTORNEYS**

*General Fund*

**PROSECUTING ATTORNEY**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	57,044	-	2,194	2,194	-	-	-
Fringes	41,770	-	3,444	2,866	-	-	-
Supplies, Maint. and Repairs	-	-	-	2,500	-	-	-
Operations	606	57,000	47,686	52,000	59,400	59,400	59,400
<b>TOTAL</b>	<b>99,421</b>	<b>57,000</b>	<b>53,324</b>	<b>59,560</b>	<b>59,400</b>	<b>59,400</b>	<b>59,400</b>





**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## PUBLIC SAFETY

### LAW ENFORCEMENT, FIRE SUPPRESSION, EMERGENCY SERVICES AND ADMINISTRATION

#### General Fund

#### BUDGET OVERVIEW

##### REVENUE

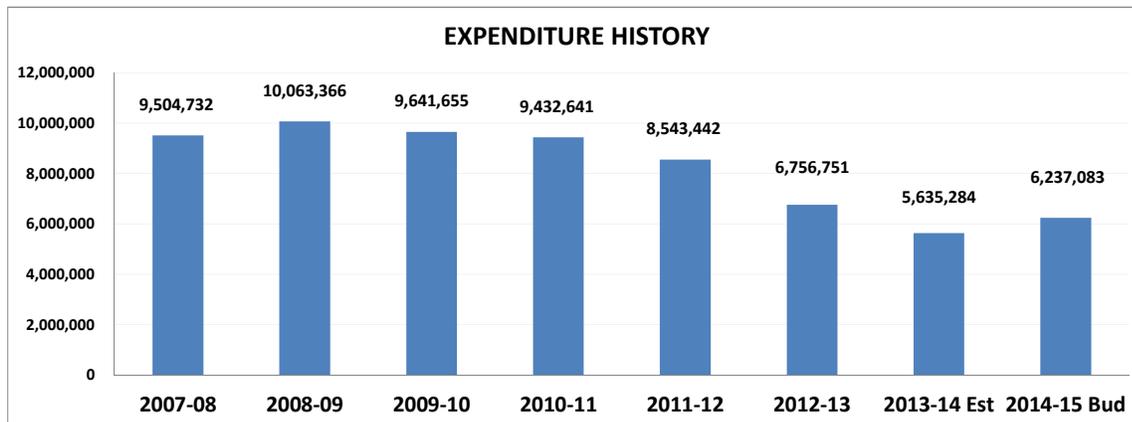
The revenue source for the Public Safety Department is the General Fund.

##### EXPENDITURES

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	City Mgr's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	3,954,747	4,422,564	3,185,218	4,238,074	4,564,174	4,623,164	4,808,446
Fringes	2,424,369	1,329,332	1,157,006	1,047,496	1,112,105	1,132,620	1,207,642
Supplies, Maint.and Repai	163,307	257,000	65,892	197,117	195,000	195,000	195,000
Operations	176,265	206,800	119,146	100,405	228,800	228,800	228,800
Staff Development	37,891	52,500	2,800	50,391	55,500	55,500	55,500
Printing and Publications	171	1,800	50	1,800	2,000	2,000	2,000
<b>TOTAL</b>	<b>6,756,751</b>	<b>6,269,996</b>	<b>4,530,111</b>	<b>5,635,284</b>	<b>6,157,579</b>	<b>6,237,083</b>	<b>6,497,389</b>

##### POSITIONS

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	68.00	52.00	57.00	58.00	59.00
Part Time Positions	5.25	5.25	5.25	5.25	5.25

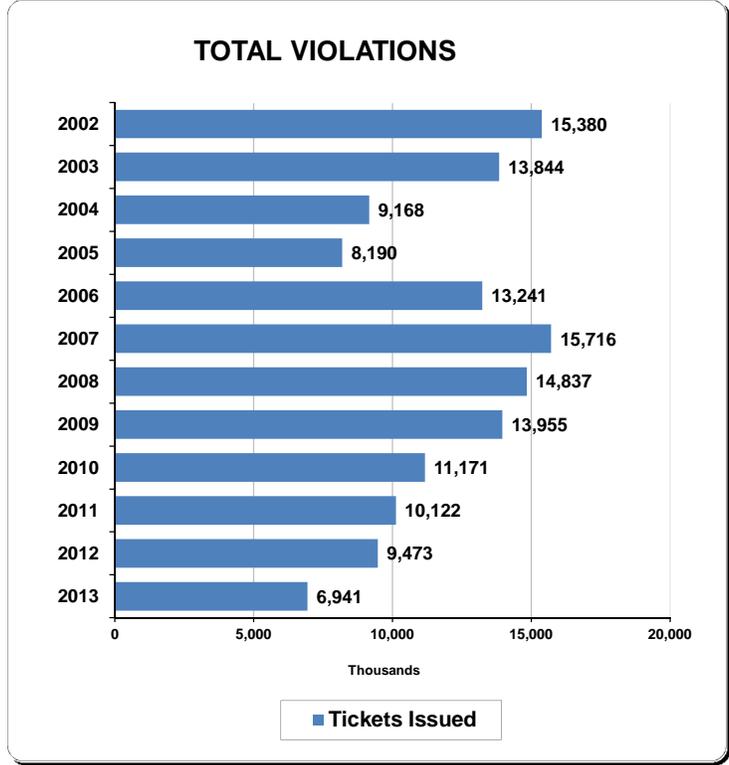
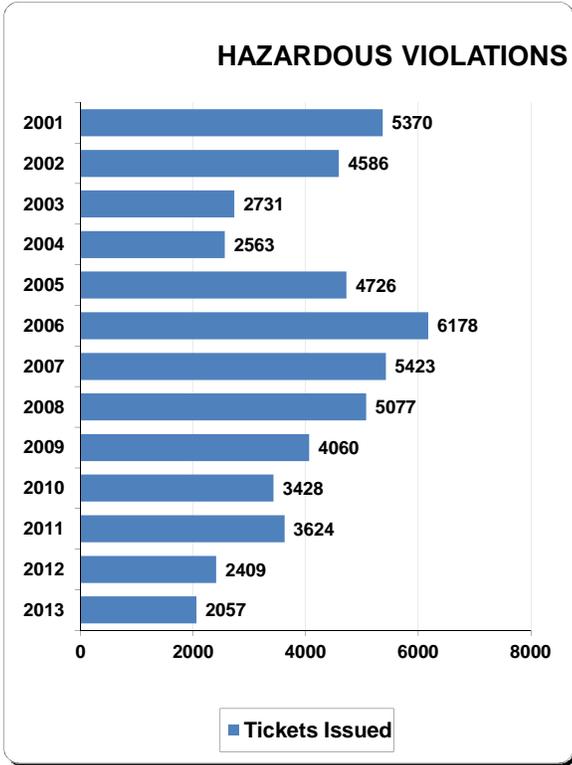


# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## PUBLIC SAFETY

### LAW ENFORCEMENT, FIRE SUPPRESSION, EMERGENCY SERVICES AND ADMINISTRATION

#### General Fund



#### EXPLANATION OF GRAPH

Part A Crime: Murder, Rape, Robbery, Assault, Burglary, Larceny, Auto Theft, Arson and Fraud.

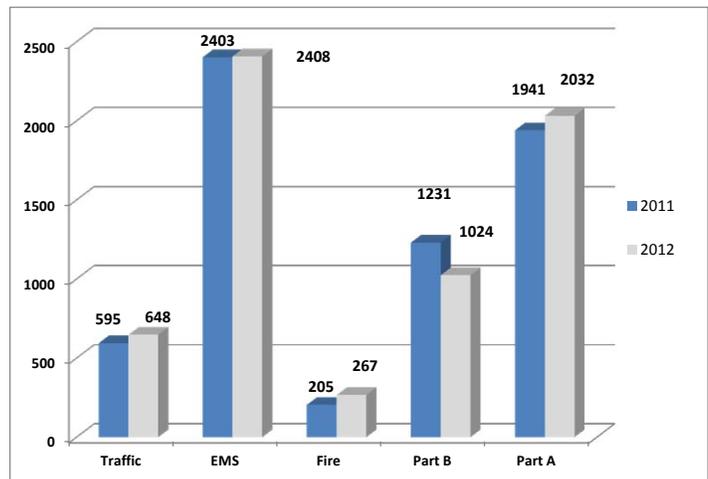
Part B Crime: Encompasses all other criminal offenses, that are in violation of State Law & Local Ordinances and are not among the Part A offenses. Examples include Driving While Impaired, Disorderly Conduct, etc.. Part A Crime increased by 4.7%, from 2012 (1,941 to 2013 (2,032).

Part B Crime decreased by 16..8%, from 2012(1,231 to 2013 (1,024).

Requests for Fire Services increased by 30.2%, from 2012 (205) to 2013 (267).

Requests for EMS increased by .20%, from 2012 (2,403) to 2013 (2,408).

Traffic Crashes increased by 8.99%, from 2011(595 to 2013 (648).



**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**TECHNICAL AND PLANNING SERVICES**

**PLANNING, INSPECTIONS, ENGINEERING, CODE ASSISTANCE, BUILDING MAINTENANCE AND STREET LIGHTING  
GENERAL FUND**

**BUDGET OVERVIEW**

**REVENUE**

The revenue source for positions in the Technical and Planning Department is the General Fund, Community Development Block Grants and Capital Projects Funds.

**EXPENDITURES**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	169,476	263,739	149,176	256,263	356,349	345,792	346,817
Fringes	158,247	217,827	116,117	176,336	216,669	207,184	207,822
Supplies, Maint.and Repai	103,098	179,100	10,416	5,970	14,100	14,100	14,100
Operations	968,982	1,016,650	433,563	604,703	560,150	560,150	560,150
Staff Development	1,516	4,045	1,293	835	7,000	7,000	7,000
Printing and Publications	-	400	-	-	-	-	-
Capital	(353)	-	-	-	-	-	-
<b>TOTAL</b>	<b>1,400,967</b>	<b>1,681,761</b>	<b>710,564</b>	<b>1,044,108</b>	<b>1,154,267</b>	<b>1,134,226</b>	<b>1,135,890</b>

**POSITIONS**

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	10.00	6.00	9.00	12.00	11.00
Part Time Positions	0.50	0.50	0.50	2.47	2.97

**DEPARTMENT DESCRIPTION**

The Department of Technical and Planning Services consists of the following divisions: Building Inspection (including Electrical, Mechanical, and Plumbing), Code Assistance, and Engineering. Overall budget figures demonstrate that budgeted revenues are up \$49,500 from the previous budget year; and expenditures are down \$547,535 from the previous budget year, primarily because the building maintenance activity was moved to Public Works.

The Building Inspection and Code Assistance Divisions are responsible for:

1. Issuance of all permits
2. Inspection of work related to construction of all structures in the City
3. Zoning ordinance enforcement
4. Certifying all work performed under the provisions of the electrical, plumbing, mechanical and building codes of the City
5. Investigation of all alleged ordinance and code violations related to City parking lots, signs, nuisances and offensive conditions, anti-blight, garbage and rubbish containment, weeds and rodent control, dog pound and animal care, and certain types of parking offenses

The Engineering Division is responsible for:

1. All matters related to construction of physical properties within the City's infrastructure
2. Planning related to changes to the City's physical properties
3. City engineering services

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## TECHNICAL AND PLANNING SERVICES

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### PLANNING, INSPECTIONS, ENGINEERING, CODE ASSISTANCE, BUILDING MAINTENANCE AND STREET LIGHTING

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#### GENERAL FUND

#### 2014-15 BUDGET HIGHLIGHTS

##### Overall Technical and Planning Budget Figures:

- Budgeted revenues are up \$49,000 from the previous budget year
- Expenditures are up \$45,000 from the previous budget year
- Transfer Building Maintenance Activities to the Department of Public Works

##### Engineering Division / Projects:

- Requesting an additional Engineering Technician I to assist with this increased workload
- Sewer and Catch Basin Cleaning and TV Inspection Project, M-602
- Miscellaneous Concrete Repair Project, M-603
- Joint Sealing Project, M-604
- Sewer Lining Project, M-605
- Fire Hydrant Repainting Project, M-607
- Shepherd Park / Scotia Road Repaving Project, M-608
- Water Main Replacement Project, M-609
- Sidewalk Replacement Project, M-606
- Commercial Sidewalk Replacement Project
- Sidewalk Gap Project

##### Sidewalk Projects:

- Special Assessment Districts
- Sidewalk Replacement Project, M-606
- Commercial Sidewalk Replacement Project
- Sidewalk Gap Project
- Special Financing for large accounts

##### Rental Inspection Program:

- Expected Revenue approximately \$100,000 above 2013-2014 budget
- New employees assisting with overwhelming workload
- We are still below the 13 daily initial inspections required to keep up with demand

##### Code Enforcement:

- We request an additional Code Assistance Officer to assist with blight, rental inspections, and business license compliance
- We are still reactive with regards to our enforcement efforts
- Primary duties deal with snow, grass, and rodent issues

##### Building Division:

- New Building Inspector is working out well.
- We are seeing improvements in plan review turnaround times
- Large decreases in Business License Applications
- Streamline permitting process (BS&A.net) and One Stop Ready

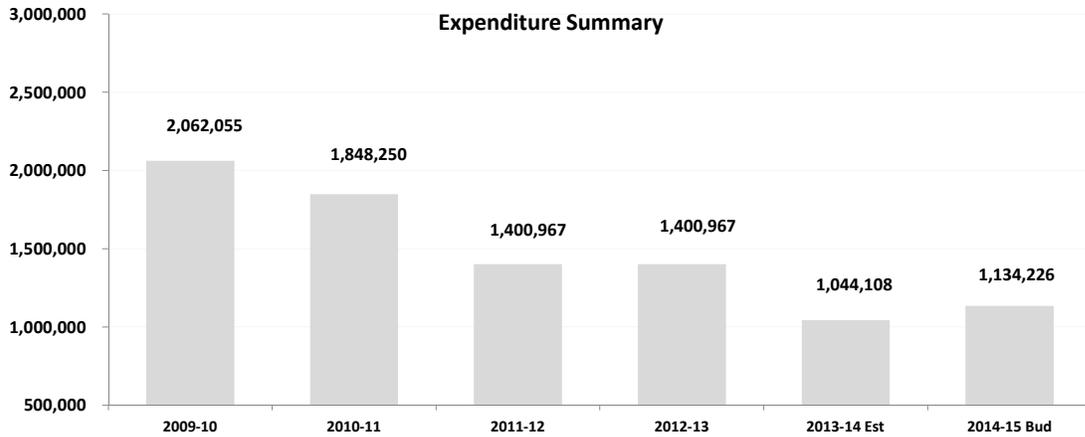
**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**TECHNICAL AND PLANNING SERVICES**

**PLANNING, INSPECTIONS, ENGINEERING, CODE ASSISTANCE, BUILDING MAINTENANCE AND STREET LIGHTING  
GENERAL FUND**

**2014-15 PERFORMANCE OBJECTIVES**

1. With cooperation from the Road Commission for Oakland County; plan, design, administer and inspect the resurfacing of the pavement on the Ten Mile Road Service Drive at Coolidge Highway
2. Plan, design, administer, and inspect the Fire Hydrant Blasting and Repainting Project and sidewalk replacement
3. Administer and inspect the 2014 Sewer Lining and Repair Project
4. Plan, administer, and inspect 2014 Sewer Cleaning and Television Inspection Program
5. Continue aggressive Rental Registration and Inspection Program



**PLANNING**

<b>101-16-691</b>	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	34,340	-	23,000	-	-	-	-
Fringes	26,012	-	1,976	-	-	-	-
<b>TOTAL</b>	<b>60,662</b>	<b>-</b>	<b>24,976</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**INSPECTIONS**

<b>101-16-371</b>	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	104,629	223,676	101,535	245,757	341,738	331,614	332,598
Fringes	80,630	182,443	97,390	169,106	207,785	198,690	199,302
Supplies, Maint.and Repairs	936	1,100	679	567	1,100	1,100	1,100
Operations	80,684	74,500	66,608	82,807	80,000	80,000	80,000
Staff Development	1,067	2,045	1,273	806	3,000	3,000	3,000
<b>TOTAL</b>	<b>267,945</b>	<b>483,764</b>	<b>267,485</b>	<b>499,043</b>	<b>633,624</b>	<b>614,404</b>	<b>615,999</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**TECHNICAL AND PLANNING SERVICES**

**PLANNING, INSPECTIONS, ENGINEERING, CODE ASSISTANCE, BUILDING MAINTENANCE AND STREET LIGHTING**

**GENERAL FUND**

**ENGINEERING**

<b>101-16-447</b>	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Salaries	9,308	10,063	7,776	10,507	14,610	14,177	14,220
Fringes	13,324	7,297	11,318	7,230	8,883	8,495	8,521
Supplies, Maint.and Repairs	170	3,000	467	687	3,000	3,000	3,000
Operations	-	150	104	113	150	150	150
Staff Development	139	2,000	20	29	3,000	3,000	3,000
Printing and Publications	-	400	-	-	-	-	-
<b>TOTAL</b>	<b>22,940</b>	<b>22,910</b>	<b>19,685</b>	<b>18,566</b>	<b>29,644</b>	<b>28,822</b>	<b>28,890</b>

**BUILDING MAINTENANCE**

<b>101-16-265</b>	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	41698	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Salaries	18,492	30,000	-	-	-	-	-
Fringes	37,990	28,087	340	-	-	-	-
Supplies, Maint.and Repairs	96,912	165,000	3,628	408	-	-	-
Operations	371,235	402,000	20,089	6,081	-	-	-
Capital	(353)	-	-	-	-	-	-
<b>TOTAL</b>	<b>524,276</b>	<b>625,087</b>	<b>24,058</b>	<b>6,489</b>	<b>-</b>	<b>-</b>	<b>-</b>

**STREET LIGHTING**

<b>101-16-448</b>	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Operations	449,478	470,000	315,008	473,000	475,000	475,000	475,000
<b>TOTAL</b>	<b>449,478</b>	<b>470,000</b>	<b>315,008</b>	<b>473,000</b>	<b>475,000</b>	<b>475,000</b>	<b>475,000</b>

**ADMINISTRATION**

<b>101-16-401</b>	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Salaries	2,708	-	16,864	-	-	-	-
Fringes	292	-	5,093	-	-	-	-
Supplies, Maint.and Repairs	5,081	10,000	5,643	4,308	10,000	10,000	10,000
Operations	67,585	70,000	31,753	42,702	5,000	5,000	5,000
<b>TOTAL</b>	<b>75,665</b>	<b>80,000</b>	<b>59,353</b>	<b>47,010</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**TECHNICAL AND PLANNING SERVICES**

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**PLANNING, INSPECTIONS, ENGINEERING, CODE ASSISTANCE, BUILDING MAINTENANCE AND STREET LIGHTING**

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**GENERAL FUND**

Fiscal Year	Comercial Number	Industrial Number	Residential Number	Total Number
2003/2004	22	6	682	3,221
2004/2005	24	3	785	3,218
2005/2006	22	8	781	3,223
2006/2007	21	6	689	3,221
2007/2008	36	4	584	3,219
2008/2009	32	3	510	3,218
2009/2010	26	1	545	3,216
2010/2011	73	1	339	3,216
2011/2012	101	1	547	3,216
2012/2013	5	20	443	3,235

**SCHEDULE OF  
BUILDING PERMITS  
LAST TEN  
FISCAL YEARS**

**SQUARE FOOTAGE OF  
BUILDINGS MAINTAINED**

- City Hall/Public Safety - 37,080**
- 45th District Court - 77,375**
- Cable Building - 3,678**
- Community Center/Library -  
36,830**
- Ice Arena - 47,675**
- DPW Service Center - 29,631**
- DPW Rear Barn - 5,973**

## **City of Oak Park Zoning Districts**

### **R-1 ONE-FAMILY DWELLING DISTRICT**

The One-Family Dwelling Districts are intended to provide an environment of one-family detached dwellings and accessory uses in structures within stable residential neighborhoods.

### **R-2 TWO-FAMILY DWELLING DISTRICTS**

The Two-Family Dwelling Districts are intended to permit both one-family and two-family dwellings and compatible accessory uses and structures within stable residential neighborhoods.

### **RM-1 AND RM-2 MULTI-FAMILY RESIDENTIAL DISTRICTS**

The Low-Rise Multi-Family Residential Districts and the Mid-Rise Multi-Family Districts are intended to provide areas for multiple family dwellings and related uses.

### **O OFFICE BUILDING DISTRICTS**

The Office Districts are intended to accommodate uses such as offices, banks, personal services, and a limited amount of retail.

### **B-1 NEIGHBORHOOD BUSINESS DISTRICTS**

The Neighborhood Business Districts are intended to meet the day-to-day convenience shopping and service needs of persons residing in nearby residential areas.

### **B-2 GENERAL BUSINESS DISTRICTS**

The General Business Districts are intended to accommodate more intensive businesses that cater to a larger consumer market than those typically found in Neighborhood Business Districts.

### **LI LIGHT INDUSTRIAL DISTRICTS**

The Light Industrial Districts are intended to accommodate uses such as manufacturing plants, warehousing, research laboratories and similar uses.

### **PTRED PLANNED TECHNICAL, RESEARCH, EDUCATION DEVELOPMENT DISTRICTS**

The Planned Technical, Research, Education Development Districts are intended to accommodate research, technical, medical and educational activities which serve the needs of nearby regional establishments.

### **PCD PLANNED CORRIDOR DEVELOPMENT DISTRICTS**

The Planned Corridor Development Districts are designed to provide for a variety of retail and service establishments in business areas abutting major thoroughfares.

### **PMF PLANNED MULTIFAMILY DISTRICTS**

The Planned Multifamily Residential Districts is designed to provide for low-rise multiple-family residential and related uses fronting on major thoroughfares.





**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**RECREATION**

**ATHLETICS, OUTDOOR ACTIVITIES, INSTRUCTIONAL ACTIVITIES, SPECIAL EVENTS, SENIOR SERVICES, AND SWIMMING POOL FACILITY**

*General Fund*

**BUDGET OVERVIEW**

**REVENUE**

The revenue source for the Recreation Department is the General Fund and Community Development Block Grant.

**EXPENDITURES**

	Prior Year Actual <b>2012-13</b>	Current Budget <b>2013-14</b>	Actual at 2/28/2014 <b>2013-14</b>	Est Year End <b>2013-14</b>	Manager's Rec <b>2014-15</b>	City Council Approved <b>2014-15</b>	Projected Budget <b>2015-16</b>
Salaries	300,364	328,171	226,514	327,586	377,930	377,930	378,130
Fringes	98,082	86,473	80,231	96,046	123,859	123,859	124,363
Supplies, Maint.and Repair	52,766	71,499	25,370	69,758	218,324	218,324	68,324
Operations	146,464	164,423	98,955	163,204	114,964	114,964	114,964
Staff Development	1,506	900	319	900	1,971	1,971	1,971
<b>TOTAL</b>	<b>599,182</b>	<b>651,466</b>	<b>431,390</b>	<b>657,494</b>	<b>837,048</b>	<b>837,048</b>	<b>687,752</b>

**POSITIONS**

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	7.00	3.00	2.00	3.00	3.00
Part Time Positions	20.35	20.35	20.35	20.87	20.87

**DEPARTMENT DESCRIPTION**

The Department of Recreation is responsible for community programming in City recreation areas and facilities.

Department supervisors meet formally twice per month to discuss programming and efficient methods of meeting the needs of residents. In addition, the department conducts extensive evaluations for each program or special event throughout the year, which are reviewed by the Recreation Advisory Board.

The Recreation Department is also responsible for the investigation of all alleged violations of the City of Oak Park Codified Ordinances as they pertain to recreation and park facilities. Park Rangers and Building Monitors are assigned to assist in the enforcement of code provisions, rules and regulations.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## RECREATION

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### ATHLETICS, OUTDOOR ACTIVITIES, INSTRUCTIONAL ACTIVITIES, SPECIAL EVENTS, SENIOR SERVICES, AND SWIMMING POOL FACILITY

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#### *General Fund*

The Department's budget is derived from the City's general fund. It is divided into seven activities: Administration, Athletics, Outdoor Activities, Municipal Swimming Pool, Instructional Activities, Special Events and Senior Services.

The Department is also involved in the Community Development Block Grant program. This function is to administer the Home Chores Program for senior citizens. Activities include grass cutting, snow shoveling, and other routine, maintenance activities to help senior citizens in Oak Park maintain their homes and remain independent. The Block Grant provides these services at no charge to low-income senior citizens. In 2013, the program served approximately 70 homes and performed more than 855 chores.

In addition, the Recreation Department oversees the operations of the Municipal Pool. In summer 2012, the pool attracted over 5,000 patrons.

The Recreation Department also has an on-line, computerized registration system, which has helped streamline the registration process. Residents can register through the city's website at [www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us).

#### **2014-15 BUDGET HIGHLIGHTS**

1. Update the Recreation Master Plan
2. Increase the number of youth and teen after school programs
3. Increase the number of senior athletic offerings
4. Continue to increase the number of sponsors for our programs
5. Continue to upgrade city parks and facilities.

#### **2014-15 PERFORMANCE OBJECTIVES**

1. Continue conversations with Ferndale Recreation to increase the number of programs that we offer jointly.

On December 16, 2013 both City of Oak Park and City of Ferndale City Councils approved and adopted the Interlocal Governmental Agreement that allows residents of both communities to take advantage of each others Recreational Assets.

2. Increase the number of sponsorships for our programs.

Over the last year the Recreation Department reached out to many business throughout the community and increased the number of sponsors for 4th of July, Youth Baseball and Halloween. We brought in more than \$5,000 in for sponsorship.

3. Increase the number of weekend Community Center Rentals.

With the completion of renovations to the community center we have had an increase of reservations at the community center. We have had more community groups using the rooms such as First Baptist Church of Oak Park and Oak Park Huntington Woods Democratic Club. We have also had an increase of residents using it for Wedding Showers, Baby Showers and Birthday Parties

4. Survey the community to see what different and additional programs and services we can offer them.

We have asked community members through the brochure and talked with residents when they are at events what programs, activities and community events that they would like to see.

5. Continue to upgrade city parks and facilities.

The Recreation Department is always working on updating baseball and soccer fields and improving park shelters.

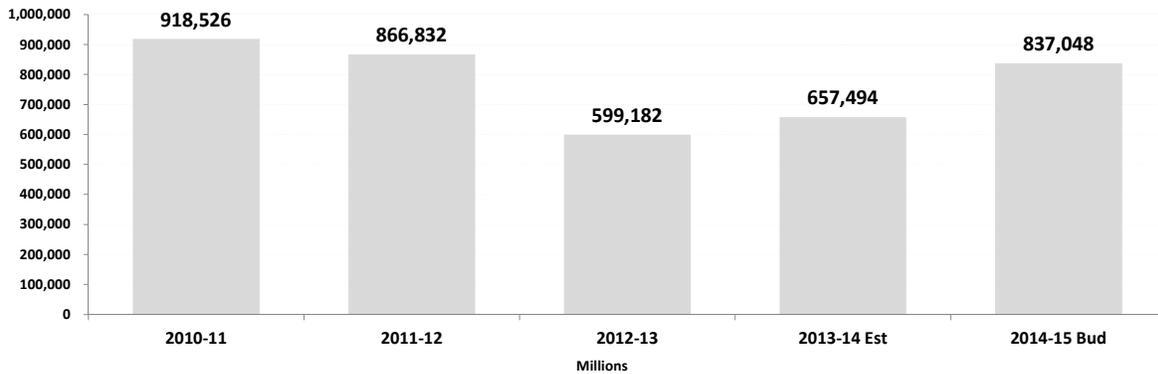
# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## RECREATION

### ATHLETICS, OUTDOOR ACTIVITIES, INSTRUCTIONAL ACTIVITIES, SPECIAL EVENTS, SENIOR SERVICES, AND SWIMMING POOL FACILITY

#### General Fund

#### EXPENDITURE HISTORY



#### ADMINISTRATION

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	132,660	147,192	82,329	146,930	169,504	169,504	169,594
Fringes	65,621	37,165	52,824	43,079	55,552	55,552	55,778
Supplies, Maint.and Repairs	6,467	17,108	8,274	15,663	16,508	16,508	16,508
Operations	53,788	45,230	26,966	42,893	13,193	13,193	13,193
Staff Development	1,506	900	319	900	1,971	1,971	1,971
<b>TOTAL</b>	<b>260,043</b>	<b>247,595</b>	<b>170,712</b>	<b>249,464</b>	<b>256,728</b>	<b>256,728</b>	<b>257,044</b>

#### ATHLETICS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	50,865	28,941	35,825	28,889	33,279	33,279	33,297
Fringes	6,232	7,885	5,607	8,470	10,907	10,907	10,951
Supplies, Maint.and Repairs	18,919	29,423	7,559	29,423	29,423	29,423	29,423
Operations	8,660	12,873	5,004	12,390	13,413	13,413	13,413
<b>TOTAL</b>	<b>84,675</b>	<b>79,122</b>	<b>53,994</b>	<b>79,173</b>	<b>87,022</b>	<b>87,022</b>	<b>87,084</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**RECREATION**

**ATHLETICS, OUTDOOR ACTIVITIES, INSTRUCTIONAL ACTIVITIES, SPECIAL EVENTS, SENIOR SERVICES, AND SWIMMING POOL FACILITY**

*General Fund*

**OUTDOOR ACTIVITIES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	29,712	52,878	33,463	52,784	60,916	60,916	60,948
Fringes	4,386	14,407	7,060	15,476	19,964	19,964	20,045
Supplies, Maint.and Repairs	1,131	3,420	740	3,420	3,420	3,420	3,420
Operations	8,415	13,060	4,425	13,806	13,060	13,060	13,060
<b>TOTAL</b>	<b>43,643</b>	<b>83,765</b>	<b>45,687</b>	<b>85,486</b>	<b>97,359</b>	<b>97,359</b>	<b>97,473</b>

**INSTRUCTIONAL ACTIVITIES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	-	-	137	-	-	-	-
Fringes	-	-	13	-	-	-	-
Supplies, Maint.and Repairs	65	100	166	166	-	-	-
Operations	22,094	24,128	12,906	24,128	29,508	29,508	29,508
<b>TOTAL</b>	<b>22,158</b>	<b>24,228</b>	<b>13,223</b>	<b>24,294</b>	<b>29,508</b>	<b>29,508</b>	<b>29,508</b>

**SPECIAL EVENTS**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	7,458	1,496	3,260	1,493	1,727	1,727	1,728
Fringes	961	408	406	438	566	566	568
Supplies, Maint.and Repairs	3,783	2,648	3,076	3,075	4,173	4,173	4,173
Operations	21,859	15,850	13,971	15,850	17,008	17,008	17,008
<b>TOTAL</b>	<b>34,061</b>	<b>20,402</b>	<b>20,713</b>	<b>20,856</b>	<b>23,474</b>	<b>23,474</b>	<b>23,478</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## RECREATION

### ATHLETICS, OUTDOOR ACTIVITIES, INSTRUCTIONAL ACTIVITIES, SPECIAL EVENTS, SENIOR SERVICES, AND SWIMMING POOL FACILITY

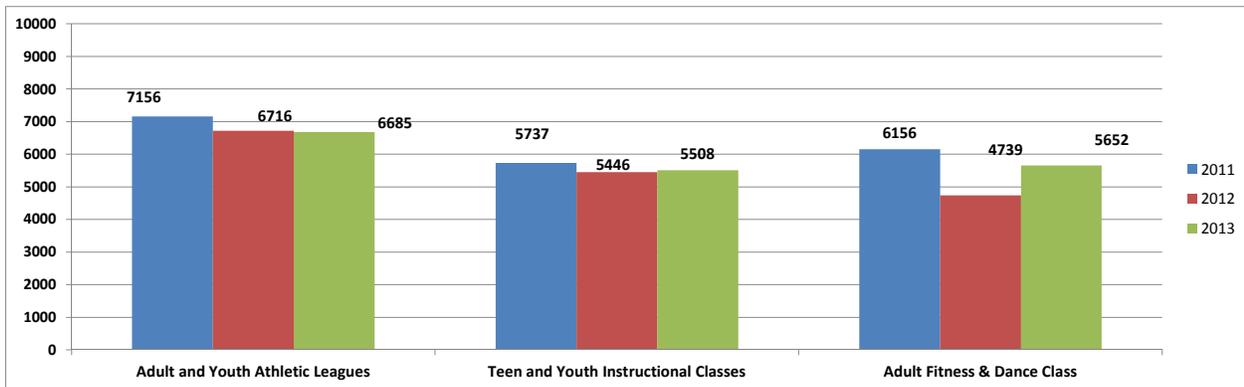
#### General Fund

#### SWIMMING POOL FACILITY

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	30,879	47,999	37,368	47,913	55,273	55,273	55,302
Fringes	3,510	13,077	7,071	14,048	18,115	18,115	18,188
Supplies, Maint.and Repairs	18,987	15,050	3,306	14,261	161,050	161,050	11,050
Operations	9,590	5,900	6,755	6,755	5,900	5,900	5,900
<b>TOTAL</b>	<b>62,967</b>	<b>82,026</b>	<b>54,501</b>	<b>82,977</b>	<b>240,338</b>	<b>240,338</b>	<b>90,441</b>

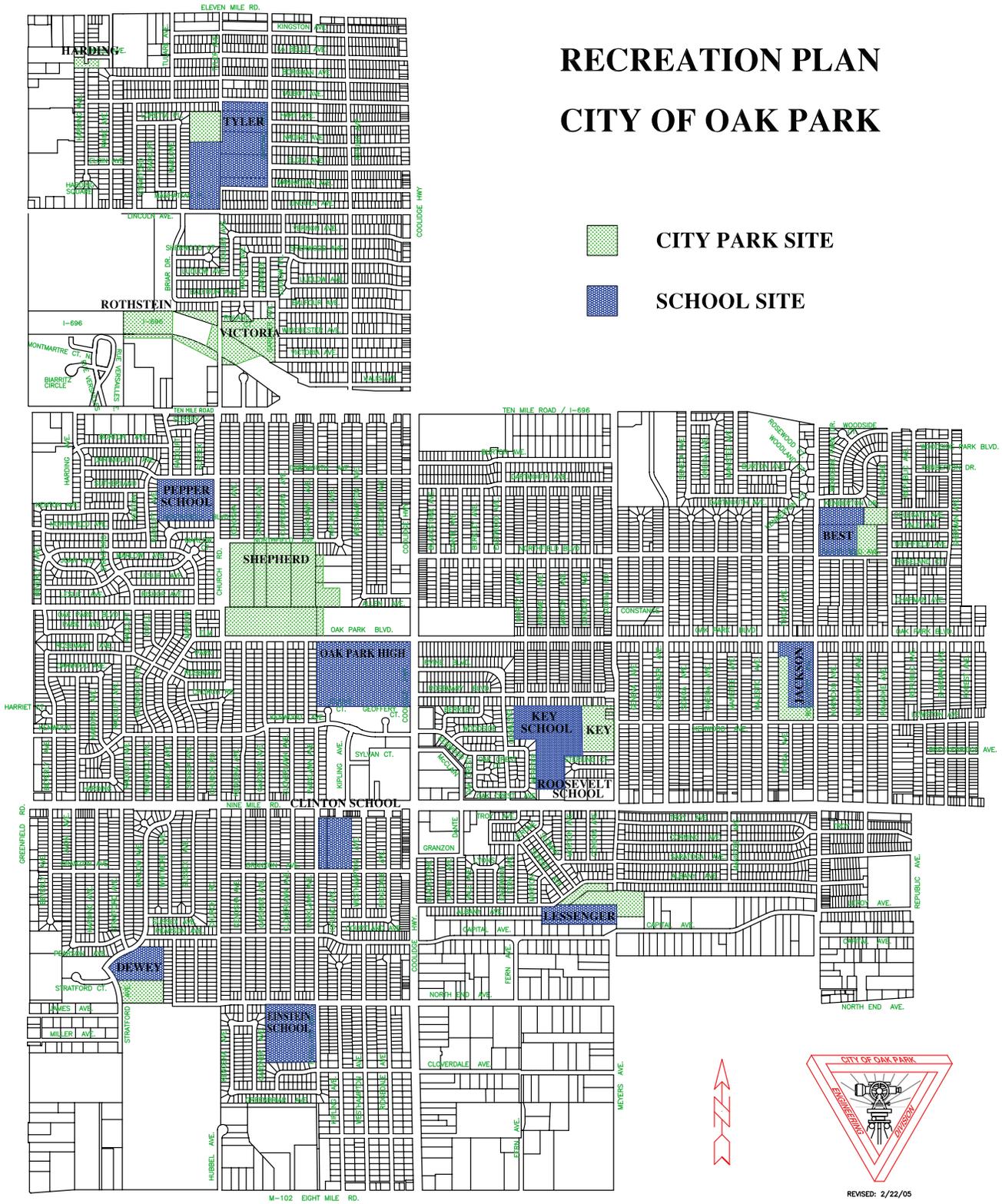
#### SENIOR SERVICES

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	48,791	49,665	34,131	49,576	57,231	57,231	57,261
Fringes	17,372	13,531	7,250	14,535	18,756	18,756	18,833
Supplies, Maint.and Repairs	3,416	3,750	2,249	3,750	3,750	3,750	3,750
Operations	22,057	47,382	28,929	47,382	22,882	22,882	22,882
<b>TOTAL</b>	<b>91,635</b>	<b>114,328</b>	<b>72,559</b>	<b>115,244</b>	<b>102,619</b>	<b>102,619</b>	<b>102,726</b>



# RECREATION PLAN CITY OF OAK PARK

-  CITY PARK SITE
-  SCHOOL SITE



# **CITY OF OAK PARK RECREATION DEPARTMENT**

## **CONTACT US!!**

**248-691-7555**

**[www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us)**

## **SPECIAL EVENTS**

4<sup>th</sup> of July Parade.  
Halloween,  
Winterfest,  
Easter Egg Hunt,  
Valentine's Dance  
& More!!

## **FAMILY TRIPS**

Tigers/Pistons/Lions/  
Red Wings/Toledo Zoo/  
Cedar Pointe/Circus  
& More!!

## **YOUTH CAMPS**

Summer Camps for  
5-6, 7-9 & 10-12  
year old children.  
Travel Camps.

## **SENIOR DIVISION**

Clubs – (.i.e. Computer)  
Home Chore Program  
Transportation  
Trips, Meals on Wheels  
Volunteer Program

## **INSTRUCTIONAL**

Adult & Youth  
Karate, Aerobics,  
Basketball, Tennis,  
Cheerleading  
& More!!

## **DEVELOP RECREATION MASTER PLAN**

## **MUNICIPAL POOL**

Open during the  
summer from June  
through August.

## **ATHLETIC ACTIVITIES**

Adult & Youth Leagues  
Basketball, Kickball, Baseball  
Softball, Flag Football  
& More!!

## **PARKS**

Recommend recreational  
structures in the parks,  
assist DPW with park  
maintenance.

**WE HAVE SOMETHING FOR EVERYONE!**



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## DEPARTMENT OF PUBLIC WORKS

### ADMINISTRATION, SIDEWALKS, PARKING LOTS, AND FORESTRY

#### *General Fund*

#### BUDGET OVERVIEW

##### REVENUE

Revenues in this department are charges for services performed and billed to other parties, such as work done in the RCOC and MDOT rights of way, along with reimbursements for work done on code violation properties.

##### EXPENDITURES

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	17,970	19,000	26,963	53,023	125,493	125,493	127,019
Fringes	26,612	15,490	21,990	38,442	90,626	90,626	90,614
Supplies, Maint. and Repairs	93	8,000	1,594	133,000	209,000	209,000	209,000
Operations	217,717	147,200	45,139	506,956	464,000	464,000	464,000
Staff Development	215	-	225	225	300	300	300
<b>TOTAL</b>	262,607	189,690	95,912	731,646	889,419	889,419	890,933

##### POSITIONS

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	24.00	24.00	21.00	22.00	22.00
Part Time Positions	3.17	1.67	1.67	2.37	2.37

#### DEPARTMENT DESCRIPTION

The Department of Public Works has five divisions: Streets; Water Supply; Parks & Forestry; Motor Pool; and Facilities Maintenance.

The Streets division is in charge of the operation and maintenance of the City's streets and sewage system, including snow removal, sidewalk maintenance, refuse collection stations, and rubbish and disposal service contracts. This division is also responsible for traffic sign installation and traffic pavement striping.

The Water Supply division is responsible for the construction, operation, and maintenance of City water mains, service connections, and all other facilities pertaining to the city water supply system, including meter installation. The Water Supply division is also responsible for all pumping and storage facilities that are part of the City Water Distribution system.

The Parks and Forestry division is in charge of the control and regulation of trees, including planting, development, maintenance, management and operation of parks, boulevards, and municipal parking lots.

The Motor Pool division is responsible for the purchase and maintenance of the City's motor fleet.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## DEPARTMENT OF PUBLIC WORKS

### ADMINISTRATION, SIDEWALKS, PARKING LOTS, AND FORESTRY

#### *General Fund*

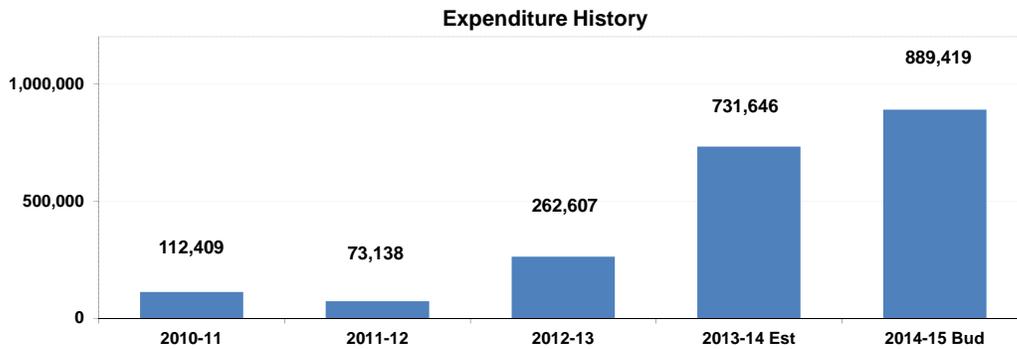
Expenditures by the DPW are paid from six funds: General; Major Streets; Local Streets; Solid Waste; Water & Sewer; and Motor Pool.

#### 2014-15 BUDGET HIGHLIGHTS

This 2014-15 fiscal year budget reflects an increase in expenditures due primarily to the movement of the building maintenance activity from the Technical and Planning Department and the addition of one staff member.

#### 2014-15 PERFORMANCE OBJECTIVES

Utilize the Collaborative Asset Management System (CAMS) for collaboration across jurisdictional and organizational boundaries. This allows for better workflow and greater response to service requests. DPW also is maintaining workloads by filling vacant positions and contracting out some jobs in order to concentrate on core competencies.



<b>ADMINISTRATION</b>							
	Prior Year Actual	Current Budget	Actual at 2/28/2014	Est Year End	Manager's Rec	City Council Approved	Projected Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Salaries	2,578	6,000	3,027	5,000	31,513	31,513	31,928
Fringes	1,911	4,468	3,296	5,074	22,812	22,812	22,777
Supplies, Maint. and Repairs	(620)	1,000	427	700	1,000	1,000	1,000
Operations	3,628	27,200	1,715	2,556	4,000	4,000	4,000
Staff Development	215	-	225	225	300	300	300
<b>TOTAL</b>	<b>7,711</b>	<b>38,668</b>	<b>8,690</b>	<b>13,555</b>	<b>59,625</b>	<b>59,625</b>	<b>60,005</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**DEPARTMENT OF PUBLIC WORKS**

**ADMINISTRATION, SIDEWALKS, PARKING LOTS, AND FORESTRY**

**General Fund**

**SHEPHERD PARK - FORESTRY**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	8,510	7,000	14,280	16,000	38,197	38,197	38,701
Fringes	21,176	6,554	9,868	6,151	27,651	27,651	27,609
Supplies, Maint.and Repairs	640	1,000	530	1,000	1,000	1,000	1,000
Operations	105,991	100,000	11,580	101,000	22,000	22,000	22,000
<b>TOTAL</b>	<b>136,316</b>	<b>114,554</b>	<b>36,258</b>	<b>124,151</b>	<b>88,848</b>	<b>88,848</b>	<b>89,310</b>

**OTHER PARKS - FORESTRY**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	6,882	6,000	9,656	11,000	25,783	25,783	26,123
Fringes	3,525	4,468	3,090	4,152	18,665	18,665	18,636
Supplies, Maint.and Repairs	73	6,000	637	1,300	2,000	2,000	2,000
Operations	108,099	20,000	31,844	26,400	38,000	38,000	38,000
<b>TOTAL</b>	<b>118,580</b>	<b>36,468</b>	<b>45,228</b>	<b>42,852</b>	<b>84,448</b>	<b>84,448</b>	<b>84,759</b>

**CITY FACILITIES - BUILDING MAINTENANCE**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	-	-	-	21,023	30,000	30,000	30,267
Fringes	-	-	5,737	23,065	21,498	21,498	21,592
Supplies, Maint.and Repairs	-	-	(0)	130,000	205,000	205,000	205,000
Operations	-	-	-	377,000	400,000	400,000	400,000
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>5,737</b>	<b>551,088</b>	<b>656,498</b>	<b>656,498</b>	<b>656,859</b>



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**INFORMATION TECHNOLOGY**

**INFORMATION TECHNOLOGY**

*General Fund*

**BUDGET OVERVIEW**

**REVENUE**

The revenue source for the Information Technology Department is the General Fund.

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	71,721	68,900	56,696	81,411	85,281	77,133	77,133
Fringes	30,097	37,831	30,724	33,882	34,548	32,790	32,943
Supplies, Maint.and Repai	39,200	43,300	39,567	43,300	66,800	66,800	66,800
Operations	33,932	34,000	25,010	34,000	25,500	25,500	25,500
Staff Development	1,769	2,000	2,074	2,000	2,000	2,000	2,000
Printing and Publications	41	150	-	150	150	150	150
<b>TOTAL</b>	<b>176,759</b>	<b>186,181</b>	<b>154,071</b>	<b>194,743</b>	<b>214,279</b>	<b>204,373</b>	<b>204,526</b>

**POSITIONS**

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	1.00	1.00	1.00	1.00	1.00
Part Time Positions	0.00	0.00	0.00	0.00	0.00

**DEPARTMENT DESCRIPTION**

The Information Technology Department provides and supports all technologies relating to the gathering, analysis and dissemination of information to both City Departments and the general public. The main areas of concentration are the IBM AS/400 system which handles all financial information, Local Area Network (LAN) for personal computer users, and the Internet for the general public. The department consists of one full-time employee.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## INFORMATION TECHNOLOGY

### INFORMATION TECHNOLOGY

#### *General Fund*

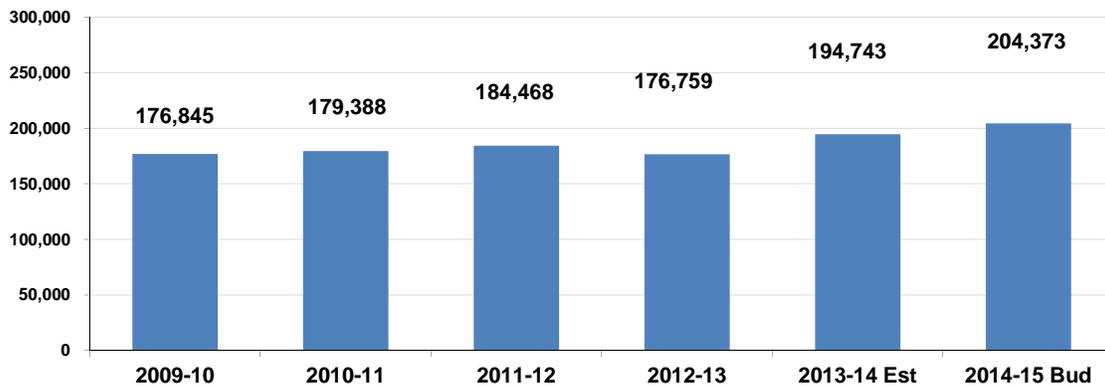
#### 2014-15 BUDGET HIGHLIGHTS

1. The Library/Technical Planning/Recreation buildings have all been renovated with essential projects, including cabling, computers & laptops
2. Updated PCs throughout the City and continued loading Windows 7 on all new and reloaded computers/laptops
3. Installed DPW phone upgrade, which increased bandwidth with new Cisco switches and routers
4. Installed more duplex printers to save on paper usage
5. Installed new Cisco city phone system and voicemail with paging
6. Updated the city website with new information and forms
7. Installed latest version of Back-up Exec 2012, to comply with policy to maintain data for at least four weeks on-site
8. Maintained Cymphonix internet tracking & blocking box to help with Malware problems

#### 2014-15 PERFORMANCE OBJECTIVES

1. Install BS&A .net for tax and finance applications. Also, upgrade the City's Assessing system from Pervasive to .net
2. Upgrade the permit system from Pervasive to .net
3. Upgrade the assessing system from Pervasive to .net
4. Configure 50 new PC's for BS&A software upgrade/install
5. Upgrade recreation software to Active Networks

**Expenditure History**



# **REAL TIME DATA AVAILABE WITH JUST A CLICK OF YOUR MOUSE!**

## **ON-LINE CREDIT CARD PAYMENTS NOW BEING ACCEPTED!**

The Department of Information Technology strives to keep up with all the latest technological innovations. One of the most important functions of this department is the maintenance of the City's web site. An abundance of information is available, from community activities to contacting City Officials. One of the web site's most exciting features is access to up-to-date information of property taxes and water billings. Visit our home page at: [www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us) for this and much more!

### **Online Property Tax Inquiry**



### **Online Utility Inquiry**





**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## COMMUNICATIONS AND PUBLIC INFORMATION

### COMMUNICATIONS AND PUBLIC INFORMATION

#### General Fund

#### BUDGET OVERVIEW

##### REVENUE

General Fund continues to provide resources based primarily upon franchise fees and programming grants received from the City's cable television franchise agreement.

The City also has an established advertising policy designed to attract revenue that offsets the cost of producing the City's newsletter.

##### EXPENDITURES

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	87,804	84,078	60,911	86,738	86,998	86,998	88,499
Fringes	43,771	61,243	39,000	43,710	43,675	43,675	44,351
Supplies, Maint.and Repai	12,451	7,500	3,252	6,000	7,500	7,500	7,500
Operations	38,050	43,450	36,912	44,700	69,200	69,200	69,200
Staff Development	1,670	2,365	-	2,365	2,865	2,865	2,865
Printing and Publications	12,884	40,500	29,209	38,000	40,500	40,500	40,500
<b>TOTAL</b>	<b>196,630</b>	<b>239,136</b>	<b>169,284</b>	<b>221,513</b>	<b>250,738</b>	<b>250,738</b>	<b>252,915</b>

##### POSITIONS

Budget 2012-13	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	3.00	2.00	2.00	2.00	2.00
Part Time Positions	0.00	0.00	0.00	0.00	0.00

#### DEPARTMENT DESCRIPTION

The central mission of the Communications and Public Information (CPI) Department is to serve as an effective communication conduit between the City of Oak Park and its residents (and other critical stakeholders) in the efficient delivery of City-related news and announcements. The department's companion mission is to provide internal support and enhanced communications capability through the management of audio-visual resources. CPI manages two major areas of responsibility:

##### Collateral Marketing

1. Produces and distributes the City's newsletter and Calendar/Annual Report
2. Assists municipal departments in producing marketing materials and publicizing events
3. Manages news media relationships and serves as frontline triage for media inquiries
4. Provides writing assistance for City-related presentations and video programming
5. Provides photography services for Human Resources and City-related special events
6. Secures advertising in City publications

##### Electronic Communications

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## COMMUNICATIONS AND PUBLIC INFORMATION

### COMMUNICATIONS AND PUBLIC INFORMATION

#### General Fund

1. Produces and airs regularly-scheduled municipal programs on OPTV 15, including broadcasts of City Council meetings and special programs
2. Posts timely announcements about City events and services on OPTV 16, electronic bulletin boards and the web site
3. Manages social media web site presence and content
4. Maintains content on the City's website
5. Provides City departments with functioning audio-visual equipment upon request

#### 2014-15 BUDGET HIGHLIGHTS

The FY 2014-2015 budget request reflects an increase of \$13,779, which reflects an expanded newsletter from four to six pages and a budget for upgrading the cable studio. The department will improve and expand programming this year to include regular cable shows.

#### 2014-15 PERFORMANCE OBJECTIVES

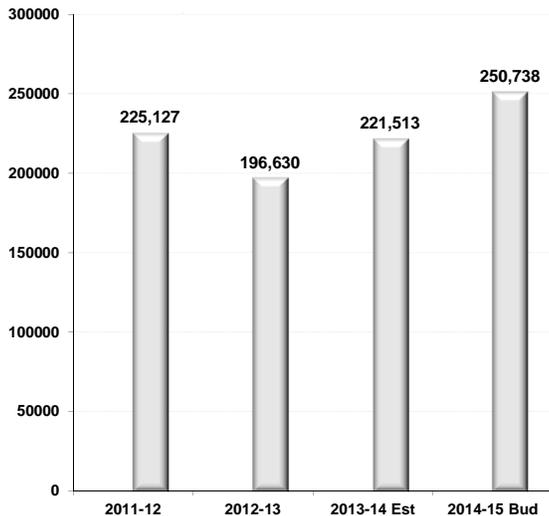
##### Collateral Marketing

1. Identify and develop effective and efficient stakeholder communication methods
2. Establish publishing standards for all City-related publications
3. Strengthen the City's brand

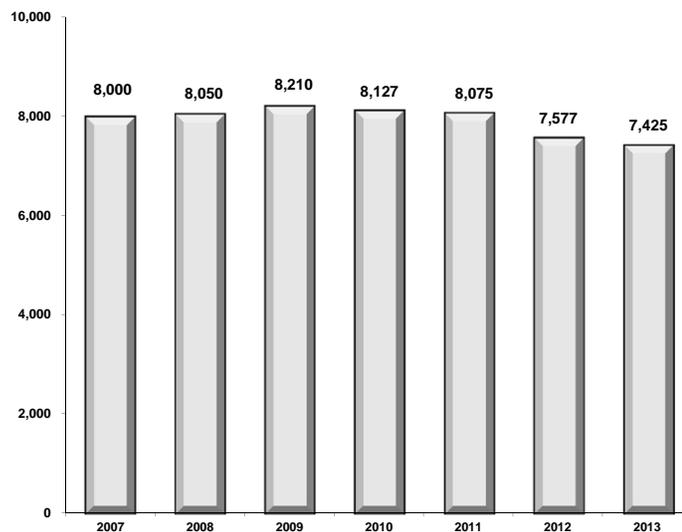
##### Electronic Communications

1. Effectively manage and maximize the quality of the City's existing communications vehicles, i.e. electronic bulletin boards, social media sites, cable stations and web site
2. Develop a high-functioning cable studio
3. Receive exceptional customer service ratings in providing municipal departments with video services and audio-visual support resources

EXPENDITURE HISTORY



CABLE TELEVISION SUBSCRIBERS  
Basic Service as of January



# OPTV-15 GUIDE

**CITY COUNCIL MEETINGS: LIVE**  
**1ST & 3RD MONDAY OF EVERY MONTH**

**COUNCIL MEETING REPLAYS**  
**MONDAY, WEDNESDAY, THURSDAY, SATURDAY & SUNDAY**  
**(NO 7 PM, & 11 :30 PM SHOWS ON LIVE COUNCIL DAYS)**

**THE OAK PARK REPORT UPDATE**  
**TUESDAY, WEDNESDAY, FRIDAY, SATURDAY & SUNDAY**

**STORY TIME**  
**TUESDAY, WEDNESDAY, FRIDAY, SATURDAY & SUNDAY**

**SPECIAL INTEREST SHOWS**  
**MONDAY, WEDNESDAY, THURSDAY, SATURDAY & SUNDAY**

Please visit [www.ci.oak-park.mi.us](http://www.ci.oak-park.mi.us) for up-to-date program information.





**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**NON-DEPARTMENTAL**

**NON DEPARTMENTAL**

*General Fund*

**BUDGET OVERVIEW**

**REVENUE**

The revenue to fund Non-Departmental activities is the General Fund.

**EXPENDITURES**

	<b>Prior Year Actual <u>2012-13</u></b>	<b>Current Budget <u>2013-14</u></b>	<b>Actual at 2/28/2014 <u>2013-14</u></b>	<b>Est Year End <u>2013-14</u></b>	<b>Manager's Rec <u>2014-15</u></b>	<b>City Council Approved <u>2014-15</u></b>	<b>Projected Budget <u>2015-16</u></b>
Retiree Health Care	2,538,378	1,528,975	1,291,244	1,432,618	1,370,562	1,370,562	1,439,090
Retiree Life Insurance	1,412	878	680	907	926	926	926
Retiree Dental Care	98,560	18,001	34,930	29,101	32,000	32,000	32,000
Unemployment Compensation	83,880	30,000	77,666	77,800	17,500	17,500	17,500
Health Care Insurance Fees - State and Fed	-	-	-	-	61,214	61,214	61,214
Utilities - Telephone	4,791	7,000	1,829	7,000	7,000	0	7,000
Unforeseen Expense	15,734	10,000	8,462	5,150	10,150	7,000	10,150
Membership and Dues	22,098	23,673	3,192	23,673	23,673	10,150	23,673
Refunds and Rebates	446,399	150,000	55,812	150,000	150,000	23,673	150,000
Contingency	-	-	-	82,807	82,807	150,000	82,807
<i>Non Departmental Expenses</i>	<i>3,211,405</i>	<i>1,768,527</i>	<i>1,473,818</i>	<i>1,809,056</i>	<i>1,755,832</i>	<i>1,755,832</i>	<i>1,824,360</i>
Transfer to Central Services	75,000	60,000	60,000	60,000	70,000	0	70,000
Transfer to District Court	1,551,000	1,522,460	1,522,460	1,567,412	1,659,922	70,000	1,659,922
Transfer to Public Safety Retirement - PA 345	-	835,686	-	835,686	946,181	1,631,659	1,032,822
Transfer to COPS Grant	34,823	72,503	-	67,324	67,345	946,181	-
Transfer to Debt Service	79,623	102,873	102,873	102,873	101,423	67,345	99,673
Transfer to Risk Management	110,000	110,000	110,000	110,000	110,000	101,423	110,000
Transfer to Library Authority	-	108,546	-	108,546	108,546	110,000	108,546
Transfer to City Owned Property	55,000	10,000	10,000	10,000	10,000	108,546	10,000
Transfer to Motor Pool	-	132,000	-	132,000	132,000	10,000	132,000
<i>Transfers Out</i>	<i>1,905,446</i>	<i>2,954,068</i>	<i>1,805,333</i>	<i>2,993,841</i>	<i>3,205,417</i>	<i>3,177,154</i>	<i>3,222,963</i>
<b>TOTAL</b>	<b>5,116,851</b>	<b>4,722,595</b>	<b>3,279,151</b>	<b>4,802,897</b>	<b>4,961,249</b>	<b>4,932,986</b>	<b>5,047,323</b>

**DEPARTMENT DESCRIPTION**

The Non-Departmental activity is used for expenditures which cannot be specifically realted to a particular department but affect the City at large. An example is to record transfers-out to other funds. Please note that salaries and fringes do not flow through this activity.

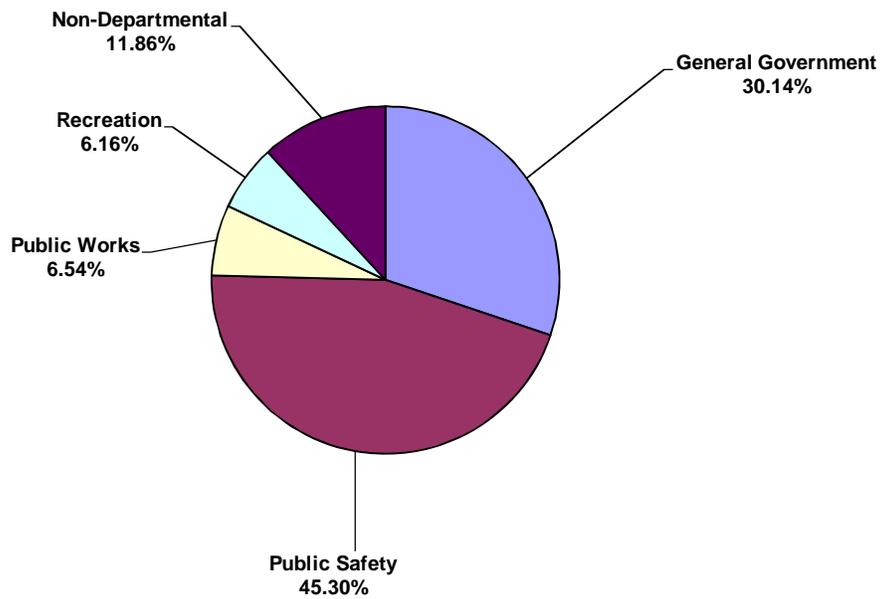
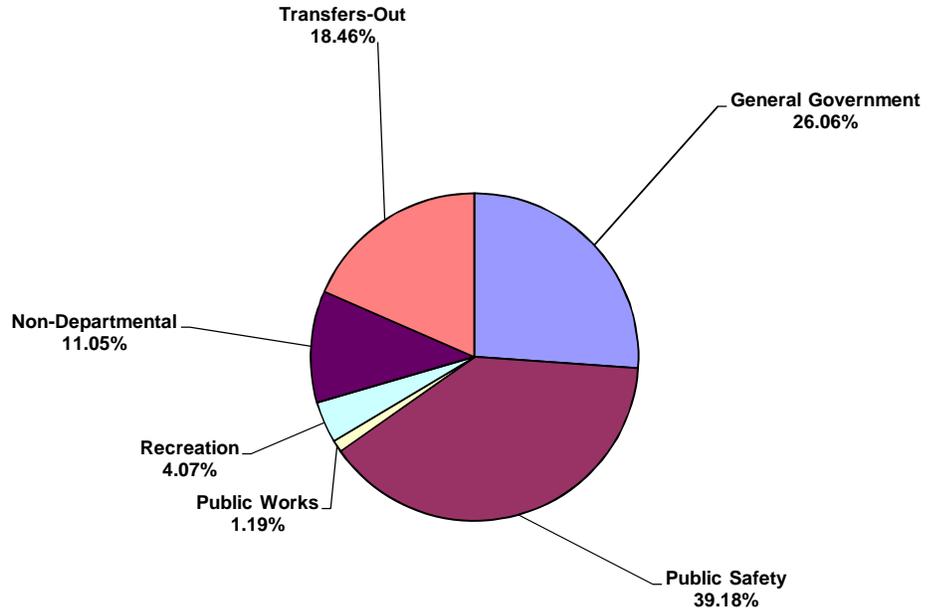
**2014-15 BUDGET HIGHLIGHTS**

Refunds and rebates represent amounts refunded to taxpayers who have a reduction in property taxes granted by the Board of Review, the Michigan Tax Tribunal or Court. This allocation for this expense has remained the same for Fiscal Year 2014-2015.

**2014-15 PERFORMANCE OBJECTIVES**

During FY 2013-2014, the City moved to a fully self-insured health insurance plan. It is expected that costs for both active and retiree health care should decrease compared to the costs of a fully administered or partially self insured plan.

# CITY OF OAK PARK BUDGETED EXPENDITURES BY CLASSIFICATION



# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## AUTHORITIES

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>BROWNFIELD REDEVELOPMENT AUTHORITY - FUND 112</b>							
<b>RESOURCES</b>							
Taxes and Tax Related	47,494	48,000	-	49,358	49,358	49,358	50,148
Interest	30	-	-	15	15	15	15
<b>TOTAL RESOURCES</b>	<b>47,524</b>	<b>48,000</b>	<b>-</b>	<b>49,373</b>	<b>49,373</b>	<b>49,373</b>	<b>50,163</b>
<b>EXPENDITURES</b>							
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Fund Balance:	22,993	70,517		70,517	119,890	119,890	169,263
Change in Fund Balance:	47,524	48,000		49,373	49,373	49,373	50,163
<b>ENDING FUND BALANCE:</b>	<b>70,517</b>	<b>118,517</b>		<b>119,890</b>	<b>169,263</b>	<b>169,263</b>	<b>219,425</b>
<b>LIBRARY - FUND 111</b>							
<b>RESOURCES</b>							
Taxes and Tax Related	698,402	647,631	646,058	647,631	644,604	644,604	654,918
Intergovernmental	53,350	54,800	51,063	54,800	54,800	54,800	55,348
Charge For Services	17,602	5,300	12,357	7,321	5,300	5,300	5,300
Interest	508	500	-	500	500	500	500
Other Revenue	82	3,000	(281)	3,000	3,000	3,000	3,000
Transfer from General Fund	-	108,546	108,546	108,546	108,546	108,546	108,546
<b>TOTAL RESOURCES</b>	<b>769,945</b>	<b>819,777</b>	<b>817,744</b>	<b>821,798</b>	<b>816,750</b>	<b>816,750</b>	<b>827,612</b>
<b>EXPENDITURES</b>							
Salaries	297,303	319,698	221,027	291,535	324,679	324,679	326,544
Fringes	160,192	147,528	135,837	134,320	150,393	150,393	151,154
Retiree Health Care	89,792	93,366	62,378	80,403	78,382	78,382	82,301
Supplies, Maint.and Repairs	55,547	58,000	27,861	58,000	58,000	58,000	58,000
Operations	100,866	101,950	79,084	101,950	101,950	101,950	101,950
Staff Development	265	-	-	-	-	-	-
Refunds and Rebates	54,505	25,000	3,494	25,000	25,000	25,000	25,000
Transfers Out - Debt Service	75,000	50,000	50,000	50,000	50,000	50,000	50,000
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>833,470</b>	<b>795,542</b>	<b>579,682</b>	<b>741,207</b>	<b>788,404</b>	<b>788,404</b>	<b>794,949</b>
Beginning Fund Balance:	(46,490)	(104,231)		(104,231)	(23,641)	(23,641)	4,705
Non-Spendable Fund Balance:	5,784						
Change in Fund Balance:	(63,525)	24,235		80,590	28,346	28,346	32,663
<b>ENDING FUND BALANCE:</b>	<b>(104,231)</b>	<b>(79,996)</b>		<b>(23,641)</b>	<b>4,705</b>	<b>4,705</b>	<b>37,368</b>
<b>ECONOMIC DEVELOPMENT CORPORATION- FUND 110</b>							
<b>RESOURCES</b>							
Charge For Services	-	7	-	7	7	7	7
<b>TOTAL RESOURCES</b>	<b>-</b>	<b>7</b>	<b>-</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>EXPENDITURES</b>							
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Fund Balance:	11,801	11,801		11,801	11,808	11,808	11,815
Change in Fund Balance:	-	7		7	7	7	7
<b>ENDING FUND BALANCE:</b>	<b>11,801</b>	<b>11,808</b>		<b>11,808</b>	<b>11,815</b>	<b>11,815</b>	<b>11,822</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## AUTHORITIES

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>MUNICIPAL BUILDING AUTHORITY - FUND 113</b>							
<b>RESOURCES</b>							
Interest	78	50	-	25	25	25	25
<b>TOTAL RESOURCES</b>	<b>78</b>	<b>50</b>	<b>-</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>EXPENDITURES</b>							
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Fund Balance:	10,084	10,162		10,162	10,187	10,187	10,212
Change in Fund Balance:	78	50		25	25	25	25
<b>ENDING FUND BALANCE:</b>	<b>10,162</b>	<b>10,212</b>		<b>10,187</b>	<b>10,212</b>	<b>10,212</b>	<b>10,237</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**BROWNFIELD REDEVELOPMENT AUTHORITY**

**BROWNFIELD REDEVELOPMENT - FUND 112**

***AUTHORITIES***

**BUDGET OVERVIEW**

**REVENUE**

The revenue source for the Brownfield Redevelopment Authority is from a levy on parcels in the Authority District.

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Taxes and Tax Related	47,494	48,000	-	49,358	49,358	49,358	50,148
Interest	30	-	-	15	15	15	15
<b>TOTAL RESOURCES</b>	<b>47,524</b>	<b>48,000</b>	<b>-</b>	<b>49,373</b>	<b>49,373</b>	<b>49,373</b>	<b>50,163</b>

The revenue source for the Brownfield Redevelopment Authority is from a special levy on parcels in the Authority District

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DEPARTMENT DESCRIPTION**

The Brownfield Authority plan was approved by City Council during FY 2004 - 2005. The Authority was made possible via the Brownfield Redevelopment Financing Act (PA 381) which is administered by the State of Michigan. This project involves the redevelopment of the Detroit Artillery Armory site. The Armory structure is currently in the end stage of demolition and will be replaced by both retail and industrial entities.

**2014-15 BUDGET HIGHLIGHTS**

Revenue is estimated at \$49,373, which is a \$1,373 increase from Fiscal year 2013-2014. Interest is also expected to remain unchanged at \$15 for Fiscal Year 2014-2015.

**2014-15 PERFORMANCE OBJECTIVES**

To increase and improve the City's tax base. Also, to provide an attractive area for City residents, and the surrounding community to work and shop.

## GENERAL INFORMATION

### Public Act 381

#### BROWNFIELD AUTHORITY

**Q: How are a Brownfield Project's taxes affected?**

A: Since a redevelopment project means that its' property value will increase, tax revenues will increase as well. The amount that the taxes increase in the first year are considered "captured taxes". This specific amount is used to pay for costs associated with the redevelopment project. These are reimbursed by the City as they are incurred.

**Q: Can any property become eligible for this type of program?**

A: Properties that are considered to be "functionally obsolete or blighted" can be considered. This is especially true towards those properties where redevelopment will result in the increase of the taxable value of that particular property.

**Q: Why was the Brownfield Plan initiated?**

A: Over the years industrial contamination has occurred on many properties throughout the State. There are also many sites with old, unused buildings that serve no practical purpose. These are present in urban and rural areas alike and can be very expensive to clean up or demolish. Brownfield incentives are offered to developers to improve the areas where these sites are located that otherwise would be too costly to renovate without some type of financial incentives.



Detroit Artillery Armory Demolition  
Eight Mile Rd.  
Oak Park, MI

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**LIBRARY**

**LIBRARY - FUND 111**

**AUTHORITIES**

**BUDGET OVERVIEW**

**REVENUE**

The revenue source for the Library Authority is from a levy on parcels in the Authority District

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Taxes and Tax Related	698,402	647,631	646,058	647,631	644,604	644,604	654,918
Intergovernmental	53,350	54,800	51,063	54,800	54,800	54,800	55,348
Charge For Services	17,602	5,300	12,357	7,321	5,300	5,300	5,300
Interest	508	500	-	500	500	500	500
Other Revenue	82	3,000	(281)	3,000	3,000	3,000	3,000
Other Funding Sources	-	108,546	108,546	108,546	108,546	108,546	108,546
<b>RESOURCES</b>	<b>769,945</b>	<b>819,777</b>	<b>817,744</b>	<b>821,798</b>	<b>816,750</b>	<b>816,750</b>	<b>827,612</b>

**EXPENDITURES**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	297,303	319,698	221,027	291,535	324,679	324,679	326,544
Fringes	160,192	147,528	135,837	134,320	150,393	150,393	151,154
Supplies, Maint.and Repairs	55,547	58,000	27,861	58,000	58,000	58,000	58,000
Operations	100,866	101,950	79,084	101,950	101,950	101,950	101,950
Ref & Reb	54,505	25,000	3,494	25,000	25,000	25,000	25,000
Transfers Out	75,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>EXPENDITURES</b>	<b>833,470</b>	<b>795,542</b>	<b>579,682</b>	<b>741,207</b>	<b>788,404</b>	<b>788,404</b>	<b>794,949</b>

**POSITIONS**

POSITIONS	Actual 2011-12	Actual 2012-13	Budget 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15
Full Time Positions	1.00	1.00	1.00	1.00	1.00
Part Time Positions	0.00	0.00	0.00	0.00	0.00

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## LIBRARY

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### LIBRARY - FUND 111

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#### *AUTHORITIES*

#### **DEPARTMENT DESCRIPTION**

The mission of the Oak Park Public Library is to provide materials, services and information that meet the educational, informational, cultural, and recreational needs of the City's diverse community. The Library Director oversees all other matters pertaining to the operation and management of library services in the City and is responsible for the selection and purchase of books and other reference/reading materials in the library.

Library cards are available FREE to Oak Park residents upon presentation of a valid driver's license, or current photo ID and proof of residency; the card can then be used at several public libraries in Southeast Michigan. Patrons may renew books over the phone by calling 248-691-7480. The library offers citizens the opportunity to borrow large print books for teens, children and adults, as well as audio books, eBooks and music CDs at no cost. Desktop and laptop computers are also available for free in-library use.

#### **2014-15 BUDGET HIGHLIGHTS**

Beginning October 6, 2013, the Library's Hours of Operation changed due to the unanimous decision of City Council to increase the staffing budget and allow for Sunday hours from 1 to 5 PM on all weekends not affiliated with a Federal Holiday.

A generous gift from the estate of the late Elsie Watson, enabled the Library to place security tagging in 105,000+ items, which are now equipped for self-checkout. The tags will improve patron services and assist the Library in collection retention.

For younger readers, the Library offered several Story Time events on Tuesday mornings, as well as the annual Summer Reading Clubs, which drew 37 Preschoolers, 98 Preteens and 36 Teens. Great Parents, Great Start Oakland again hosted free Playgroups for 40 preschoolers. Regular, drop-in Story Time events in the evening brought variety and fun year round.

The Library served as the preferred site for several City-related, special events. In addition to the Library's own events, such as the monthly adult book club, a financial education series, author visits and craft workshops, the Library became the center for free, cultural and educational programs hosted by community partners. Friends of Oak Park Library offered Used Books Sales in April and October, which resulted in the purchase of a new \$2,600 AWE children's computer for the Library. The Friends of Oak Park Library also sponsored more than a dozen special programs and cultural concerts; the Oak Park Arts and Cultural Commission hosted a half dozen musical performances and cultural events; and the Ethnic Advisory Commission held four educational events.

#### **2014-15 PERFORMANCE OBJECTIVES**

During the 2014-15 Fiscal Year the Library will work with City Departments, Friends of the Library, area schools and libraries, and other community groups to continue existing programming and to develop new ones. We continue to look at potential cost savings and revenue to mitigate revenue reductions while providing quality services and materials for all residents.

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**ECONOMIC DEVELOPMENT CORPORATION AUTHORITY**

**ECONOMIC REDEVELOPMENT - FUND 110**

**AUTHORITIES**

**BUDGET OVERVIEW**

**REVENUE**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Charge For Services	-	7	-	7	7	7	7
<b>TOTAL RESOURCES</b>	-	7	-	7	7	7	7

Interest Income of \$7 is estimated to be earned in FY 2013-2014.

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Contingency	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-

**DEPARTMENT DESCRIPTION**

The purpose of the EDC is to initiate and maintain industrial and commercial prosperity in the City. A nine member committee monitors the business environment to ensure success now and into the future.

**2014-15 BUDGET HIGHLIGHTS**

There are no expenditures budgeted for Fiscal Year 2014-2015.

**2014-15 PERFORMANCE OBJECTIVES**

To enhance the economic success of the City to allow it to grow and prosper.

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**MUNICIPAL BUILDING AUTHORITY**

**MUNICIPAL BUILDING AUTHORITY - FUND 113**

**AUTHORITIES**

**BUDGET OVERVIEW**

**REVENUE**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Interest	78	50	-	25	25	25	25
<b>TOTAL RESOURCES</b>	<b>78</b>	<b>50</b>	<b>-</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>

Interest Income of \$7 is estimated to be earned in FY 2013-2014.

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**DEPARTMENT DESCRIPTION**

This fund manages buildings used by the City.

**2014-15 BUDGET HIGHLIGHTS**

There are no expenditures budgeted for Fiscal Year 2014-2015.

**2014-15 PERFORMANCE OBJECTIVES**

Maintaining and improving structures that the City uses in the course of providing services to residents and businesses.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## SPECIAL REVENUE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>MAJOR STREETS - FUND 202</b>							
<b>RESOURCES</b>							
Intergovernmental	1,143,617	1,000,000	766,164	1,258,695	1,165,652	1,165,652	1,177,309
Interest	1,223	800	-	500	500	500	500
Special Assessments	122,049	78,000	95,845	68,555	68,555	68,555	68,555
<b>TOTAL RESOURCES</b>	<b>1,266,888</b>	<b>1,078,800</b>	<b>862,009</b>	<b>1,327,750</b>	<b>1,234,708</b>	<b>1,234,707</b>	<b>1,246,364</b>
<b>EXPENDITURES</b>							
<b>MAJOR STREETS - SUMMARY</b>							
Salaries	157,134	204,643	118,035	179,548	210,566	210,566	212,132
Fringes	148,877	175,089	118,305	127,532	150,342	149,335	149,953
Supplies, Maint.and Repairs	53,364	80,000	51,474	77,500	101,000	101,000	101,000
Operations	251,358	272,000	604,804	681,636	798,500	798,500	848,500
Staff Development	200	1,000	-	500	1,500	1,500	1,500
Capital	166,882	220,000	240,092	240,092	21,250	21,250	11,875
Transfers Out - General Fund	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Transfers Out - Local Streets	270,000	270,000	270,000	270,000	270,000	270,000	270,000
<b>TOTAL MAJOR STREETS - SUMMARY</b>	<b>1,127,816</b>	<b>1,302,732</b>	<b>1,482,710</b>	<b>1,656,808</b>	<b>1,633,157</b>	<b>1,632,151</b>	<b>1,674,960</b>
Beginning Fund Balance:	1,060,977	1,200,050		1,200,050	870,992	870,992	473,548
Change in Fund Balance:	139,073	(223,932)		(329,058)	(398,450)	(397,444)	(428,596)
<b>ENDING FUND BALANCE:</b>	<b>1,200,050</b>	<b>976,118</b>		<b>870,992</b>	<b>472,542</b>	<b>473,548</b>	<b>44,952</b>
<b>EXPENDITURES</b>							
<b>MAJOR STREETS - TECH &amp; PLAN - ADMIN</b>							
Salaries	19,257	33,764	21,056	29,548	34,566	34,566	34,566
Fringes	13,306	23,122	18,701	19,894	24,220	23,213	23,281
Transfers Out - General Fund	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Transfers Out - Local Streets	270,000	270,000	270,000	270,000	270,000	270,000	270,000
<b>TOTAL MAJOR STREETS - TECH &amp; PLAN - ADMIN EXPENDITURES</b>	<b>382,563</b>	<b>406,886</b>	<b>389,757</b>	<b>399,442</b>	<b>408,785</b>	<b>407,779</b>	<b>407,846</b>
<b>MAJOR STREETS - TECH &amp; PLAN - CONSTRUCTION</b>							
Salaries	8,999	-	188	-	-	-	-
Fringes	6,833	-	108	-	-	-	-
Supplies, Maint.and Repairs	(5,000)	-	-	-	-	-	-
Operations	52,721	-	307,636	318,636	-	-	-
Capital	166,882	220,000	240,092	240,092	-	-	-
<b>TOTAL MAJOR STREETS - TECH &amp; PLAN - CONSTRUCTION EXPENDITURES</b>	<b>230,434</b>	<b>220,000</b>	<b>548,023</b>	<b>558,728</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>MAJOR STREETS - PUBLIC WORKS - MAINTENANCE</b>							
Fringes	165	-	-	-	-	-	-
Supplies, Maint.and Repairs	(3,388)	-	-	-	-	-	-
Operations	5,758	-	-	-	-	-	-
<b>TOTAL MAJOR STREETS - PUBLIC WORKS - MAINTENANCE EXPENDITURES</b>	<b>2,535</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## SPECIAL REVENUE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>MAJOR STREETS - PUBLIC WORKS - TRAFFIC</b>							
Salaries	9,198	17,000	2,183	12,000	21,120	21,120	21,308
Fringes	10,584	13,916	6,972	12,917	15,135	15,135	15,201
Supplies, Maint.and Repairs	5,253	10,000	2,298	7,500	11,000	11,000	11,000
Operations	95,278	95,000	135,504	165,000	307,500	307,500	307,500
Staff Development	200	1,000	-	500	1,500	1,500	1,500
<b>TOTAL MAJOR STREETS - PUBLIC WORKS - TRAFFIC EXPENDITURES</b>	<b>120,513</b>	<b>136,916</b>	<b>146,958</b>	<b>197,917</b>	<b>356,255</b>	<b>356,255</b>	<b>356,509</b>
<b>MAJOR STREETS - PUBLIC WORKS - WINTER MAINTENANCE</b>							
Salaries	12,447	38,000	27,880	38,000	40,480	40,480	40,840
Fringes	11,747	32,577	24,777	24,757	29,008	29,008	29,135
Supplies, Maint.and Repairs	47,373	50,000	41,479	50,000	75,000	75,000	75,000
Operations	16,537	25,000	27,084	40,000	25,000	25,000	25,000
<b>TOTAL MAJOR STREETS - PUBLIC WORKS - WINTER MAINTENANCE EXPENDITURES</b>	<b>88,105</b>	<b>145,577</b>	<b>121,220</b>	<b>152,757</b>	<b>169,488</b>	<b>169,488</b>	<b>169,975</b>
<b>MAJOR STREETS - PUBLIC WORKS - RIGHTS OF WAY</b>							
Salaries	107,233	115,879	66,728	100,000	114,400	114,400	115,418
Fringes	106,242	105,474	67,747	69,965	81,979	81,979	82,337
Supplies, Maint.and Repairs	9,126	20,000	7,697	20,000	15,000	15,000	15,000
Operations	81,064	152,000	134,579	158,000	466,000	466,000	516,000
Capital	-	-	-	-	21,250	21,250	11,875
<b>TOTAL MAJOR STREETS - PUBLIC WORKS - RIGHTS OF WAY EXPENDITURES</b>	<b>303,665</b>	<b>393,353</b>	<b>276,752</b>	<b>347,965</b>	<b>698,629</b>	<b>698,629</b>	<b>740,630</b>
<b>TOTAL EXPENDITURES MAJOR STREETS</b>	<b>1,127,816</b>	<b>1,302,732</b>	<b>1,482,710</b>	<b>1,656,808</b>	<b>1,633,157</b>	<b>1,632,151</b>	<b>1,674,960</b>
<b>LOCAL STREETS - FUND 203</b>							
<b>LOCAL STREETS - SUMMARY RESOURCES</b>							
Intergovernmental	445,467	400,000	300,124	451,522	454,482	454,482	459,027
Interest	661	4,000	-	2,000	2,000	2,000	2,000
Other Revenue	2,071	-	-	-	-	-	-
Transfer In - Major Streets	270,000	270,000	270,000	270,000	270,000	270,000	270,000
<b>TOTAL RESOURCES</b>	<b>718,199</b>	<b>674,000</b>	<b>570,124</b>	<b>723,522</b>	<b>726,482</b>	<b>726,482</b>	<b>731,027</b>
<b>EXPENDITURES</b>							
Salaries	134,894	168,000	141,895	203,269	175,000	175,000	176,557
Fringes	122,269	149,406	116,938	113,550	125,405	125,405	125,953
Supplies, Maint.and Repairs	25,847	45,000	20,955	38,000	37,000	37,000	37,000
Operations	66,968	115,000	107,138	125,000	590,000	590,000	590,000
Capital	-	150,000	-	150,000	21,250	21,250	11,875
Transfers Out - General Fund	75,000	75,000	75,000	75,000	75,000	75,000	75,000
<b>TOTAL EXPENDITURES</b>	<b>424,977</b>	<b>702,406</b>	<b>461,926</b>	<b>704,820</b>	<b>1,023,655</b>	<b>1,023,655</b>	<b>1,016,384</b>
Beginning Fund Balance:	483,784	777,006		777,006	795,708	795,708	498,535
Change in Fund Balance:	293,222	(28,406)		18,702	(297,173)	(297,173)	(285,358)
<b>ENDING FUND BALANCE:</b>	<b>777,006</b>	<b>748,600</b>		<b>795,708</b>	<b>498,535</b>	<b>498,535</b>	<b>213,177</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## SPECIAL REVENUE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>LOCAL STREETS - TECH &amp; PLAN - ADMIN</b>							
Salaries	9,594	-	8,269	8,269	-	-	-
Fringes	7,384	-	7,383	5,912	-	-	-
Transfers Out - General Fund	75,000	75,000	75,000	75,000	75,000	75,000	75,000
<b>TOTAL EXPENDITURES</b>	<b>91,978</b>	<b>75,000</b>	<b>90,652</b>	<b>89,182</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
<b>LOCAL STREETS - TECH &amp; PLAN - CONSTRUCTION</b>							
Operations	-	-	-	-	400,000	400,000	400,000
Capital	-	150,000	-	150,000	21,250	21,250	11,875
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>150,000</b>	<b>421,250</b>	<b>421,250</b>	<b>411,875</b>
<b>LOCAL STREETS - PUBLIC WORKS - MAINTENANCE</b>							
Fringes	460	-	-	-	-	-	-
Supplies, Maint.and Repairs	9,910	-	-	-	-	-	-
Operations	14,966	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>25,337</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>LOCAL STREETS - PUBLIC WORKS - TRAFFIC</b>							
Salaries	6,857	15,000	20,012	25,000	19,950	19,950	20,127
Fringes	5,112	12,043	17,022	12,271	14,296	14,296	14,359
Supplies, Maint.and Repairs	2,941	10,000	4,708	10,000	10,000	10,000	10,000
Operations	4,691	5,000	8,777	12,000	10,000	10,000	10,000
<b>TOTAL EXPENDITURES</b>	<b>19,601</b>	<b>42,043</b>	<b>50,520</b>	<b>59,271</b>	<b>54,246</b>	<b>54,246</b>	<b>54,486</b>
<b>LOCAL STREETS - PUBLIC WORKS - WINTER MAINTENANCE</b>							
Salaries	19,369	36,000	65,811	90,000	44,975	44,975	45,375
Fringes	14,827	30,704	42,990	27,663	32,229	32,229	32,370
Supplies, Maint.and Repairs	6,053	25,000	5,526	15,000	15,000	15,000	15,000
Operations	8,276	30,000	45,125	30,000	20,000	20,000	20,000
<b>TOTAL EXPENDITURES</b>	<b>48,525</b>	<b>121,704</b>	<b>159,452</b>	<b>162,663</b>	<b>112,204</b>	<b>112,204</b>	<b>112,745</b>
<b>LOCAL STREETS - PUBLIC WORKS - RIGHTS OF WAY</b>							
Salaries	99,074	117,000	47,803	80,000	110,075	110,075	111,054
Fringes	94,485	106,659	49,542	67,704	78,880	78,880	79,224
Supplies, Maint.and Repairs	6,942	10,000	10,721	13,000	12,000	12,000	12,000
Operations	39,035	80,000	53,236	83,000	160,000	160,000	160,000
<b>TOTAL EXPENDITURES</b>	<b>239,537</b>	<b>313,659</b>	<b>161,301</b>	<b>243,704</b>	<b>360,955</b>	<b>360,955</b>	<b>362,278</b>
<b>TOTAL EXPENDITURES LOCAL STREETS</b>	<b>424,977</b>	<b>702,406</b>	<b>461,926</b>	<b>704,820</b>	<b>1,023,655</b>	<b>1,023,655</b>	<b>1,016,384</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## SPECIAL REVENUE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>SOLID WASTE - FUND 226</b>							
<b>RESOURCES</b>							
Taxes and Tax Related	1,393,262	1,282,366	1,282,017	1,282,366	1,276,372	1,276,372	1,296,794
Interest	2,211	1,500	761	1,500	700	700	700
Other Revenue	1,141,929	1,146,000	734,513	1,146,000	1,146,000	1,146,000	1,146,000
<b>TOTAL RESOURCES</b>	<b><u>2,537,402</u></b>	<b><u>2,429,866</u></b>	<b><u>2,017,290</u></b>	<b><u>2,429,866</u></b>	<b><u>2,423,072</u></b>	<b><u>2,423,072</u></b>	<b><u>2,443,494</u></b>
<b>EXPENDITURES</b>							
Salaries	118,561	209,500	96,558	190,881	195,873	195,873	195,607
Fringes	85,907	170,547	80,879	138,392	136,945	136,945	139,543
Supplies, Maint.and Repairs	(1,652)	10,000	(4,876)	15,000	10,000	10,000	10,000
Operations	1,757,165	1,870,000	1,243,329	1,742,000	1,835,000	1,835,000	1,835,000
Refunds and Rebates	19,950	15,000	9,453	15,000	15,000	15,000	15,000
Capital	-	-	-	-	21,250	21,250	11,875
Transfers Out - General Fund	260,000	260,000	260,000	260,000	260,000	260,000	260,000
Transfers Out - Water and Sewer	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>TOTAL EXPENDITURES</b>	<b><u>2,289,931</u></b>	<b><u>2,585,047</u></b>	<b><u>1,735,342</u></b>	<b><u>2,411,273</u></b>	<b><u>2,524,068</u></b>	<b><u>2,524,068</u></b>	<b><u>2,517,025</u></b>
Beginning Fund Balance:	387,154	634,625		634,625	653,218	653,218	552,222
Change in Fund Balance:	247,471	(155,181)		18,593	(100,996)	(100,996)	(73,531)
<b>ENDING FUND BALANCE:</b>	<b><u>634,625</u></b>	<b><u>479,444</u></b>		<b><u>653,218</u></b>	<b><u>552,222</u></b>	<b><u>552,222</u></b>	<b><u>478,691</u></b>
<b>NARCOTIC FORFEITURE - FUND 253</b>							
<b>RESOURCES</b>							
Charge For Services	10,578	8,400	-	8,400	8,500	8,500	8,500
Interest	103	170	-	80	80	80	80
<b>TOTAL RESOURCES</b>	<b><u>10,681</u></b>	<b><u>8,570</u></b>	<b><u>-</u></b>	<b><u>8,480</u></b>	<b><u>8,580</u></b>	<b><u>8,580</u></b>	<b><u>8,580</u></b>
<b>EXPENDITURES</b>							
Supplies, Maint.and Repairs	-	500	-	500	500	500	500
<b>TOTAL NARCOTIC FORFEITURE - FUND 253</b>	<b><u>-</u></b>	<b><u>500</u></b>	<b><u>-</u></b>	<b><u>500</u></b>	<b><u>500</u></b>	<b><u>500</u></b>	<b><u>500</u></b>
Beginning Fund Balance:	74,001	84,682		84,682	92,662	92,662	100,742
Nonspendable Fund Balance							
Change in Fund Balance:	10,681	8,070		7,980	8,080	8,080	8,080
<b>ENDING FUND BALANCE:</b>	<b><u>84,682</u></b>	<b><u>92,752</u></b>		<b><u>92,662</u></b>	<b><u>100,742</u></b>	<b><u>100,742</u></b>	<b><u>108,822</u></b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## SPECIAL REVENUE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>CRIMINAL JUSTICE TRAINING - FUND 254</b>							
<b>RESOURCES</b>							
Intergovernmental	9,585	11,000	4,532	11,000	-	-	-
Interest	14	20	-	10	5	5	5
<b>TOTAL RESOURCES</b>	<b>9,599</b>	<b>11,020</b>	<b>4,532</b>	<b>11,010</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>EXPENDITURES</b>							
Staff Development	21,384	11,000	3,513	11,000	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>21,384</b>	<b>11,000</b>	<b>3,513</b>	<b>11,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Fund Balance:	15,831	4,046		4,046	4,056	4,056	4,061
Nonspendable Fund Balance:							
Change in Fund Balance:	(11,785)	20		10	5	5	5
<b>ENDING FUND BALANCE:</b>	<b>4,046</b>	<b>4,066</b>		<b>4,056</b>	<b>4,061</b>	<b>4,061</b>	<b>4,066</b>
<b>DISASTER CONTINGENCY - FUND 255</b>							
<b>RESOURCES</b>							
Interest	5	25	-	4	4	4	4
<b>TOTAL RESOURCES</b>	<b>5</b>	<b>25</b>	<b>-</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>EXPENDITURES</b>							
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Fund Balance:	3,586	3,590		3,590	3,594	3,594	3,598
Change in Fund Balance:	5	25		4	4	4	4
<b>Ending Fund Balance:</b>	<b>3,590</b>	<b>3,615</b>		<b>3,594</b>	<b>3,598</b>	<b>3,598</b>	<b>3,602</b>
<b>CASEFLOW ASSISTANCE FUND - FUND 256</b>							
<b>RESOURCES</b>							
Intergovernmental	24,930	25,500	-	25,500	23,000	23,000	23,230
Interest	173	120	-	120	120	120	120
<b>TOTAL RESOURCES</b>	<b>25,103</b>	<b>25,620</b>	<b>-</b>	<b>25,620</b>	<b>23,120</b>	<b>23,120</b>	<b>23,350</b>
<b>EXPENDITURES</b>							
Operations	4,692	9,781	6,007	9,781	7,538	7,538	7,538
<b>TOTAL EXPENDITURES</b>	<b>4,692</b>	<b>9,781</b>	<b>6,007</b>	<b>9,781</b>	<b>7,538</b>	<b>7,538</b>	<b>7,538</b>
Beginning Fund Balance:	141,070	161,481		161,481	177,320	177,320	192,902
Nonspendable Fund Balance:							
Change in Fund Balance:	20,411	15,839		15,839	15,582	15,582	15,812
<b>ENDING FUND BALANCE:</b>	<b>161,481</b>	<b>177,320</b>		<b>177,320</b>	<b>192,902</b>	<b>192,902</b>	<b>208,714</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## SPECIAL REVENUE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>COMMUNITY DEVELOPMENT BLOCK GRANTS - FUND 275</b>							
<b>RESOURCES</b>							
Taxes and Tax Related	-	-	-	-	-	-	-
License and Permits	-	-	-	-	-	-	-
Intergovernmental	126,652	113,092	174,125	101,628	122,788	119,441	119,588
Employee Contributions	-	-	-	-	-	-	-
Charge For Services	-	-	-	-	-	-	-
Fines	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-
Gain on Investments	-	-	-	-	-	-	-
Dividend Income	-	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	-
Pension Contributions	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>126,652</b>	<b>113,092</b>	<b>174,125</b>	<b>101,628</b>	<b>122,788</b>	<b>119,441</b>	<b>119,588</b>
<b>EXPENDITURES</b>							
Salaries	58,556	42,000	35,960	50,492	59,880	58,362	58,385
Fringes	46,683	42,000	37,898	36,136	43,994	42,165	42,288
Operations	21,413	29,092	10,237	15,000	18,914	18,914	18,914
<b>TOTAL EXPENDITURES</b>	<b>126,652</b>	<b>113,092</b>	<b>84,095</b>	<b>101,628</b>	<b>122,788</b>	<b>119,441</b>	<b>119,588</b>
Beginning Fund Balance:	-	0		0	0	0	(0)
Nonspendable Fund Balance							
Change in Fund Balance:	0	-		(0)	(0)	(0)	0
<b>ENDING FUND BALANCE:</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>
<b>COMMUNITY ORIENTED POLICING SERVICES (COPS) - FUND 280</b>							
<b>RESOURCES</b>							
Intergovernmental	322,623	225,956	77,913	201,971	202,000	202,000	-
Transfer from General Fund	34,823	72,503	-	67,324	67,345	67,345	-
<b>TOTAL RESOURCES</b>	<b>357,446</b>	<b>298,459</b>	<b>77,913</b>	<b>269,295</b>	<b>269,345</b>	<b>269,345</b>	<b>-</b>
<b>EXPENDITURES</b>							
Salaries	230,918	240,900	127,040	171,671	173,981	173,981	-
Fringes	126,528	57,559	77,682	97,624	95,364	95,364	-
<b>TOTAL EXPENDITURES</b>	<b>357,446</b>	<b>298,459</b>	<b>204,722</b>	<b>269,295</b>	<b>269,345</b>	<b>269,345</b>	<b>-</b>
Beginning Fund Balance	-	(0)		(0)	(0)	(0)	(0)
Nonspendable Fund Balance							
Change in Fund Balance:	(0)	-		-	-	-	-
<b>ENDING FUND BALANCE:</b>	<b>(0)</b>	<b>(0)</b>		<b>(0)</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## SPECIAL REVENUE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>45TH DISTRICT COURT - FUND 276</b>							
<b>RESOURCES</b>							
Intergovernmental	68,586	91,448	68,586	91,448	91,448	91,448	-
Interest	35	100	-	50	-	-	-
Probation Revenue	187,842	323,875	105,576	166,959	263,171	263,171	-
Transfer-In - Oak Park General Fund	1,551,000	1,522,460	1,522,460	1,567,412	1,631,659	1,631,659	-
<b>TOTAL RESOURCES</b>	<b>1,807,463</b>	<b>1,937,883</b>	<b>1,696,622</b>	<b>1,825,869</b>	<b>1,986,278</b>	<b>1,986,278</b>	<b>-</b>
<b>EXPENDITURES</b>							
Salaries	1,001,409	1,082,351	750,166	1,057,616	1,149,395	1,149,395	-
Fringes	429,358	457,105	362,809	382,303	411,099	411,099	-
Materials and Supplies	67,924	64,850	66,319	64,850	35,602	35,602	-
Professional Services	28,203	12,900	9,198	12,900	25,400	25,400	-
Contractual Services	93,094	107,300	129,997	107,300	110,755	110,755	-
Conferences and Workshops	2,115	1,550	458	1,550	4,450	4,450	-
Printing and Publications	-	-	-	-	16,139	16,139	-
Postage	-	-	-	-	16,809	16,809	-
Insurance and Bonds	7,420	5,040	4,765	5,040	5,145	5,145	-
Telecommunications	-	-	-	-	4,264	4,264	-
Repairs and Maintenance	42,751	48,093	29,821	48,093	51,666	51,666	-
Miscellaneous	3,249	11,475	1,606	11,475	2,000	2,000	-
Membership and Dues	-	-	-	-	2,835	2,835	-
Education and Training	2,153	1,070	-	1,070	1,570	1,570	-
Capital Outlay	-	-	14,541	-	-	-	-
Transfer to Retirees Health Care	176,120	146,149	146,149	146,149	149,149	149,149	-
<b>TOTAL EXPENDITURES</b>	<b>1,853,795</b>	<b>1,937,883</b>	<b>1,515,829</b>	<b>1,838,346</b>	<b>1,986,278</b>	<b>1,986,278</b>	<b>-</b>
Beginning Fund Balance:	58,809	12,477		12,477	(0)	(0)	(0)
Change in Fund Balance:	(46,332)	-		(12,477)	(0)	(0)	-
<b>ENDING FUND BALANCE:</b>	<b>12,477</b>	<b>12,477</b>		<b>(0)</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>
<b>VETERAN'S TREATMENT COURT - FUND 284</b>							
<b>RESOURCES</b>							
Intergovernmental	-	-	-	26,007	8,665	8,665	-
<b>TOTAL RESOURCES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,007</b>	<b>8,665</b>	<b>8,665</b>	<b>-</b>
<b>EXPENDITURES</b>							
Salaries	-	-	4,769	14,078	4,693	4,693	-
Fringes	-	-	740	2,708	900	900	-
Supplies, Maint.and Repairs	-	-	675	7,665	2,554	2,554	-
Operations	-	-	-	1,556	518	518	-
Staff Development	-	-	1,377	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>7,561</b>	<b>26,007</b>	<b>8,665</b>	<b>8,665</b>	<b>-</b>
Beginning Fund Balance:	-	-		-	-	-	-
Nonspendable Fund Balance	-	-		-	-	-	-
Change in Fund Balance:	-	-		-	-	-	-
<b>ENDING FUND BALANCE:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING**

**MAJOR STREETS - FUND 202**

***SPECIAL REVENUE***

**BUDGET OVERVIEW**

**REVENUE**

The proposed budget recommends revenues in the Major Street Fund of \$1,234,707 for FY 2014-2015. This is an increase of 14.45% from Fiscal Year 2013-2014.

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Intergovernmental	1,143,617	1,000,000	766,164	1,258,695	1,165,652	1,165,652	1,177,309
Interest	1,223	800	-	500	500	500	500
Other Revenue	122,049	78,000	95,845	68,555	68,555	68,555	68,555
<b>RESOURCES</b>	<b>1,266,888</b>	<b>1,078,800</b>	<b>862,009</b>	<b>1,327,750</b>	<b>1,234,708</b>	<b>1,234,707</b>	<b>1,246,364</b>

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	157,134	204,643	118,035	179,548	210,566	210,566	212,132
Fringes	148,877	175,089	118,305	127,532	150,342	149,335	149,953
Supplies, Maint.and Repairs	53,364	80,000	51,474	77,500	101,000	101,000	101,000
Operations	251,358	272,000	604,804	681,636	798,500	798,500	848,500
Staff Development	200	1,000	-	500	1,500	1,500	1,500
Capital	166,882	220,000	240,092	240,092	21,250	21,250	11,875
Transfers Out - General Fund	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Transfers Out - Local Streets	270,000	270,000	270,000	270,000	270,000	270,000	270,000
<b>EXPENDITURES</b>	<b>1,127,816</b>	<b>1,302,732</b>	<b>1,482,710</b>	<b>1,656,808</b>	<b>1,633,157</b>	<b>1,632,151</b>	<b>1,674,960</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING**

**MAJOR STREETS - FUND 202**

**SPECIAL REVENUE**

**DEPARTMENT DESCRIPTION**

The City's Major Street Fund is a Special Revenue Fund and is used to control the expenditure of motor fuel taxes. The motor fuel taxes are earmarked, by law and the State Constitution, for streets and highway purposes which are described in detail by the Michigan Department of Transportation.

The fund receives Act 51 revenues paid to Oak Park and accounts for the construction, maintenance, and other authorized operations pertaining to all streets classified as major streets within the City. In addition this fund receives moneys paid to Oak Park for trunk-line contracts and accounts for moneys transferred to other funds. This Fund has been established to make it possible to show that the City has complied with all legal provisions of Act-51.

Charges for administering this fund are from the Department of Technical and Planning Services which is responsible for the administration of all Major Street Projects. The City Engineer is appointed Street Administrator and is responsible for street improvements, maintenance and traffic operations, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting. The Engineer represents the City in transactions involved with the Michigan Department of Transportation.

The Department of Public Works is responsible for the actual upkeep of the Major Streets which includes winter maintenance, sweeping, routine maintenance, and traffic services.

**2014-15 BUDGET HIGHLIGHTS**

The total expenditure appropriation for the Major Street Fund is \$1,632,151. This is an increase of \$329,419 over the estimated expenditures of \$1,302,732 in Fiscal Year 2013-2014. Expenditures are affected by any road projects that may be planned during the fiscal year.

**2014-15 PERFORMANCE OBJECTIVES**

To avoid a deficit Fund Balance and return Undesignated Fund Balance to not less than 10% of operating revenues and not less than 8.33% (one month) of operating expenditures.

**MAJOR STREETS - TECH & PLAN - ADMIN**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	19,257	33,764	21,056	29,548	34,566	34,566	34,566
Fringes	13,306	23,122	18,701	19,894	24,220	23,213	23,281
Transfers Out - General Fund	80,000	80,000	80,000	80,000	80,000	80,000	80,000
Transfers Out - Local Streets	270,000	270,000	270,000	270,000	270,000	270,000	270,000
<b>TOTAL</b>	<b>382,563</b>	<b>406,886</b>	<b>389,757</b>	<b>399,442</b>	<b>408,785</b>	<b>407,779</b>	<b>407,846</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING**

**MAJOR STREETS - FUND 202**

**SPECIAL REVENUE**

**MAJOR STREETS - TECH & PLAN - CONSTRUCTION**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	8,999	-	188	-	-	-	-
Fringes	6,833	-	108	-	-	-	-
Supplies, Maint.and Repairs	(5,000)	-	-	-	-	-	-
Operations	52,721	-	307,636	318,636	-	-	-
Capital	166,882	220,000	240,092	240,092	-	-	-
<b>TOTAL</b>	<b>230,434</b>	<b>220,000</b>	<b>548,023</b>	<b>558,728</b>	<b>-</b>	<b>-</b>	<b>-</b>

**MAJOR STREETS - PUBLIC WORKS - MAINTENANCE**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Fringes	165	-	-	-	-	-	-
Supplies, Maint.and Repairs	(3,388)	-	-	-	-	-	-
Operations	5,758	-	-	-	-	-	-
<b>TOTAL</b>	<b>2,535</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**MAJOR STREETS - PUBLIC WORKS - TRAFFIC**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	9,198	17,000	2,183	12,000	21,120	21,120	21,308
Fringes	10,584	13,916	6,972	12,917	15,135	15,135	15,201
Supplies, Maint.and Repairs	5,253	10,000	2,298	7,500	11,000	11,000	11,000
Operations	95,278	95,000	135,504	165,000	307,500	307,500	307,500
Staff Development	200	1,000	-	500	1,500	1,500	1,500
<b>TOTAL</b>	<b>120,513</b>	<b>136,916</b>	<b>146,958</b>	<b>197,917</b>	<b>356,255</b>	<b>356,255</b>	<b>356,509</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

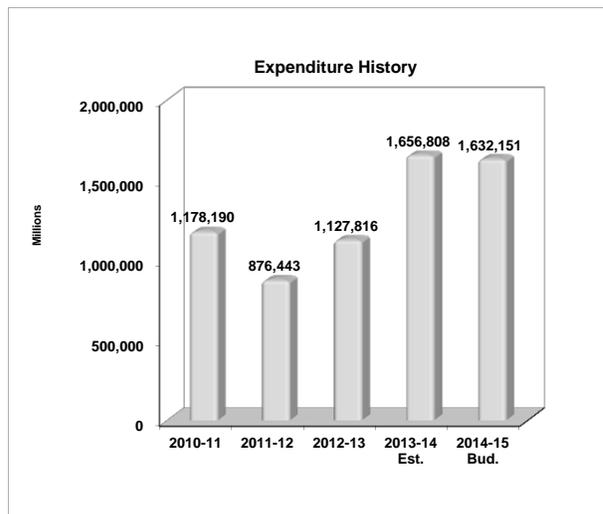
**DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING**

**MAJOR STREETS - FUND 202**

**SPECIAL REVENUE**

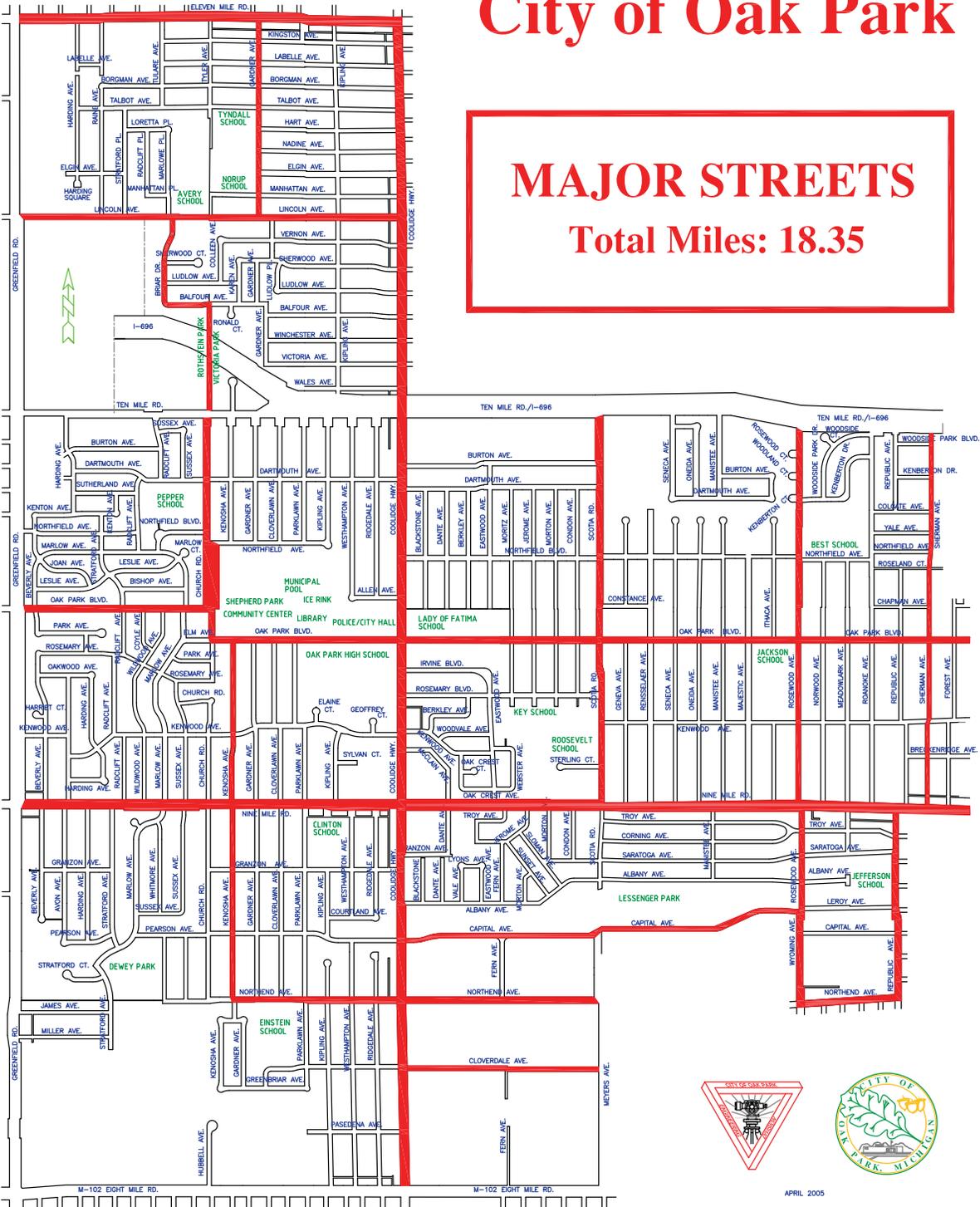
<b>MAJOR STREETS - PUBLIC WORKS - WINTER MAINTENANCE</b>							
	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	12,447	38,000	27,880	38,000	40,480	40,480	40,840
Fringes	11,747	32,577	24,777	24,757	29,008	29,008	29,135
Supplies, Maint.and Repairs	47,373	50,000	41,479	50,000	75,000	75,000	75,000
Operations	16,537	25,000	27,084	40,000	25,000	25,000	25,000
<b>TOTAL</b>	<b>88,105</b>	<b>145,577</b>	<b>121,220</b>	<b>152,757</b>	<b>169,488</b>	<b>169,488</b>	<b>169,975</b>

<b>MAJOR STREETS - PUBLIC WORKS - RIGHTS OF WAY</b>							
	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	107,233	115,879	66,728	100,000	114,400	114,400	115,418
Fringes	106,242	105,474	67,747	69,965	81,979	81,979	82,337
Supplies, Maint.and Repairs	9,126	20,000	7,697	20,000	15,000	15,000	15,000
Operations	81,064	152,000	134,579	158,000	466,000	466,000	516,000
Capital	-	-	-	-	21,250	21,250	11,875
<b>TOTAL</b>	<b>303,665</b>	<b>393,353</b>	<b>276,752</b>	<b>347,965</b>	<b>698,629</b>	<b>698,629</b>	<b>740,630</b>



# City of Oak Park

**MAJOR STREETS**  
**Total Miles: 18.35**



APRIL 2005

# CITY OF OAK PARK

## Listing of Major Streets by Name

<u>Key</u>	<u>Name</u>
A	BALFOUR
B	BRIAR DRIVE
C	CAPITAL
D	CHURCH
E	COOLIDGE
F	ELEVEN MILE
G	GARDNER
H	KENOSHA
I	LINCOLN
J	MEYERS
K	NINE MILE
L	NORTHEND
M	OAK PARK BLVD
N	REPUBLIC
O	ROSEWOOD
P	SCOTIA
Q	SHERMAN
R	WYOMING

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING**

**LOCAL STREETS - FUND 203**

**SPECIAL REVENUE**

**BUDGET OVERVIEW**

**REVENUE**

The proposed budget recommends revenues in the Local Street Fund of \$726,482. This a \$52,842 increase from FY 2013-14

Contributions from the Major Street Fund for FY 2014-2015 are assumed to be \$270,000, which was the budgeted amount for 2013-2014.

Interest Income is based on a 1.00% return on funds available for investment during the fiscal year. The expected amount is \$2,000 which is a \$2,000 decrease from the FY 2013-2014 recommendation.

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Intergovernmental	445,467	400,000	300,124	451,522	454,482	454,482	459,027
Interest	661	4,000	-	2,000	2,000	2,000	2,000
Other Revenue	2,071	-	-	-	-	-	-
Other Funding Sources	270,000	270,000	270,000	270,000	270,000	270,000	270,000
<b>RESOURCES</b>	<b>718,199</b>	<b>674,000</b>	<b>570,124</b>	<b>723,522</b>	<b>726,482</b>	<b>726,482</b>	<b>731,027</b>

The revenue source for the Brownfield Redevelopment Authority is from a special levy on parcels in the Authority District

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	134,894	168,000	141,895	203,269	175,000	175,000	176,557
Fringes	122,269	149,406	116,938	113,550	125,405	125,405	125,953
Supplies, Maint.and Repairs	25,847	45,000	20,955	38,000	37,000	37,000	37,000
Operations	66,968	115,000	107,138	125,000	590,000	590,000	590,000
Capital	-	150,000	-	150,000	21,250	21,250	11,875
Transfers Out	75,000	75,000	75,000	75,000	75,000	75,000	75,000
<b>EXPENDITURES</b>	<b>424,977</b>	<b>702,406</b>	<b>461,926</b>	<b>704,820</b>	<b>1,023,655</b>	<b>1,023,655</b>	<b>1,016,384</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING**

**LOCAL STREETS - FUND 203**

**SPECIAL REVENUE**

**DEPARTMENT DESCRIPTION**

The City's Local Street Fund is a Special Revenue Fund and is used to control the expenditure of motor fuel taxes. The motor fuel taxes are earmarked, by law and the State Constitution, for streets and highway purposes which are described in detail by the Michigan Department of Transportation.

The fund receives 25% of the Act 51 revenues paid to Oak Park and accounts for the construction, maintenance, and other authorized operations pertaining to all streets classified as local streets within the City. In addition this fund receives moneys transferred from the Major Street Fund.

This Fund has been established to make it possible to show that the City has complied with all legal provisions of Act 51. Charges for administering this fund are from the Department of Technical and Planning which is responsible for the administration of all Local Street Projects. The City Engineer is appointed Street Administrator and is responsible for street improvements, maintenance and traffic operations, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting. The Engineer represents the City in transactions with the Michigan Department of Transportation.

The Department of Public Works is responsible for the actual upkeep of the Local Streets which includes winter maintenance, sweeping, routine maintenance, and traffic services.

**2014-15 BUDGET HIGHLIGHTS**

The total expenditure appropriation for the Major Street Fund is \$1,023,655. This is an increase of \$321,249 over the estimated expenditures of \$702,406 in Fiscal Year 2013-2014. Expenditures are affected by any road projects or maintenance that may be planned during the fiscal year.

**2014-15 PERFORMANCE OBJECTIVES**

1. To increase the Undesignated Fund Balance to at least 10% of operating revenues and to at least 8.33% (one month) of operating expenditures.
2. To complete construction projects within scheduled number of days.

**LOCAL STREETS - TECH & PLAN - ADMIN**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	9,594	-	8,269	8,269	-	-	-
Fringes	7,384	-	7,383	5,912	-	-	-
Transfers Out - General Fund	75,000	75,000	75,000	75,000	75,000	75,000	75,000
<b>TOTAL</b>	<b>91,978</b>	<b>75,000</b>	<b>90,652</b>	<b>89,182</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING**

**LOCAL STREETS - FUND 203**

**SPECIAL REVENUE**

**LOCAL STREETS - TECH & PLAN - CONSTRUCTION**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Operations	-	-	-	-	400,000	400,000	400,000
Capital	-	150,000	-	150,000	21,250	21,250	11,875
<b>TOTAL</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>150,000</b>	<b>421,250</b>	<b>421,250</b>	<b>411,875</b>

**LOCAL STREETS - PUBLIC WORKS - MAINTENANCE**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Fringes	460	-	-	-	-	-	-
Supplies, Maint.and Repairs	9,910	-	-	-	-	-	-
Operations	14,966	-	-	-	-	-	-
<b>TOTAL</b>	<b>25,337</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**LOCAL STREETS - PUBLIC WORKS - TRAFFIC**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	6,857	15,000	20,012	25,000	19,950	19,950	20,127
Fringes	5,112	12,043	17,022	12,271	14,296	14,296	14,359
Supplies, Maint.and Repairs	2,941	10,000	4,708	10,000	10,000	10,000	10,000
Operations	4,691	5,000	8,777	12,000	10,000	10,000	10,000
<b>TOTAL</b>	<b>19,601</b>	<b>42,043</b>	<b>50,520</b>	<b>59,271</b>	<b>54,246</b>	<b>54,246</b>	<b>54,486</b>

**LOCAL STREETS - PUBLIC WORKS - WINTER MAINTENANCE**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	19,369	36,000	65,811	90,000	44,975	44,975	45,375
Fringes	14,827	30,704	42,990	27,663	32,229	32,229	32,370
Supplies, Maint.and Repairs	6,053	25,000	5,526	15,000	15,000	15,000	15,000
Operations	8,276	30,000	45,125	30,000	20,000	20,000	20,000
<b>TOTAL</b>	<b>48,525</b>	<b>121,704</b>	<b>159,452</b>	<b>162,663</b>	<b>112,204</b>	<b>112,204</b>	<b>112,745</b>

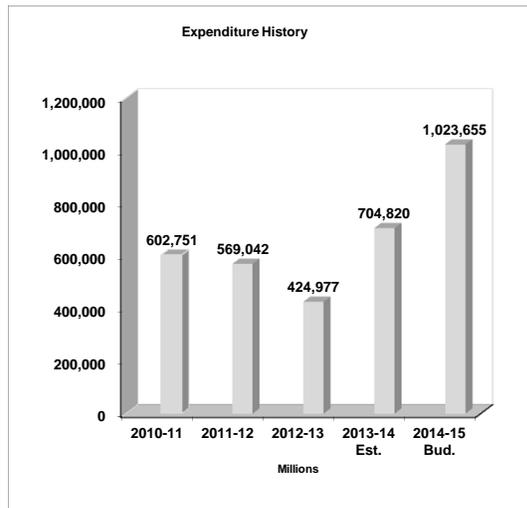
**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING**

**LOCAL STREETS - FUND 203**

**SPECIAL REVENUE**

<b>LOCAL STREETS - PUBLIC WORKS - RIGHTS OF WAY</b>							
	<b>Prior Year Actual 2012-13</b>	<b>Current Budget 2013-14</b>	<b>Actual at 2/28/2014 2013-14</b>	<b>Est Year End 2013-14</b>	<b>Manager's Rec 2014-15</b>	<b>City Council Approved 2014-15</b>	<b>Projected Budget 2015-16</b>
Salaries	99,074	117,000	47,803	80,000	110,075	110,075	111,054
Fringes	94,485	106,659	49,542	67,704	78,880	78,880	79,224
Supplies, Maint.and Repairs	6,942	10,000	10,721	13,000	12,000	12,000	12,000
Operations	39,035	80,000	53,236	83,000	160,000	160,000	160,000
<b>TOTAL</b>	<b>239,537</b>	<b>313,659</b>	<b>161,301</b>	<b>243,704</b>	<b>360,955</b>	<b>360,955</b>	<b>362,278</b>



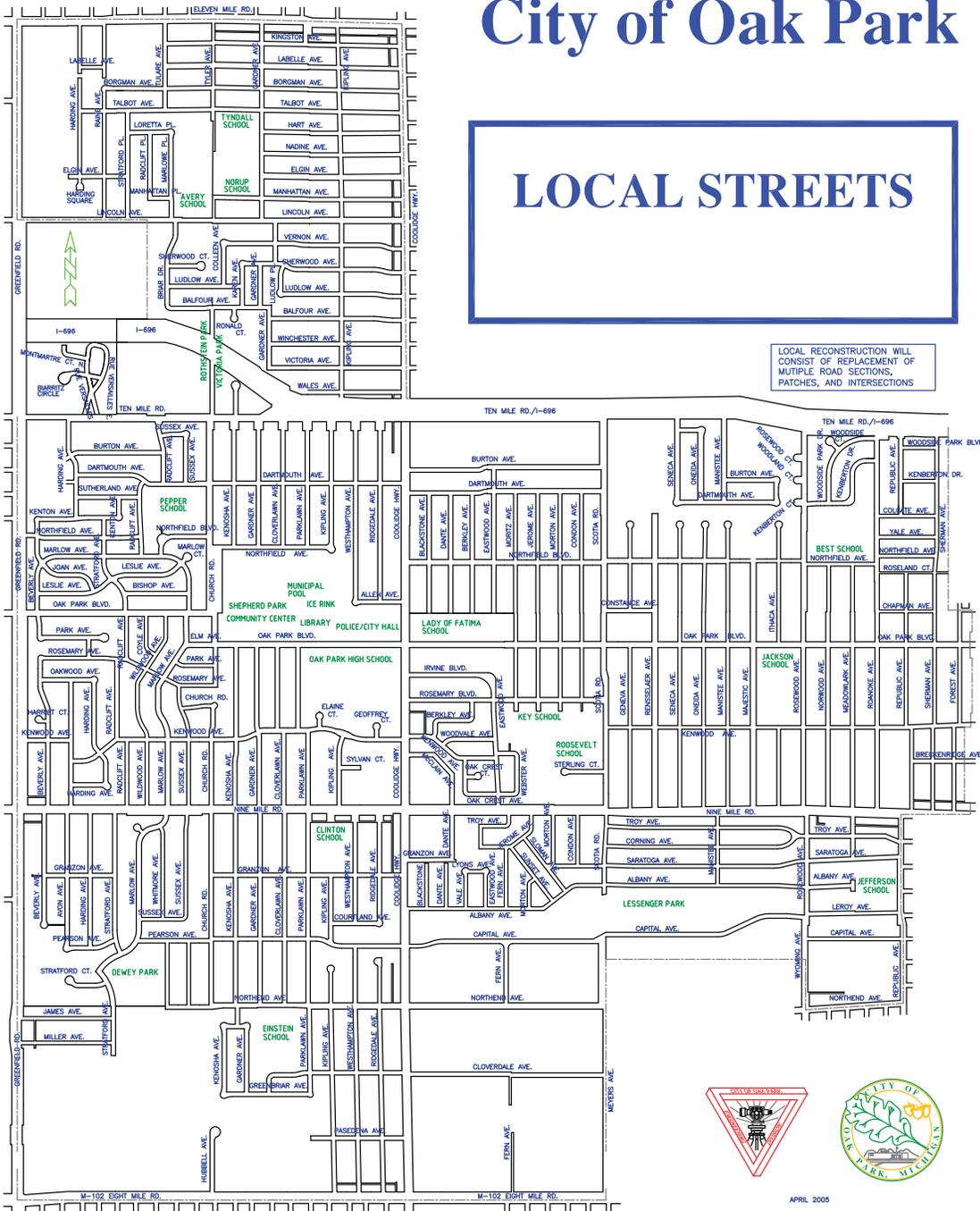
# City of Oak Park

## LOCAL STREETS

LOCAL RECONSTRUCTION WILL CONSIST OF REPLACEMENT OF MULTIPLE ROAD SECTIONS, PATCHES, AND INTERSECTIONS

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APRIL 2005

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

# CITY OF OAK PARK

## Listing of Local Streets by Name

<u>Key</u>	<u>Name</u>	<u>Key</u>	<u>Name</u>	<u>Key</u>	<u>Name</u>
N-10	ALBANY	L-12	ITHACA	L-10	RENSSELAER
I-6	ALLAN	P-2	JAMES	L-14	REPUBLIC
N-2	AVON	M-8	JEROME	Q-6	RIDGEDALE
E-5	BALFOUR	I-2	JOAN	L-14	ROANOKE
K-7	BERKLEY	E-4	KAREN	E-4	RONALD CT.
N-1	BEVERLY	H-13	KENBERTON	I-14	ROSELAND CT.
I-3	BISHOP	H-12	KENBERTON CT.	J-2	ROSEMARY
I-7	BLACKSTONE	O-4	KENOSHA	G-12	ROSEWOOD CT.
B-4	BORGMAN	H-2	KENTON	M-10	SARATOGA
L-15	BRECKENRIDGE	K-3	KENWOOD	K-10	SCOTIA
G-7	BURTON	A-4	KINGSTON	L-11	SENECA
N-10	CAPITAL	Q-6	KIPLING	K-14	SHERMAN
I-14	CHAPMAN	A-4	LABELLE	D-5	SHERWOOD
N-4	CHURCH	N-13	LEROY	D-3	SHERWOOD CT.
K-4,F-4	CHURCH RD.	I-3	LESLIE	M-9	SLOMAN
P-8	CLOVERDALE	B-3	LORETTA PL.	L-9	STERLING CT.
O-5	CLOVERLAWN	E-5	LUDLOW	I-3,N-3	STRATFORD
E-4	COLLEEN	E-5	LUDLOW PL.	O-2	STRATFORD CT.
H-14	COLGATE	M-8	LYONS	C-3	STRATFORD PL.
M-9	CONDON	L-12	MAJESTIC	M-9	SUNSET
I-10	CONSTANCE	C-4	MANHATTAN	N-3	SUSSEX
M-10	CORNING	D-3	MANHATTAN PL.	H-2	SUTHERLAND
N-6	COURTLAND	L-11	MANISTEE	L-6	SYLVAN CT.
J-3	COYLE	L-3	MARLOW	B-4	TALBOT
I-7	DANTE	C-3	MARLOWE PL.	M-8	TROY
H-4	DARTMOUTH	M-3,I-3	MARLOW CT.	B-3	TULARE
I-8,N-8	EASTWOOD	L-7	McCLAIN	C-4	TYLER
K-5	ELAINE CT.	L-13	MEADOWLARK	N-8	VALE
C-5	ELGIN	P-2	MILLER	D-5	VERNON
J-4	ELM	I-8	MORITZ	F-5	VICTORIA
N-8	FERN	N-8	MORTON	F-5	WALES
K-15	FOREST	C-5	NADINE	L-8	WEBSTER
A-5	GARDEN	I-10	NORTHFIELD	Q-6	WESTHAMPTON
C-5	GARDNER	L-13	NORWOOD	N-3	WHITMORE
L-10	GENEVA	L-8	OAKCREST	L-3	WILDWOOD
K-6	GEOFFREY CT.	K-2	OAKWOOD	F-5	WINCHESTER
M-5	GRANZON	L-11	ONEIDA	H-12	WOODLAND CT.
Q-5	GREENBRIAR	J-4	PARK	G-13	WOODSIDE CT.
C-2,M-2	HARDING	K-5	PARKLAWN	H-13	WOODSIDE DR.
C-2	HARDING SQ.	Q-6	PASADENA	G-14	WOODSIDE PK.
K-1	HARRIET CT.	N-3	PEARSON	K-8	WOODVALE
B-4	HART	L-3	RADCLIFT	O-12	WYOMING CT.
R-4	HUBBELL	C-3	RADCLIFT PL.	H-14	YALE
J-7	IRVINE	C-2	RAINE		

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING**

**SOLID WASTE - FUND 226**

**SPECIAL REVENUE**

**BUDGET OVERVIEW**

**REVENUE**

The main source of funding is attributed to a tax levy on property of 2.9531 mills for FY 2014-2015. This is the same compared to FY 2013-2014. It is also funded by a service charge included on water bills. The 2013-2014 fee is \$9.77 per month. This accounts for the cost of picking up litter in the City. An appropriation of \$2,423,072 is proposed. This is a decrease of \$6,794 over the FY 2013–2014 appropriation.

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Taxes and Tax Related	1,393,262	1,282,366	1,282,017	1,282,366	1,276,372	1,276,372	1,296,794
Interest	2,211	1,500	761	1,500	700	700	700
Other Revenue	1,141,929	1,146,000	734,513	1,146,000	1,146,000	1,146,000	1,146,000
<b>RESOURCES</b>	<b>2,537,402</b>	<b>2,429,866</b>	<b>2,017,290</b>	<b>2,429,866</b>	<b>2,423,072</b>	<b>2,423,072</b>	<b>2,443,494</b>

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	118,561	209,500	96,558	190,881	195,873	195,873	195,607
Fringes	85,907	170,547	80,879	138,392	136,945	136,945	139,543
Supplies, Maint.and Repairs	(1,652)	10,000	(4,876)	15,000	10,000	10,000	10,000
Operations	1,757,165	1,870,000	1,243,329	1,742,000	1,835,000	1,835,000	1,835,000
Ref & Reb	19,950	15,000	9,453	15,000	15,000	15,000	15,000
Capital	-	-	-	-	21,250	21,250	11,875
Transfers Out - General Fund	260,000	260,000	260,000	260,000	260,000	260,000	260,000
Transfers Out	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>EXPENDITURES</b>	<b>2,289,931</b>	<b>2,585,047</b>	<b>1,735,342</b>	<b>2,411,273</b>	<b>2,524,068</b>	<b>2,524,068</b>	<b>2,517,025</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## DEPARTMENTS OF PUBLIC WORKS AND TECHNICAL AND PLANNING

### SOLID WASTE - FUND 226

#### SPECIAL REVENUE

#### DEPARTMENT DESCRIPTION

The Solid Waste Fund is used to finance the collection, disposal and recycling of the City's garbage and refuse. These activities are administered through the Department of Public Works. The City's refuse collection is provided by a private contractor on a weekly basis. The City's current contract is with Tringali Sanitation. Contractual trash pick-up began on July 1, 1997 and resulted in a substantial decrease in the cost of solid waste collection. The City also maintains a contract with SOCRRRA (Southeastern Oakland County Resource Recovery Authority) for the disposal of solid waste as well as the handling of recyclables.

The City began its curbside recycling program in October 1992. Initially overall recycling tonnage's for the city were lower than expected; it was observed that multi-lingual families were not actively participating in the program. A suggestion from the City Council to provide multi-lingual recycling information to non English speaking "New Americans" turned into a major educational program. In February 1993, Oak Park received a \$50,000 grant from the State of Michigan Department of Natural Resources Solid Waste Alternatives Division for implementation of a Multi-lingual Recycling Education Program.

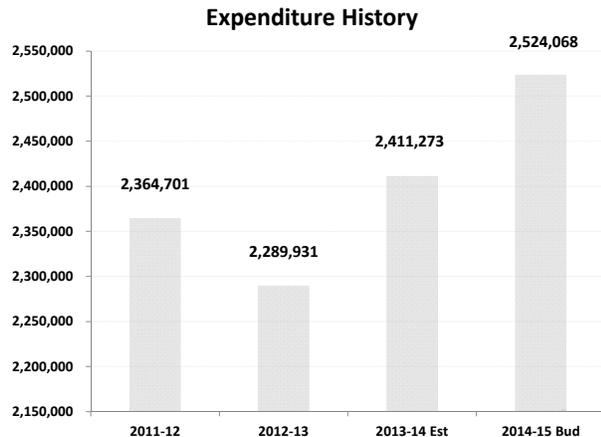
The project was implemented through three program components: school based education; targeted outreach to Arabic and Russian-speaking families; and City-wide public information and outreach, through newsletters and consultation with the Oak Park Recycling Education Advisory Committee.

#### 2014-15 BUDGET HIGHLIGHTS

An appropriation of \$2,524,068 for expenditures is proposed. This is a decrease of \$60,979 over the FY 2013-2014 appropriation. This reflects an anticipated decrease in refuse disposal costs.

#### 2014-15 PERFORMANCE OBJECTIVES

1. To continue to monitor trends.
2. To move forward with information for recycling so participation will continue to increase in all neighborhoods of the city.



# CITY OF OAK PARK

## SOLID WASTE FUND

### COLLECTION

- Begins at 7:00 a.m..
- No trash set out before noon the day before collection day.

### RECYCLABLES COLLECTED

- Newspaper
- Tin/Aluminum Containers
- Glass Plastic Containers
- Household Batteries

### ITEMS COLLECTED

- Brush
  - Compost/Yard Waste
  - Bulk Items (i.e. Carpeting)
  - Large Items (i.e. Furniture)
- \*All of the above must be separated from regular trash.

### ITEMS NOT COLLECTED

- Automotive Parts/Tires
- Slate/Tile/Stone/Concrete
- Home Construction Debris
- Ammunition/Explosives
- Poisons/Hazardous Wastes

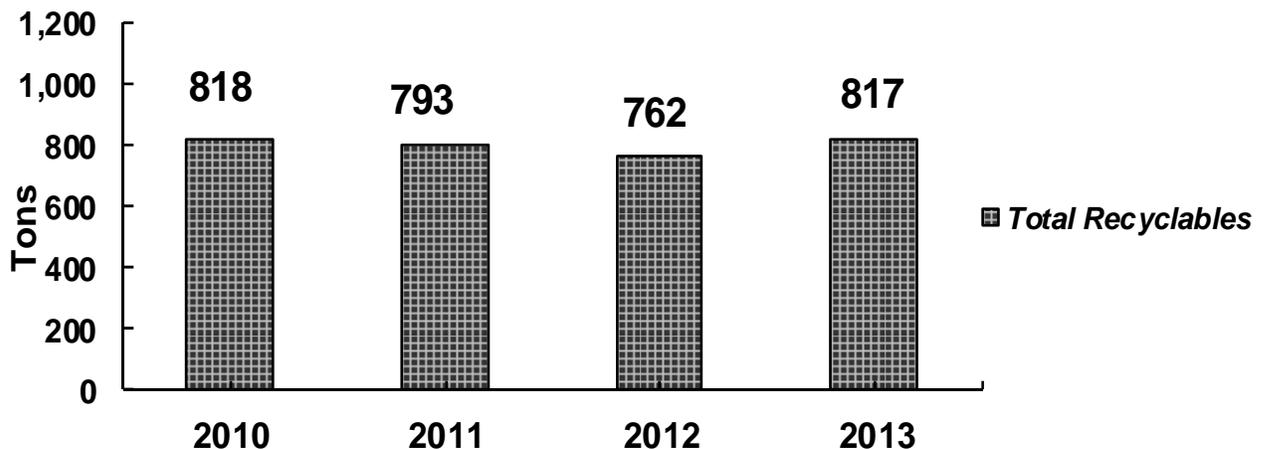
### SPECIAL HOUSEHOLD HAZARDOUS WASTE DISPOSAL

At no charge, residents may drop off hazardous materials at the Southeastern Oakland County Resource Recovery Authority (SOCRRA) Drop-Off Center, . This is located at 995 Coolidge Rd., between 14 and 15 Mile Roads in Royal Oak. All drop off are made by appointment. Residents need to call 248/288-5153 for further information.

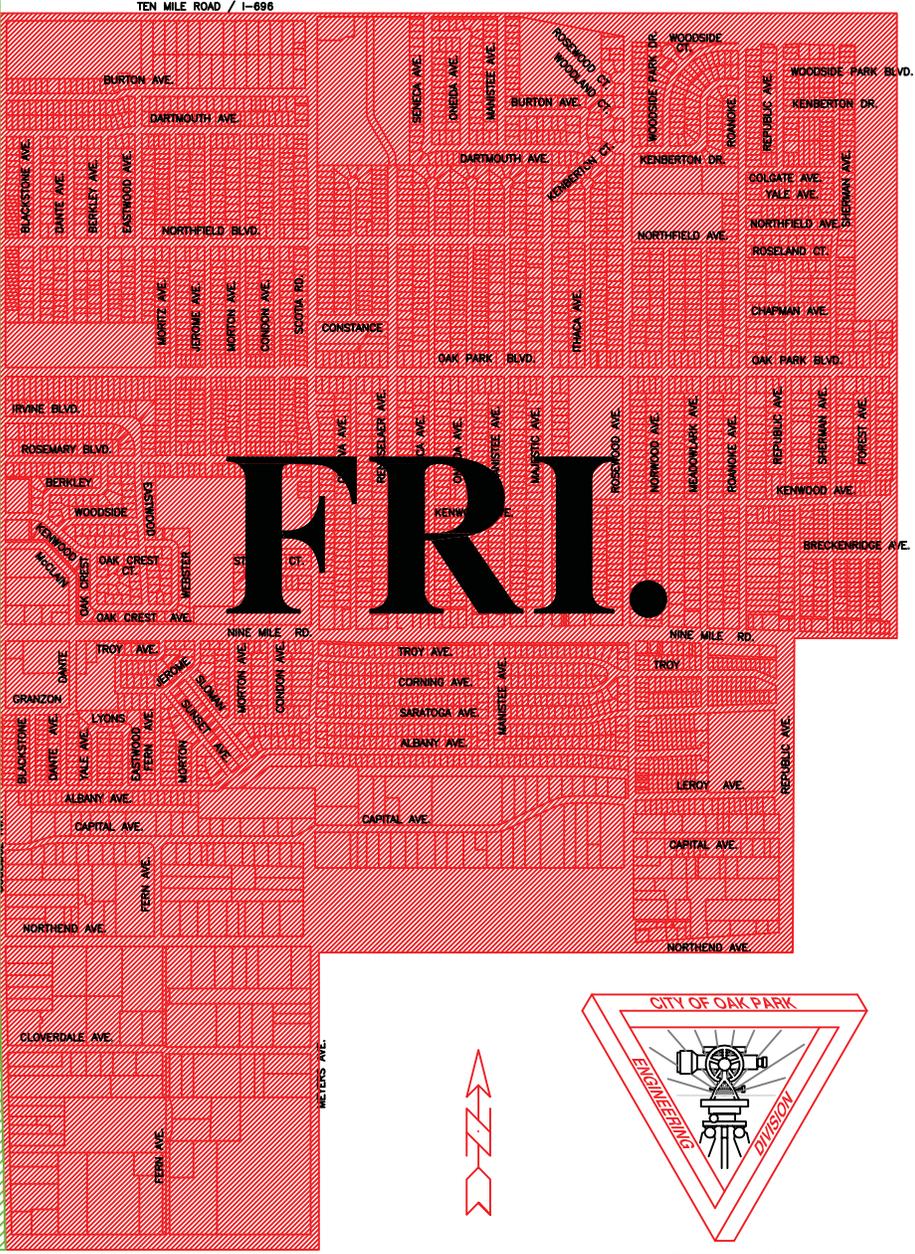
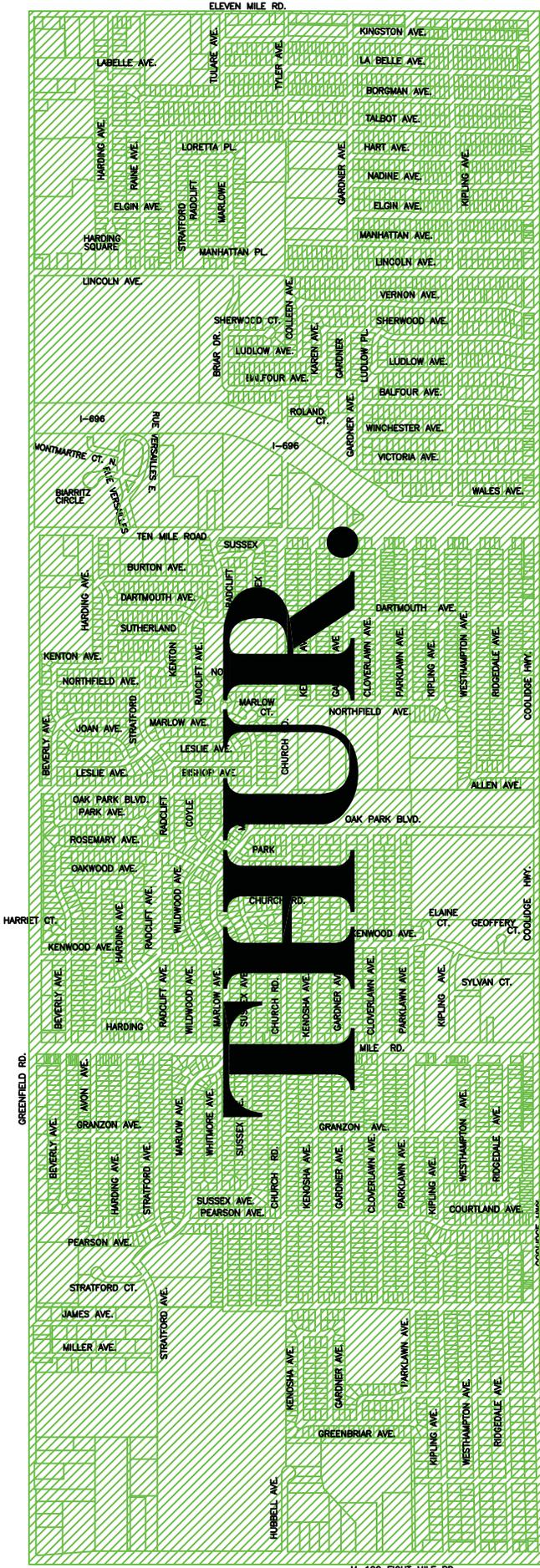
Household hazardous waste times include: paints, garden chemicals, household cleaners, solvents, oils, fluorescent light bulbs and insulin syringes.

## TONS OF SOLID WASTE RECYCLED BY OAK PARK HOUSEHOLDS

Includes: Plastic, Metal, Glass, Cardboard & Newspaper



# CITY OF OAK PARK DEPARTMENT OF PUBLIC WORKS TRASH ROUTES



M-102 EIGHT MILE RD.

REVISED: 06/07/06

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**PUBLIC SAFETY**

**NARCOTICS FORFEITURE - FUND 253**

***SPECIAL REVENUE***

**BUDGET OVERVIEW**

**REVENUE**

An amount of \$8,500 is proposed for forfeitures in FY 2014-2015. This is a \$100 increase from the \$8,400 allocation for the Fiscal Year 2013-2014 appropriation.

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Charge For Services	10,578	8,400	-	8,400	8,500	8,500	8,500
Interest	103	170	-	80	80	80	80
<b>RESOURCES</b>	<b>10,681</b>	<b>8,570</b>	<b>-</b>	<b>8,480</b>	<b>8,580</b>	<b>8,580</b>	<b>8,580</b>

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Supplies, Maint.and Repairs	-	500	-	500	500	500	500
<b>EXPENDITURES</b>	<b>-</b>	<b>500</b>	<b>-</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>

**DEPARTMENT DESCRIPTION**

The Drug Forfeiture Fund is used for the accounting of funds collected in drug arrests. These Funds are restricted by State Law and must be used for narcotic enforcement purposes.

**2014-15 BUDGET HIGHLIGHTS**

An amount of \$500 is proposed for FY 2014-2015. This is the same amount as the FY 2013-2014 appropriation This amount provides for the purchase of various types of equipment to assist officers with their everyday duties. The use of these funds allows for equipment to be acquired that otherwise would not be available due to financial constraints. An example of equipment that has been purchased was for bullet proof vests to be worn by the City's Public Safety Officers.

**2014-15 PERFORMANCE OBJECTIVES**

To continually monitor and take advantage of the monies available in this fund so the City's Public Safety Officers can have access to the resources they need.

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**PUBLIC SAFETY**

**CRIMINAL JUSTICE TRAINING GRANT - FUND 254**

**SPECIAL REVENUE**

**BUDGET OVERVIEW**

**REVENUE**

There are no grant fund revenues budgeted in 2014-2015.

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Intergovernmental	9,585	11,000	4,532	11,000	-	-	-
Interest	14	20	-	10	5	5	5
Pension Contributions	-	-	-	-	-	-	-
<b>RESOURCES</b>	9,599	11,020	4,532	11,010	5	5	5

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Staff Development	21,384	11,000	3,513	11,000	-	-	-
<b>EXPENDITURES</b>	21,384	11,000	3,513	11,000	-	-	-

**DEPARTMENT DESCRIPTION**

This fund is used for training in the Public Safety Department and is financed by fines levied at the 45th District Court. These Funds are restricted by State law and must be used for training personnel

**2014-15 BUDGET HIGHLIGHTS**

No expenditures for Training are anticipated for fiscal year 2014-2015.

**2014-15 PERFORMANCE OBJECTIVES**

To effectively use the funds available to keep up with the latest education and training trends.

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**PUBLIC SAFETY**

**DISASTER CONTINGENCY - FUND 255**

**SPECIAL REVENUE**

**BUDGET OVERVIEW**

**REVENUE**

The Disaster Recovery Fund has no expected revenues other than interest income.

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Interest	5	25	-	4	4	4	4
<b>RESOURCES</b>	5	25	-	4	4	4	4

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>EXPENDITURES</b>	-	-	-	-	-	-	-

**DEPARTMENT DESCRIPTION**

The Disaster Contingency Fund was established in prior years for the accounting and financing of natural disasters occurring within the City limits.

**2014-15 BUDGET HIGHLIGHTS**

The Disaster Recovery Fund has no expected expenditures.

**2014-15 PERFORMANCE OBJECTIVES**

All funds are restricted for disaster recovery.

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**PUBLIC SAFETY**

**CASEFLOW ASSISTANCE - FUND 256**

**SPECIAL REVENUE**

**BUDGET OVERVIEW**

**REVENUE**

Revenues are received through drivers license reinstatement fees paid by those convicted of drunk driving. It is estimated that \$23,120 will be collected for this fund during FY 2014-2015.

	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Taxes and Tax Related	-	-	-	-	-	-	-
License and Permits	-	-	-	-	-	-	-
Intergovernmental	24,930	25,500	-	25,500	23,000	23,000	23,230
Employee Contributions	-	-	-	-	-	-	-
Charge For Services	-	-	-	-	-	-	-
Fines	-	-	-	-	-	-	-
Interest	173	120	-	120	120	120	120
Gain on Investments	-	-	-	-	-	-	-
Dividend Income	-	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-	-
Pension Contributions	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-	-
<b>RESOURCES</b>	<b>25,103</b>	<b>25,620</b>	<b>-</b>	<b>25,620</b>	<b>23,120</b>	<b>23,120</b>	<b>23,350</b>

**EXPENDITURES**

	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Operations	4,692	9,781	6,007	9,781	7,538	7,538	7,538
<b>EXPENDITURES</b>	<b>4,692</b>	<b>9,781</b>	<b>6,007</b>	<b>9,781</b>	<b>7,538</b>	<b>7,538</b>	<b>7,538</b>

**DEPARTMENT DESCRIPTION**

Funds for the Caseflow Assistance Fund are provided by the State of Michigan. Its purpose is to assist district and municipal courts in expediting drunk driving cases.

**2014-15 BUDGET HIGHLIGHTS**

The Caseflow Assistance Fund expects \$7,538 in expenditures for FY 2014-2015.

**2014-15 PERFORMANCE OBJECTIVES**

To use court time in an efficient manner to expedite all cases as they occur.

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**TECHNICAL AND PLANNING AND RECREATION DEPARTMENTS**

**COMMUNITY DEVELOPMENT BLOCK GRANTS - FUND 275**

**SPECIAL REVENUE**

**BUDGET OVERVIEW**

**REVENUE**

An appropriation of \$122,788 is proposed, which is a \$9,696 increase from the amount requested for FY 2013-2014. CDBG funding will vary each year. Amounts received are based on the City's population and the number of low and moderate income residents.

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Intergovernmental	126,652	113,092	174,125	101,628	122,788	119,441	119,588
<b>RESOURCES</b>	<b>126,652</b>	<b>113,092</b>	<b>174,125</b>	<b>101,628</b>	<b>122,788</b>	<b>119,441</b>	<b>119,588</b>

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Salaries	58,556	42,000	35,960	50,492	59,880	58,362	58,385
Fringes	46,683	42,000	37,898	36,136	43,994	42,165	42,288
Operations	21,413	29,092	10,237	15,000	18,914	18,914	18,914
<b>EXPENDITURES</b>	<b>126,652</b>	<b>113,092</b>	<b>84,095</b>	<b>101,628</b>	<b>122,788</b>	<b>119,441</b>	<b>119,588</b>

**DEPARTMENT DESCRIPTION**

Code Assistance Officer Program - Providing code enforcement to residents in low to moderate areas of the City benefiting all the residents by protecting property values.

Public Services: Safety & Repair and Yard Services - Benefits all handicapped, senior citizens and low to moderate income households by providing a service that will assist those that are not physically able to accomplish small jobs in and around their homes (Safety and Repair). Services also include snow removal and grass cutting (Yard Services). This portion of the CDBG program has assisted many households who are unable to perform general chores without assistance.

**2014-15 BUDGET HIGHLIGHTS**

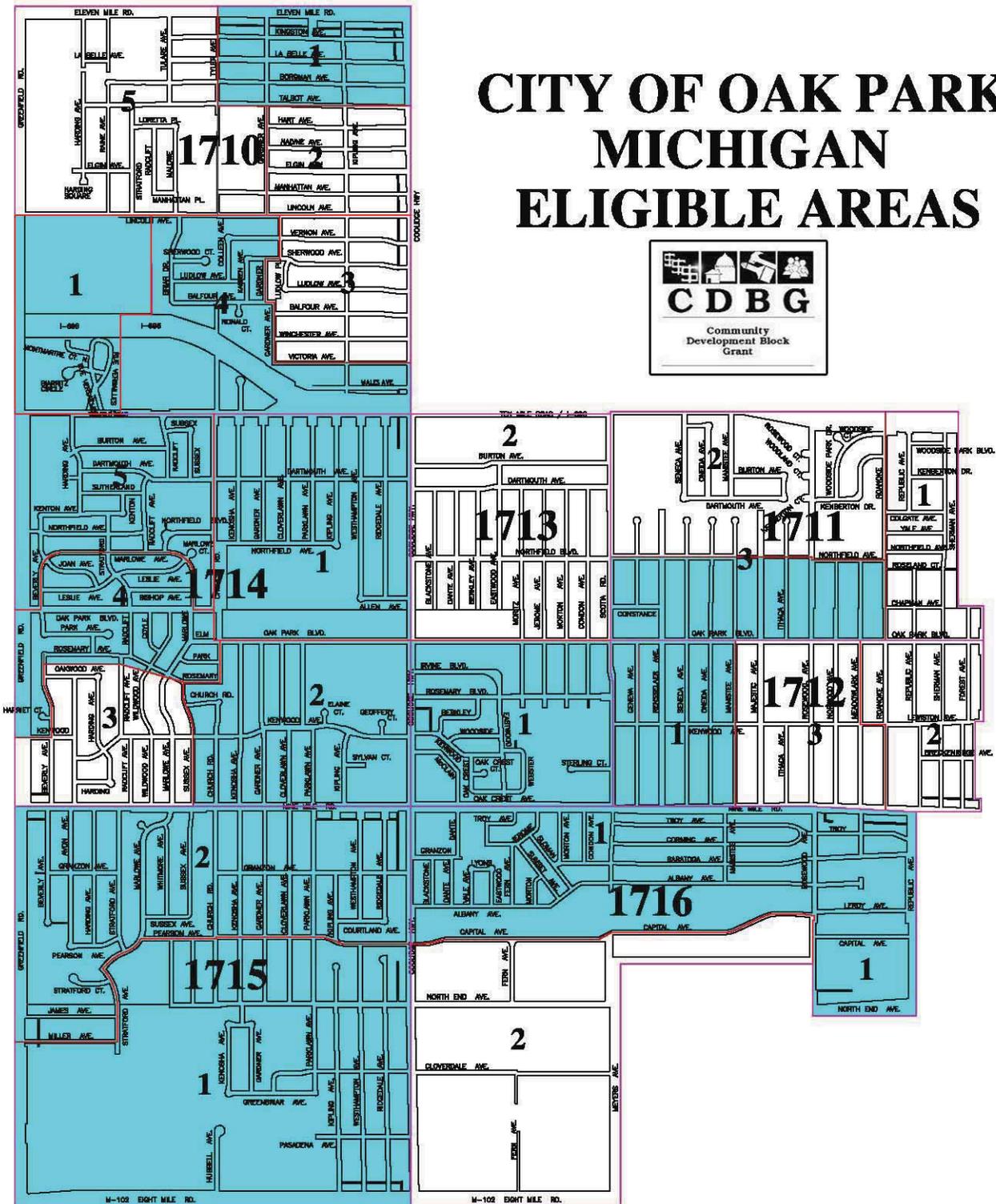
An appropriation in the amount of \$59,362 has been requested in Salaries and Wages and a \$42,165 allocation of Fringe Benefits for Code Assistance activity during FY 2014-2015.

An allocation in Contractual Services of \$18,914 has been requested during FY 2014-2015 for the Public Services Program (formerly known as Home Chore). In the past, this activity has been divided into two categories: Safety & Repair and Yard Services. The allocation for Yard Services will be \$18,914. The City did not receive Safety & Repair funding for the 2014-2015 fiscal year.

**2014-15 PERFORMANCE OBJECTIVES**

Funding from this program focuses on maintaining and improving various residential neighborhoods. Senior citizens, the handicapped and low to moderate income households are those who receive the greatest benefit from the assistance.

# CITY OF OAK PARK MICHIGAN ELIGIBLE AREAS



## AREAWIDE BENEFIT AREA(S)

TRACT	BG	COMMUNITY NAME	LOW/MOD PERSONS	LOW/MOD UNIVERSE	LOW/MOD PERCENT
171000	1	OAK PARK CITY	296	711	41.6
171000	4	OAK PARK CITY	952	1593	59.8
171100	3	OAK PARK CITY	580	1095	53.0
171200	1	OAK PARK CITY	370	892	41.5
171300	1	OAK PARK CITY	698	1369	51.0
171400	1	OAK PARK CITY	592	1263	46.9
171400	2	OAK PARK CITY	904	1918	47.1
171400	4	OAK PARK CITY	441	1135	38.9
171400	5	OAK PARK CITY	525	1236	42.5
171500	1	OAK PARK CITY	882	1953	45.2
171500	2	OAK PARK CITY	1468	3367	43.6
171600	1	OAK PARK CITY	1816	2566	70.8
172400	1	OAK PARK CITY	2083	2606	79.9
TOTAL LOW/MOD:			11607	21704	53.5

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**PUBLIC SAFETY**

**COMMUNITY ORIENTED POLICING SERVICES (COPS) GRANT - FUND 281**

**SPECIAL REVENUE**

**BUDGET OVERVIEW**

**REVENUE**

Revenues are available through the American Recovery and Reinvestment Act of 2009. The City was awarded \$852,084 in July of FY 2009-2010. Another Grant was awarded in FY 12-13 for \$681,363 and will provide funding through 06/30/2015. These funds will cover three officers.

	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Intergovernmental	322,623	225,956	77,913	201,971	202,000	202,000	-
Other Funding Sources	34,823	72,503	-	67,324	67,345	67,345	-
<b>RESOURCES</b>	357,446	298,459	77,913	269,295	269,345	269,345	-

**EXPENDITURES**

	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Salaries	230,918	240,900	127,040	171,671	173,981	173,981	-
Fringes	126,528	57,559	77,682	97,624	95,364	95,364	-
<b>EXPENDITURES</b>	357,446	298,459	204,722	269,295	269,345	269,345	-

**DEPARTMENT DESCRIPTION**

The Community Oriented Policing Services (COPS) Fund is a program that is affiliated with the United States Department of Justice. The COPS Hiring Recovery Program (CHRP) is funded as part of the American Recovery and Reinvestment Act of 2009. These monies are used to hire or rehire full-time law enforcement officers and covers the cost of wages and fringe benefits for each position funded by the grant. The focus of this program is to enhance community policing strategies. Emphasis is put on actual crime prevention and to address alarm created by criminal activities that can affect communities, especially those with a high crime rate. Officers forge a relationship with residents to earn their trust and to educate them to create practical solutions for crime. Not only are problems addressed directly, but long term objectives are explored and implemented to benefit the whole community.

All Expenditures are equal to the amount received from the grant. The City is also responsible for an additional \$300,000 local match. Funding is on behalf of the Federal Government and is based on a reimbursement system.

**2014-15 BUDGET HIGHLIGHTS**

To seek additional Grant funding so as to ease the burden of Public Safety expenditures from the General Fund.

**2014-15 PERFORMANCE OBJECTIVES**

- 1) To promote a strong relationship between the residents of the City of Oak Park and it's Public Safety Department. By working together, a safe environment can be maintained for everyone.



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**45th DISTRICT COURT**

**45th DISTRICT COURT - FUND 276**

**SPECIAL REVENUE**

**BUDGET OVERVIEW**

**REVENUE**

See revenue assumptions below.

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Department Request 2014-15	Manager's Rec 2014-15	City Council Approved 2014-15
Intergovernmental	68,586	91,448	68,586	91,448	91,448	91,448	91,448
Interest	35	100	-	50	-	-	-
Other Revenue	187,842	323,875	105,576	166,959	263,171	263,171	263,171
Other Funding Sources	1,551,000	1,522,460	1,522,460	1,567,412	1,659,922	1,631,659	1,631,659
<b>RESOURCES</b>	<b>1,807,463</b>	<b>1,937,883</b>	<b>1,696,622</b>	<b>1,825,869</b>	<b>2,014,541</b>	<b>1,986,278</b>	<b>1,986,278</b>

**EXPENDITURES**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Department Request 2014-15	Manager's Rec 2014-15	City Council Approved 2014-15
Salaries	1,001,409	1,082,351	750,166	1,057,616	1,149,395	1,149,395	1,149,395
Fringes	429,358	457,105	362,809	382,303	411,099	411,099	411,099
Materials and Supplies	67,924	64,850	66,319	64,850	35,602	35,602	35,602
Professional Services	28,203	12,900	9,198	12,900	25,400	25,400	25,400
Contractual Services	93,094	107,300	129,997	107,300	139,018	110,755	110,755
Conferences and Workshops	2,115	1,550	458	1,550	4,450	4,450	4,450
Printing and Publications	-	-	-	-	16,139	16,139	16,139
Postage	-	-	-	-	16,809	16,809	16,809
Insurance and Bonds	7,420	5,040	4,765	5,040	5,145	5,145	5,145
Telecommunications	-	-	-	-	4,264	4,264	4,264
Repairs and Maintenance	42,751	48,093	29,821	48,093	51,666	51,666	51,666
Miscellaneous	3,249	11,475	1,606	11,475	2,000	2,000	2,000
Membership and Dues	-	-	-	-	2,835	2,835	2,835
Education and Training	2,153	1,070	-	1,070	1,570	1,570	1,570
Capital Outlay	-	-	14,541	-	-	-	-
Transfer to Retirees Health Care	176,120	146,149	146,149	146,149	149,149	149,149	149,149
<b>EXPENDITURES</b>	<b>1,853,795</b>	<b>1,937,883</b>	<b>1,515,829</b>	<b>1,838,346</b>	<b>2,014,541</b>	<b>1,986,278</b>	<b>1,986,278</b>

Footnotes:

1. The FY 2014-15 budget does not reflect expected revenue transfers in from statutorily required contributions from the District Court Funding Units: Huntington Woods, Royal Oak Township, and Pleasant Ridge consistent with the Order entered by Judge Nichols on April 3, 2014. Initially, the estimated costs of maintaining, financing and operating the Court will be based on a moving 5 year average caseload percentage of court usage as follows: Huntington Woods (23.09%), Oak Park ( 63.5%), Pleasant Ridge (8.47%), and Royal Oak Township (4.93%). All subsequent costs to maintain, finance and operate the Court shall be allocated pursuant to MCR 8.201 or other formula agreed upon.

2. All expenses of the District Court formerly provided at no cost by the City of Oak Park have not been included in FY 2014-15 budget due to timing issues. Reimbursement for the cost of the following services will be reflected in the appropriate budget amendments: court banking and general ledger services, accounts payable, payroll, information technology, insurance policies, building maintenance and improvements, rent, utilities, and other administrative support services requested by the District Court.

# CITY OF OAK PARK

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

### OVERVIEW

The 45<sup>th</sup> District Court serves the communities of Oak Park, Huntington Woods, Pleasant Ridge, and the Charter Township of Royal Oak.

The 45<sup>th</sup> District Court has two elected judges who hear traffic, criminal, civil, landlord/tenant and small claims cases. There are also two part time magistrates appointed by the judges to assist with the caseload.

The court is managed by a Court Administrator who oversees court operations. The Court consists of five sections: traffic, criminal, general civil, probation and security.

P.A. 624 of 2012, signed by the governor on 1/8/2013, reversed most of the relevant sections of P.A. 37, with the re-establishment of 45A District Court, serving the City of Berkley for a two year period, with the 45<sup>th</sup> District Court serving the four communities as it did under 45B, and the retention of two authorized judgeships for the 45<sup>th</sup> District Court. Under the act, after a two year period, 45A District Court would become merged with the 44th District court (Royal Oak), and after a period of time, Berkley and Royal Oak would become operationally merged. Under the act, 45A would retain one authorized judgeship.

Effective on January 8, 2013, the 45<sup>th</sup> District Court serves the original four communities, with two authorized Judgeships. While in the future, Judicial Resource reports will be released by SCAO every two years, to the Michigan Legislature, no further efforts to consolidate 45<sup>th</sup> district court, with any other district is anticipated.

### STAFFING/CLASSIFICATION AND SALARY SCHEDULE

**Court Hours-** The Court is open to the public, M-F, 8:00a.m. – 5:00 p.m., with the exception of state recognized holidays. Criminal arraignments during the weekends are conducted by County Magistrates at the Oakland County Jail. Holiday arraignments, falling on non weekend days, are conducted by Court Magistrates, via video on Oak Video. After hours search warrants requests are a conducted by a District Judge or Magistrate.

While the Court is generally open from 8-5, daily, Court personnel work a 35 hour week and flex their schedule to ensure that each court function is staffed.

**Compensation-** the Court is introducing a Classification and Salary Schedule for all Court positions. The Schedule can be found at [TABLE C in the Appendix](#) of the City Budget. The Schedule will become effective as of July 1, 2014.

Until this fiscal year, the Court relied on a salary range system for each category of positions. The compensation/pay plan was very difficult to administer under this method. The new salary schedule, details classifications for all positions, including part time, and per diem personnel. The schedule is based upon a 7 step plan, after the starting and probationary period. Step 1- Step 7, have a 3% salary improvement.

### REVENUE ASSUMPTIONS

The 45<sup>th</sup> District Court operations are financed by a general fund transfer-in, fees, fines and court costs charged for specific purposes and probation charges for services. All revenue received are distributed by formula, which includes that certain fees and fines are distributed based upon a default distribution formula of 66.6% going to the funding/ control unit(where the matter is heard) and 33.3% of certain revenues going to the other funding unit, where the matter arose.

**Litigation-** On 8/22/2013, Case No. 2013-135842-CZ was filed in the 6<sup>th</sup> Circuit Court, by the Cities of Huntington Woods and Pleasant Ridge. On 9/9/2013, Case No. 2013-136116-CZ was filed in the 6<sup>th</sup> Circuit Court, by the Charter Township of Royal Oak.

Each suit contends that certain fees, fines, and costs have not been properly distributed by the 45<sup>th</sup> District Court and the City of Oak Park. Each of these law suits are pending. The outcome could impact the court funding obligations of each funding unit and the formula for revenue distribution of certain fees, fines, costs and charges, received by the District Court.

It should be noted, that based upon the current status of the litigation, the various revenue estimates and expenditures distributions, are based upon the recent findings of Circuit Judge Nichols on February 12, 2014. Primarily, this hearing addressed revenue into the court facility building fund and the court retiree health care fund, in which 100% of revenue collected are to be deposited into those funds.

**Schedule of Fees and Fines-** On July 1, 2012, the District Judges approved a revised fee, fine and cost schedule. The new schedule was part of the overall process that was put into place with the then merger of 45A/45B, as both locations needed to be on the same fee, fine, and court cost schedule. The Court took into consideration the statutory limitations, comparisons of the surrounding District Courts, and a review of the fees and fines being assessed Region 1, of the State Courts.

Changes are made periodically, to the fee and fine schedule, often as a result of statutory changes in the law, such as the texting and driving and the cell phone use restrictions. In March, 2014, a new fee and fine schedule comparison was issued. (See Budget Appendix for Comparison Chart)

A survey of traffic/civil infractions fees and fines, was released on 3/2014, placing the 45<sup>th</sup> District Court above average for all infraction charges.

**Methods of Payment of fees and fines**-In 2012, the Court began using a different payment provider. The public can now pay fees and fines, online or telephonically, using a credit card or debit card, with a small service fee to [www.Govpay.net](http://www.Govpay.net). Previously, the court used a credit card vendor, where the court paid a 3% service fee (\$8-10,000 per year expense). State Statute prohibits our adding a service fee, if we complete the transaction.

**Afterhours Drop Box**- In the fall, 2012, as a public convenience, the Court installed a stainless steel drop box on the exterior of the entryway into the building. This is to receive after hour payments of fees and fines, court correspondence and probationer reports.

**Cost Recovery**- Oak Park has had in place an ordinance pertaining to cost recovery of certain law enforcement related costs incurred, primarily for drunk driving offenses. If a defendant is found guilty of a crime, enumerated in MCL 769.1 f, an invoice is sent by City Finance to the guilty party. The rate of payment is less than 10%.

The District Judges have agreed to begin assessing cost recovery for certain law enforcement related costs for DUI and DWI cases, at the time of sentencing. Fees and fines are totaled at the time of sentencing, and defendants are obligated to pay the sums assessed. A court collection officer position would play a key role in ensuring that all statements received from the various public safety agencies are included in the fees and fines assessed at time of sentencing.

The neighboring District Courts have had this method of cost recovery in place for a number of years, with courts reporting sums of \$25,000-\$50,000 in revenues being received. Cost recovery actions will be received from each of the units of government, via a reimbursement for emergency services statements. The District court will distribute all monies received for cost recovery to each jurisdiction, along with the monthly transmittal. Public Safety would no longer need to send invoices to the city finance department, and/or to a collection agency.

**SCAO Regional Visitation-**

In 2013, SCAO instituted a new program of making annual visits to each trial court.

Each court has recently been visited by their SCAO Regional Administrator. The Judges received reports on case flow timeliness for all case types and also a report of court collection outcomes. The 45<sup>th</sup> District Court collection report was very informative and the overall rate of collection within 3 years was above the Region 1 average. We have an over 80 % collection rate over a three year period, from the date the fee/fines are assessed. One important factor is that the overall Region 1 average is negatively affected due to the very low rate of collection and the high case volume from 36<sup>th</sup> District Court. Their collection rate pulls down the entire region.

The Court received a rather detailed analysis and

recommendations on how to further improve our rate of collections in a timely manner. Steps that will have to be taken include issuance of tax garnishments, wage assignments, payment plans, which is sort of an installment payment, with payment coupons being given to the owing party, various other notices, and setting of hearings and extending periods of probation.

The SCAO report also recommends that we have a full time staff person(s) dedicated to the collection effort, which requires an employee with experience in collections, accounting and knowledge of the case processing system. This requires an employee with advanced skills, since they will be interacting with various agencies, defendants, etc in the process. The Court budget request includes funding for a full time collection officer position. A collection officer was selected in the fall of 2013.

**Collections and Outstanding Receivables**

In 2004, the Court purchased the DMC Collect software application, to aid in the collection of outstanding receivables. The program offered immediate assistance and record collection activity occurred. After a 3-5 year period, the partial use of the collect application began to experience diminishing returns.

In late 2013, the Court selected a collections officer and sent four court personnel for collections specific training. The collections officer will fully utilize the Collect application, along with a variety of procedures that will enhance the collection effort.

**Outstanding Receivables Aging Report**

2013	(1 day - to over 7 years)	\$6,129,824.24
2012	(1 day - to over 7 years)	\$5,819,660.85
2011	(1 day - to over 7 years)	\$5,638,953.88

**District Court Collections Rates for 2012-13**

***Civil Infractions***

Oak Park	92.0% up to 78 months
Region 1	86.7% up to 78 months
Statewide	90.3% up to 78 months

***Misdemeanor Traffic/Drunk Driving***

Oak Park	92.2% up to 78 months
Region 1	88.4% up to 78 months
Statewide	91.5% up to 78 months

***Misdemeanors***

Oak Park	92.0% up to 78 months
Region 1	92.5% up to 78 months
Statewide	90.9% up to 78 months

### **Parking\***

Oak Park	61.5% up to 78 months
Region 1	83.6% up to 78 months
Statewide	83.2% up to 78 months

\*45<sup>th</sup> District Court receives very few parking citations, normally fewer than 900 annually. Unless we have snow emergency tickets, most parking tickets from Huntington Woods and Pleasant Ridge are handled by the local public safety department or police department.

With the exception of the parking tickets, the 45<sup>th</sup> District Court has a much greater collection rate than the Region 1 and the statewide averages. It should be noted though that the Region 1 average is lower, due to the outstanding receivables situation in the 36<sup>th</sup> District Court (Detroit)

### **Collections Plan**

While the amount of outstanding receivables is significant, it should be noted that the 45<sup>th</sup> District Court has a much higher collection rate than the Statewide or Region 1 averages. Should the entire amount of outstanding receivables be collected, it would be distributed based upon the transmittal formula. For this reason, over 50% of the amount outstanding would go to the various State of Michigan entities.

The collection's officer is actively creating a most impressive collection program. He is making use of payment plans and show cause hearings to get defendants into the court. We are reviewing older cases, primarily criminal cases, where we have an outstanding warrant or an open case, and upon research, the defendant is deceased. In fact, using the Judicial Data Warehouse (JDW), we have determined that over 650 defendants with outstanding balances are deceased. This requires that the Prosecutor and the Judge review the case and close it out. The outstanding receivable for that defendant will be closed and reduced from the outstanding receivable, as uncollectable.

In addition to payment plans, the Collection officer is monitoring probation fees, along with the Probation Compliance officer. Requests to establish wage assignments, State Income Tax garnishments, or violation of probation actions will be filed. The income tax garnishment process will involve submitting over 2,000 garnishments to the Michigan Treasurer, for income tax garnishment action. Often times, the Court will not be the only party, attempting to attach income tax returns. The processing of these garnishments is a very time consuming process. 2014 will be our first year for issuing garnishment for the Court. This is a time sensitive matter, which takes place in the final four months of the year.

### **State Drunk Driving Fund**

The State of Michigan provides an annual reimbursement for Drunk Driving cases and Drug cases. The amount of the reimbursement is based upon the number of cases filed in a calendar year, and the amount of the state funds available.

The Court submits a report each March, and reimbursement is paid in June.

### ***Drug Case information Management System:***

Year	# of Cases	Funding
2011	237	\$618.18
2012	138	\$392.00
2013	189	\$250.00 (estimated)

### ***Drunken Driving Case Flow Fund***

2011	459	\$33,744.86
2012	303	\$24,538.09
2013	283	\$22,750.00 (estimated)

These funds are placed in a case flow assistance account 256-50-136-956. The court experienced a rapid decrease in the filing of this category of cases in May, 2012, due to the reduction in public safety officers in Oak Park.

The fund resources are used primarily for paying for PBT testing supplies, drug testing supplies, and the ADE alcohol/drug screening assessment tool for the probation department. We have also used this fund in the past for some Probation related computer equipment replacement.

### **Charges for Services**

Fees are charged for probation screening, alcohol/drug evaluation, oversight fees, violation of probation and PBT testing of defendants. The court increased the fees and fines for most of these services in July, 2012.

In 2014-15, these fees are anticipated to be **\$186,800**, and oversight fees totaling **\$94,437**. The overall reduction in the criminal caseload is a further reflection of the decrease in defendants placed on probation.

### **Transfer - In General Fund**

Transfer-In from the General Fund of **\$1,625,000** anticipated for FY 2014-2015, while **\$1,522,460** was recommended for Fiscal Year 2013-2014. This represents a **\$102,540** increase from the previous year.

## **EXPENDITURES**

The Court is anticipating an increase in expenditures from **\$1,791,734 in FY 2013-2014 to \$1,955,799 in FY 2014-2015.**

## **FUND BALANCE**

Fund Balance in the 45<sup>th</sup> District Court fund is transferred to the General Fund and the Court Retiree's Health Care Fund.

## PERFORMANCE OBJECTIVES

The Court's objective is to provide the community access to justice. Additionally, the court strives to provide the best possible public service through efficient caseload processing.

- **Customer Satisfaction Survey**- In 2013, All Michigan Trial courts conducted a one day survey of users of the local court. A survey designed for the 45<sup>th</sup> District Court, titled Access and Fairness. Measured court performance, based upon 15 measurements. The local survey was conducted on Tuesday, November 12, 2013. The survey results are as follows:

### 45<sup>th</sup> Statewide

#### Section 1: Access to the Court

##### 1. Finding the courthouse was easy

Strongly Agree	73%	70%
Agree	21%	24%
Neutral	4%	4%

##### 2. Forms that I needed were clear and easy to understand

Strongly Agree	71%	57%
Agree	18%	31%
Neutral	6%	9%

##### 3. Safety in Courthouse, I felt safe

Strongly Agree	75%	69%
Agree	21%	24%
Neutral	4%	5%

##### 4. Time to complete business was reasonable

Strongly Agree	63%	58%
Agree	29%	26%
Neutral	4%	9%

##### 5. Treated with respect and courtesy by court personnel

Strongly Agree	67%	71%
Agree	21%	22%
Neutral	5%	4%
Strongly Disagree	1%	1%

##### 6. Located Courtroom/office easily

Strongly Agree	71%	68%
Agree	21%	25%
Neutral	5%	5%
Strongly Disagree	1%	1%

##### 7. The Courts web site [www.45bdc.org](http://www.45bdc.org) was useful

Strongly agree	52%	44%
Agree	22%	22%
Neutral	26%	26%

##### 8. The Court's hours of operation are acceptable

Strongly Agree	59%	56%
Agree	31%	29%
Neutral	9%	10%

##### 9. The way the case was handled was fair

Strongly Agree	60%	55%
Agree	21%	26%
Neutral	12%	11%
Disagree	7%	8%

##### 10. The Judge/Magistrate listened to both sides of the story prior to making a decision

Strongly Agree	58%	57%
Agree	21%	27%
Neutral	13%	10%
Disagree	8%	6%

##### 11. The Judge/Magistrate had the case information, from which to make an informed decision

Strongly Agree	61%	57%
Agree	24%	27%
Neutral	7%	9%
Disagree/strongly disagree	7%	6%

##### 12. The Judge/Magistrate treated everyone with courtesy and respect

Strongly Agree	68%	63%
Agree	20%	26%
Neutral	10%	7%
Disagree/Strongly Disagree	3%	4%

##### 13. The Judge/Magistrate informed the parties what would happen next in the case

Strongly Agree	76%	60%
Agree	14%	27%
Neutral	8%	9%
Disagree/Strongly Disagree	3%	4%

##### 14. The outcome of my case was favorable to me

Strongly Agree	50%	46%
Agree	19%	23%
Neutral	19%	20%
Disagree	12%	11%

# CITY OF OAK PARK

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

### 15. As I leave the Court, I understand what happened in my case

Strongly Agree	64%	57%
Agree	23%	28%
Neutral	5%	9%
Disagree	8%	6%

The Court evaluated the results of the Customer Survey, and made some operational adjustments. It should be noted that in 14 of the 15 questions, the percentage of those strongly agreeing, was greater for the 45<sup>th</sup> District Court, then the statewide average.

### PROGRAMS

- *Fee and Fine Collection* – The Court will implement additional fee and fine collection enhancements. This will include maximum utilization of the “Collect” software application, filing of state income tax garnishments with the State Department of Treasury, and preparing wage assignment orders.

*Night Court*- Held in conjunction with the Tri-Community Coalition, the Judges and staff from the 45A and 45B District Courts held three Night Court Programs from 2012-14, at the Oak Park Courthouse. The program is designed for high school students in grades 9 and above, and their parents. Each session has live scenarios of how the local court addresses alcohol and drug related offenses. The most recent Night Court session was held March 5, 2014, with over 50 students in attendance. All three District Judges, Prosecutors, Law Enforcement, Defense Attorneys, Probation Officers, etc. participate in the program. Students primarily from the Oak Park and Berkley School districts attend.

### 45<sup>th</sup> District Court Probation Department

The 45<sup>th</sup> District Court Probation Department staff consists of 3 full-time probation officers, 1 compliance/court officer, 1 probation clerk, 1 Veterans Treatment Court Case Manager, and 1 part-time file/records clerk. The probation department staff has a combined work experience of more than 70 years in district court probation department settings. Each member of the probation staff holds either a Masters or Bachelors with backgrounds in addiction counseling, psychology, management, and criminal justice. In addition, probation staff conducting evaluations are required to maintain specific professional certifications from the Michigan Certification Board for Addiction Professionals.

### Probationers Served

During 2013, the 45<sup>th</sup> District Court Probation Department monitored **663 offenders**. This is a decrease of offenders monitored in 2012. In addition, the probation department conducted pre-sentence investigation interviews with approximately **228 offenders**, and an additional **322** substance abuse screening/assessment evaluation interviews were completed. To better serve the communities, the 45<sup>th</sup> District Court applied for and was awarded a grant from a community foundation in 2006. The probation department utilized the funding to implement three very significant programs:

- *The Domestic Violence Docket* – Beginning in 2006, those charged with Domestic Violence related crimes have been enrolled in a special problem solving court program, which involves closer monitoring of defendants and frequent court appearances. A designated Probation officer monitors **116 offenders** and offers a specialized probation supervision system to reduce recidivism. Each offender is required to attend a 26 week domestic violence treatment program.
- *The Volunteer Probation Officer Program* utilizes volunteers from local communities to assist the probation officers by facilitating orientations for all incoming probationers.
- *The Probation Officer Internship Program* consists of university students from nearby colleges who obtain experience and earn credit toward their Bachelor’s degree by working in the probation department and shadowing a probation officer for one college semester. We have now had three former probation interns that have graduated with Bachelor’s degrees in criminal justice, complete successful internships with the Probation staff, and have gone on to employment as a probation officer in another district court.
- *The DPW Clean-up Program* - In 2005, the 45<sup>th</sup> District Court DPW Clean-up Program was created to provide a supervised community service work program that directly benefits the City of Oak Park. The work program utilizes probationers to perform specialized clean-up projects within the communities. Annually, the program kicks off in March/April and runs thru late November. Work is conducted each Saturday and Sunday, with 1-2 supervisors and 7-17 probationers. In 2013 a total of 1748 work hours were performed by the probationers and a total of 17,362 works hours have been performed since the program’s

inception in 2005. On Saturdays the crews focus on the civic center complex and the nearby parks, and on Sundays, they focus on the outlying parks, roadways along 696 and Greenfield, amongst other areas. This is labor intensive work, picking up junk and debris.

- **Random Alcohol Testing Program** – The 45<sup>th</sup> District Court Probation Department instituted a Random Alcohol Testing Program (RATP) in July of 2011. The RATP utilizes PBT testing to verify compliance with bond conditions or probation conditions. The defendants are assigned a color to represent frequency of testing as determined by their probation officer or the Judge. The schedule of testing is established by the Compliance officer.

Defendants have two options for complying with the PBT testing program, Court officers conduct the PBT testing, during normal court hours, for \$3.00 testing fee is payable at the Court, or O.P.P.S will conduct the test after court hours for a \$5.00 fee, which is paid for at Public Safety. In 2013, Probation conducted 2,818 PBT tests (\$8,454.00). The frequency of testing is determined by Probation, and failure to test will likely result in a violation of probation hearing in front of the judge. A defendant early on will likely be required to test 2-4 times per week. Previously, the PBT testing was referred to outside agencies.

- **The Student Intern / Co-op**- This program is for all sections of the court, with the exception of the security unit. It consists of high school and college

students who obtain experience and earn community service credit towards their high school diploma or credits toward their college degree. The interns and co-op students work closely with the employees of the 45<sup>th</sup> District Court for one semester to observe and learn the court's role in the criminal justice system. For the past three fiscal years, The Court has participated in the Michigan Works program, with 1-2 youth assigned to the court, normally in the spring/summer timeframe.

- **Veterans Treatment Court** – The 45<sup>th</sup> District Court created a Veterans Treatment Court, which began operation in July of 2013. This problem solving court is presided over by Chief Judge Michelle Appel. In October, 2013, the Court received a grant from the State of Michigan/SCAO for start up of the VTC. Grant funds will be used to bring a case manager for intensive monitoring of the Veterans in the program, as well as funds for additional treatment protocols and testing services.

The program is a joint operation with the U.S. Department of Veterans Affairs, who are responsible for benefit coordination, treatment assessment and treatment plans.

The Court meets on a monthly basis with each defendant reporting periodically for meetings with Probation and treatment agencies. The Court has approximately 10 veterans enrolled at this time, for an 18-24 month program time period.

## CASELOAD STATISTICS

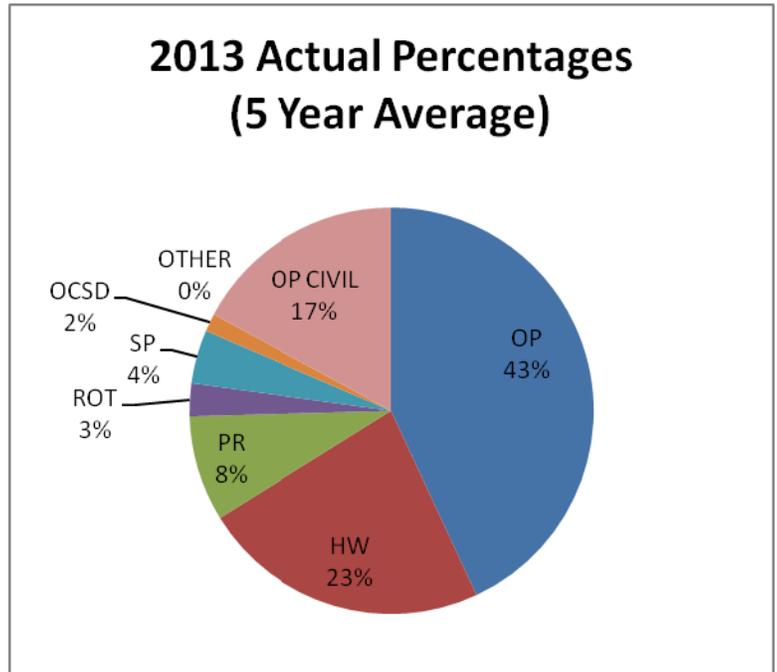
The following caseload statistics for the annual years as noted:

### 45th District Court New Filings

COMMUNITY	2009	2010	2011	2012	2013	TOTAL
Oak Park	11,550	10,552	9,948	7,422	7,057	46,529
Huntington Woods	4,285	4,838	5,159	5,396	5,221	24,899
Pleasant Ridge	2,270	2,185	1,540	1,988	1,116	9,099
Royal Oak Twp.	542	527	421	893	449	2,832
State Police	675	908	656	852	1,525	4,616
Oakland Co. Sheriff	751	265	302	141	91	1,550
All Other	1	1	0	0	0	2
Oak Park - Civil Filings	3,616	3,815	3,736	3,685	3,628	18,480
<b>Total</b>	<b>23,690</b>	<b>23,091</b>	<b>21,762</b>	<b>20,377</b>	<b>19,087</b>	<b>108,007</b>

### 2013 Caseload Percentage - 5 Year Average

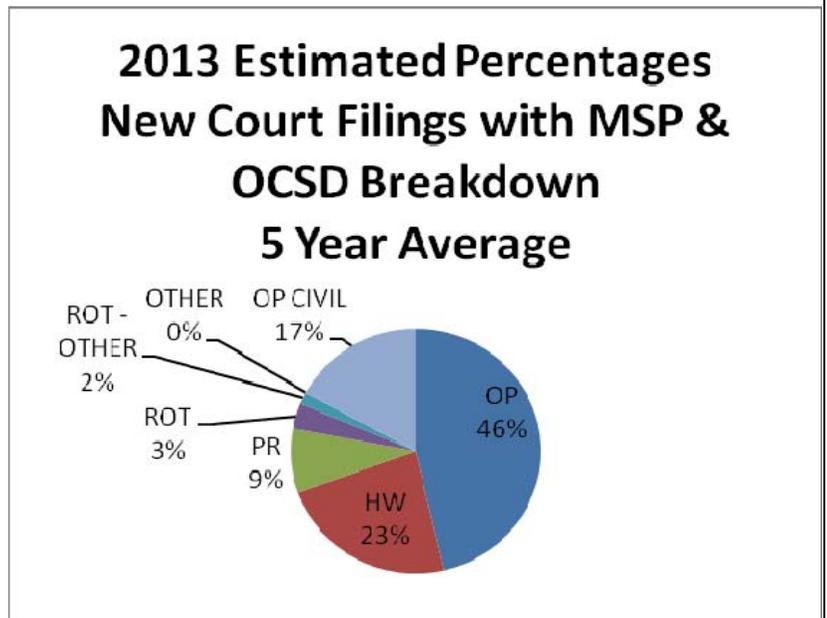
DCU	CASES FILED 2009-2013	PERCENT
OP	46,529	43.08%
HW	24,899	23.05%
PR	9,099	8.42%
ROT	2,832	2.62%
SP	4,616	4.27%
OCSD	1,550	1.44%
OTHER	2	0.01%
OP CIVIL	18,480	17.11%
<b>TOTAL</b>	<b>108,007</b>	<b>100.00%</b>



### 2013 Caseload Percentage - 5 Year Average (Estimated)

#### Total Court with Michigan State Police and Oakland County Sheriff's Department Breakdown

DCU	CASES FILED 2009-2013	PERCENT
OP	50,101	46.39%
HW	24,946	23.09%
PR	9,156	8.47%
ROT	3,651	3.38%
ROT - OTHER	1,671	1.55%
OTHER	2	0.01%
OP CIVIL	18,480	17.11%
<b>TOTAL</b>	<b>108,007</b>	<b>100.00%</b>



#### Traffic/Criminal

The above chart shows the tickets/cases brought by the Michigan State Police (MSP) and the Oakland County Sheriff's Department (OCSD) breakdown by jurisdiction where the offense occurred. And cases from MSP/OCSD would have occurred in one of the four jurisdictions.

## Civil

All Civil Filings are entered under venue code 1, for Oak Park (OP). The J.I.S. system case opening screen does not allow for entry of a venue code. Beginning on 7/01/14, the Court will manually enter a venue code when cashing the respective case filing fees or other civil related fees, in order to evaluate the percent of civil cases filed by venue. The court is unable to breakdown the civil case filings by jurisdiction for the 2009-2013 time period. The only option would be to conduct a manual court query of 18,480 cases for the time period, thus Oak Park will be credited with all of the civil filings and the caseload percentage for that 5 year period.

### 45th District Court Cases by Municipality and Filing Date

#### Calendar Year 2013

	Traffic			Criminal				Total
	Misd.	Civil Inf.	Pking	Ord.	State Law	Felony	Civil	
Oak Park	861	4,617	681	667	76	155	3,628	10,685
Huntington Woods	477	4,575	95	57	5	12		5,221
Pleasant Ridge	104	964	8	35	1	4		1,116
Royal Oak Twp.	90	290	3	51	4	11		449
State Police	325	1,161	0	0	18	21		1,525
Oakland Co. Sheriff	25	43	0	2	4	17		91
All Other	0	0	0	0	0	0		0
<b>Total</b>	<b>1,882</b>	<b>11,650</b>	<b>787</b>	<b>812</b>	<b>108</b>	<b>220</b>	<b>3,628</b>	<b>19,087</b>

#### Calendar Year 2012

	Traffic			Criminal				Total
	Misd.	Civil Inf.	Pking	Ord.	State Law	Felony	Civil	
Oak Park	910	4,600	1,032	652	67	161	3,685	11,107
Huntington Woods	396	4,738	173	70	0	19		5,396
Pleasant Ridge	178	1,734	6	60	3	7		1,988
Royal Oak Twp.	304	500	12	64	8	5		893
State Police	193	623	3	1	19	13		852
Oakland Co. Sheriff	77	27	2	0	13	22		141
All Other	0	0	0	0	0	0		0
<b>Total</b>	<b>2,058</b>	<b>12,222</b>	<b>1,228</b>	<b>847</b>	<b>110</b>	<b>227</b>	<b>3,685</b>	<b>20,377</b>

#### Calendar Year 2011

	Traffic			Criminal				Total
	Misd.	Civil Inf.	Pking	Ord.	State Law	Felony	Civil	
Oak Park	1,034	6,503	1,240	865	86	220	3,736	13,684
Huntington Woods	366	4,550	199	35	5	4		5,159
Pleasant Ridge	151	1,313	29	33	2	12		1,540
Royal Oak Twp.	111	257	26	24	3	0		421
State Police	121	472	29	0	21	13		656
Oakland Co. Sheriff	52	194	1	0	16	39		302
All Other	0	0	0	0	0	0		0
<b>Total</b>	<b>1,835</b>	<b>13,289</b>	<b>1,524</b>	<b>957</b>	<b>133</b>	<b>288</b>	<b>3,736</b>	<b>21,762</b>

#### Calendar Year 2010

	Traffic			Criminal				Total
	Misd.	Civil Inf.	Pking	Ord.	State Law	Felony	Civil	
Oak Park	958	7,692	671	882	137	212	3,815	14,367
Huntington Woods	386	4,386	14	45	0	7		4,838
Pleasant Ridge	192	1,878	66	35	5	9		2,185
Royal Oak Twp.	201	275	2	41	8	0		527
State Police	166	668	21	0	33	20		908
Oakland Co. Sheriff	58	132	0	6	20	49		265
All Other	0	0	0	0	1	0		1
<b>Total</b>	<b>1,961</b>	<b>15,031</b>	<b>774</b>	<b>1,009</b>	<b>204</b>	<b>297</b>	<b>3,815</b>	<b>23,091</b>

# CITY OF OAK PARK

## Veteran Treatment Court Grant

### 45<sup>TH</sup> DISTRICT COURT OVERVIEW

In July, 2013, the Veteran's Treatment court admitted its first defendant/veteran into the program. In October, 2013, the Court was awarded a one year grant through SCAO, in the amount of **\$60,336**, for the period of October 1, 2013 thru September 30, 2014.

The grant funding is for the initial start up of the new problem solving court program, with funding initiated by the Michigan Legislature. The Court plans to have up to 15 veteran/offenders Participate the first year of the grant funding.

### REVENUE ASSUMPTIONS

The grant award of \$60, 336 is for a one year period, based upon the period of October 1, 2013 thru September 30, 2014. The grant period is based upon the state fiscal year. For that reason, revenue for FY 2013-14 is \$ 45,252. And FY 2014-15 of \$15,084.

### EXPENDITURES

The grant funds are approved for the employment of a part time case manager; alcohol and drug testing; purchase of incentives and medallions for participants; and units of treatment services for substance abuse, mental health and domestic violence treatment, if not provided by the U.S. Veteran's Administration.

### PERFORMANCE OBJECTIVES

Specialized problem solving courts were first started in the early 1990's in Miami, Florida. The Judges of that court recognized that the traditional adjudication of drug offenders was not working, with the same defendants appearing for sentencing before them. That Court started the first Drug Court program around 1993. A Veteran's Treatment Court program is a non-traditional adjudication model, which allows offenders that enter the criminal justice system and happen to be a veteran, and committed a non violent act, an opportunity to avoid an extended period of incarceration, and participate in a intensive court supervised probation, access to the VA services and programs.

The primary objective of any problem solving court is to follow the same 10 core principals, and reduce the risk of re-offending and recidivism of any offense, through a 24 month program of supervision, testing and mandatory treatment. In 2013-14, The Michigan Legislature provided new grant funding for Veteran treatment courts, mental Health courts and sobriety courts. The Court will seek continuation funding, for the next grant program year.

### 2014 – 2015 BUDGET

FUND NO.: 284	PRIOR YEAR ACTUAL	CURRENT BUDGET	ACTUAL AS OF 02/28/2014	EST YEAR END	DEPT. REQUEST	MANAGERS REC.	CITY COUNCIL APPROVED
ACCOUNT NAME	FY 2012-2013	FY 2013-14	FY 2013-14	FY 2013-14	FY 2014-15	FY 2014-15	FY 2014-15
<b>REVENUES</b>							
State Grant	0	0	0	26,007	8,665	8,665	8,665
Transfer-In	0	0	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26,007</b>	<b>8,665</b>	<b>8,665</b>	<b>8,665</b>
<b>EXPENDITURES</b>							
Salaries	0	0	4,769	14,078	4,693	4,693	4,693
Fringes	0	0	740	2,708	900	900	900
Supplies, Maint. And Repairs	0	0	675	7,665	2,554	2,554	2,554
Operations	0	0	0	1,556	518	518	518
Staff Development	0	0	1,377	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>7,561</b>	<b>26,007</b>	<b>8,665</b>	<b>8,665</b>	<b>8,665</b>
<b>EXCESS DEFICIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Beginning Net Assets	0	0	0	0	0	0	0
Ending Net Assets	0	0	N/A	0	0	0	0

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## DEBT SERVICE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>DEBT SERVICE SUMMARY</b>							
<b>RESOURCES</b>							
Taxes and Tax Related	2,546,134	2,585,288	2,587,417	2,585,288	2,699,130	2,699,130	2,670,113
Issuance of Debt	-					-	-
Interest Earnings	2,891	-	1,873	1,174	1,528	1,528	1,528
Transfer In - Library Authority	75,000	50,000	(8,423)	50,000	50,000	50,000	50,000
Transfer In - General Fund	79,623	102,873	219,842	102,873	101,423	101,423	99,673
Transfer In	219,500	-	-	1,934	-	-	-
Other Funding Sources - Bond Premium	-	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b><u>12,233,727</u></b>	<b><u>2,738,161</u></b>	<b><u>2,800,709</u></b>	<b><u>2,741,269</u></b>	<b><u>2,852,081</u></b>	<b><u>2,852,081</u></b>	<b><u>2,821,314</u></b>
<b>EXPENDITURES</b>							
Principal	10,390,000	1,360,000	70,000	1,360,000	1,400,000	1,400,000	1,425,000
Interest Payment	1,491,680	1,182,391	605,081	1,208,932	1,173,151	1,173,151	1,126,155
Paying Agent Fees	1,527	-	614	1,164	1,163	1,163	1,163
Prior Year Refunds	127,373	195,770	15,767	195,770	251,765	251,765	268,996
Cost of Issuance	64,220	-	(1,292)	-	-	-	-
Debt Defeasance Transfer	-						
Transfer Out	219,500	-	-	1,934	-	-	-
<b>TOTAL DEBT SERVICE EXPENDITURES</b>	<b><u>12,294,299</u></b>	<b><u>2,738,161</u></b>	<b><u>690,171</u></b>	<b><u>2,767,800</u></b>	<b><u>2,826,078</u></b>	<b><u>2,826,079</u></b>	<b><u>2,821,314</u></b>
Beginning Fund Balance:	99,696	39,124		39,124	12,593	12,593	38,595
Change in Fund Balance:	(60,572)	-		(26,531)	26,003	26,002	-
<b>ENDING FUND BALANCE:</b>	<b><u>39,124</u></b>	<b><u>39,124</u></b>		<b><u>12,593</u></b>	<b><u>38,596</u></b>	<b><u>38,595</u></b>	<b><u>38,595</u></b>

### 2012 REFUNDING BONDS - 2003 STREET IMPROVEMENT BONDS - FUND 309

<b>RESOURCES</b>							
Taxes and Tax Related	18,886	800,235	807,871	800,235	833,388	833,388	822,289
Interest Earnings	65	-	576	576	540	540	540
Bond Proceeds	9,310,579	-	-	-	-	-	-
Transfer In	107,500	-	-	1,934	-	-	-
Other Funding Sources - Bond Premium	-	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b><u>9,437,030</u></b>	<b><u>800,235</u></b>	<b><u>808,447</u></b>	<b><u>802,745</u></b>	<b><u>833,928</u></b>	<b><u>833,928</u></b>	<b><u>822,829</u></b>
<b>EXPENDITURES</b>							
Principal	-	520,000	-	520,000	555,000	555,000	555,000
Interest Payment	161,234	205,762	102,981	205,762	195,362	195,362	184,262
Paying Agent Fees	250	-	-	250	250	250	250
Prior Year Refunds	51,293	74,473	3,764	74,473	83,317	83,317	83,317
Cost of Issuance	64,220	-	(1,292)	-	-	-	-
Transfers	9,160,000	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b><u>9,436,996</u></b>	<b><u>800,235</u></b>	<b><u>105,453</u></b>	<b><u>800,485</u></b>	<b><u>833,929</u></b>	<b><u>833,929</u></b>	<b><u>822,829</u></b>
Beginning Fund Balance:	-	34		34	34	34	34
Change in Fund Balance:	34	-		-	-	-	-
<b>ENDING FUND BALANCE:</b>	<b><u>34</u></b>	<b><u>34</u></b>		<b><u>34</u></b>	<b><u>34</u></b>	<b><u>34</u></b>	<b><u>34</u></b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## DEBT SERVICE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>2010 G O FACILITY BONDS - FUND 303</b>							
<b>RESOURCES</b>							
Taxes and Tax Related	810,106	837,842	822,908	837,842	925,792	925,792	907,873
Interest Earnings	1,117	-	678	598	571	571	571
Transfer In	112,000	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>923,223</b>	<b>837,842</b>	<b>823,585</b>	<b>838,440</b>	<b>926,363</b>	<b>926,363</b>	<b>908,444</b>
<b>EXPENDITURES</b>							
Principal	350,000	350,000	-	350,000	350,000	350,000	375,000
Interest Payment	461,465	455,688	241,266	482,533	475,398	475,398	441,252
Paying Agent Fees	500	-	500	500	500	500	500
Prior Year Refunds	8,515	32,154	5,985	32,154	74,461	74,461	91,692
Transfer Out	102,000	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>922,480</b>	<b>837,842</b>	<b>247,752</b>	<b>865,187</b>	<b>900,359</b>	<b>900,359</b>	<b>908,444</b>
Beginning Fund Balance:		743		743	(26,004)	(26,004)	(0)
Change in Fund Balance:	743	-		(26,747)	26,004	26,004	-
<b>ENDING FUND BALANCE:</b>	<b>743</b>	<b>743</b>		<b>(26,004)</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>
<b>2011 LIBRARY AND RECREATION CENTER LEASE -FUND 305</b>							
<b>RESOURCES</b>							
Interest Earnings	11	-	-	-	-	-	-
Transfer In - Library Authority	75,000	50,000	(8,423)	50,000	50,000	50,000	50,000
Transfer In - General Fund	79,623	102,873	219,842	102,873	101,423	101,423	99,673
<b>TOTAL RESOURCES</b>	<b>154,634</b>	<b>152,873</b>	<b>211,419</b>	<b>152,873</b>	<b>151,423</b>	<b>151,423</b>	<b>149,673</b>
<b>EXPENDITURES</b>							
Principal	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Interest Payment	84,109	82,873	41,800	82,569	81,123	81,123	79,373
Paying Agent Fees	300	-	-	300	300	300	300
<b>TOTAL EXPENDITURES</b>	<b>154,409</b>	<b>152,873</b>	<b>111,800</b>	<b>152,869</b>	<b>151,423</b>	<b>151,423</b>	<b>149,673</b>
Beginning Fund Balance:	21,882	22,107		22,107	22,111	22,111	22,111
Change in Fund Balance:	225	-		4	-	-	-
<b>ENDING FUND BALANCE:</b>	<b>22,107</b>	<b>22,107</b>		<b>22,111</b>	<b>22,111</b>	<b>22,111</b>	<b>22,111</b>
<b>2003 STREET IMPROVEMENT BOND - FUND 309</b>							
<b>RESOURCES</b>							
Taxes and Tax Related	835,145	-	-	-	-	-	-
Interest Earnings	772	-	-	-	-	-	-
Other Funding Sources	9,160,000	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>9,995,918</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES</b>							
Principal	9,570,000	-	-	-	-	-	-
Interest Payment	330,805	-	-	-	-	-	-
Paying Agent Fees	250	-	-	-	-	-	-
Prior Year Refunds	26,852	-	154	-	-	-	-
Transfer Out	112,000	-	-	1,934	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>10,039,907</b>	<b>-</b>	<b>154</b>	<b>1,934</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Fund Balance:	45,924	1,935		1,935	1	1	1
Change in Fund Balance:	(43,989)	-		(1,934)	-	-	-
<b>ENDING FUND BALANCE:</b>	<b>1,935</b>	<b>1,935</b>		<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## DEBT SERVICE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>2006 STREET IMPROVEMENT BOND - FUND 307</b>							
<b>RESOURCES</b>							
Taxes and Tax Related	881,996	947,211	956,639	947,211	939,950	939,950	939,951
Interest Earnings	926	-	620	-	417	417	417
<b>TOTAL RESOURCES</b>	<b>882,923</b>	<b>947,211</b>	<b>957,258</b>	<b>947,211</b>	<b>940,367</b>	<b>940,367</b>	<b>940,368</b>
<b>EXPENDITURES</b>							
Principal	400,000	420,000	-	420,000	425,000	425,000	425,000
Interest Payment	454,068	438,068	219,034	438,068	421,268	421,268	421,268
Paying Agent Fees	227	-	114	114	113	113	113
Prior Year Refunds	40,713	89,143	5,864	89,143	93,987	93,987	93,987
Transfer Out	5,500	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>900,507</b>	<b>947,211</b>	<b>225,012</b>	<b>947,325</b>	<b>940,367</b>	<b>940,368</b>	<b>940,368</b>
Beginning Fund Balance:	31,890	14,306		14,306	14,192	14,192	14,192
Change in Fund Balance:	(17,585)	-		(114)	-	-	-
<b>ENDING FUND BALANCE:</b>	<b>14,306</b>	<b>14,306</b>		<b>14,192</b>	<b>14,192</b>	<b>14,192</b>	<b>14,192</b>

**CITY OF OAK PARK  
2014-2015 BUDGET  
DEBT SERVICE REQUIREMENTS - SUMMARY**

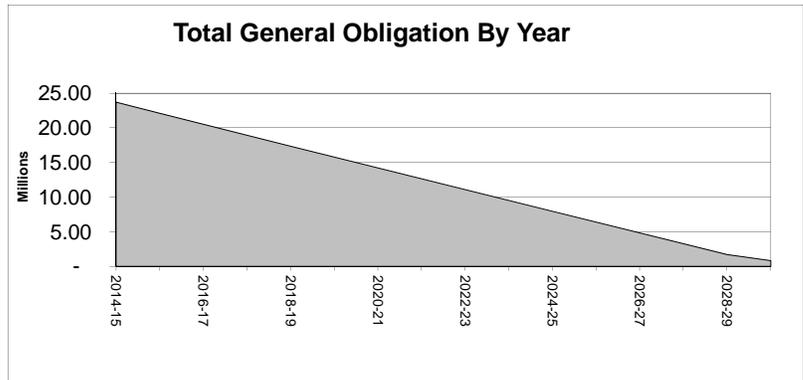
	<u>Mills</u>	<u>Amount</u>	<u>Total</u>
<b><u>APPROPRIATED REVENUES</u></b>			
\$432,214,220 Taxable Value	6.20184	\$2,680,523	
\$6,000,650 IFT Roll - Half	3.10090	\$18,607	
General Obligation Bonds - General Tax Levy			\$2,699,130
Transfer In			151,423
Interest Income			\$1,528
<b>TOTAL REVENUES</b>			<b>\$2,852,081</b>
<b><u>APPROPRIATED EXPENDITURES</u></b>			
Street Improvement Bonds - 2003		0	
Street Improvement Bonds - 2006		940,368	
Municipal Facility Bond - 2010		900,359	
Refunding Bond - 2012		833,804	
Library and Recreation Lease - 2011		151,423	
			\$2,825,954
<b>TOTAL DEBT SERVICE APPROPRIATION</b>			<b>\$2,825,954</b>



**CITY OF OAK PARK  
DEBT RETIREMENT SCHEDULE  
GENERAL OBLIGATION BONDS  
FISCAL YEAR 2014 - 2015 BUDGET**

Name Of Bond	Date Due		2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2025	2026-2035	2026-2035	Total Due
2012 Refunding Street Imp Bonds	May 1	Principal	555,000	555,000	590,000	590,000	615,000	610,000	3,155,000	1,960,000	0	8,630,000
		Interest	195,363	184,263	173,163	161,363	149,563	137,263	496,138	114,650	0	1,611,763
		PA Fees	125	125	125	125	125	125	625	375	0	1,750
2006 Street Imp Bonds	May 1	Principal	750,488	739,388	763,288	751,488	764,688	747,388	3,651,763	2,075,025	0	10,243,513
		Interest	425,000	435,000	440,000	455,000	475,000	495,000	2,885,000	3,745,000	0	9,355,000
		PA Fees	421,268	404,268	386,868	368,388	349,050	328,625	1,285,600	556,425	0	4,100,490
		PA Fees	113	113	113	113	113	563	563	0	1,800	
2010 Facility Bonds	May 1	Principal	846,380	839,380	826,980	823,500	824,163	823,738	4,171,163	4,301,988	0	13,457,290
		Interest	350,000	375,000	375,000	400,000	400,000	425,000	2,400,000	7,025,000	925,000	12,675,000
		PA Fees	475,399	467,245	457,417	447,043	435,395	423,514	1,878,458	2,061,296	37,710	6,683,477
		PA Fees	500	500	500	500	500	2,500	5,000	0	10,500	
2011 Library and Total Interest	Nov. 1	Principal	825,899	842,745	832,917	847,543	835,895	849,014	4,280,958	9,091,296	962,710	19,368,977
		Interest	70,000	70,000	75,000	75,000	80,000	80,000	435,000	1,175,000	300,000	2,360,000
		PA Fees	81,123	79,373	77,560	75,685	73,748	71,748	325,450	391,441	13,724	1,189,850
		PA Fees	125	125	125	125	125	625	375	0	1,750	
Total Principal			151,248	149,498	152,685	150,810	153,873	151,873	761,075	1,566,816	313,724	3,551,600
Total Interest			1,400,000	1,435,000	1,480,000	1,520,000	1,570,000	1,610,000	8,875,000	13,905,000	1,225,000	33,020,000
Total Paying Agent			1,173,151	1,135,147	1,095,007	1,052,478	1,007,755	961,149	3,985,646	3,123,812	51,434	13,585,579
Total Requirements			863	863	863	863	863	863	4,313	6,313	0	15,800
Total Requirements			2,574,014	2,571,010	2,575,869	2,573,340	2,578,617	2,572,011	12,864,958	17,035,124	1,276,434	46,621,379

The City's total debt obligation is \$34,380,000 as of July 1, 2013 and will decline until all debt will be paid by May 1, 2037. Principal payments range from a high of \$2,215,000 in Fiscal Year 2027-2028 to a low of \$155,000 in Fiscal Year 2036-2037.



**CITY OF OAK PARK  
2014-2015 BUDGET5  
RATIO OF NET GENERAL BONDED DEBT  
TO ASSESSED VALUE AND NET BONDED DEBT PER CAPITA  
LAST TEN FISCAL YEARS**

<b>Fiscal Year Ending <u>June 30</u></b>	<b><u>Population</u></b>	<b><u>Assessed Value For Operations</u></b>	<b><u>Gross Bonded Debt</u></b>	<b><u>Amount Available in Debt Service Fund</u></b>	<b><u>Net Bonded Debt</u></b>	<b><u>Net Bonded Debt To Assessed Value</u></b>	<b><u>Net Bonded Debt Per Capita</u></b>
2004	32,399	872,836,690	21,775,000	282,328	21,492,672	2.46	663.37
2005	32,399	917,783,950	19,930,000	334,783	19,595,217	2.14	604.81
2006	32,399	931,055,220	29,055,000	371,772	28,683,228	3.08	885.31
2007	32,399	952,252,280	27,475,000	493,669	26,981,331	2.83	832.78
2008	32,399	908,449,060	25,805,000	643,161	25,161,839	2.77	776.62
2009	32,399	814,775,470	24,110,000	784,216	23,325,784	2.86	719.95
2010	29,319	644,199,820	22,410,000	835,683	21,574,317	3.35	735.85
2011	29,319	532,026,790	34,540,000	654,398	33,885,602	6.37	1,155.76
2012	29,319	474,376,890	35,620,000	109,780	35,510,220	7.49	1,211.17
2013	29,319	433,068,140	34,380,000	0	34,380,000	7.94	1,172.62



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## ENTERPRISE

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>WATER AND SEWER - FUND 592</b>							
<b>RESOURCES</b>							
Charge For Services	11,004,070	12,527,097	7,851,085	11,962,962	11,632,344	11,632,344	11,632,344
Other Revenue	5,998	-	764	764	-	-	-
Interest	4,624	22,926	-	11,450	11,450	11,450	11,450
Transfer In - Solid Waste	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>TOTAL RESOURCES</b>	<b>11,064,693</b>	<b>12,600,023</b>	<b>7,901,849</b>	<b>12,025,176</b>	<b>11,693,794</b>	<b>11,693,794</b>	<b>11,693,794</b>
<b>EXPENDITURE SUMMARY</b>							
Salaries	776,704	852,705	528,819	808,964	826,194	820,884	825,625
Fringes	677,589	688,727	506,105	528,217	593,000	587,267	589,563
Supplies, Maint.and Repairs	684,687	1,526,000	251,609	1,382,500	1,301,000	1,301,000	959,000
Operations	6,725,211	6,779,000	3,826,073	6,956,564	7,221,001	7,221,001	7,359,863
Staff Development	2,087	5,300	2,331	5,300	8,300	8,300	8,300
Printing and Publications	30	700	165	665	700	700	700
Insurance	72,308	73,000	153,080	76,540	80,000	80,000	80,000
Depreciation	627,504	315,000	315,000	627,504	627,504	627,504	627,504
Capital	86,339	322,000	48,469	322,000	676,250	676,250	509,875
Principal	-	862,095	862,095	862,095	883,699	883,699	900,323
Interest	315,318	291,156	291,154	291,154	267,753	267,753	243,777
Paying Agent Fees	37	1,000	37	1,000	1,000	1,000	1,000
Transfers Out - General Fund	180,000	180,000	180,000	180,000	180,000	180,000	180,000
<b>WATER AND SEWER EXPENDITURES SUMMARY</b>	<b>10,147,814</b>	<b>11,896,683</b>	<b>6,964,937</b>	<b>12,042,503</b>	<b>12,666,401</b>	<b>12,655,358</b>	<b>12,285,529</b>
Beginning Fund Balance:	19,912,045	20,828,924		20,828,924	20,811,597	20,811,597	19,850,033
Change in Fund Balance:	916,879	703,340		(17,327)	(972,607)	(961,564)	(591,735)
<b>ENDING FUND BALANCE:</b>	<b>20,828,924</b>	<b>21,532,264</b>		<b>20,811,597</b>	<b>19,838,990</b>	<b>19,850,033</b>	<b>19,258,297</b>
<b>BILLING AND COLLECTIONS EXPENDITURES</b>							
Salaries	135,792	119,160	76,510	84,686	114,766	114,766	114,958
Fringes	82,176	94,814	69,001	68,953	95,347	95,347	95,686
Supplies, Maint.and Repairs	2,441	3,000	3,005	3,000	3,000	3,000	3,000
Operations	-	-	22,261	18,925	-	-	-
Staff Development	170	300	-	300	300	300	300
<b>TOTAL EXPENDITURES</b>	<b>220,579</b>	<b>217,274</b>	<b>170,777</b>	<b>175,864</b>	<b>213,413</b>	<b>213,413</b>	<b>213,944</b>
<b>ADMINISTRATION EXPENDITURES</b>							
Salaries	46,499	69,500	40,645	65,000	61,244	61,244	61,789
Fringes	40,946	45,386	39,425	42,210	43,888	43,888	44,079
Supplies, Maint.and Repairs	-	2,000	472	2,000	50,000	50,000	50,000
Operations	46,544	67,000	34,044	69,000	122,000	122,000	122,000
Printing and Publications	30	700	165	665	700	700	700
Insurance	72,308	73,000	153,080	76,540	80,000	80,000	80,000
Depreciation	174,828	275,000	275,000	174,828	174,828	174,828	174,828
Transfers Out - General Fund	180,000	180,000	180,000	180,000	180,000	180,000	180,000
<b>TOTAL EXPENDITURES</b>	<b>561,154</b>	<b>712,586</b>	<b>722,831</b>	<b>610,243</b>	<b>712,660</b>	<b>712,660</b>	<b>713,396</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## ENTERPRISE

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>TRANSMISSION AND DISTRIBUTION EXPENDITURES</b>							
Salaries	335,311	345,000	207,800	331,738	307,224	307,224	309,958
Fringes	329,413	307,999	199,949	211,740	220,158	220,158	221,119
Supplies, Maint.and Repairs	160,149	390,000	162,193	348,000	285,000	285,000	265,000
Operations	1,196,566	1,410,000	705,733	1,320,000	1,390,000	1,390,000	1,390,000
Staff Development	1,917	5,000	2,331	5,000	6,000	6,000	6,000
Capital	86,339	322,000	48,469	322,000	676,250	676,250	509,875
<b>TOTAL EXPENDITURES</b>	<b>2,128,945</b>	<b>2,779,999</b>	<b>1,326,475</b>	<b>2,538,478</b>	<b>2,884,632</b>	<b>2,884,632</b>	<b>2,701,951</b>
<b>ENGINEERING EXPENDITURES</b>							
Salaries	135,519	196,045	100,747	175,540	209,428	204,118	204,200
Fringes	107,311	131,667	100,365	113,284	137,918	132,185	132,571
Staff Development	-	-	-	-	2,000	2,000	2,000
<b>TOTAL EXPENDITURES</b>	<b>242,830</b>	<b>327,712</b>	<b>201,111</b>	<b>288,824</b>	<b>349,346</b>	<b>338,303</b>	<b>338,771</b>
<b>PUMP OPERATIONS EXPENDITURES</b>							
Salaries	25,999	28,000	18,592	28,000	24,598	24,598	24,817
Fringes	23,531	23,214	17,526	16,953	17,627	17,627	17,704
Supplies, Maint.and Repairs	17,259	526,000	7,883	526,000	458,000	458,000	136,000
Operations	78,289	185,000	38,252	178,000	183,000	183,000	183,000
<b>TOTAL EXPENDITURES</b>	<b>145,077</b>	<b>762,214</b>	<b>82,252</b>	<b>748,953</b>	<b>683,225</b>	<b>683,225</b>	<b>361,521</b>
<b>PUBLIC WORKS - MAINTENANCE AND REPAIR EXPENDITURES</b>							
Salaries	97,584	95,000	84,526	124,000	108,934	108,934	109,903
Fringes	94,214	85,647	79,840	75,078	78,062	78,062	78,403
Supplies, Maint.and Repairs	504,838	605,000	78,056	503,500	505,000	505,000	505,000
Operations	5,403,812	5,117,000	3,025,783	5,370,639	5,526,001	5,526,001	5,664,863
Depreciation	452,676	40,000	40,000	452,676	452,676	452,676	452,676
Principal	-	862,095	862,095	862,095	883,699	883,699	900,323
Interest	296,068	291,156	291,154	291,154	267,753	267,753	243,777
Paying Agent Fees	37	1,000	37	1,000	1,000	1,000	1,000
<b>TOTAL EXPENDITURES</b>	<b>6,849,229</b>	<b>7,096,898</b>	<b>4,461,491</b>	<b>7,680,142</b>	<b>7,823,126</b>	<b>7,823,126</b>	<b>7,955,945</b>
<b>WATER AND SEWER TOTAL</b>	<b>10,147,814</b>	<b>11,896,683</b>	<b>6,964,937</b>	<b>12,042,503</b>	<b>12,666,401</b>	<b>12,655,358</b>	<b>12,285,529</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**WATER AND SEWER**

**WATER AND SEWER - FUND 592**

**ENTERPRISE**

**BUDGET OVERVIEW**

**REVENUE**

The FY 2014-2015 budget recommends revenues in the Water and Sewer Fund of \$11,693,794. This is an 7.19% decrease from the estimate used for FY 2013-2014. FY 2013-2014 included approximately \$750,000 in one time revenues for previously unbilled accounts. Water and sewer charges for services are expected to increase in FY 2014-2015. This is a reflection of overall water consumption compared to previous years. Services are expected to total \$11,632,344.

**Interest Income**

Interest income is expected to be \$11,450 for Fiscal Year 2014-2015. This is a \$11,476 decrease from the allocation for Fiscal Year 2014-2015.

**Look Back Adjustments**

Quarterly checks for the river overflow credit will no longer be issued by the Oakland County Drain Commissioner's Office. These credits have been utilized by Oakland County to offset further sewer rate increases to suburban communities.

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Charge For Services	11,004,070	12,527,097	7,851,085	11,962,962	11,632,344	11,632,344	11,632,344
Other Revenue	5,998	-	764	764	-	-	-
Interest	4,624	22,926	-	11,450	11,450	11,450	11,450
Transfer In - Solid Waste	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>RESOURCES</b>	<b>11,064,693</b>	<b>12,600,023</b>	<b>7,901,849</b>	<b>12,025,176</b>	<b>11,693,794</b>	<b>11,693,794</b>	<b>11,693,794</b>

**EXPENDITURES**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	776,704	852,705	528,819	808,964	826,194	820,884	825,625
Fringes	677,589	688,727	506,105	528,217	593,000	587,267	589,563
Supplies, Maint.and Repairs	684,687	1,526,000	251,609	1,382,500	1,301,000	1,301,000	959,000
Operations	6,725,211	6,779,000	3,826,073	6,956,564	7,221,001	7,221,001	7,359,863
Staff Development	2,087	5,300	2,331	5,300	8,300	8,300	8,300
Printing and Publications	30	700	165	665	700	700	700
Insurance	72,308	73,000	153,080	76,540	80,000	80,000	80,000
Depreciation	627,504	315,000	315,000	627,504	627,504	627,504	627,504
Capital	86,339	322,000	48,469	322,000	676,250	676,250	509,875
Principal	-	862,095	862,095	862,095	883,699	883,699	900,323
Interest	315,318	291,156	291,154	291,154	267,753	267,753	243,777
Paying Agent Fees	37	1,000	37	1,000	1,000	1,000	1,000
Transfers Out - General Fund	180,000	180,000	180,000	180,000	180,000	180,000	180,000
<b>EXPENDITURES</b>	<b>10,147,814</b>	<b>11,896,683</b>	<b>6,964,937</b>	<b>12,042,503</b>	<b>12,666,401</b>	<b>12,655,358</b>	<b>12,285,529</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**WATER AND SEWER**

**WATER AND SEWER - FUND 592**

**ENTERPRISE**

**BUDGET OVERVIEW**

**REVENUE**

The FY 2014-2015 budget recommends revenues in the Water and Sewer Fund of \$11,693,794. This is an 7.19% decrease from the estimate used for FY 2013-2014. FY 2013-2014 included approximately \$750,000 in one time revenues for previously unbilled accounts. Water and sewer charges for services are expected to increase in FY 2014-2015. This is a reflection of overall water consumption compared to previous years. Services are expected to total \$11,632,344.

**Interest Income**

Interest income is expected to be \$11,450 for Fiscal Year 2014-2015. This is a \$11,476 decrease from the allocation for Fiscal Year 2014-2015.

**Look Back Adjustments**

Quarterly checks for the river overflow credit will no longer be issued by the Oakland County Drain Commissioner's Office. These credits have been utilized by Oakland County to offset further sewer rate increases to suburban communities.

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Charge For Services	11,004,070	12,527,097	7,851,085	11,962,962	11,632,344	11,632,344	11,632,344
Other Revenue	5,998	-	764	764	-	-	-
Interest	4,624	22,926	-	11,450	11,450	11,450	11,450
Transfer In - Solid Waste	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>RESOURCES</b>	<b>11,064,693</b>	<b>12,600,023</b>	<b>7,901,849</b>	<b>12,025,176</b>	<b>11,693,794</b>	<b>11,693,794</b>	<b>11,693,794</b>

**EXPENDITURES**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Salaries	776,704	852,705	528,819	808,964	826,194	820,884	825,625
Fringes	677,589	688,727	506,105	528,217	593,000	587,267	589,563
Supplies, Maint.and Repairs	684,687	1,526,000	251,609	1,382,500	1,301,000	1,301,000	959,000
Operations	6,725,211	6,779,000	3,826,073	6,956,564	7,221,001	7,221,001	7,359,863
Staff Development	2,087	5,300	2,331	5,300	8,300	8,300	8,300
Printing and Publications	30	700	165	665	700	700	700
Insurance	72,308	73,000	153,080	76,540	80,000	80,000	80,000
Depreciation	627,504	315,000	315,000	627,504	627,504	627,504	627,504
Capital	86,339	322,000	48,469	322,000	676,250	676,250	509,875
Principal	-	862,095	862,095	862,095	883,699	883,699	900,323
Interest	315,318	291,156	291,154	291,154	267,753	267,753	243,777
Paying Agent Fees	37	1,000	37	1,000	1,000	1,000	1,000
Transfers Out - General Fund	180,000	180,000	180,000	180,000	180,000	180,000	180,000
<b>EXPENDITURES</b>	<b>10,147,814</b>	<b>11,896,683</b>	<b>6,964,937</b>	<b>12,042,503</b>	<b>12,666,401</b>	<b>12,655,358</b>	<b>12,285,529</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**WATER AND SEWER**

**WATER AND SEWER - FUND 592**

**ENTERPRISE**

**DEPARTMENT DESCRIPTION**

The Water and Sewer Fund is an Enterprise Fund. The City operates one Enterprise Fund which accounts for the operation of the Water and Sewer Systems. The fund is financed and operated in a manner similar to a private enterprise. The intent is that costs (expenses, including depreciation) of providing water and sewer services to the general public are recovered through user charges. The fund uses full accrual accounting based on Generally Accepted Accounting Principals (GAAP) and follows accounting and financial activities prescribed by the Financial Accounting and Standards Board (FASB) as long as it does not conflict with the Government Accounting Standards Board (GASB) guidance. This fund is subject to the informational budget summary requirements of Act 2 of the Public Acts of 1968, as amended.

Five activities comprise the Water and Sewer Fund Services: Billing and Collection, administered by the Finance Department, Water and Sewer Administration, Transmission and Distribution, Pump Operations, and Maintenance and Repair, all of which are administered by the Department of Public Works. Also in the fund is the activity for the Water Bond Construction fund.

**2014-15 BUDGET HIGHLIGHTS**

The total appropriation for the Water and Sewer Fund is \$12,655,358, an increase of 6.38% from Fiscal Year 2013-2014. This can be attributed to higher expenses for repair and maintenance. Rates for water and sewage disposal are also expected to increase. The City of Oak Park is in an agreement to purchase water from the City of Detroit. . Also, a portion of the sewer rate supplements the payment of the drainage bond. Payments toward the construction of the George W. Kuhn Drain.

The appropriation for Capital Outlay is \$676,250, which is a \$354,250 increase from FY 2014-2015. For the detail of the recommended projects included in capital outlay as well as operational expenditures, please refer to the Capital Improvement schedule in the Capital Projects Funds section of this document.

**2014-15 PERFORMANCE OBJECTIVES**

1. To continue to maintain radio meter reading devices so as to improve meter reading efficiency.
2. To continue to televise sewer lines to give us an accurate inspection of our sewer infrastructure, for viewing normal routine sewer cleaning, respond to residents quickly and also to assist in the needs of the other departments.
3. To continue in the repair and replacement of fire hydrants and the upgrade of pump stations and reservoirs.
4. To reduce the accounts receivable balance by improved collection methods through a more efficient shut-off program.
5. To reduce accounts receivable by placing charges that have been delinquent at six months on the next available tax roll. Delinquent balances would thus attach to either the Summer or Winter tax bill.

**WATER AND SEWER - FINANCE- BILLING AND COLLECTION**

	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	2012-13	2013-14	2013-14	2013-14	2014-15	2014-15	2015-16
Salaries	135,792	119,160	76,510	84,686	114,766	114,766	114,958
Fringes	82,176	94,814	69,001	68,953	95,347	95,347	95,686
Supplies, Maint.and Repairs	2,441	3,000	3,005	3,000	3,000	3,000	3,000
Staff Development	170	300	-	300	300	300	300
<b>TOTAL</b>	<b>220,579</b>	<b>217,274</b>	<b>170,777</b>	<b>175,864</b>	<b>213,413</b>	<b>213,413</b>	<b>213,944</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**WATER AND SEWER**

**WATER AND SEWER - FUND 592**

**ENTERPRISE**

**WATER AND SEWER - PUBLIC WORKS - ADMINISTRATION**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>EXPENDITURES</b>							
Salaries	46,499	69,500	40,645	65,000	61,244	61,244	61,789
Fringes	40,946	45,386	39,425	42,210	43,888	43,888	44,079
Supplies, Maint.and Repairs	-	2,000	472	2,000	50,000	50,000	50,000
Operations	46,544	67,000	34,044	69,000	122,000	122,000	122,000
Printing and Publications	30	700	165	665	700	700	700
Insurance	72,308	73,000	153,080	76,540	80,000	80,000	80,000
Depreciation	174,828	275,000	275,000	174,828	174,828	174,828	174,828
Transfers Out - General Fund	180,000	180,000	180,000	180,000	180,000	180,000	180,000
<b>TOTAL EXPENDITURES</b>	<b>561,154</b>	<b>712,586</b>	<b>722,831</b>	<b>610,243</b>	<b>712,660</b>	<b>712,660</b>	<b>713,396</b>

**WATER AND SEWER - PUBLIC WORKS - TRANSMISSION AND DISTRIBUTION**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>EXPENDITURES</b>							
Salaries	335,311	345,000	207,800	331,738	307,224	307,224	309,958
Fringes	329,413	307,999	199,949	211,740	220,158	220,158	221,119
Supplies, Maint.and Repairs	160,149	390,000	162,193	348,000	285,000	285,000	265,000
Operations	1,196,566	1,410,000	705,733	1,320,000	1,390,000	1,390,000	1,390,000
Staff Development	1,917	5,000	2,331	5,000	6,000	6,000	6,000
Capital	86,339	322,000	48,469	322,000	676,250	676,250	509,875
Interest	19,250	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>2,128,945</b>	<b>2,779,999</b>	<b>1,326,475</b>	<b>2,538,478</b>	<b>2,884,632</b>	<b>2,884,632</b>	<b>2,701,951</b>

**WATER AND SEWER - TECHNICAL AND PLANNING - ENGINEERING**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>EXPENDITURES</b>							
Salaries	135,519	196,045	100,747	175,540	209,428	204,118	204,200
Fringes	107,311	131,667	100,365	113,284	137,918	132,185	132,571
Staff Development	-	-	-	-	2,000	2,000	2,000
<b>TOTAL EXPENDITURES</b>	<b>242,830</b>	<b>327,712</b>	<b>201,111</b>	<b>288,824</b>	<b>349,346</b>	<b>338,303</b>	<b>338,771</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**WATER AND SEWER**

**WATER AND SEWER - FUND 592**

**ENTERPRISE**

**WATER AND SEWER - PUBLIC WORKS - PUMP OPERATIONS**

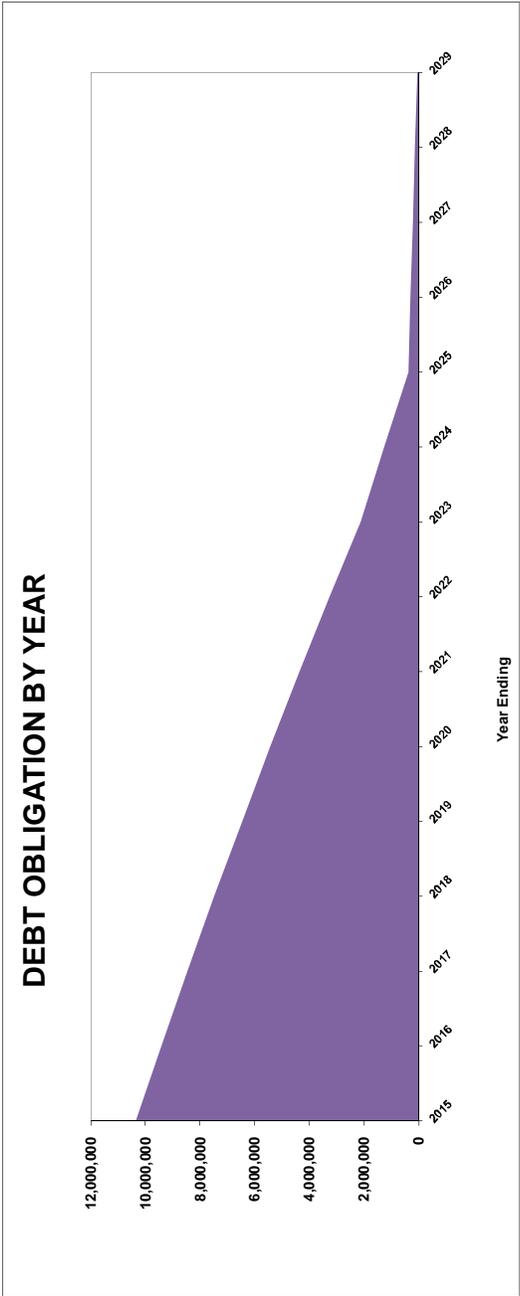
	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>EXPENDITURES</b>							
Salaries	25,999	28,000	18,592	28,000	24,598	24,598	24,817
Fringes	23,531	23,214	17,526	16,953	17,627	17,627	17,704
Supplies, Maint.and Repairs	17,259	526,000	7,883	526,000	458,000	458,000	136,000
Operations	78,289	185,000	38,252	178,000	183,000	183,000	183,000
<b>TOTAL EXPENDITURES</b>	<b>145,077</b>	<b>762,214</b>	<b>82,252</b>	<b>748,953</b>	<b>683,225</b>	<b>683,225</b>	<b>361,521</b>

**WATER AND SEWER - PUBLIC WORKS - MAINTENANCE AND REPAIR**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>EXPENDITURES</b>							
Salaries	97,584	95,000	84,526	124,000	108,934	108,934	109,903
Fringes	94,214	85,647	79,840	75,078	78,062	78,062	78,403
Supplies, Maint.and Repairs	504,838	605,000	78,056	503,500	505,000	505,000	505,000
Operations	5,403,812	5,117,000	3,025,783	5,370,639	5,526,001	5,526,001	5,664,863
Depreciation	452,676	40,000	40,000	452,676	452,676	452,676	452,676
Principal	-	862,095	862,095	862,095	883,699	883,699	900,323
Interest	296,068	291,156	291,154	291,154	267,753	267,753	243,777
Paying Agent Fees	37	1,000	37	1,000	1,000	1,000	1,000
<b>TOTAL EXPENDITURES</b>	<b>6,849,229</b>	<b>7,096,898</b>	<b>4,461,491</b>	<b>7,680,142</b>	<b>7,823,126</b>	<b>7,823,126</b>	<b>7,955,945</b>

**CITY OF OAK PARK  
WATER AND SEWER DEBT RETIREMENT SCHEDULE**

Fiscal Year Ending June 30	George W. Kuhn Drain - Series 2000A			George W. Kuhn Drain - Series 2000B			George W. Kuhn Drain - Series 2000C			George W. Kuhn Drain - Series 2000D		
	Paid April 1	Interest	Total	Nonrefunded	Principal	Interest	Total	Paid April 1	Principal	Interest	Total	
2015	13,854.26	13,854.26	154,376.09	10/01/14	0.00	12,194.70	71,552.86	10/01/14	77,735.48	2,059.49	18,941.78	
2016	126,667.57	13,854.26	154,576.22	04/01/15	47,163.46	12,194.70	71,552.86	04/01/15	77,735.48	2,059.49	18,941.78	
2017	130,036.38	12,270.92	154,576.22	10/01/16	0.00	10,969.45	72,469.17	04/01/16	70,795.71	1,874.20	19,244.96	
2018	133,405.20	10,645.47	154,696.14	04/01/17	53,901.09	9,641.38	73,185.05	10/01/17	63,679.09	1,880.49	18,857.54	
2019	136,774.02	8,977.90	154,729.82	10/01/18	0.00	8,213.60	73,697.11	04/01/18	56,385.60	1,486.79	18,470.14	
2020	140,142.84	7,288.23	154,679.30	04/01/19	57,289.91	6,881.63	70,633.17	10/01/19	48,915.24	1,293.08	18,756.49	
2021	146,880.47	5,516.44	154,544.54	10/01/20	60,638.73	5,142.50	70,923.73	04/01/20	41,259.60	1,090.95	19,025.99	
2022	150,923.06	3,722.54	154,325.55	04/01/21	64,007.55	3,512.84	71,033.23	10/01/21	33,410.25	880.40	18,604.89	
2023	1886.54	1,886.54	154,696.14	10/01/22	66,702.60	1,792.63	70,287.86	04/01/22	25,367.20	669.85	18,857.55	
2024				04/01/23	676,458.70	17,122.02	710,702.74	10/01/23	17,122.02	450.88	19,093.38	
2025				10/01/24	693,302.79	8,666.28	710,635.35	04/01/24	8,666.28	223.48	18,325.41	
2026												
2027												
2028												
2029												
Total Enterprise	1,108,341.20	128,284.80	1,236,625.80		457,485.52	116,296.66	573,782.18		6,218,938.44	886,672.94	7,105,511.38	
									164,758.91	23,419.22	188,178.13	

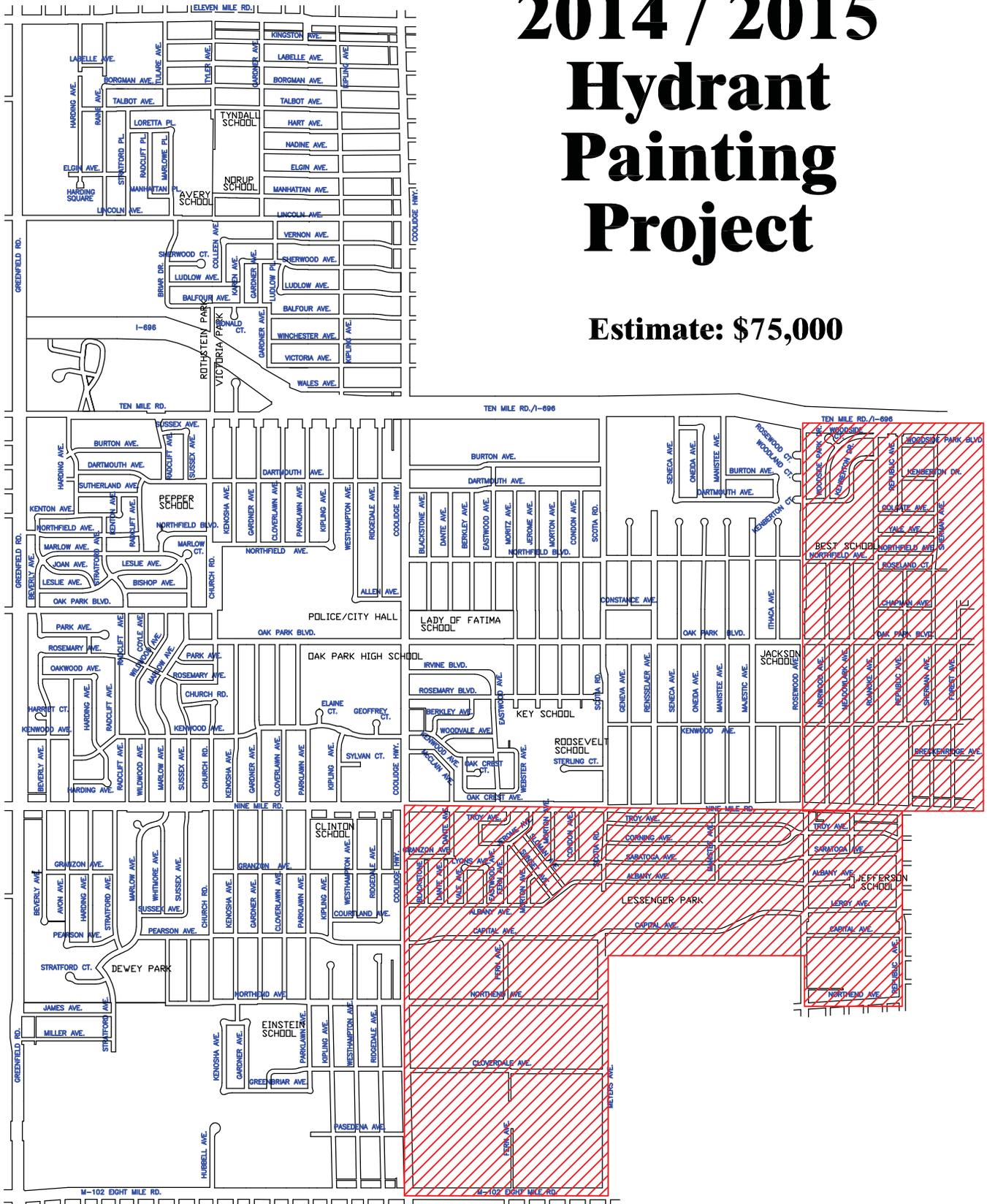




# City of Oak Park

## 2014 / 2015 Hydrant Painting Project

Estimate: \$75,000

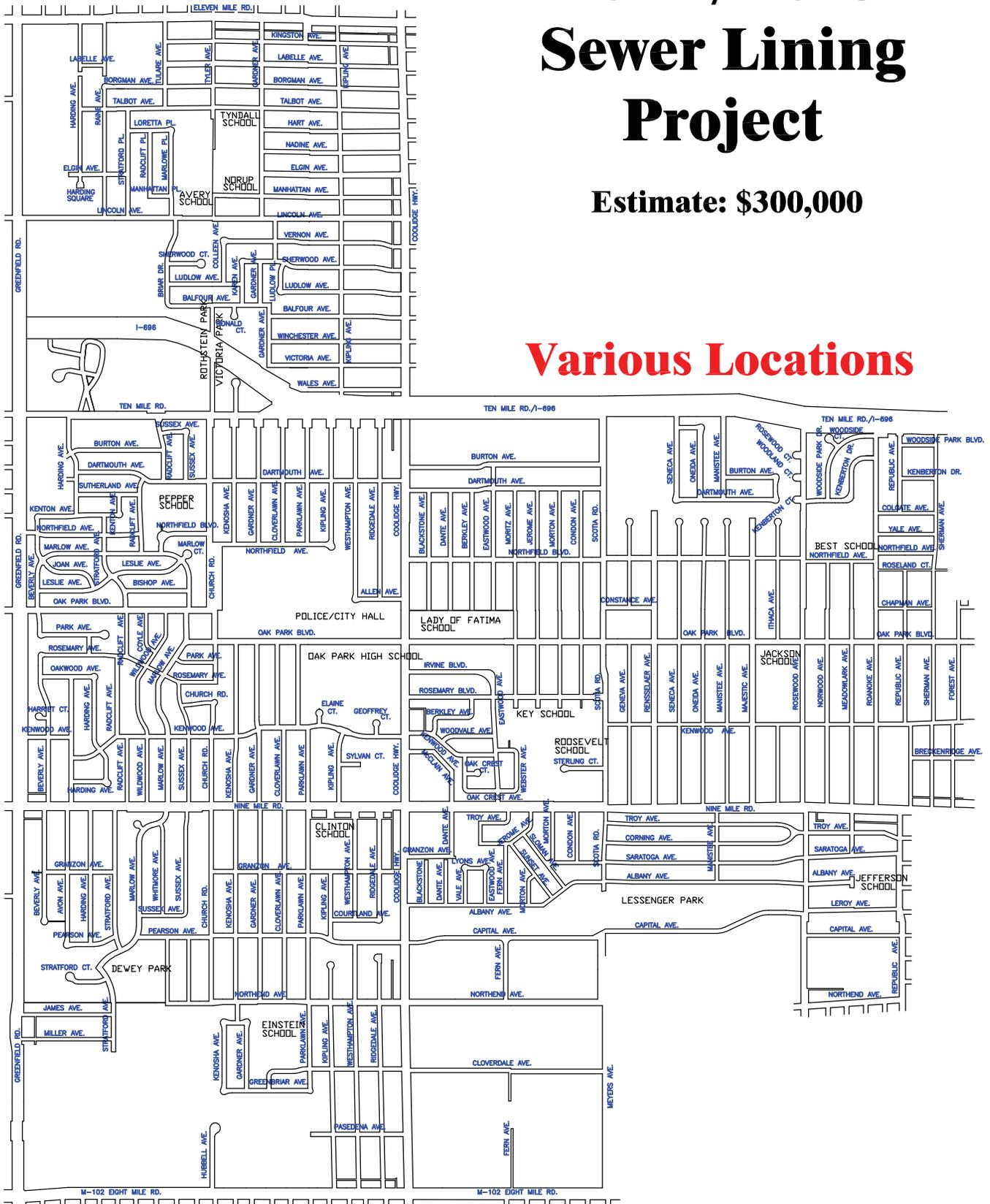


# City of Oak Park

## 2014 / 2015 Sewer Lining Project

Estimate: \$300,000

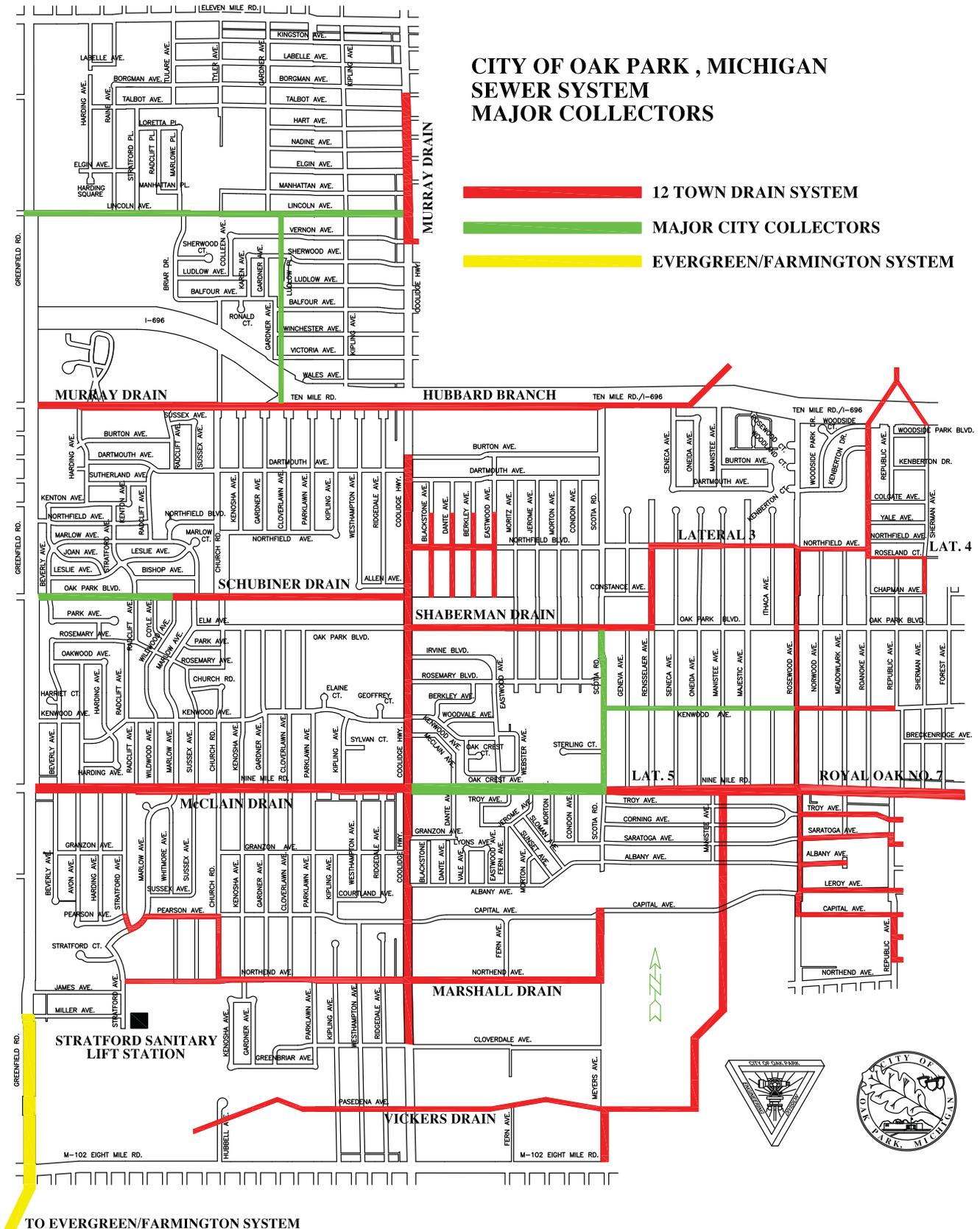
Various Locations





# CITY OF OAK PARK, MICHIGAN SEWER SYSTEM MAJOR COLLECTORS

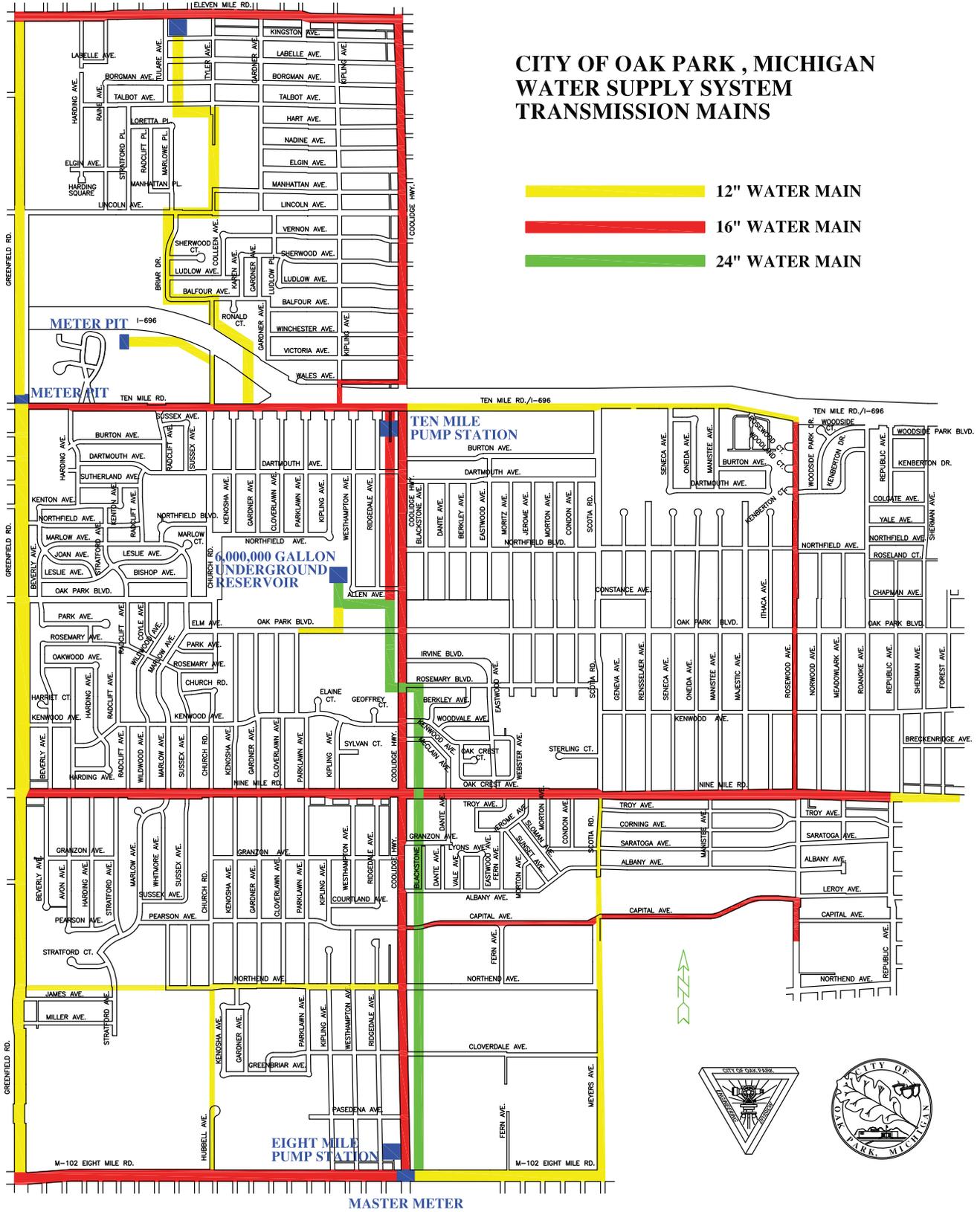
-  12 TOWN DRAIN SYSTEM
-  MAJOR CITY COLLECTORS
-  EVERGREEN/FARMINGTON SYSTEM



250,000 GALLON ELEVATED WATER STORAGE TANK

# CITY OF OAK PARK, MICHIGAN WATER SUPPLY SYSTEM TRANSMISSION MAINS

- 12" WATER MAIN
- 16" WATER MAIN
- 24" WATER MAIN



# WATER USE AND YOUR WATER BILL HOW IT ALL BREAKS DOWN.....

1 CUBIC FOOT = APPROXIMATELY 7.5 GALLONS

100 CUBIC FEET PER UNIT = 756 GALLONS

RESIDENTS ARE BILLED FOR EACH 100 CUBIC FEET OF WATER USED.

2013 - 2014 WATER RATE PER UNIT:     **\$3.41**

SEE BELOW FOR USAGE AMOUNTS (PER GALLON/UNIT) AND HOW EACH ACTIVITY AFFECTS YOUR WATER BILL!

**\*\*BASED ON A 3 MONTH HOUSEHOLD BILLING CYCLE.**

	<b>GALLONS</b>	<b>UNITS</b>	<b>COST</b>
	<u>USED</u>	<u>USED</u>	
TOILET (DAILY USE)	1,692	2.24	\$7.63
SHOWER (ONE PER DAY)	1,044	1.38	\$4.71
BATHTUB (ONE PER DAY)	2,160	2.86	\$9.74
DISHWASHER ( PER PERSON/PER DAY)	90	0.12	\$0.41
WASHING MACHINE (PER PERSON/DAILY USE)	1,350	1.79	\$6.09
KITCHEN/BATHROOM FAUCET (AVERAGE DAILY USE)	981	1.30	\$4.42
CAR WASH W/ GARDEN HOSE (10 MINUTES - ONCE PER WEEK)	1,200	1.59	\$5.41
WEEKLY WATERING OF A 10,000 SQUARE FOOT LAWN (NO RAIN)	74,796	98.94	\$337.37

**HAVE A HEALTHY LAWN WITHOUT GOING BROKE!!**

**\*TO BUILD A HEALTHY ROOT SYSTEM, DON'T OVERWATER. STRONG ROOTS WILL BENEFIT YOUR LAWN DURING THE COLD WINTER MONTHS. OVERWATERING CAN WASH AWAY VITAL NUTRIENTS AND INVITE INSECTS TO INFEST YOUR LAWN.**

**\*CUT YOUR GRASS AT A LEVEL OF 3 INCHES. HIGHER GRASS GROWS SLOWER AND NEEDS LESS WATERING.**

**\*WATER IN THE EARLY MORNING OR LATE EVENING.**

**\*LET YOUR GRASS GROW LONGER AND FERTILIZE LESS DURING DRY SPELLS OR DROUGHT!**

**\*ALWAYS PAY HEED TO LOCAL WATER RESTRICTIONS!**

# MONEY DOWN THE DRAIN

A leaky faucet can waste 20 gallons or more per day. A leaky toilet can waste hundreds of gallons per day. To find out if your toilet has leaks, put a little food coloring in the tank. If, without flushing, color appears in the bowl, you have a leak that should be repaired. Repairing a faucet is usually as simple as changing an inexpensive washer. Leaky toilets can often be repaired by adjusting the float arm or plunger ball.

- ✓ Periodic maintenance of toilets can save you hundreds on a water bill. A toilet that runs continually can generate a bill of \$1,000 in 3 months! Even though the water usage was unintentional, the bill has to be paid by the homeowner.
- ✓ The bathroom is where you can make the most substantial reduction in your personal water use. 2/3 of water used in an average home is used in the bathroom. Most toilets use more water than is really necessary and work just as well with less. To cut down on use in the tank, fill a plastic soap or laundry bottle with water and place it in your tank, making sure it is not in the way of the flushing mechanism.
- ✓ Take short showers instead of baths. A four-minute shower can use as little as 8 gallons of water, while a bath needs 50 to 60 gallons.
- ✓ Turn off the faucet while you are shaving or brushing your teeth or hand washing dishes.
- ✓ Attach a sprayer to the end of the garden hose. In addition to enabling you to adjust the rate of flow, this device keeps water from continuing to run out during those short periods when you put down the water hose without turning it off (while you are washing the car for example).
- ✓ Water your lawn only when necessary. It takes 660 gallons of water to supply 1,000 square feet of lawn with 1 inch of water. This is nearly the same amount of water you use inside the house in an entire week! So, only water when it begins to show signs of wilting – when the grass does not spring back when you step on it – rather than on a regular schedule.
- ✓ Shutoff valves are located near your meter. They are easy to turn on and off if you have an emergency or need to make repairs in the house.
- ✓ You can easily read your own meter and keep track of your water usage. Call us at the Water Department for instructions!

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## INTERNAL SERVICE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
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### RISK MANAGEMENT - FUND 677

<b>RESOURCES</b>							
Miscellaneous Fees	71,604	85,000	54,477	54,477	64,000	64,000	64,000
Interest	569	470	-	470	500	500	500
Charges to Other Funds	286,421	191,225	328,470	197,712	222,852	222,852	222,852
Transfer In - General Fund	110,000	110,000	110,000	110,000	110,000	110,000	110,000
<b>TOTAL RESOURCES</b>	<b>468,594</b>	<b>386,695</b>	<b>492,947</b>	<b>362,659</b>	<b>397,352</b>	<b>397,352</b>	<b>397,352</b>
<b>EXPENDITURES</b>							
Insurance - Workers Compensation	197,279	54,548	54,548	59,548	65,253	65,253	65,253
Insurance - Public Liability	258,246	275,000	268,843	275,000	283,250	283,250	283,250
<b>TOTAL EXPENDITURES</b>	<b>455,525</b>	<b>329,548</b>	<b>323,391</b>	<b>334,548</b>	<b>348,503</b>	<b>348,503</b>	<b>348,503</b>
Beginning Fund Balance:	423,862	436,931		436,931	465,042	465,042	513,891
Change in Fund Balance:	13,069	57,147		28,111	48,849	48,849	48,849
<b>ENDING FUND BALANCE:</b>	<b>436,931</b>	<b>494,078</b>		<b>465,042</b>	<b>513,891</b>	<b>513,891</b>	<b>562,740</b>

### 45th DISTRICT COURT RETIREE HEALTHCARE - FUND 678

<b>RESOURCES</b>							
Fines	58,704	134,148	67,893	178,000	181,560	181,560	181,560
Interest	-	80	-	40	40	40	40
Transfer In from 45th DC	176,115	146,149	146,149	146,149	149,149	149,149	149,149
<b>TOTAL RESOURCES</b>	<b>234,819</b>	<b>280,377</b>	<b>214,042</b>	<b>324,189</b>	<b>330,749</b>	<b>330,749</b>	<b>330,749</b>
<b>EXPENDITURES</b>							
Retirees Health Care	254,807	272,987	182,523	227,665	227,907	227,907	239,302
Retirees Dental	144	150	109	145	150	150	150
Retirees Life Insurance	11,346	7,240	9,917	14,875	10,134	10,134	10,641
<b>TOTAL EXPENDITURES</b>	<b>266,296</b>	<b>280,377</b>	<b>192,549</b>	<b>242,685</b>	<b>238,191</b>	<b>238,191</b>	<b>250,093</b>
Beginning Fund Balance:	43,247	11,770		11,770	93,274	93,274	185,832
Change in Fund Balance:	(31,477)	-		81,504	92,558	92,558	80,656
<b>ENDING FUND BALANCE:</b>	<b>11,770</b>	<b>11,770</b>		<b>93,274</b>	<b>185,832</b>	<b>185,832</b>	<b>266,488</b>

### CITY OF OAK PARK RETIREE HEALTHCARE - FUND 680

<b>RESOURCES</b>							
Net Appreciation in fair value investments	77,662	50,000	74,216	98,955	100,000	100,000	100,000
Interest	84	100	-	85	100	100	100
<b>NET INVESTMENT EARNINGS</b>	<b>77,746</b>	<b>50,100</b>	<b>74,216</b>	<b>99,040</b>	<b>100,100</b>	<b>100,100</b>	<b>100,100</b>
<b>EXPENDITURES</b>							
Professional Services	1,426	-	-	-	-	-	-
Loss on Investments	-	10,000	-	2,000	5,000	5,000	5,000
<b>TOTAL EXPENDITURES</b>	<b>1,426</b>	<b>10,000</b>	<b>-</b>	<b>2,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
Beginning Fund Balance:	446,205	522,525		522,525	619,565	619,565	714,665
Change in Fund Balance:	76,320	40,100		97,040	95,100	95,100	95,100
<b>ENDING FUND BALANCE:</b>	<b>522,525</b>	<b>562,625</b>		<b>619,565</b>	<b>714,665</b>	<b>714,665</b>	<b>809,765</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## INTERNAL SERVICE FUNDS

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>MOTOR POOL - FUND 654</b>							
<b>RESOURCES</b>							
Sale of Fixed Assets	-	10,000	-	10,000	-	-	-
Interest	90	50	-	-	-	-	-
Other Revenue	-	-	203	-	-	-	-
Transfer In - General Fund	-	132,000	-	132,000	132,000	132,000	132,000
Rents - General Fund	202,773	105,000	27,776	28,800	8,000	8,000	8,000
Rents - Major Streets	39,951	70,000	84,329	95,000	82,500	82,500	82,500
Rents - Local Streets	53,824	95,000	79,061	90,000	90,000	90,000	90,000
Rents - Solid Waste	105,095	140,000	86,581	100,000	100,000	100,000	100,000
Rents - City Owned Property	-	-	18	-	-	-	-
Rents - Neighborhood Stabilization	1,032	-	164	-	-	-	-
Rents - Sidewalk Program	2,585	-	4,775	-	-	-	-
Rents - Water and Sewer	92,872	145,000	47,482	100,000	115,000	115,000	115,000
<b>TOTAL RESOURCES</b>	<b>498,222</b>	<b>697,050</b>	<b>330,389</b>	<b>555,800</b>	<b>527,500</b>	<b>527,500</b>	<b>527,500</b>
<b>EXPENDITURES</b>							
Salaries	32,773	48,901	29,744	48,000	50,000	50,000	50,445
Fringes	45,768	43,488	33,131	30,754	35,830	35,830	35,987
Supplies, Maint.and Repairs	138,290	180,000	114,520	150,000	160,000	160,000	160,000
Operations	256,953	292,500	198,655	272,500	278,000	278,000	278,000
Staff Development	-	1,100	190	1,000	1,100	1,100	1,100
Depreciation	188,149	198,000	-	203,000	200,000	200,000	200,000
Capital	-	167,000	89,521	89,521	108,000	108,000	93,000
<b>TOTAL EXPENDITURES</b>	<b>661,934</b>	<b>930,989</b>	<b>465,761</b>	<b>794,775</b>	<b>832,930</b>	<b>832,930</b>	<b>818,531</b>
Beginning Fund Balance:	1,390,317	1,226,605		1,226,605	987,631	987,631	682,201
Change in Fund Balance:	(163,712)	(233,939)		(238,975)	(305,430)	(305,430)	(291,031)
<b>ENDING FUND BALANCE:</b>	<b>1,226,605</b>	<b>992,666</b>		<b>987,631</b>	<b>682,201</b>	<b>682,201</b>	<b>391,169</b>
<b>CENTRAL SERVICES - FUND 653</b>							
<b>RESOURCES</b>							
Interest	49	55	-	40	30	30	30
Transfer in - General Fund	75,000	60,000	60,000	60,000	70,000	70,000	70,000
<b>TOTAL RESOURCES</b>	<b>75,049</b>	<b>60,055</b>	<b>60,000</b>	<b>60,040</b>	<b>70,030</b>	<b>70,030</b>	<b>70,030</b>
<b>EXPENDITURES</b>							
Supplies, Maint.and Repairs	-	500	-	500	250	250	250
Operations	6,656	8,750	3,655	8,750	8,600	8,600	8,600
Printing and Publications	59,191	65,000	45,448	65,000	65,000	65,000	65,000
<b>TOTAL EXPENDITURES</b>	<b>65,846</b>	<b>74,250</b>	<b>49,102</b>	<b>74,250</b>	<b>73,850</b>	<b>73,850</b>	<b>73,850</b>
Beginning Fund Balance:	29,578	38,780		38,780	24,570	24,570	20,750
Change in Fund Balance:	9,202	(14,195)		(14,210)	(3,820)	(3,820)	(3,820)
<b>ENDING FUND BALANCE:</b>	<b>38,780</b>	<b>24,585</b>		<b>24,570</b>	<b>20,750</b>	<b>20,750</b>	<b>16,930</b>

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**INTERNAL SERVICE FUNDS**

**RISK MANAGEMENT - FUND 677**

**INTERNAL SERVICE FUND**

**BUDGET OVERVIEW**

As a city, we are exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City is self-insured for its workers' compensation coverage and carries commercial insurance for other risks of loss.

As of FY 97-98 this fund now also provides for the cost of the City's Public Liability & Property insurance and deductibles. This expense was previously incurred by the General Fund as Non-Departmental costs.

The City's liabilities for claims are recorded when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. Liabilities include an estimated amount for claims that have been incurred but not reported.

**REVENUE**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Miscellaneous Fees	71,604	85,000	54,477	54,477	64,000	64,000	64,000
Interest	569	470	-	470	500	500	500
Charges to Other Funds	286,421	191,225	328,470	197,712	222,852	222,852	222,852
Transfer In - General Fund	110,000	110,000	110,000	110,000	110,000	110,000	110,000
Pension Contributions	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>468,594</b>	<b>386,695</b>	<b>492,947</b>	<b>362,659</b>	<b>397,352</b>	<b>397,352</b>	<b>397,352</b>

Revenues of \$397,352 are proposed. Sources of revenue include interest income, contributions from the General Fund and reimbursement of payments made by the City to claimants who have reached threshold amounts. A dividend credit is also applied against our premium amount and is accounted for as a revenue item.

**EXPENDITURES**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Insurance - Workers Compensation	197,279	54,548	54,548	59,548	65,253	65,253	65,253
Insurance - Public Liability	258,246	275,000	268,843	275,000	283,250	283,250	283,250
<b>TOTAL EXPENDITURES</b>	<b>455,525</b>	<b>329,548</b>	<b>323,391</b>	<b>334,548</b>	<b>348,503</b>	<b>348,503</b>	<b>348,503</b>

**DEPARTMENT DESCRIPTION**

The Workers' Compensation Fund is used to account for and finance the self-insured workers' compensation plan. This fund uses the flow of economic resources for measurement purposes and the full accrual basis of accounting for budgeting purposes. The Workers' Compensation Fund charges the other funds an amount, based on a percentage of each fund's estimated current year payroll, that will provide for future expected and unexpected losses.

## CITY OF OAK PARK 2014-15 ADOPTED BUDGET

### 2014-15 BUDGET HIGHLIGHTS

The proposed expenditure appropriation of \$348,503 reflects an increase of \$18,955 from FY 2013-2014. This is due to higher Workers Compensation and Liability premium amounts. Workers Compensation premiums are based on actual payroll expenses. Overtime and miscellaneous pay types are excluded from the workers compensation premium calculation.

### 2014-15 PERFORMANCE OBJECTIVES

To monitor safety on all job sites throughout the City in order to maintain a low experience rate for the calculation of insurance premiums. The City is also attempting to ensure that City staff is fully aware how safe work habits can contribute to lower claims. This can allow for a decrease in expenditures in this fund, and as a result benefit the General Fund.

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**INTERNAL SERVICE FUNDS**

**45TH DISTRICT COURT RETIREE HEALTH CARE - FUND 678**

**INTERNAL SERVICE FUND**

**BUDGET OVERVIEW**

The Retirees Health Care Fund was created in Fiscal Year 1995-96 to account for the cost of health care for retirees of the 45TH District Court.

**REVENUE**

	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Fines	58,704	134,148	67,893	178,000	181,560	181,560	181,560
Interest	-	80	-	40	40	40	40
Transfer In from 45th DC	176,115	146,149	146,149	146,149	149,149	149,149	149,149
Dividend Income	-	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>234,819</b>	<b>280,377</b>	<b>214,042</b>	<b>324,189</b>	<b>330,749</b>	<b>330,749</b>	<b>330,749</b>

For 45TH District Court, funding comes from the collection of a \$15.00 per ticket assessment for civil infractions.

**EXPENDITURES**

	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Retirees Health Care	254,807	272,987	182,523	227,665	227,907	239,302	239,302
Retirees Dental	144	150	109	145	150	150	150
Retirees Life Insurance	11,346	7,240	9,917	14,875	10,134	10,641	10,641
<b>TOTAL EXPENDITURES</b>	<b>266,296</b>	<b>280,377</b>	<b>192,549</b>	<b>242,685</b>	<b>238,191</b>	<b>250,093</b>	<b>250,093</b>

**DEPARTMENT DESCRIPTION**

There currently are 18 Court retirees receiving health care benefits. During FY 2013-2014, 45TH District Court retiree health care benefits became fully self-insured. It is anticipated that this alternative will help offset constantly increasing health care premiums that are associated with a fully insured plan design.

**2014-15 BUDGET HIGHLIGHTS**

Retiree Health Care expenditures are expected to decrease by \$45,080. This is due to the Plan becoming fully self insured as of August 1, 2013.

**2014-15 PERFORMANCE OBJECTIVES**

To closely analyze and track health care costs in the future to ensure the health of this Fund. Premiums are made on a pay-as-you-go basis.

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**INTERNAL SERVICE FUNDS**

**CITY OF OAK PARK RETIREE HEALTH CARE - FUND 680**

**INTERNAL SERVICE FUND**

**BUDGET OVERVIEW**

**OVERVIEW**

Health Care benefits for City of Oak Park Retirees are being exhibited. An actuarial study has been approved in FY 2011-2012 to determine the liability of this commitment. This study will be compiled using data from the City's June 30, 2012 actuarial valuation. Computation techniques used

**REVENUE**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Net Appreciation in fair value inves	77,662	50,000	74,216	98,955	100,000	100,000	100,000
Interest	84	100	-	85	100	100	100
<b>NET INVESTMENT EARNINGS</b>	<b>77,746</b>	<b>50,100</b>	<b>74,216</b>	<b>99,040</b>	<b>100,100</b>	<b>100,100</b>	<b>100,100</b>

In FY 1999-2000, pre-funding of the City of Oak Park retirees health care began with a transfer of \$125,000 from the General Fund. Revenue is realized by the Net Appreciation of investments.

**EXPENDITURES**

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 2/28/2014 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
Professional Services	1,426	-	-	-	-	-	-
Loss on Investments	-	10,000	-	2,000	5,000	5,000	5,000
<b>TOTAL EXPENDITURES</b>	<b>1,426</b>	<b>10,000</b>	<b>-</b>	<b>2,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>

**DEPARTMENT DESCRIPTION**

This fund is in addition to the City's Employee Retirement system. These funds will be used for future City retiree health care costs.

**2014-15 BUDGET HIGHLIGHTS**

Expenses are incurred as a result of losses on investments.

**2014-15 PERFORMANCE OBJECTIVES**

To review thoroughly all quarterly reports to monitor investment performance.

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**INTERNAL SERVICE FUNDS**

**MOTOR POOL - FUND 654**

**INTERNAL SERVICE FUND**

**BUDGET OVERVIEW**

The Motor Pool fund is responsible for the acquisition and maintenance of all vehicles and licensed equipment for the City. The Motor Pool is a special revenue fund and uses the modified accrual basis of accounting for budget purposes. All vehicles with in the City Fleet are budgeted, purchased, and expended through this fund.

**REVENUE**

	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Sale of Fixed Assets	-	10,000	-	10,000	-	-	-
Interest	90	50	-	-	-	-	-
Other Revenue	-	-	203	-	-	-	-
Transfer In - General Fund	-	132,000	-	132,000	132,000	132,000	132,000
Rents - General Fund	202,773	105,000	27,776	28,800	8,000	8,000	8,000
Rents - Major Streets	39,951	70,000	84,329	95,000	82,500	82,500	82,500
Rents - Local Streets	53,824	95,000	79,061	90,000	90,000	90,000	90,000
Rents - Solid Waste	105,095	140,000	86,581	100,000	100,000	100,000	100,000
Rents - City Owned Property	-	-	18	-	-	-	-
Rents - Neighborhood Stabilization	1,032	-	164	-	-	-	-
Rents - Sidewalk Program	2,585	-	4,775	-	-	-	-
Rents - Water and Sewer	92,872	145,000	47,482	100,000	115,000	115,000	115,000
<b>TOTAL RESOURCES</b>	<b>498,222</b>	<b>697,050</b>	<b>330,389</b>	<b>555,800</b>	<b>527,500</b>	<b>527,500</b>	<b>527,500</b>

The FY 2014-2015 budget recommends revenues of \$527,500 from rents charged to other funds, sales of fixed assets, and interest income. This is a \$169,550 decrease from the assumption that was made for FY 2013-2014 of \$697,050.

**EXPENDITURES**

	Prior Year	Current	Actual at	Est	Manager's	City Council	Projected
	Actual	Budget	2/28/2014	Year End	Rec	Approved	Budget
	<u>2012-13</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2014-15</u>	<u>2015-16</u>
Salaries	32,773	48,901	29,744	48,000	50,000	50,000	50,445
Fringes	45,768	43,488	33,131	30,754	35,830	35,830	35,987
Supplies, Maint.and Repairs	138,290	180,000	114,520	150,000	160,000	160,000	160,000
Operations	256,953	292,500	198,655	272,500	278,000	278,000	278,000
Staff Development	-	1,100	190	1,000	1,100	1,100	1,100
Depreciation	188,149	198,000	-	203,000	200,000	200,000	200,000
Capital	-	167,000	89,521	89,521	108,000	108,000	93,000
<b>TOTAL EXPENDITURES</b>	<b>661,934</b>	<b>930,989</b>	<b>465,761</b>	<b>794,775</b>	<b>832,930</b>	<b>832,930</b>	<b>818,531</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## DEPARTMENT DESCRIPTION

The City fleet is comprised of all vehicles which are used for City business on a daily basis. All police vehicles, fire vehicles, public works vehicles and equipment, and pooled vehicles are included in and accounted for in the Motor Pool fund. Vehicles and equipment are approved on a yearly basis.

## 2014-15 BUDGET HIGHLIGHTS

A total appropriation for expenses of \$832,930 is recommended for FY 2014-2015 an decrease of \$98,000 from FY 2013-2014. This is mainly attributable to reduced resources available for fleet investment.

## 2014-15 PERFORMANCE OBJECTIVES

To strengthen and implement a vehicle and equipment replacement program to insure that the City's vehicles and equipment will be replaced, as needed, on a regular basis. It is also a goal to develop criteria for prioritizing capital purchases in the Motor Pool Fund.

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 BUDGET  
VEHICLE AND EQUIPMENT ASSIGNMENT AND ESTIMATED YEAR OF REPLACEMENT - MOTOR POOL**

No.	Vehicle	Assignment	Historical Cost	Current Budget	City Manager Recommended	City Council Approved	Future Years				Beyond 5 Years	Expected Life	Old City #
				FY 2013-14	FY 2014-15	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19			
101	2006 GMC Sierra Pickup	Motor Pool	28,428										5
120	1995 Lath Brake Van - Norman	Tech. & Plan.	6,606										5
218	2001 Ford 4 Door Crown Victoria	Public Safety	21,208										117 & 261
240	2006 GMC Canyon Pickup	Tech & Plan	19,648										5
243	2007 GMC Sierra 2500HD	Tech & Plan	21,539										5
251	2011 Ford 4 Door Crown Victoria	Public Safety	21,746										3
252	2013 Ford Police Interceptor	Public Safety	28,541								35,000		3
252 OLD	2009 Ford 4 Door Crown Victoria	Public Safety	20,568										3
253	2008 Ford 4 Door Crown Victoria	Public Safety	20,834										3
253 OLD	2006 Ford 4 Door Crown Victoria	Public Safety	20,856										3
254	2004 Ford 4 Door Crown Victoria	Public Safety	20,747	20,000									3
255	2006 Ford 4 Door Crown Victoria	Public Safety	20,856										3
256	2011 Ford 4 Door Crown Victoria	Public Safety	21,746				30,000						3
257	2011 Ford 4 Door Crown Victoria	Public Safety	21,746				30,000						3
258	2009 Ford 4 Door Crown Victoria	Public Safety	20,568						30,000				3
259 OLD	2009 Ford 4 Door Crown Victoria	Public Safety	20,568										3
259	2013 Ford Police Interceptor	Public Safety	26,094								35,000		Now 508
260	2009 Ford Taurus SEL	Public Safety	20,787										3
262	2006 Pontiac Grand Prix	Public Safety	16,775										5
263	2008 Ford Explorer	Public Safety	22,125	46,000				35,000					Extended
265	2008 Ford 4 Door Crown Victoria	Public Safety	20,562	35,000									5 118
266	2006 Dodge Grand Caravan	Public Safety	17,089										5 118
267	2006 Dodge Charger	Public Safety	17,609							25,000			5
268	2009 Dodge Charger SE	Public Safety	17,903							25,000			3
269	2007 Ford 500	Public Safety	21,884										5
270	2007 GMC Sierra	Public Safety	35,355					35,000					5
271	2012 Ford Taurus SE	Public Safety	19,814								35,000		3
271 OLD #2	2011 Ford 4 Door Crown Victoria	Public Safety	21,850							30,000			3
271 OLD #1	2008 Ford 4 Door Crown Victoria	Public Safety	20,834										To Be Sold
275	1992 GMC Cargo Van	Public Safety	5,500	46,000								Extended	5
280	2011 Ford 4 Door Crown Victoria	Public Safety	21,746								25,000		3
281	2013 Ford Police Interceptor	Public Safety	26,094										3
281 OLD	2008 Ford 4 Door Crown Victoria	Public Safety	20,834	20,000								Extended	3
282	Harley Davidson Cycle	Public Safety	14,500										5
NEW	2014-15 SUV Scout Car	Public Safety	0		35,000	35,000							5
NEW	2014-15 SUV Scout Car	Public Safety	0		35,000	35,000							5
305	2004 Elgin Pelican P Series Street Sweeper	DPW	129,743										12
306 NEW	2014-15 Plow	DPW	0		8,000	8,000							5
307	1999 Loader John Deere	DPW	113,047										15
321	2001 Elgin Street Sweeper	DPW	91,000										20
346	2002 Traffic Line Remover	DPW	5,214										10
362	1991 AMVAC 300 Vacuum Leaf Loader	DPW	11,739										303L
364	2006 Old Dominion Brush Leaf Collector	DPW	15,747										15
368	2002 American Leaf Loader	DPW	32,800									Extended	15
386	1991 Swenson EV Series V-Box Hyd Salt Spreader	DPW	4,701										304S
400	2010 Ford Fusion	DPW/Water	14,927	17,000									3
401	1999 GMC Savana Van	Tech. & Plan.	17,790										5
416	2000 Ford 4 Door Crown Victoria	Tech. & Plan.	21,073										269 & 263
417	2002 Ford 4 Door Crown Victoria	Tech. & Plan.	21,285										5 117 & 400
419	2004 Ford Crown Victoria	Tech & Plan	0					18,000					5
441	1996 Chevrolet Pickup	Tech. & Plan.	15,487										5
442	1997 Animal Control Box/1996 GMC Truck Body	Tech & Plan	9,995										5
450	2002 GMC Van	Tech. & Plan.	19,514										3
500	1996 International 2654 6X4 Cab & Chassis	Tech. & Plan.	74,490				100,000						10 325
518	2002 GMC Stake Truck	DPW	27,421										3
522	2006 Sterling Dump Truck	DPW	87,190										To Be Replaced 303
523	2007 GMC Sierra	DPW/Water	24,808	30,000									10
525	2006 Sterling Dump Truck	DPW	95,921					50,000					10
529	2002 GMC Dump	DPW	66,761										10 301
531	1999 Ford F150 Pick Up	DPW	15,412										5 261
533	2005 Chevrolet 3500 Dump Truck	DPW	35,973										To Be Replaced 302
534	2006 GMC 1 1/2 Yd Dump w/ OPT Arrow	DPW	35,592										15 313
535	2002 International Truck	DPW	100,941										15
536	1992 Chevrolet Conventional Truck Cab/Chassis	DPW	25,158									Extended	304
537	2007 GMC Sierra	DPW	22,670										10
538	2001 57 Yd. Dump Truck	DPW	74,410										15
541	American LaFrance Eagle Aerial Fire Engine	Public Safety	573,760									Extended	25
542	2008 American LaFrance Pumper	Public Safety	334,161									Extended	25
543	1987 Quality Fire Engine	Public Safety	153,926									Extended	25
544	1997 Fire Engine Pierce Dash Pumper	Public Safety	250,326									Extended	25
551	2006 GMC Sierra	Public Safety	22,261				30,000						5
606	1996 Trailer LoadPacker New Way	DPW	32,991									Extended	10
608	2001 John Deere Mowing Tractor	DPW	12,336									Extended	5
610	1997 John Deere Tractor #5200	DPW	19,598										10
611	2006 GMC Crew Cab Pickup	DPW	21,975									Extended	5
613	1997 Chevrolet 1 Ton Pickup/Crew Cab	DPW	18,734										10
615	1981 Ford Tractor 3600 - Diesel	DPW	790										15
616	1984 Ford Tractor 3900	DPW	3,918									Extended	15
NEW	2014-15 Snow Removal Tractor	DPW	0		30,000	30,000							10
617	2006 Bobcat 5600 Tractor	DPW	46,004										10
618	2010 GMC Sierra	DPW	46,204										10
619	1988 Giant Vac 4000 Leaf Blower	DPW	675									Extended	10
620	1999 Chipper Brush Bandit	DPW	23,984										15
621	2004 Rayco Stump Cutter RG1672-DXH	DPW	30,881										To Be Replaced
622	2006 GMC Sierra	DPW	24,449									Extended	5
****	2007 John Deere Mowing Tractor	DPW	15,305										5
623	2001 John Deere Mowing Tractor	DPW	14,054										5
624	2006 Hustler Turn Zero Mower	DPW	7,718										To Be Replaced
626	2010 GMC Sierra Pick Up with Snow Plow	DPW	25,879										5
627	2006 Hustler Zero Turn Mower	DPW	7,721					8,500					5
627 Old	1995 John Deere Mowing Tractor	DPW	9,619										To Be Sold
630G OLD	1986 Prentice Log Loader	DPW	11,160									Extended	15
630G	1997 Prentice Log Loader	DPW	33,844										15
630	1996 International w/ Dump Body	DPW	41,320										10
631	2002 GMC Hi-Ranger w/ Aerial Lift	DPW	114,652										25
633	1996 Silva Utility Trailer	DPW	3,542									Extended	10
634	1991 Utility Trailer UHDT-12THFR-EG	DPW	2,469										10
636	1996 Silva Utility Trailer	DPW	3,542									Extended	10
639	1992 STIHL 020AV Chain Saw	DPW	167										5
643	2002 Batwing Mower	DPW	9,689										10
648	1999 MD80 Mower Deck	DPW	3,155										3
655	1993 Shindaiwa Chain Saw 360 (2)	DPW	80										3
656	1993 Shindaiwa Chain Saw 360 (2)	DPW	80										3
661	1993 STIHL 020AV Chain Saw (6)	DPW	80										3
715	2005 Bunton ZTR Riding Mower	DPW	7,484										To Be Replaced
725BLO	1995 Salsco Debris Blower #317	DPW	750										3
726BLO	1995 Salsco Debris Blower #317	DPW	750										3
727	2002 Textron-Bunton Mower	DPW	5,250										3
733	1993 Shindaiwa T25 Line Trimmer (2)	DPW	96										3
743	1993 Rally 20 Inch Push Rotary Mower (2)	DPW	83										3
746	1993 Rally 20 Inch Push Rotary Mower (2)	DPW	83										3
800	2001 Ford Eldorado 21 Ft. Coach	Recreation	50,100										15
806	2005 Ford 4 Door Crown Victoria	Recreation	20,593										259

**CITY OF OAK PARK  
FISCAL YEAR 2014-2015 BUDGET  
VEHICLE AND EQUIPMENT ASSIGNMENT AND ESTIMATED YEAR OF REPLACEMENT - MOTOR POOL**

No.	Vehicle	Assignment	Historical Cost	Current Budget FY 2013-14	City Manager Recommended FY 2014-15	City Council Approved FY 2014-15	Future Years					Beyond 5 Years	Expected Life	Old City #
							FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
807	1992 Ford Ranger 4 Wheel Drive Pickup	Recreation	5,046										10	240
829	2005 Ford 4 Door Crown Victoria	Recreation	20,593									Extended	3	271 OLD
*****	20" Concrete Saw	DPW	0											
*****	2008 Leaf Claw	DPW	14,600										3	
*****	Peabody-Gallon 402U Dump Body & Access.	Motor Pool	12,820										15	
*****	MD80 Mower Deck	DPW	3,154										10	
*****	45 Watt VHF GM300 Radios 1995	Motor Pool	4,125											
*****	1995 Equipment to be Converted - PSD	Public Safety	3,327										3	
*****	1993 Mobile Car Telephone - Ameritech	Motor Pool	178										5	
*****	1993 Lights, Sirens, Flashers	Public Safety	4,742										5	
*****	1994 VEH Graphics Package	Motor Pool	560										3	
*****	1995 Instal Police EQ 5VEH	Motor Pool	6,448										3	
*****	1998 Vehicle Lift	Motor Pool	15,400										20	
	<b>Total General</b>		<b>4,011,780</b>	<b>214,000</b>	<b>108,000</b>	<b>108,000</b>	<b>190,000</b>	<b>146,500</b>	<b>110,000</b>	<b>95,000</b>	<b>35,000</b>			

**CITY OF OAK PARK  
FISCAL YEAR 2013-2014 BUDGET  
WATER AND SEWER FUND  
VEHICLE AND EQUIPMENT ASSIGNMENT AND ESTIMATED YEAR OF REPLACEMENT - MOTOR POOL**

No.	Vehicle	Assignment	Historical Cost	Current Budget FY 2013-14	City Manager Recommended FY 2014-15	City Council Approved FY 2014-15	Future Years					Beyond 5 Years	Expected Life	Old City #
							FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20			
500	1996 International 10 Yard Dump Truck	Water	77,354										10	
503	2008 GMC 1 1/2 yard Dump Truck		47,735							50,000				
5078	1999 Ford Crown Victoria	Finance	20,291					25,000					7	251
5088	1999 Ford Crown Victoria	Finance	20,291											254
509	1998 Generator Trailer	Water	0										20	
511	1982 Stanley Compressor	Water	14,625					18,000					17	
514	1989 Breaker Allied Mounted	Water	16,809									Extended	10	51688
516	1999 Backhoe/Loader John Deere 710D	Water	99,500		115,000	115,000						Extended	15	
5178	1989 John Deere Tractor/Loader/Bucket	Water	70,600										15	
523	2007 GMC Sierra	Water	24,808	30,000							40,000			
527	2001 Truck Sterling Vector Model 2110J	Water	186,000				25,000							
551	2007 GMC K-1500	Water	22,261						60,000				10	509
552	1993 GMC Safari Extended Van	Water	17,700									Extended	10	502
553	1997 Pickup GMC contractors crane truck	Water	50,005				50,000						10	
554	2006 Fighter Van	Water	48,869									Extended		
5548	1993 Chevrolet Van	Water	23,399	17,000							25,000		10	505
555	2002 Chevrolet Van 1500	Water	19,643		45,000	45,000							10	506
558	1982 Dietz Target Arrow Trailer Mtd **	Water	2,222										25	
****	Mini Excavator & Trailer	Water	0											
576	Plate compactor - Stone S 25	Water	0											553
359	2003 Ingersoll Rand Air Compressor	Water	10,249											
	<b>Total Water &amp; Sewer</b>		<b>757,361</b>	<b>47,000</b>	<b>160,000</b>	<b>160,000</b>	<b>75,000</b>	<b>43,000</b>	<b>60,000</b>	<b>50,000</b>	<b>65,000</b>			

CITY OF OAK PARK  
 FISCAL YEAR 2014-2015 BUDGET  
 GENERAL FUND  
 VEHICLE ACQUISITIONS AND DISPOSALS

Vehicle No.	Model Year	Vehicle Description	Acquisitions	Disposals
-	-	2 Marked Police Vehicle	70,000	
-	-	Snow Removal Tractor	30,000	
-	-	Plow	8,000	
<b>Est. Acquisitions and Disposals FY 2013-2014</b>			<b>108,000</b>	<b>0</b>

Motor Pool Fund Value of 6/30/13	4,087,658
Less Accumulated Depreciation	<u>(2,908,565)</u>
<b>Fixed Assets Net of Accumulated Depreciation 06/30/13</b>	<b><u>1,179,093</u></b>

Motor Pool Fund Value as of 6/30/13	4,087,658
Estimated Acquisitions FY 2013-2014	89,521
Estimated Disposals FY 2013-2014	<u>0</u>
Estimated Value 06/30/13	4,177,179
Estimated Acquisitions FY 2014-2015	108,000
Estimated Disposals FY 2014-2015	<u>0</u>
<b>Estimated Motor Pool Fund Value as of 06/30/15</b>	<b><u>4,285,179</u></b>

MOTOR POOL VEHICLE & EQUIPMENT ASSIGNMENT CLASSIFIED BY DEPARTMENT	
<u>DEPARTMENT</u>	HISTORICAL <u>COST</u>
PUBLIC WORKS	1,859,810
PUBLIC SAFETY	1,918,305
RECREATION	96,332
TECHNICAL & PLANNING	182,557
MOTOR POOL/MISC ASSIGNMENTS	<u>30,654</u>
<b>TOTAL HISTORICAL COST 06/30/12</b>	<b><u>4,087,658</u></b>



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

**CITY OF OAK PARK 2014-15 ADOPTED BUDGET**

**INTERNAL SERVICE FUNDS**

**CENTRAL SERVICES - FUND 653**

**INTERNAL SERVICE FUND**

**BUDGET OVERVIEW**

The Central Services fund is an Internal Service Fund. The City's Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other department or agencies of the City, or to other governmental units, on a cost-reimbursement basis.

**REVENUE**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Interest	49	55	-	40	30	30	30
Transfer in - General Fund	75,000	60,000	60,000	60,000	70,000	70,000	70,000
<b>TOTAL RESOURCES</b>	<b>75,049</b>	<b>60,055</b>	<b>60,000</b>	<b>60,040</b>	<b>70,030</b>	<b>70,030</b>	<b>70,030</b>

Transfer - In General Fund

Transfer-In from the General Fund is \$70,030 for FY 2014-2015. This is a \$9,975 increase from the allocation that was made for FY 2013-2014.

Interest

For FY 2013-2014, \$30 of Interest Revenue is projected. This is a \$25 decrease from the allocation of \$55 that was estimated for FY 2013-2014.

**EXPENDITURES**

	Prior Year Actual 2012-13	Current Budget 2013-14	Actual at 2/28/2014 2013-14	Est Year End 2013-14	Manager's Rec 2014-15	City Council Approved 2014-15	Projected Budget 2015-16
Supplies, Maint.and Repairs	-	500	-	500	250	250	250
Operations	6,656	8,750	3,655	8,750	8,600	8,600	8,600
Printing and Publications	59,191	65,000	45,448	65,000	65,000	65,000	65,000
<b>TOTAL EXPENDITURES</b>	<b>65,846</b>	<b>74,250</b>	<b>49,102</b>	<b>74,250</b>	<b>73,850</b>	<b>73,850</b>	<b>73,850</b>

**DEPARTMENT DESCRIPTION**

This fund uses the flow of economic resources for measurement purposes and the full accrual basis of accounting for budgeting purposes. Their objective is to recover the full cost of supplying the goods or services. They are subject to the informational budget summary requirements of Act 2 of the Public Acts of 1968, as amended.

**2014-15 BUDGET HIGHLIGHTS**

The Central Services fund is estimating expenditures to be \$73,850 for FY 2014-2015, which is \$400 under the estimate from FY 2013-2014. Also, the \$65,000 allocation amount for postage is the same appropriation that was used for FY 2013-2014. This account covers the cost of postage & delivery charges for UPS and regular mail.

**2014-15 PERFORMANCE OBJECTIVES**

To provide service to all departments that includes mail, postage, and printing so they can be free to work in the area of their expertise. In FY 2002-2003, it was recommended to track the cost of printing by department and transfer the duties and any remaining fund balance to the General Fund on June 30, 2003. This recommendation enhanced the City's ability to be in compliance with the Governmental Accounting Standard Board (GASB) Statement 34. This disclosure requires governments to report costs by function on an entity-wide basis.



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK CAPITAL PROJECTS FUND

Capital Project Funds are used to account for financial resources to be used for the acquisition of major capital facilities. Capital Project Funds use the modified accrual basis of accounting for budgeting purposes which recognizes revenue when it is both measurable and available. Expenditures are recognized as soon as a liability is incurred. They are subject to the informational budget summary requirements of Act 2 of the Public Acts of 1968, as amended.

## **PUBLIC IMPROVEMENT FUND**

### **OVERVIEW**

The Public Improvement Fund is used to account for the acquisition, development and construction of capital facilities approved by the City Council.

### **REVENUE ASSUMPTION**

Due to Capital Outlay budget restrictions arising from a decrease in State of Michigan revenue sharing, there will be no expected revenues from that source for FY 2014-2015. However, interest earnings are anticipated to total \$25.

### **EXPENDITURES**

There will be no anticipated expenditures for the Public Improvement Fund for FY 2014-2015.

### **PERFORMANCE OBJECTIVES**

To continue to assist in the acquisition, development and construction of capital facilities.

## **CITY OWNED PROPERTY**

### **OVERVIEW**

This fund was established in FY 2002-2003 for purchases of distressed properties. Opportunities become available for various reasons such as foreclosure and unpaid taxes. These homes are then brought up to code and resold.

### **REVENUE ASSUMPTIONS**

Revenues are generated through the sale of properties and Transfers from the General Fund. \$10,000 will be transferred from the General Fund during FY 2014-2015.

### **EXPENDITURES**

Expenditures consist of any repairs that need to be completed, as well as fees for professional services. There will be appropriations of \$10,000 recommended for FY 2014-2015.

### **PERFORMANCE OBJECTIVES**

To purchase available properties and resell with no intention of profit. The City of Oak Park chose to implement this program as part of a plan to control blight. All actions are approved by City Council.

## **SIDEWALK PROGRAM**

### **OVERVIEW**

The Sidewalk Program is financed completely by special assessments charged to the citizens receiving the benefit. The cost of administering the program will be included on the sidewalk billings. There are projects planned for Fiscal Year 2014-2015.

### **REVENUE ASSUMPTIONS**

Special assessments of \$665,000 will be recommended for FY 2014-2015. This fund is not expected to earn interest.

### **EXPENDITURES**

Expenditures of \$665,000 are anticipated during FY 2014-2015 for weed mowing.

### **PERFORMANCE OBJECTIVES**

To continue to improve and replace sidewalks as needed within the City to provide a safe means for use to the citizens and at the same time reducing the number of injury related liability claims against the City.

# CITY OF OAK PARK CAPITAL PROJECTS FUND

## **MUNICIPAL BUILDING CONSTRUCTION**

### **OVERVIEW**

This fund was created in FY 95-96 to provide for the construction of a new Municipal Building that will include a new City Hall, District Court, Public Safety and General Services building and Multi-purpose Recreation Facility.

### **REVENUE ASSUMPTIONS**

Revenues come from a \$20.00 per ticket charge levied by the 45<sup>th</sup> District Court and from interest income due from pooled investments. An approximate appropriation for FY 2014-2015 of \$225,729 is anticipated.

### **EXPENDITURES**

\$194,513 in planned expenditures are being allocated to this fund during FY 2014-2015.

### **PERFORMANCE OBJECTIVES**

To finance the construction of a new municipal complex. This would replace the aging structures that currently house the City and Court offices.

## **ROAD CONSTRUCTION**

### **OVERVIEW**

This fund is used to account for transactions relating to road construction, paving and joint sealing. These activities are financed by general obligation debt. This proposal was approved by voters on November 5, 2002.

### **REVENUE ASSUMPTIONS**

Funds are received through proceeds from the sale of registered bonds. There are no anticipated revenues for FY 2014-2015.

### **EXPENDITURES**

Expenditures for planned projects during FY 2014-2015 will total \$495,621.

### **PERFORMANCE OBJECTIVES**

To reconstruct roads, curbs and perform any other necessary street improvements throughout the City.

## **NEIGHBORHOOD STABILIZATION PROJECT**

### **OVERVIEW**

This fund is part of the American Recovery and Reinvestment Act and is administered by HUD. Houses are purchased by the City and either rehabilitated or demolished. These homes are then either remodeled or re-built and then sold to those who qualify according to HUD's income limitations.

### **REVENUE ASSUMPTIONS**

Funds are received on a reimbursement basis. \$157,000 is expected to be received during FY 2014-2015. This is a temporary program, so future funding is not guaranteed.

### **EXPENDITURES**

Rehabilitation reimbursements totaling \$157,000 are expected during FY 2014-2015.

### **PERFORMANCE OBJECTIVES**

To rehabilitate homes that are in extreme disrepair, foreclosed or abandoned. This allows to control blight and to provide affordable housing to low and moderate income home buyers.

# CITY OF OAK PARK CAPITAL PROJECTS FUND

## **MUNICIPAL COMPLEX FACILITY FUND**

### **OVERVIEW**

This fund will be used to construct a new City Hall and Public Safety facility. Improvements will also be made to the Library and Community Center. In November, 2010, Oak Park voters approved a municipal bond proposal that will provide funding for this project.

### **REVENUE ASSUMPTIONS**

Interest proceeds of \$2,000 are anticipated for FY 2014-2015.

### **EXPENDITURES**

Construction and improvement costs of \$165,000 are planned for FY 2014-2015.

### **PERFORMANCE OBJECTIVES**

To reconstruct and improve the City's current municipal complex.

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CAPITAL PROJECTS FUND

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>PUBLIC IMPROVEMENT - FUND 401</b>							
<b>RESOURCES</b>							
Interest	67	50	-	25	25	25	25
<b>TOTAL RESOURCES</b>	<b>67</b>	<b>50</b>	<b>-</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>EXPENDITURES</b>							
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Beginning Fund Balance:	54,128	54,195		54,195	54,220	54,220	54,245
Change in Fund Balance:	67	50		25	25	25	25
<b>ENDING FUND BALANCE:</b>	<b>54,195</b>	<b>54,245</b>		<b>54,220</b>	<b>54,245</b>	<b>54,245</b>	<b>54,270</b>
<b>CITY OWNED PROPERTY - FUND 402</b>							
<b>RESOURCES</b>							
Interest	75	70	-	40	40	40	40
Transfer In - General Fund	55,000	10,000	10,000	10,000	10,000	10,000	10,000
<b>TOTAL RESOURCES</b>	<b>55,075</b>	<b>10,070</b>	<b>10,000</b>	<b>10,040</b>	<b>10,040</b>	<b>10,040</b>	<b>10,040</b>
<b>EXPENDITURES</b>							
Operations	510	10,000	18	10,000	10,000	10,000	10,000
<b>TOTAL EXPENDITURES</b>	<b>510</b>	<b>10,000</b>	<b>18</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
Beginning Fund Balance:	32,043	86,608		86,608	86,648	86,648	86,688
Change in Fund Balance:	54,565	70		40	40	40	40
<b>ENDING FUND BALANCE:</b>	<b>86,608</b>	<b>86,678</b>		<b>86,648</b>	<b>86,688</b>	<b>86,688</b>	<b>86,728</b>
<b>NEIGHBORHOOD STABILIZATION PROJECT - FUND 403</b>							
<b>RESOURCES</b>							
Intergovernmental	65,378	120,000	-	150,695	157,000	157,000	157,000
Interest	(13)	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>65,365</b>	<b>120,000</b>	<b>-</b>	<b>150,695</b>	<b>157,000</b>	<b>157,000</b>	<b>157,000</b>
<b>EXPENDITURES</b>							
Salaries	30,942	-	14,531	19,617	25,500	25,500	25,500
Fringes	17,312	-	10,962	11,078	11,500	11,500	11,500
Operations	17,111	120,000	420	120,000	120,000	120,000	120,000
<b>TOTAL EXPENDITURES</b>	<b>65,365</b>	<b>120,000</b>	<b>25,913</b>	<b>150,695</b>	<b>157,000</b>	<b>157,000</b>	<b>157,000</b>
Beginning Fund Balance:	-	0		0	0	0	0
Change in Fund Balance:	0	-		-	-	-	-
<b>ENDING FUND BALANCE:</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CAPITAL PROJECTS FUND

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>ROAD CONSTRUCTION - FUND 450</b>							
<b>RESOURCES</b>							
Interest	1,783	-	-	-	-	-	-
Other Revenue	3,550	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>5,333</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES</b>							
Operations	495,834	375,000	332,811	225,000	495,621	495,621	-
Transfers Out	-	-	-	500,000	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>495,834</b>	<b>375,000</b>	<b>332,811</b>	<b>725,000</b>	<b>495,621</b>	<b>495,621</b>	<b>-</b>
Beginning Fund Balance:	1,711,122	1,220,621		1,220,621	495,621	495,621	(0)
Change in Fund Balance:	(490,501)	(375,000)		(725,000)	(495,621)	(495,621)	-
<b>ENDING FUND BALANCE:</b>	<b>1,220,621</b>	<b>845,621</b>		<b>495,621</b>	<b>(0)</b>	<b>(0)</b>	<b>(0)</b>
<b>SIDEWALK PROGRAM - FUND 451</b>							
<b>RESOURCES</b>							
Charge For Services	283,974	30,000	33,249	31,250	665,000	665,000	-
Interest	2	4,000	-	-	-	-	-
Other Revenue	328	-	5,496	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>284,304</b>	<b>34,000</b>	<b>38,745</b>	<b>31,250</b>	<b>665,000</b>	<b>665,000</b>	<b>-</b>
<b>EXPENDITURES</b>							
Salaries	11,640	-	8,183	-	-	-	-
Fringes	5,276	-	1,964	-	-	-	-
Operations	3,592	30,000	4,775	25,000	-	-	-
Capital	220,677	-	13,420	13,420	665,000	665,000	-
<b>TOTAL EXPENDITURES</b>	<b>241,185</b>	<b>30,000</b>	<b>28,342</b>	<b>38,420</b>	<b>665,000</b>	<b>665,000</b>	<b>-</b>
Beginning Fund Balance:	181,597	224,716		224,716	217,546	217,546	217,546
Change in Fund Balance:	43,119	4,000		(7,170)	-	-	-
<b>ENDING FUND BALANCE:</b>	<b>224,716</b>	<b>228,716</b>		<b>217,546</b>	<b>217,546</b>	<b>217,546</b>	<b>217,546</b>
<b>MUNICIPAL COMPLEX CONSTRUCTION - FUND 452</b>							
<b>RESOURCES</b>							
Interest	10,963	3,000	-	2,000	2,000	2,000	-
Transfers In - Road Construction Fund	-	-	-	500,000	-	-	-
<b>TOTAL RESOURCES</b>	<b>10,963</b>	<b>3,000</b>	<b>-</b>	<b>502,000</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>
<b>EXPENDITURES</b>							
Operations	9,095,680	928,310	3,350,449	3,167,593	165,000	165,000	-
<b>TOTAL EXPENDITURES</b>	<b>9,095,680</b>	<b>928,310</b>	<b>3,350,449</b>	<b>3,167,593</b>	<b>165,000</b>	<b>165,000</b>	<b>-</b>
Beginning Fund Balance:	11,913,310	2,828,593		2,828,593	163,000		(0)
Change in Fund Balance:	(9,084,717)	(925,310)		(2,665,593)	(163,000)	(163,000)	-
<b>ENDING FUND BALANCE:</b>	<b>2,828,593</b>	<b>1,903,283</b>		<b>163,000</b>	<b>(0)</b>		<b>(0)</b>

# CITY OF OAK PARK 2014-15 ADOPTED BUDGET

## CAPITAL PROJECTS FUND

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>MUNICIPAL BUILDING CONSTRUCTION - FUND 470</b>							
<b>RESOURCES</b>							
Charge For Services	-	-	-	-	-	-	-
Fines	183,503	163,314	139,750	175,000	224,229	224,229	224,229
Interest	1,495	1,500	-	800	1,500	1,500	1,500
<b>TOTAL RESOURCES</b>	<b><u>184,998</u></b>	<b><u>164,814</u></b>	<b><u>139,750</u></b>	<b><u>175,800</u></b>	<b><u>225,729</u></b>	<b><u>225,729</u></b>	<b><u>225,729</u></b>
<b>MUNICIPAL BUILDING CONSTRUCTION - FUND 470</b>							
<b>EXPENDITURES</b>							
Operations	7,451	25,000	30,408	50,000	194,513	194,513	200,000
Capital	1,563	19,700	136,155	150,000	-	-	-
<b>TOTAL EXPENDITURES</b>	<b><u>9,014</u></b>	<b><u>44,700</u></b>	<b><u>166,563</u></b>	<b><u>200,000</u></b>	<b><u>194,513</u></b>	<b><u>194,513</u></b>	<b><u>200,000</u></b>
Beginning Fund Balance:	1,096,949	1,272,933		1,272,933	1,248,733	1,248,733	1,279,949
Change in Fund Balance:	175,984	120,114		(24,200)	31,216	31,216	25,729
<b>ENDING FUND BALANCE:</b>	<b><u>1,272,933</u></b>	<b><u>1,393,047</u></b>		<b><u>1,248,733</u></b>	<b><u>1,279,949</u></b>	<b><u>1,279,949</u></b>	<b><u>1,305,678</u></b>

**CITY OF OAK PARK  
CAPITAL IMPROVEMENT PROGRAM  
FY 2014-2015 BUDGET**

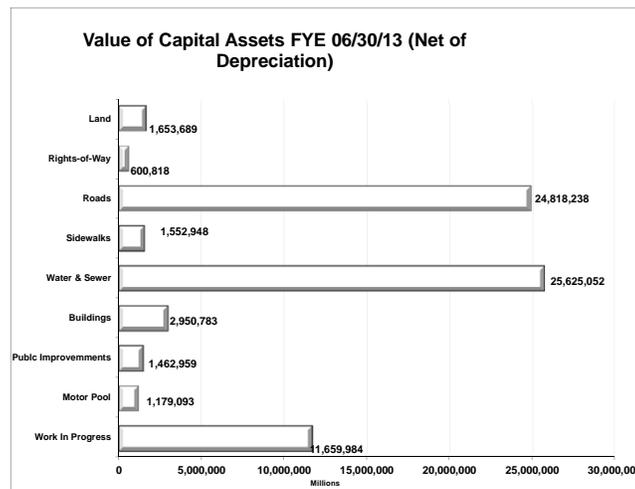
Project Description	Fund	Current Budget FY 2013-2014	City Manager Recommended FY 2014-2015	City Council Approved FY 2014-2015	Future Years				Five Year Total
					FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	
<b>General Fund - 101</b>									
Buildings	General								
Total Buildings		0	0	0	0	0	0	0	0
Parks	General								
Total Parks		0	0	0	0	0	0	0	0
Equipment	General								
<b>Total General Fund</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Major Street Fund - 202</b>									
Coolidge Hwy. & Nine Mile Road Intersection Reconstruction	Major Streets								0
Landscape Islands - Coolidge & Nine Mile	Major Streets	60,000	200,000	200,000					200,000
2013 Ten Mile & Coolidge Overlay	Major Streets	60,000							0
Coolidge Highway Reconstruction - Ten Mile to Eleven Mile	Major Streets								0
Traffic Signal Replacement - Nine Mile	Major Streets		200,000	200,000					200,000
Lincoln Patching & Grinding - Coolidge to Greenfield	Major Streets				250,000				250,000
Northend Overlay - Coolidge to Whitmore	Major Streets					350,000			350,000
Northfield Reconstruction - Church to Kipling	Major Streets						350,000		350,000
Oak Park Blvd. Patching & Grinding - Coolidge to Greenfield	Major Streets				200,000				200,000
Alleys - Adjacent to Nine Mile From Beverly	Major Streets							150,000	150,000
DPW Exterior Paint	Major Streets				3,750				3,750
DPW Backup Generator Hook-up	Major Streets		5,000	5,000					5,000
DPW Hoist	Major Streets		8,750	8,750					8,750
DPW Garage Door	Major Streets		7,500	7,500					7,500
Replace P&F Barn Roof	Major Streets							6,250	6,250
P&F Barn Sky Lights	Major Streets							1,875	1,875
DPW Power Gate Opener	Major Streets				625				625
City Entrance Signs	Major Streets		100,000	100,000	7,500				107,500
Miscellaneous Concrete	Major Streets	100,000							0
Vehicles/Equipment	Major Streets					27,500	75,000		102,500
Tri-County Funds	Major Streets								0
<b>Total Major Street Fund</b>		<b>220,000</b>	<b>521,250</b>	<b>521,250</b>	<b>461,875</b>	<b>377,500</b>	<b>425,000</b>	<b>158,125</b>	<b>1,943,750</b>
<b>Local Street Fund - 203</b>									
DPW Garage Doors	Local Streets				7,500				7,500
DPW Exterior Paint	Local Streets				3,750				3,750
DPW Backup Generator Hook-up	Local Streets		5,000	5,000					5,000
DPW Hoist	Local Streets		8,750	8,750					8,750
DPW Garage Door	Local Streets		7,500	7,500					7,500
Replace P&F Barn Roof	Local Streets							6,250	6,250
P&F Barn Sky Lights	Local Streets							1,875	1,875
DPW Gate Opener	Local Streets				625				625
Overlay Winchester/Coolidge West	Local Streets	150,000							0
Vehicles/Equipment	Local Streets					27,500	75,000		102,500
<b>Total Local Street Fund</b>		<b>150,000</b>	<b>21,250</b>	<b>21,250</b>	<b>11,875</b>	<b>27,500</b>	<b>75,000</b>	<b>8,125</b>	<b>143,750</b>
<b>Solid Waste Fund - 226</b>									
DPW Garage Doors	Solid Waste				7,500				7,500
DPW Exterior Paint	Solid Waste				3,750				3,750
DPW Backup Generator Hook-up	Solid Waste		5,000	5,000					5,000
DPW Hoist	Solid Waste		8,750	8,750					8,750
DPW Garage Door	Solid Waste		7,500	7,500					7,500
Replace P&F Barn Roof	Solid Waste							6,250	6,250
P&F Barn Sky Lights	Solid Waste							1,875	1,875
DPW Gate Opener	Solid Waste				625				625
<b>Total Solid Waste Fund</b>		<b>0</b>	<b>21,250</b>	<b>21,250</b>	<b>11,875</b>	<b>0</b>	<b>0</b>	<b>8,125</b>	<b>41,250</b>
<b>45th District Court/Probation - Fund 276</b>									
Equipment	45th District Court								0
<b>Total 45th District Court/Probation</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Public Improvement Fund - 401</b>									
No Planned Projects	Public Improvement								0
<b>Total Public Improvement Fund</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Sidewalk Program - 401</b>									
Sidewalks	Special Assessments	38,420	665,000	665,000					665,000
<b>Total Sidewalk Program</b>		<b>38,420</b>	<b>665,000</b>	<b>665,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>665,000</b>
<b>Road Construction Fund - 450</b>									
Wales - Coolidge West to End	Road Construction	125,000							0
East Parking Lot - Shepherd Park	Road Construction		100,000	100,000					100,000
Scotia - Oak Park Blvd. to Nine Mile Rd.	Road Construction		170,000	170,000					170,000
Joint & Crack Sealing	Road Construction		100,000	100,000	150,000	150,000	150,000		550,000
Overlay Ten Mile & Coolidge Intersection	Road Construction	50,000							0
Miscellaneous Concrete Repairs	Road Construction	200,000	125,000	125,000	100,000	100,000	100,000		425,000
<b>Total Road Construction Fund</b>		<b>375,000</b>	<b>495,000</b>	<b>495,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>	<b>1,245,000</b>
<b>Municipal Building Construction Fund - 470</b>									
Court Roof					200,000				200,000
Renovations for Court Consolidation	45th District Court	19,700	194,513	194,513					194,513
<b>Total Municipal Building Construction Fund</b>		<b>19,700</b>	<b>194,513</b>	<b>194,513</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>394,513</b>
<b>Municipal Complex Facility Fund - 452</b>									
Restrooms - Shepherd Park	Public Improvement		80,000	80,000					80,000
Restore Roof - Community Center	Public Improvement		85,000	85,000					85,000
City Hall Site Improvement Project	Public Improvement	928,310							0
<b>Total Municipal Complex Facility Fund</b>		<b>928,310</b>	<b>165,000</b>	<b>165,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>165,000</b>

**CITY OF OAK PARK  
CAPITAL IMPROVEMENT PROGRAM  
FY 2014-2015 BUDGET**

Project Description	Fund	Current Budget FY 2013-2014	City Manager Recommended FY 2014-2015	City Council Approved FY 2014-2015	Future Years				Five Year Total
					FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	
<b>Motor Pool Fund - 654</b>									
Vehicles/Equipment	Motor Pool	167,000	108,000	108,000	93,000	70,000	120,000	70,000	461,000
<b>Total Motor Pool Fund</b>		<b>167,000</b>	<b>108,000</b>	<b>108,000</b>	<b>93,000</b>	<b>70,000</b>	<b>120,000</b>	<b>70,000</b>	<b>461,000</b>
<b>Water &amp; Sewer Fund - 592</b>									
Sewer Repairs as a Result of Televised Inspections	Water & Sewer								0
DPW Garage Doors	Water & Sewer				7,500				7,500
DPW Exterior Paint	Water & Sewer				3,750				3,750
DPW Backup Generator Hook-up	Water & Sewer		5,000	5,000					5,000
DPW Hoist	Water & Sewer		8,750	8,750					8,750
DPW Garage Door	Water & Sewer		7,500	7,500					7,500
DPW Power Gate Opener	Water & Sewer				625				625
Replace P&F Barn Roof	Water & Sewer							6,250	6,250
P&F Barn Sky Lights	Water & Sewer							1,875	1,875
Replacement of Water Main - Woodside Park & Woodside Ct.	Water & Sewer	275,000							0
Miscellaneous Concrete Repairs	Water & Sewer		125,000	125,000	100,000	100,000	100,000		425,000
Replacement of Water Main - Manistee - Ten Mile to Dartmouth	Water & Sewer		255,000	255,000					255,000
Replacement of Water Main - Burton to Manistee (East)	Water & Sewer		200,000	200,000					200,000
Ithaca - Nine Mile to Kenwood	Water & Sewer				250,000				250,000
Leslie - Marlow to Beverly	Water & Sewer					400,000			400,000
Kipling - Nine Mile to Kenwood	Water & Sewer						250,000		250,000
Harding - Pearson to Nine Mile	Water & Sewer						350,000		350,000
Church - Nine Mile to Sussex	Water & Sewer							350,000	350,000
Replace 4 Actuators @ 8 Mile	Water & Sewer		40,000	40,000					40,000
Repair Interior Reservoir Tank	Water & Sewer		400,000	400,000					400,000
Replace Reservoir Hatches	Water & Sewer		5,000	5,000					5,000
Replace Reservoir Vents	Water & Sewer		4,000	4,000					4,000
Replace Reservoir Pit Ladder	Water & Sewer		3,000	3,000					3,000
Elevated Water Tank Repair	Water & Sewer				100,000				100,000
Elevated Water Tank Rigging	Water & Sewer				12,000				12,000
Elevated Water Tank Roof Hatch	Water & Sewer				3,000				3,000
Elevated Water Tank Ladders	Water & Sewer				15,000				15,000
8 Mile Pump Station Pump Repair (2)	Water & Sewer					80,000	80,000		160,000
Rebuild Pump at Lift Station	Water & Sewer					6,000	6,000		12,000
New GPS Survey Unit	Water & Sewer		50,000	50,000					50,000
New Remote Meter Readers	Water & Sewer		80,000	80,000	85,000	85,000	90,000	90,000	430,000
Vehicles/Equipment	Water & Sewer	47,000	200,000	200,000	248,000	170,000	115,000	170,000	903,000
<b>Total Water &amp; Sewer Fund</b>		<b>322,000</b>	<b>1,383,250</b>	<b>1,383,250</b>	<b>824,875</b>	<b>841,000</b>	<b>991,000</b>	<b>618,125</b>	<b>4,658,250</b>
<b>GRAND TOTAL</b>		<b>2,220,430</b>	<b>3,574,513</b>	<b>3,574,513</b>	<b>1,853,500</b>	<b>1,566,000</b>	<b>1,861,000</b>	<b>862,500</b>	<b>9,717,513</b>

**SUMMARY OF CAPITAL IMPROVEMENTS**

Project Description	Current Budget FY 2013-2014	City Manager Recommended FY 2014-2015	City Council Approved FY 2014-2015	Future Years				4 Year Total	
				FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019		
Highways & Streets	745,000	995,000	995,000	707,500	627,500	675,000	150,000	3,155,000	
Sidewalks	38,420	665,000	665,000	0	0	0	0	665,000	
Water & Sewer System	275,000	580,000	580,000	350,000	500,000	700,000	350,000	2,480,000	
Buildings	948,010	444,513	444,513	240,000	0	0	32,500	717,013	
Parks	0	0	0	0	0	0	0	0	
Equipment	214,000	890,000	890,000	556,000	438,500	486,000	330,000	2,700,500	
<b>Total Improvements</b>		<b>2,220,430</b>	<b>3,574,513</b>	<b>3,574,513</b>	<b>1,853,500</b>	<b>1,566,000</b>	<b>1,861,000</b>	<b>862,500</b>	<b>9,717,513</b>



# CITY OF OAK PARK

## IMPACT OF CAPITAL PROJECTS

On July 3, 2000 City Council adopted a Capital Improvement Policy that established guidelines for the reporting and tracking of Capital Expenditures. These are identified as those items having a value of more than \$5,000 per item and have a useful life of at least two years following the date of acquisition. These expenditures can be included in the cost of the acquisition of an asset or to enhance its value or useful life. The following is a list of specific Capital Items to be funded in FY 2013-2014 and their impact on this and future years budgets.

### **EQUIPMENT**

An amount of \$108,000 is recommended for vehicles in the Motor Pool Fund.

Equipment requests are evaluated on an individual basis with priority given to replacement items first as they will not increase the operating budget. The Capital request for the Motor Pool Fund is for the purchase of police cars, and one sedan assigned to Technical & Planning.

### **SIDEWALKS**

There are \$665,000 in sidewalk improvements planned for the 2014-2015 fiscal year. When projects are planned, the citizens affected would be assessed for the cost of any replacements/repairs made. This factors in cost savings when it comes to potential lawsuits resulting from trip and fall injuries.

### **PARKS**

There are no budget recommendations for park improvements. However, to accomplish the many projects that need to be implemented, the City applies for various grants to replace old playground equipment with updated, ADA accessible versions of current playground accessories. If the City is awarded grant funds, the General Fund will supply the monies needed for the local match amount.

Several other projects also need to be addressed, but due to budget constraints they will not be accomplished during this fiscal year. Repairing old and unsafe facilities in the parks will reduce initial operating costs however the overall impact will be immaterial to future operating budgets.

### **HIGHWAYS AND STREETS**

An amount of \$995,000 is allocated for Highways and Streets. This amount is budgeted in the General, Major Street, Local Street and Road Construction Funds. Monies are General Obligation Debt and were approved by voters during November, 2002. The planned projects for FY 2014-2015 are: landscape island improvements on Coolidge (\$200,000), traffic signal replacement on Nine Mile Rd. (\$200,000), City entrance signs (\$100,000), Shepherd Park parking lot repair (\$100,000), Scotia road construction from Oak Park Blvd. to Nine Mile Rd. (\$170,000), joint and crack sealing across the City (\$100,000) and miscellaneous concrete repair due to water main breaks or general deterioration (\$125,000).

It is expected that operation and maintenance costs will be reduced substantially if the City is diligent about addressing problems as they occur, rather than allowing needed repairs to go unheeded. Although the overall budget will not be impacted, the time and effort spent in repairing and maintaining the existing problems allows the City to keep up with general road maintenance and prevent severe deterioration in the future.

### **WATER AND SEWER**

The Capital requests for the Water and Sewer Fund (excluding equipment) will be used for the installation of new water mains. These repairs are estimated to cost approximately \$455,000. Planned projects include: the Manistee water main replacement from Ten Mile Rd. to Dartmouth totaling \$255,000, and the Burton/Manistee main (\$200,000). Various equipment charges are estimated at \$803,250. These costs include repairs to the interior water reservoir, repairs to the water tower, the purchase of new vehicles and miscellaneous equipment purchases.

Implementation of these projects helps to determine the most efficient manner to evaluate and perform repairs and maintenance of the City's water and sewer system.

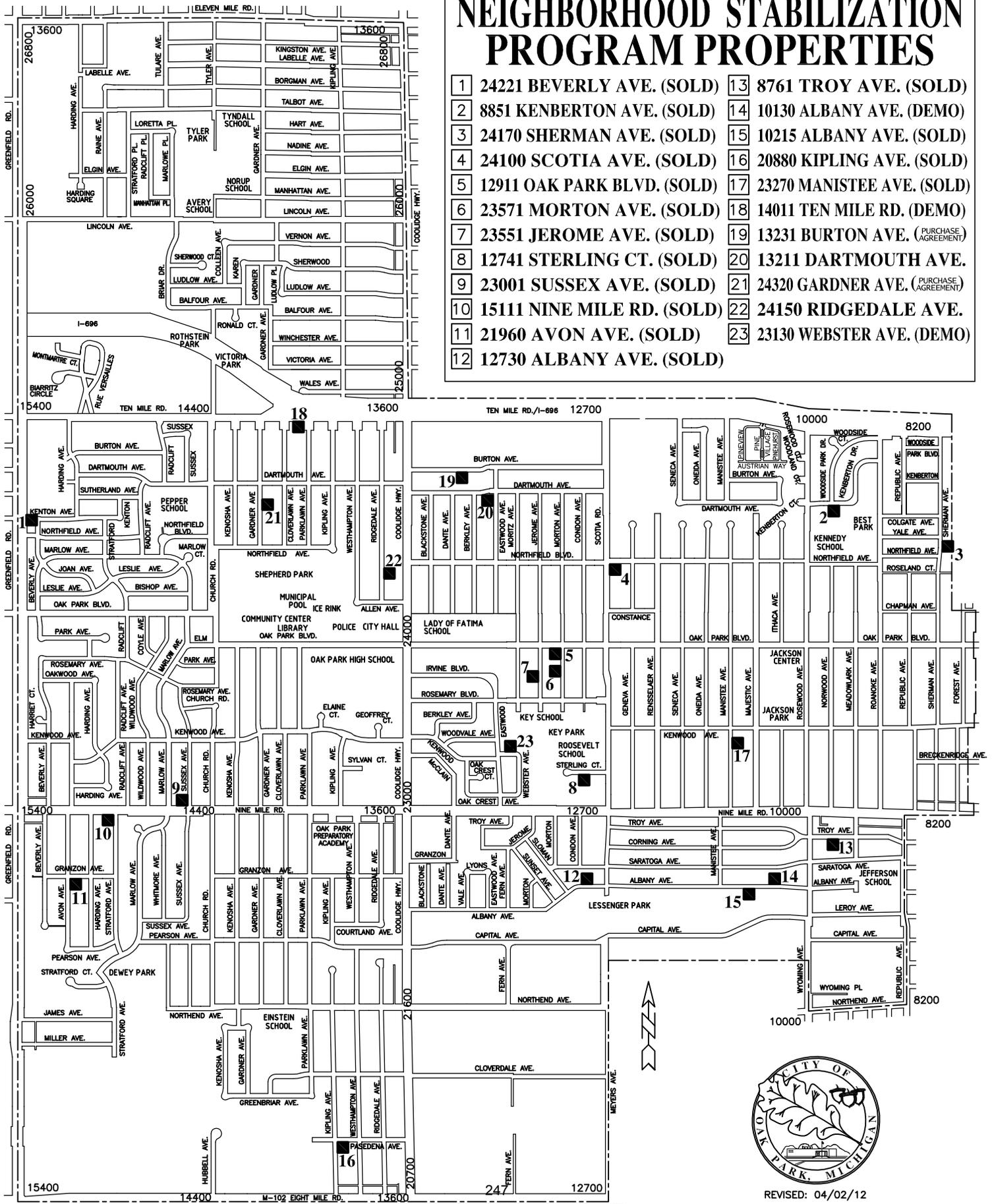
### **BUILDINGS**

Capital Outlay is planned for renovations and improvements to the DPW service center, garage and outbuildings. This is appropriated at \$250,000 for the various projects. Costs savings can be appreciated through the construction of modern, energy efficient buildings.

# City of Oak Park

## NEIGHBORHOOD STABILIZATION PROGRAM PROPERTIES

- |    |                             |    |   |
|----|-----------------------------|----|---|
| 1  | 24221 BEVERLY AVE. (SOLD)   | 13 | 8761 TROY AVE. (SOLD)                   |
| 2  | 8851 KENBERTON AVE. (SOLD)  | 14 | 10130 ALBANY AVE. (DEMO)                |
| 3  | 24170 SHERMAN AVE. (SOLD)   | 15 | 10215 ALBANY AVE. (SOLD)                |
| 4  | 24100 SCOTIA AVE. (SOLD)    | 16 | 20880 KIPLING AVE. (SOLD)               |
| 5  | 12911 OAK PARK BLVD. (SOLD) | 17 | 23270 MANISTEE AVE. (SOLD)              |
| 6  | 23571 MORTON AVE. (SOLD)    | 18 | 14011 TEN MILE RD. (DEMO)               |
| 7  | 23551 JEROME AVE. (SOLD)    | 19 | 13231 BURTON AVE. (PURCHASE AGREEMENT)  |
| 8  | 12741 STERLING CT. (SOLD)   | 20 | 13211 DARTMOUTH AVE.                    |
| 9  | 23001 SUSSEX AVE. (SOLD)    | 21 | 24320 GARDNER AVE. (PURCHASE AGREEMENT) |
| 10 | 15111 NINE MILE RD. (SOLD)  | 22 | 24150 RIDGEDALE AVE.                    |
| 11 | 21960 AVON AVE. (SOLD)      | 23 | 23130 WEBSTER AVE. (DEMO)               |
| 12 | 12730 ALBANY AVE. (SOLD)    |    |   |



REVISED: 04/02/12

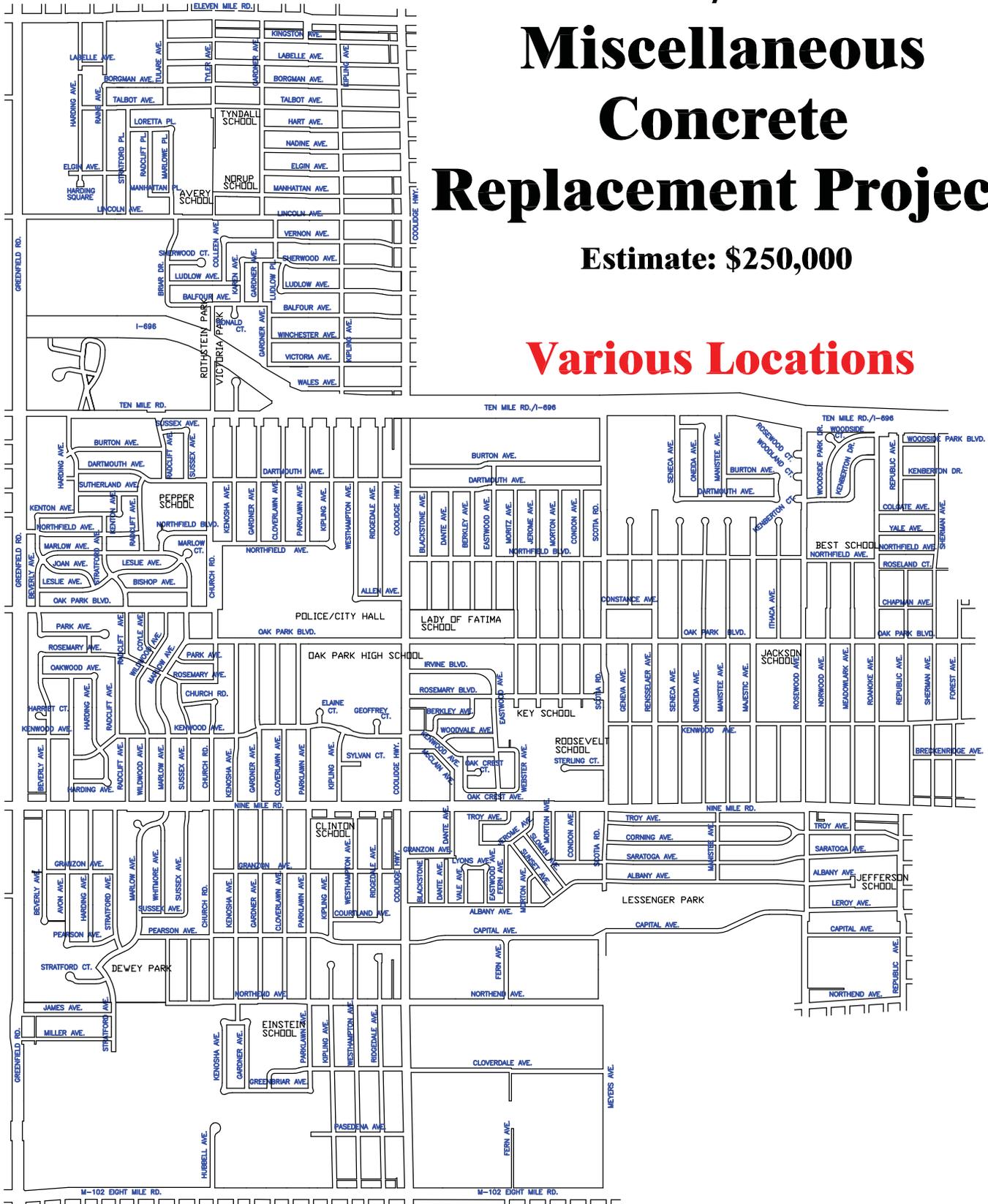
# City of Oak Park

2014 / 2015

## Miscellaneous Concrete Replacement Project

Estimate: \$250,000

Various Locations





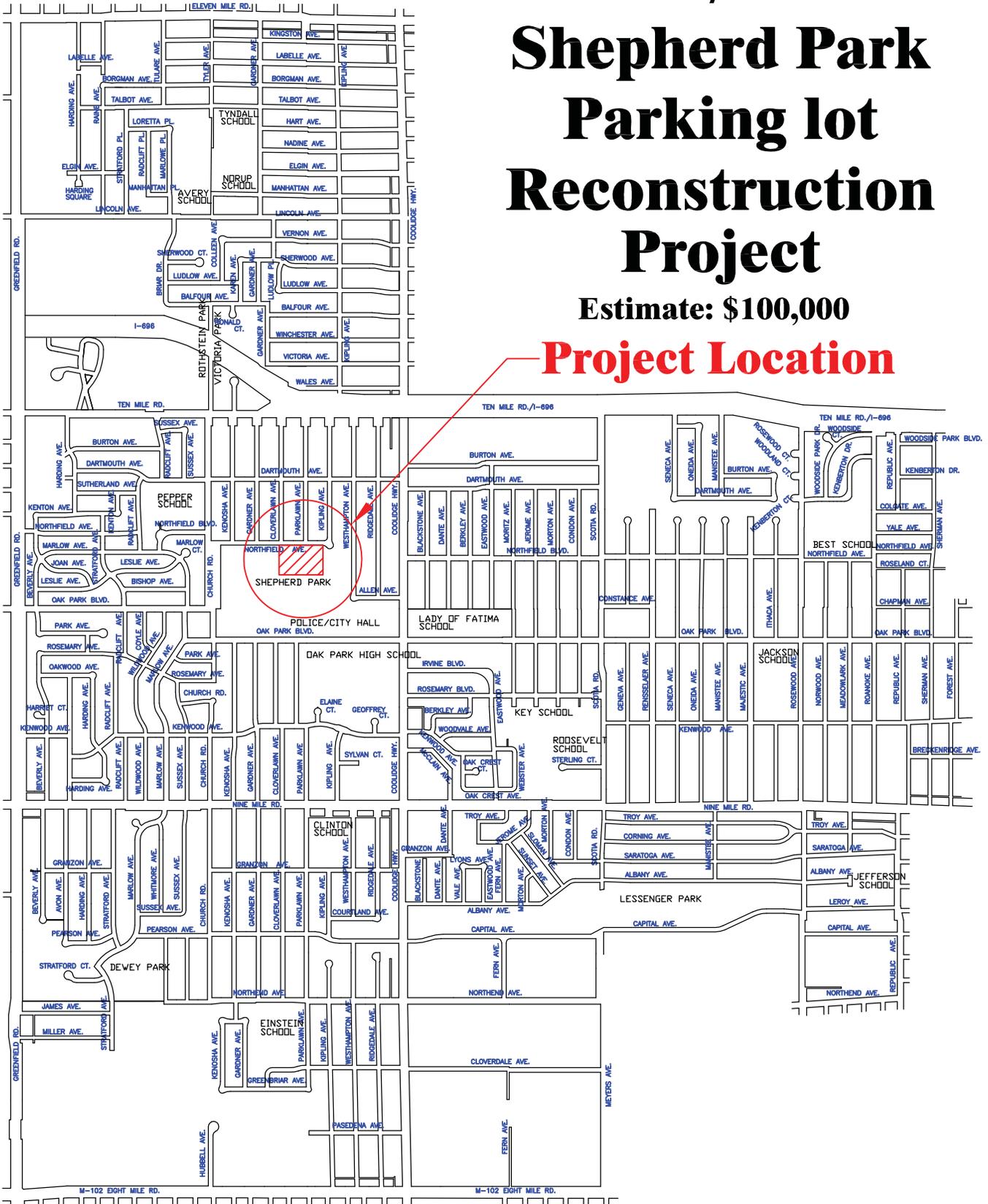
# City of Oak Park

2014 / 2015

## Shepherd Park Parking lot Reconstruction Project

Estimate: \$100,000

**Project Location**

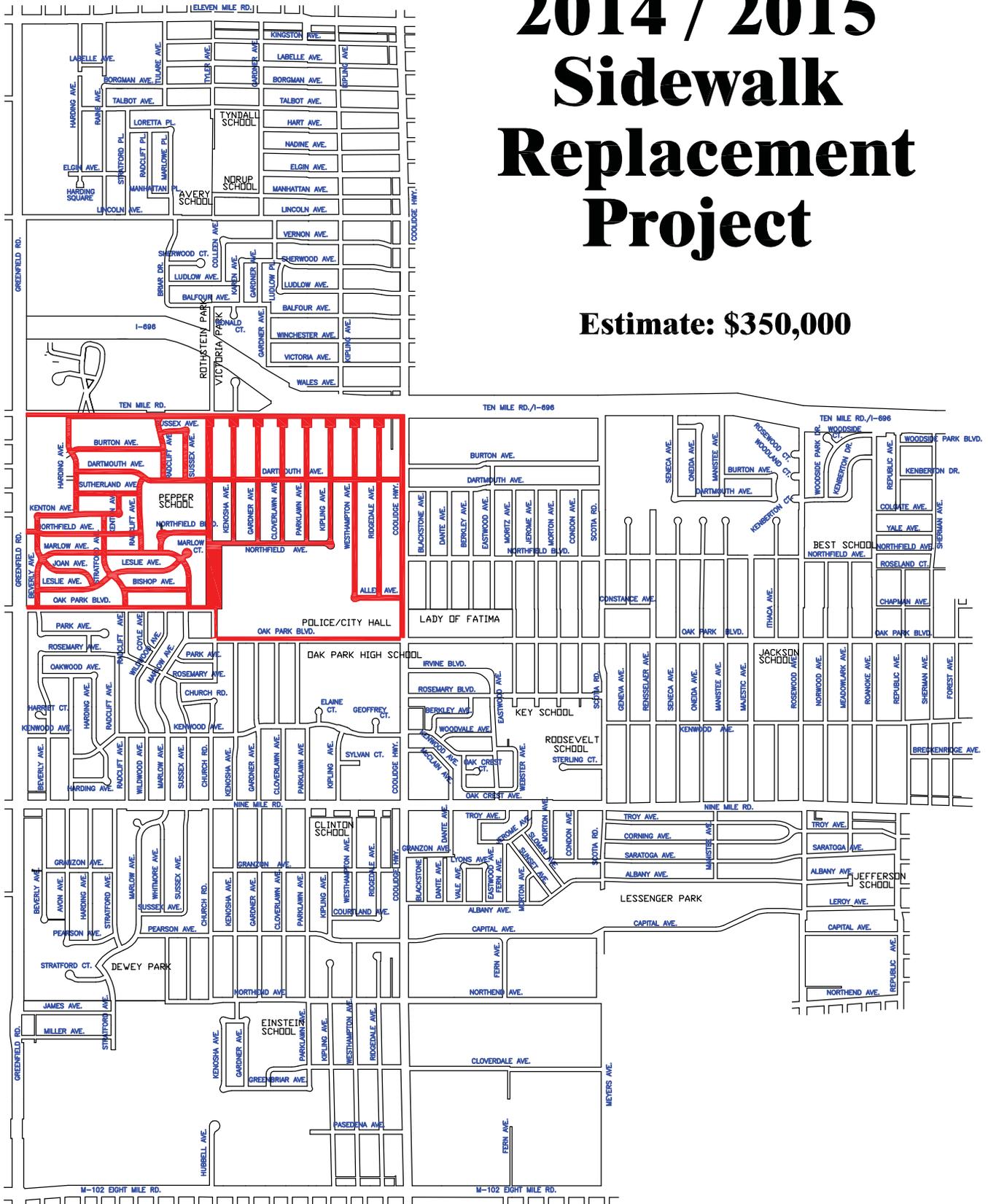




# City of Oak Park

## 2014 / 2015 Sidewalk Replacement Project

Estimate: \$350,000



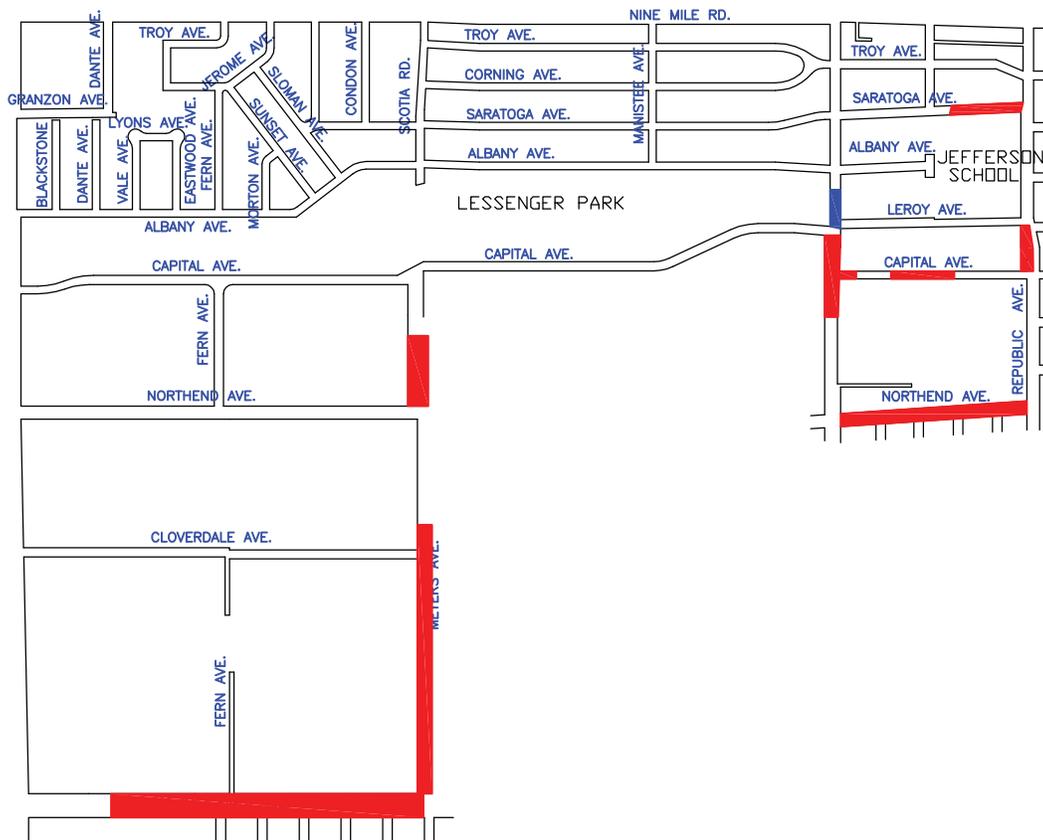


# City of Oak Park

## 2014-2015 Sidewalk Gap Project

### AREAS MISSING SIDEWALK

Estimate: \$165,000





**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# **CITY OF OAK PARK FIDUCIARY FUNDS**

## **OVERVIEW**

Governments often hold or manage financial resources in an agent or fiduciary capacity. A single trust and agency fund type is used for governmental fiduciary activities. This single fund type, however, is subdivided into four "subfund types" to account for various types of fiduciary obligations. These are nonexpendable trust fund, the expendable trust fund, the pension trust fund and the agency fund.

The City operates and budgets two fiduciary funds: The City of Oak Park Retirement System and the Public Safety Retirement System.

## **CITY OF OAK PARK EMPLOYEES**

### **RETIREMENT SYSTEMS:**

The Oak Park Employees Retirement Systems are the pension trust funds that use the flow of economic resources measurement focus and the full accrual basis of accounting for budgeting purposes. In November, 2012, the voters approved a millage to create and fund a Retirement System for Public Safety. As a result, General and Public Safety employees have separate Retirement Funds.



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 PROPOSED BUDGET

## FIDUCIARY

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>RETIREMENT</b>							
<b>EMPLOYEE RETIREMENT SYSTEM - GENERAL - FUND 731</b>							
<b>RESOURCES</b>							
<u>Operating Revenues</u>							
Employee Contributions - General	67,584	92,910	42,557	65,500	70,000	70,000	70,000
Employee Contributions - Public Safety	276,355	-	968	-	-	-	-
Other Income - Employee Buy-Back	3,831	-	1,634	-	-	-	-
Interest Earnings	148	1,500	31	2,495	3,000	3,000	3,000
Bond and Note Interest	823,390	450,000	194,718	247,500	275,000	275,000	275,000
Gain on Investments	890,463	675,000	257,539	358,200	350,000	350,000	350,000
Contribution From the City - Public Safety	1,424,877	-	-	-	-	-	-
Contribution From the City - General	1,177,095	997,965	690,555	1,500,000	1,522,338	1,522,338	1,522,338
<b>TOTAL OPERATING REVENUES</b>	<b>4,663,742</b>	<b>2,217,375</b>	<b>1,188,002</b>	<b>2,173,695</b>	<b>2,220,338</b>	<b>2,220,338</b>	<b>2,220,338</b>
<u>NONOPERATING REVENUES</u>							
Net Appreciation of Fair Value Investments	3,854,526	-	-	-	-	-	-
Gain on Investment	1,565,636	1,500,000	760,703	1,118,721	1,200,000	1,200,000	1,200,000
<b>TOTAL OPERATING REVENUES</b>	<b>5,420,162</b>	<b>1,500,000</b>	<b>760,703</b>	<b>1,118,721</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>
<b>TOTAL RESOURCES</b>	<b>10,083,904</b>	<b>3,717,375</b>	<b>1,948,705</b>	<b>3,292,416</b>	<b>3,420,338</b>	<b>3,420,338</b>	<b>3,420,338</b>
<b>EXPENDITURES</b>							
Professional Services	231,665	202,000	65,001	150,000	225,000	225,000	225,000
Misc Operating Expenses	8,442	-	38	-	-	-	-
Benefit Payments	7,433,679	3,250,000	2,158,753	2,835,318	3,000,000	3,000,000	3,000,000
Refunds and Rebates - General	12,166	1,000	-	1,000	1,000	1,000	1,000
Refunds and Rebates - Public Safety	251,167	-	-	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>7,937,119</b>	<b>3,453,000</b>	<b>2,223,793</b>	<b>2,986,318</b>	<b>3,226,000</b>	<b>3,226,000</b>	<b>3,226,000</b>
<u>NONOPERATING EXPENSE</u>							
Loss on Investments	-	50,000	30,097	44,990	80,000	80,000	80,000
Transfer to Public Safety Retirement System	-	-	31,376,710	31,376,710	-	-	-
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>-</b>	<b>50,000</b>	<b>31,406,808</b>	<b>31,421,700</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>
<b>TOTAL EXPENDITURES</b>	<b>7,937,119</b>	<b>3,503,000</b>	<b>33,630,601</b>	<b>34,408,018</b>	<b>3,306,000</b>	<b>3,306,000</b>	<b>3,306,000</b>
Beginning Fund Balance:	56,813,390	58,960,175	-	58,960,175	27,844,573	27,844,573	27,958,911
Change in Fund Balance:	2,146,785	214,375	-	(31,115,602)	114,338	114,338	114,338
<b>ENDING FUND BALANCE:</b>	<b>58,960,175</b>	<b>59,174,550</b>	<b>-</b>	<b>27,844,573</b>	<b>27,958,911</b>	<b>27,958,911</b>	<b>28,073,249</b>



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

# CITY OF OAK PARK 2014-15 PROPOSED BUDGET

## FIDUCIARY

	Prior Year Actual <u>2012-13</u>	Current Budget <u>2013-14</u>	Actual at 02/28/14 <u>2013-14</u>	Est Year End <u>2013-14</u>	Manager's Rec <u>2014-15</u>	City Council Approved <u>2014-15</u>	Projected Budget <u>2015-16</u>
<b>EMPLOYEE RETIREMENT SYSTEM - PUBLIC SAFETY - FUND 733</b>							
<b>RESOURCES</b>							
<b><u>Operating Revenues</u></b>							
Property Taxes	-	2,830,516	2,774,664	2,830,516	2,817,100	2,817,100	2,862,174
Employee Contributions - Public Safety	-	295,425	236,181	322,888	325,000	354,904	355,751
Interest	-	500	34	150	175	175	175
Bond and Note Interest	-	700	333,295	440,000	450,000	450,000	450,000
Dividend Income	-	225,000	329,185	306,247	315,000	315,000	315,000
Transfer In - General Fund	-	835,686	835,686	835,686	946,181	946,181	1,032,822
Transfer from General Employee Retirement Sys	-	-	31,376,710	31,376,710	-	-	-
<b>TOTAL OPERATING REVENUES</b>	<b>-</b>	<b>4,187,827</b>	<b>35,885,754</b>	<b>36,112,197</b>	<b>4,853,456</b>	<b>4,883,360</b>	<b>5,015,922</b>
<b><u>NONOPERATING REVENUES</u></b>							
Net Appreciation of Fair Value Investments							
Gain on Investment		1,500,000	1,208,252	1,812,378	1,500,000	1,500,000	1,500,000
<b>TOTAL OPERATING REVENUES</b>	<b>-</b>	<b>1,500,000</b>	<b>1,208,252</b>	<b>1,812,378</b>	<b>1,500,000</b>	<b>1,500,000</b>	<b>1,500,000</b>
<b>TOTAL RESOURCES</b>	<b>-</b>	<b>5,687,827</b>	<b>37,094,006</b>	<b>37,924,575</b>	<b>6,353,456</b>	<b>6,383,360</b>	<b>6,515,922</b>
<b>EXPENDITURES</b>							
Retiree Health Care	-	1,331,668	888,457	1,247,746	1,111,115	1,111,115	1,166,672
Retiree Life Insurance	-	561	386	578	590	590	590
Retiree Dental	-	76,834	45,149	67,722	65,000	65,000	65,000
Professional Services	-	150,000	74,273	150,000	75,000	75,000	75,000
Benefit Payments	-	2,105,664	2,774,777	3,641,895	3,650,000	3,650,000	3,650,000
Refunds and Rebates - Public Safety	-	5,000	44,415	45,000	5,000	5,000	5,000
<b>TOTAL OPERATING EXPENSES</b>	<b>-</b>	<b>3,669,727</b>	<b>3,827,457</b>	<b>5,152,941</b>	<b>4,906,705</b>	<b>4,906,705</b>	<b>4,962,262</b>
<b><u>NONOPERATING EXPENSE</u></b>							
Loss on Investments	-	50,000	25,668	36,517	40,000	40,000	40,000
<b>TOTAL NON-OPERATING EXPENSES</b>	<b>-</b>	<b>50,000</b>	<b>25,668</b>	<b>36,517</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>3,719,727</b>	<b>3,853,125</b>	<b>5,189,458</b>	<b>4,946,705</b>	<b>4,946,705</b>	<b>5,002,262</b>
Beginning Fund Balance:	-	-		-	32,735,117	32,735,117	34,171,772
Change in Fund Balance:	-	1,968,100		32,735,117	1,406,751	1,436,655	1,513,660
<b>ENDING FUND BALANCE:</b>	<b>-</b>	<b>1,968,100</b>		<b>32,735,117</b>	<b>34,141,868</b>	<b>34,171,772</b>	<b>35,685,432</b>



**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

TABLE A - TPOAM  
 JOB CLASSIFICATION AND WAGE STRUCTURE  
 AS OF JULY 1, 2013 - Hourly Based on 40 hour work week

SALARY GRADE	JOB TITLE	MINIMUM	6 month	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
1	Receptionist Service Aide	25,360 12.1923	26,657 12.8159	27,979 13.4514	29,277 14.0755	30,573 14.6986	30,573 14.6986	30,573 14.6986	30,573 14.6986
2	Administrative Clerk Records Clerk Water Meter Reader Bus Driver Janitor	26,412 12.6981	27,759 13.3457	29,130 14.0048	30,575 14.6995	31,995 15.3822	31,995 15.3822	31,995 15.3822	31,995 15.3822
3	Administrative Clerk II Assessing Clerk Finance Clerk Senior Citizen Outreach Provider Senior Janitor Bus Driver / Asst. to Senior Citizen Coordinator	28,713 13.8043	30,134 14.4875	31,651 15.2168	33,218 15.9702	34,907 16.7822	34,907 16.7822	34,907 16.7822	34,980 16.8173
4	Property Clerk	29,962 14.4048	31,456 15.1231	33,022 15.8760	34,687 16.6764	36,400 17.5000	36,400 17.5000	36,400 17.5000	36,571 17.5822
5	Administrative Secretary Finance Clerk II Appraiser I Library Computer Specialist	31,259 15.0284	32,851 15.7938	34,491 16.5822	36,205 17.4063	38,015 18.2764	38,015 18.2764	38,015 18.2764	38,285 18.4063
6	Meter Reader/Repairer	31,439 15.1149	33,020 15.8750	34,650 16.6587	36,407 17.5034	38,214 18.3721	38,214 18.3721	38,214 18.3721	40,121 19.2889
7	Office Coordinator	34,149 16.4178	35,886 17.2529	37,697 18.1236	39,509 18.9947	41,491 19.9476	41,491 19.9476	41,491 19.9476	42,054 20.2183

TABLE A - TPOAM  
 JOB CLASSIFICATION AND WAGE STRUCTURE  
 AS OF JULY 1, 2013 - Hourly Based on 40 hour work week

SALARY GRADE	JOB TITLE	MINIMUM	6 month	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
8	Animal Control / Code Assistance Officer Technical Assistant	34,687 16.6764	36,400 17.5000	38,236 18.3827	40,145 19.3005	42,153 20.2659	42,765 20.5601		
9	Building Maintenance Repairer Recreation Coordinator Senior Appraiser Cable/IT Technician	35,764 17.1942	37,501 18.0293	39,386 18.9356	41,344 19.8769	43,425 20.8774	44,087 21.1957		
10	Public Service Worker I	31,161 14.9813	32,851 15.7938	34,564 16.6173	36,326 17.4644	38,236 18.3827	40,292 19.3712	42,398 20.3837	44,673 21.4774
11	Public Service Worker II	32,239 15.4995	35,764 17.1942	35,667 17.1476	36,523 17.5591	39,338 18.9125	41,369 19.8889	43,474 20.9010	45,751 21.9957
12	Librarian Engineering Technician	37,380 17.9712	39,264 18.8769	41,223 19.8188	43,279 20.8072	45,433 21.8428	46,241 22.2313		
13	Master Mechanic Assistant	37,869 18.2063	39,705 19.0889	41,442 19.9240	43,279 20.8072	45,090 21.6779	46,901 22.5486		
14	Code Inspector Mechanical Inspector	37,795 18.1707	40,855 19.6418	42,496 20.4308	44,184 21.2423	45,898 22.0663	47,562 22.8663		
15	Library Section Coordinator Master Mechanic Senior Systems Analyst Building Inspector Engineering Technician II	41,052 19.7365	43,108 20.7250	45,237 21.7486	47,514 22.8433	49,912 23.9962	51,014 24.5260		

**TABLE C**  
**JOB CLASSIFICATION AND WAGE STRUCTURE**  
**45th DISTRICT COURT**  
**As of July 1, 2014 - Hourly Based on 35 hour work week**

POSITION/DEPARTMENT	SALARY GRADE	JOB TITLE	Minimum Starting	6 Month	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year	7 Year Max	
COURT SECURITY	CS-I	Court Officer I	14.00	16.00	16.48	16.97	17.48	18.00	18.54	19.10	19.67	
			25,480	29,120	29,994	30,885	31,813	32,760	33,742	34,762	35,799	
CLERK'S OFFICE	CS-II	Court Officer II	16.00	17.00	17.51	18.04	18.58	19.14	19.71	20.30	20.91	
			29,120	30,940	31,860	32,832	33,815	34,834	35,872	36,946	38,056	
CLERK'S OFFICE	CC-I	Deputy Clerk I	14.00	16.00	16.48	16.97	17.48	18.00	18.54	19.10	19.67	
			25,480	29,120	29,993	30,885	31,813	32,760	33,742	34,762	35,799	
CLERK'S OFFICE	CC-II	Deputy Clerk II	17.50	18.03	18.57	19.13	19.70	20.29	20.83	21.45	22.09	
			31,850	32,814	33,797	34,816	35,854	36,927	38,038	39,184	40,367	
CLERK'S OFFICE	CC-III	Senior Deputy Clerk	18.50	19.06	19.63	20.22	20.83	21.45	22.09	22.75	23.42	
			33,670	34,689	35,726	36,800	37,910	39,039	40,203	41,405	42,635	
CLERK'S OFFICE	RC-I	Part-Time Records Clerk	10.00	11.00	11.33	11.67	12.02	12.38	12.75	13.13	13.52	
CHAMBERS	JC-I	Secretary I - CEO	18.00	19.00	20.00	20.60	21.22	21.86	22.52	23.20	23.90	
				34,580	36,400	37,492	38,620	39,785	40,986	42,224	43,498	
CHAMBERS	JC-II	Secretary II - CER	19.50	21.00	21.63	22.28	22.95	23.64	24.35	25.08	25.82	
			35,490	38,220	39,366	40,549	41,769	43,024	44,317	45,645	46,997	
CHAMBERS	JC-S	Substitute CEO/CER	19.00 or Alternate Daily Rate									
PROBATION	PB-I	Probation Officer I	18.50	19.00	21.00	21.63	22.20	22.87	23.56	24.27	25.00	
				34,580	38,220	39,366	40,549	41,623	42,879	44,170	45,500	
PROBATION	PB-II	Probation Officer II			23.50	24.21	24.94	25.69	26.46	27.25	28.07	
					42,770	44,062	45,390	46,755	48,157	49,595	51,087	
PROBATION	PS-III	Compliance Officer	14.00	15.00	16.00	16.48	16.97	17.48	18.00	18.54	19.10	
					29,120	29,993	30,885	31,813	32,760	33,742	34,762	
PROBATION	PB-C	Part-Time Probation Clerk	10.00	14.00	16.00	16.48	16.97	17.48	18.00	18.54	19.10	
PROBATION	PB-I	Part-Time VTC Case Manager	19.00 Grant Funded Position									

**TABLE C**  
**JOB CLASSIFICATION AND WAGE STRUCTURE**  
**45th DISTRICT COURT**  
**As of July 1, 2014 - Hourly Based on 35 hour work week**

POSITION/DEPARTMENT	SALARY GRADE	JOB TITLE	Minimum Starting	6 Month	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year	7 Year Max
SUPERVISORY	RC-I	Part-Time Records Clerk	10.00	11.00	11.33	11.67	12.02	12.38	12.75	13.13	13.52
	PB-S	Chief Probation Officer		24.00	24.72	25.46	26.22	27.01	27.82	28.65	29.51
			43,680	44,990	46,337	47,720	49,158	50,632	52,143	53,708	
	CS-III	Chief Court Officer	18.00	18.54	19.10	19.67	20.26	20.87	21.50	22.15	22.81
			32,760	33,742	34,762	35,799	36,873	37,983	39,130	40,313	
SUPERVISORY	CC-F1	Finance and Statistics		22.84	23.53	24.24	24.97	25.72	26.49	27.20	27.91
				41,568	42,824	44,116	45,445	46,810	48,211	49,649	
	CV-S	Civil Division Supervisor		24.72	25.46	26.22	27.01	27.82	28.65	29.51	30.37
			44,990	46,337	47,720	49,158	50,632	52,143	53,708		
SUPERVISORY	TC-S1	Traffic/Criminal Supervisor		22.84	23.53	24.24	24.97	25.72	26.49	27.20	27.91
				41,568	42,824	44,116	45,445	46,810	48,211	49,649	
SUPERVISORY	TC-S2	Traffic/Criminal Asst. Supervisor		21.00	21.63	22.28	22.95	23.64	24.35	25.00	25.65
				38,220	39,366	40,549	41,769	43,024	44,317	45,645	
MANAGERIAL	CC-F2	Collections Officer		21.00	21.63	22.28	22.95	23.64	24.35	25.00	25.65
				38,220	39,366	40,549	41,769	43,024	44,317	45,645	
MANAGERIAL	MC	Court Administrator	46.70 Rate set by the Court 85,000								
MANAGERIAL	MJ	Magistrate		250.00 Daily Per Diem Rate 25.00 Each After Hours Search Warrant Requests							
INDEPENDENT CONTRACTOR		Custodian	10.00	10.00	10.00	11.00					
SPECIAL PAY	CEO	CEO Coverage	.75 per hour								
			Court Administrator must certify a minimum of 10 hours was spent CEO.								

**TABLE E  
EXEMPT  
JOB CLASSIFICATION AND WAGE STRUCTURE**

CLASSIFICATION	PROBATIONARY	STARTING	MAXIMUM
ADMINISTRATIVE ASSISTANT TO THE CITY MANAGER	21,600	24,000	37,933
LIBRARY DIRECTOR	40,500	45,000	68,492
DIRECTOR OF INFORMATION TECHNOLOGY	36,900	41,000	70,548
DIRECTOR OF RECREATION	40,500	45,000	65,000
DIRECTOR OF PUBLIC INFORMATION	40,500	45,000	74,993
CITY CLERK	40,500	45,000	88,467
DIRECTOR OF PUBLIC WORKS/CITY ENGINEER	47,700	53,000	78,280
DIRECTOR OF TECHNICAL & PLANNING SERVICES	47,700	53,000	86,005
DIRECTOR OF FINANCE & ADMINISTRATIVE SERVICES	47,700	53,000	106,050
DIRECTOR OF PUBLIC SAFETY	51,956	57,728	103,824
CITY ASSESSOR	37,350	41,500	70,525

**TABLE F  
ADMINISTRATIVE  
JOB CLASSIFICATION AND WAGE STRUCTURE**

CLASSIFICATION	PROBATIONARY	STARTING	MAXIMUM
VIDEO PRODUCTION TECHNICIAN	18,450	20,124	36,470
ASST. SENIOR CITIZEN SERVICE COORDINATOR	18,450	20,500	38,693
ADMINISTRATIVE ASSISTANT	21,150	23,500	41,123
CONFIDENTIAL ADMINISTRATIVE SECRETARY OF PUBLIC SAFETY	22,050	24,500	41,432
ADMINISTRATIVE ASSISTANT TO FINANCE DIRECTOR	22,500	25,000	46,770
EXECUTIVE SECRETARY	25,200	28,000	44,556

**TABLE G  
SUPERVISORY  
JOB CLASSIFICATION AND WAGE STRUCTURE**

CLASSIFICATION	PROBATIONARY	STARTING	MAXIMUM
SENIOR CITIZEN SERVICE COORDINATOR	18,900	21,000	43,795
GENERAL FOREMAN	27,450	30,500	52,181
DEPUTY CITY CLERK	25,650	28,500	54,288
FACILITY MAINTENANCE SUPERVISOR	27,450	30,500	52,685
DEPUTY DIRECTOR OF RECREATION	27,450	30,500	52,800
DEPUTY DIRECTOR OF PUBLIC WORKS	27,900	31,000	70,586
DEPUTY TREASURER	25,650	28,500	56,822
DEPUTY DIRECTOR OF FINANCE & ADMINISTRATIVE SERVICES	32,400	36,000	58,721
WATER SUPERVISOR	27,900	31,000	54,280
ENGINEERING SUPERVISOR	27,900	31,000	59,007
DEPUTY DIRECTOR OF TECHNICAL & PLANNING SERVICES	27,900	31,000	67,438

\* Probation Period Paid At 10% Less Than Starting.

**TABLE L  
LEGISLATIVE  
JOB CLASSIFICATION AND WAGE STRUCTURE**

CLASSIFICATION	AMOUNT
Councilperson	4,675
Mayor Pro Tem	5,009
Mayor	6,010

**TABLE M  
PUBLIC SAFETY - COAM  
JULY 1, 2013 - JUNE 30, 2014**

	<u>BASE SALARY</u>
SERGEANT	82,540
LIEUTENANT	89,717
DEPUTY DIRECTOR	96,970

**TABLE P  
PUBLIC SAFETY - POAM  
JOB CLASSIFICATION AND WAGE STRUCTURE AS OF  
JULY 1, 2013 - JUNE 30, 2014**

	<u>MINIMUM STARTING</u>	<u>6 MONTHS</u>	<u>12 MONTHS</u>	<u>18 MONTHS</u>	<u>24 MONTHS</u>	<u>30 MONTHS</u>	<u>36 MONTHS</u>	<u>42 MONTHS</u>	<u>48 MONTHS</u>
PSO I	49,257	51,016	52,775	58,405	60,164	61,923	66,849	68,608	70,367
PSO II - DETECTIVE	75,996								

**TABLE D  
DISPATCHERS  
JOB CLASSIFICATION AND WAGE STRUCTURE AS OF  
JULY 1, 2013 - JUNE 30, 2014**

	<u>STARTING</u>	<u>6 MONTHS</u>	<u>1 YEAR</u>	<u>2 YEAR</u>	<u>3 YEAR</u>	<u>4 YEAR</u>	<u>5 YEAR</u>
	34,079	35,781	37,571	39,451	41,422	41,981	44,080

**CITY OF OAK PARK  
2014- 2015 BUDGET**

**Fringe Benefits**

**Worker's Compensation**

<u>Job Classification</u>	<u>Code</u>	<u>Rate</u>
Street Maintenance	5509	6.730%
Water Department	7520	3.490%
Public Safety	7704-3	2.880%
Auto Garages	8395	3.240%
Clerical Offices	8810-1	.430%
Attorney	8820	.300%
Animal Shelters	8831	3.170%
Building Maintenance	9015	3.660%
Park & Recreation	9102	2.820%
Safety Patrol	9103	3.430%
Municipal Employees	9410	1.020%

**Retirement Contributions**

	<u>Employers Share</u>	<u>Employees Share</u>
Public Safety	56.15%	5.55% or 7.5%
Defined Cont.	7.5% to 10.5%	-0- to 3%
General Non-Union	52.45%	3.0%
Dispatch	52.45%	-0-
General Part Time	52.45%	3.0%
General Union	52.45%	3.0%
MERS DC Court (FTE/PTE)	7.50%	-0-
MERS 457 Court (FTE/PTE)	-0- to 3.0%	-0- to 3.0% (Voluntary)
MERS Court – HSP*	3.0%	-0-

\*(FTE after 07/01/09)

**Retirement Benefits**

**Public Safety & City Council (City Council hired prior to August 1, 2004)**

- a) Retirement Benefit - Average Final Pay x 2.8% x Years of Credited Service). Capped at 70% of Final Average Compensation (FAC).
- b) Medical, Surgical, Dental, Optical and Prescription Rider to retiree , their spouse and dependents at the time of retirement with continuing coverage after retirees death. (Less than 100% of Blue Cross Premiums are paid for retirees hired after Jan. 18, 1993 based on a sliding scale).
- c) Life insurance in the amount of \$3,000.00
- d) All Public Safety employees, employed on or after July 1, 2000, shall be eligible to receive an allowance that will increase their annual retirement pension by 2.5% on each 5-year anniversary of their retirement.

**CITY OF OAK PARK  
2014 - 2015 BUDGET**

**Fringe Benefits**

**Retirement Benefits (Continued)**

TPOAM – Hired prior to July 1, 2006

- a) Retirement Benefit - Average Final Pay x 2.50% x Years of Credited Service. Capped at 70% of FAC.
- b) Medical, Surgical, and Prescription Rider to retiree, their spouse, and dependents with continuing coverage after retiree's death.
- c) Life Insurance in the amount of \$3,000.00.

Non-Union Employees – Hired prior to August 1, 2004

- a) Retirement Benefit - Average Final Pay x 2.50% x Years of Credited Service. Capped at 70% of FAC.
- b) Medical, Surgical, and Prescription Rider to retiree, their spouse and dependents with continuing coverage after retiree's death.
- c) Life insurance in the amount of \$3,000.00.

Dispatch – Hired prior to July 1, 2007

- a) Retirement Benefit - Average Final Pay x 2.50% x Years of Credited Service. Capped at 70% of FAC.
- b) Medical, Surgical, and Prescription Rider to retiree, their spouse and dependents with continuing coverage after retiree's death.
- c) Life insurance in the amount of \$3,000.00.

**Clothing Allowance**

	<u>Amount Per Year</u>
Hourly, Engineering Technician (Paid in July)	\$ 195
Code Enforcement/Animal Control & Dispatch (Paid 1/2 in Jan.;1/2 in July)	290
Dispatch	500
Public Safety	870
Court Officers	200

**CITY OF OAK PARK  
2014 - 2015 BUDGET**

**Fringe Benefits**

**Meal Allowance** - TPOAM gets \$ 5.00 if they work 8 hours overtime in a 24 hour period.

**Life Insurance and Accidental Death & Dismemberment (2014/2015 rates)**

<u>Group</u>	<u>Face Amount</u>	<u>Annual Premium</u>
TPOAM	\$ 20,000	\$ 96
Court Employees (FTE/PTE)	\$ 20,000	\$ 96
POAM	35,000	167
COAM, Court Adm., Administrative, Supervisory, & Dispatch	40,000	191
Exempt, Judges & Legislative	50,000	238

**Disability Insurance (2014/2015 rates)**

<u>Group</u>	<u>Monthly Limit Amount</u>	<u>Annual Premium</u>
Court Employees (FTE/PTE)	\$3,000	\$ 194
TPOAM	5,000	194
Exempt, Administrative, Supervisory, Court Adm., & Dispatch, POAM, COAM	4,500	255

**Health Insurance (2014/2015 Rates)**

<u>Carrier</u>	<u>Coverage</u>	<u>Annual Premium</u>	<u>Vision Rider Annual</u>
Community Blue - Preferred Provider Organization (PPO) - COAM	Single	\$5,118	\$30
	Two Person	11,603	68
	Family	14,779	86
Community Blue - PPO - POAM	Single	\$5,426	\$30
	Two Person	12,620	68
	Family	15,703	86
Community Blue - PPO - Dispatch	Single	\$4,813	\$30
	Two Person	11,151	68
	Family	13,867	86

**CITY OF OAK PARK  
2014 - 2015 BUDGET**

**Fringe Benefits**

**Health Insurance (cont.) (2014/2015 Rates)**

<b><u>Carrier</u></b>	<b><u>Coverage</u></b>	<b><u>Annual Premium</u></b>	<b><u>Vision Rider Annual</u></b>
Community Blue - PPO - TPOAM	Single	\$4,845	\$30
	Two Person	11,700	68
	Family	14,640	86
Community Blue - Administration	Single	\$4,845	\$30
	Two Person	11,700	68
	Family	14,640	86
Community Blue - Court	Single	\$4,845	\$30
	Two Person	11,700	68
	Family	14,640	86

**Delta Dental Insurance (2014 Rates)**

All full time employees.

Yearly Premium	\$1,025
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**Medicare and FICA**

Employees are subject to Medicare tax at a rate of 1.45% (.0145) of payroll and a FICA tax at a rate of 6.20% (.0620) of payroll. Employers must match the contribution. Employees of Public Safety are not subject to FICA. Employees of Public Safety hired after March 31, 1986 are subject to 1.45 % Medicare tax.

**Unemployment**

The City of Oak Park is a reimbursing employer and provides unemployment benefits by reimbursing the state for actual claims.

**Special Pay**

**Hazard & Professional Skills Pay**

Public Safety (Paid 1/2 in Jan.; 1/2 in July)	\$ 365
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**CITY OF OAK PARK  
2014 - 2015 BUDGET**

**Special Pay**

**Longevity Pay** (computed as of November 1)

**TPOAM**

Employees with 3 to 7 years seniority:  $(2\% \times \text{Base Pay} \times \text{Months of Service}) / 84$   
Cap for employees hired after 7-1-84: \$ 450.00 (The cap applies to employees hired 1-1-80 to 7-1-84 for pension purposes only)

Employees with 7 to 14 years seniority :  $(5\% \times \text{Base Pay} \times \text{Months of Service}) / 168$ . Cap for employees hired after 7-1-84: \$ 900.00 (The cap applies to employees hired 1-1-80 to 7-1-84 for pension purposes only)

Employees with more than 14 years seniority:  $(8\% \times \text{Base Pay} \times \text{Months of Service}) / 252$  Cap for employees hired after 7-1-84: \$ 1,500.00 (The cap applies to employees hired 1-1-80 to 7-1-84 for pension purposes only)

**Public Safety**

Employees with up to 7 years seniority:  $(2\% \times \text{Base Pay} \times \text{Months of Service}) / 4$   
Cap for employees hired after 7-1-84: \$ 450.00

Employees with 7 to 14 years seniority:  $(5\% \times \text{Base Pay} \times \text{Months of Service}) / 168$  Cap for employees hired after 7-1-84: \$ 850.00

Employees with more than 14 years seniority:  $(8\% \times \text{Base Pay} \times \text{Months of Service}) / 252$  Cap for employees hired after 7-1-84: \$ 1,700.00

**Exempt, Supervisory, Administrative, Dispatch and Court**

Employees with 1 to 7 years seniority:  $(2\% \times \text{Base Pay} \times \text{Months of Service}) / 84$   
Cap for employees hired after 1-1-99: \$ 900.00

Employees with 7 to 14 years seniority:  $(5\% \times \text{Base Pay} \times \text{Months of Service}) / 168$  Cap for employees hired after 1-1-99: \$ 1,800.00

Employees with more than 14 years seniority:  $(8\% \times \text{Base Pay} \times \text{Months of Service}) / 252$  Cap for employees hired after 1-1-99: \$ 3,400.00

Note: Judges receive longevity based on formula above times twice their base pay.

**CITY OF OAK PARK  
2014 - 2015 BUDGET**

**Special Pay**

**Payment In Lieu of Medical Benefits**

**TPOAM**

<u>Coverage</u>	<u>Annual Amount</u>
Single	\$ 675.00
Two Person	1,515.00
Family	1,695.00

**Public Safety, Supervisory, Exempt, Dispatch and Administrative**

Two Person	\$ 2,400.00
Family	2,520.00

**District Court**

Two Person	\$ 2,400.00
Family	2,520.00

**Sick Leave Bonus**

Employees that don't use sick leave in a year's time are entitled to one days pay or one additional vacation day. Employees of POAM and COAM may not receive pay but are entitled to an additional day off.

**Sick Leave Sell Back**

Employees may sell unused sick leave in excess of 600 hours back to the city at 1/2 their current rate of pay.

**Vacation Leave Sell Back**

Employees may sell unused vacation leave (up to 5 days) back to the city at the end of the Fringe Benefit Year (March 31). They may choose to roll over the five days instead of selling them back.

**Stand-By Alert Pay**

Members of POAM and COAM shall be entitled to stand by alert pay when ordered to hold themselves available for immediate return to duty. Stand by alert pay is paid at 1/2 the normal rate of pay.

**CITY OF OAK PARK  
2014 - 2015 BUDGET**

**Special Pay**

**City Provided Vehicles and Vehicle Allowance**

The following employees are provided with a city vehicle. The personal use of the vehicle is a taxable fringe benefit:

Director of Public Works

The following employees are provided with a city vehicle. The personal use of the vehicle is exempt as a taxable fringe benefit:

Director of Public Safety  
Deputy Director of Public Safety  
Deputy Director of Public Works  
Foreman (2)

The following employees receive a vehicle allowance:

District Judge (\$2,400 per year)  
District Court Administrator (\$2,400)  
Director of Information Technology (\$2,000 per year)

**Leave Time**

**Vacation**

**TPOAM, Exempt, Supervisory, Dispatch and Administrative and District Court\***

1 year of service but less than 5 years	2 weeks
5 year of service but less than 10 years	3 weeks
10 year of service but less than 20 years	4 weeks
20 years of service or more	5 weeks

\*District Court based upon seven (7) hour work day.

**Public Safety and Command Officers**

1 to 60 months	88 hours
61 to 120 months	128 hours
121 to 180 months	168 hours
180 months and over	168 hours + 8 hours (8.5 hours for COAM) for each year of service to a maximum of 208 hours

Note: Vacation time may be earned at a rate based on an employment contract with the city.

**CITY OF OAK PARK  
2014 - 2015 BUDGET**

**Leave Time**

**Holidays**

Thirteen days (13) are recognized as paid holidays as follows:

New Year's Day	Thanksgiving Day
Martin Luther King Day	Day After Thanksgiving Day
Presidents Day (District Court Only)	Christmas Eve
Good Friday	Christmas Day
Memorial Day	New Year's Eve
Independence Day	Employee Birthday (District Court N/A)
Labor Day	1 Unidentified Day/Floating (District Court N/A)
Veterans Day (District Court Only)	

**Personal**

Employees are granted three (3) personal leave days per year.

**Personal – District Court**

Employees are granted six (6) personal leave days (42 hours) per year.

**Compensatory**

Sergeants and Lieutenants assigned to operations earn 60 hours of compensatory time per year.

**Sick**

Employees earn one (1) day of sick time for each month worked.

**Sick – District Court**

Employees earn seven (7) hours of sick time for each month worked.

**Funeral and Emergency Leave**

Employees may be granted three (3) days leave for a medical emergency or funeral of an immediate family member.

**CITY OF OAK PARK**  
**CHART OF ACCOUNTS**

Listing of Funds

<u>Fund No.</u>	<u>Fund Name</u>
101	General Fund
110	Economic Development Corporation
111	Library Authority
112	Brownfield Authority
113	Municipal Building Authority
202	Major Streets
203	Local Streets
226	Solid Waste
253	Narcotic Forfeiture
254	Criminal Justice Training
255	Disaster Contingency
256	Caseflow Assistance
275	Community Development Block Grant
276	45th District Court
281	Community Oriented Policing Services Grant (COPS)
284	Veteran Treatment Court Grant
301	Debt Retirement Fund
303	Municipal Facility Bond
304	Library and Recreation Center Lease
305	1990 Street Improvement Debt Fund
306	1991 Street Improvement Debt Fund
307	1993 Street Refunding Debt Fund
309	2012 Street Refunding Bond
401	Public Improvement Fund
402	City Owned Property
403	Neighborhood Stabilization Project
450	Road Construction
451	Sidewalk Program
470	Municipal Building Construction Fund
592	Water & Sewer
653	Central Services
654	Motor Pool
677	Risk Management
678	Retiree Health Care - District Court
680	Retiree Health Care
731	Employee's Retirement System - General
733	Employee's Retirement System - Public Safety

Trust Funds

701	Trust and Agency
703	Current Tax Collections
704	Other Trust Deposits
705	Employee Flexible Spending Account
727	ICMA - Deferred Compensation
732	Nationwide - Deferred Compensation
750	Imprest Payroll Fund
760	District Court Trust Fund
900	General Fixed Assets
950	General Long-Term Debt

\*\*Retiree Health Care Funds 678 & 680 are combined for financial reporting purposes.

**CITY OF OAK PARK  
CHART OF ACCOUNTS**

Listing of Activity Names by Number

<b>Activity No.</b>	<b>Activity Name</b>	<b>Activity No.</b>	<b>Activity Name</b>
101	City Council - Legislative	502	CDBG - Administration
103	Tech. & Planning - Road Maintenance	503	CDBG - Home Chore Program
136	District Court 45-B	504	CDBG - Code Assistance Officer
151	District Court - Probation	505	CDBG - Barrier Free Design
172	City Management/Personnel	506	CDBG - Minor Home Repair
191	City Clerk - Elections	507	CDBG - Recreation Facilities
201	Financial and Admin. Services	508	CDBG - Home Improvement
210	City Attorney - Legal Council	536	Billing and Collection
215	City Clerk - City Records	537	Water & Sewer - Administration
229	Prosecuting Attorney	538	Transmission and Distribution
258	Management Information Services	540	Pump Operations
265	Building Maintenance - All Buildings	550	Maintenance & Repair
345	Public Safety	611	Community Services - Clinical
371	Technical & Planning - Inspections	691	Technical & Planning
441	Public Works - Administration	752	Recreation - Administration
442	Public Works - Sidewalks & Parking Lots	753	Recreation - Athletics
443	Public Works - Shepherd Park	754	Recreation - Outdoor Activities
444	Public Works - Other Parks	755	Recreation - Instructional Activities
447	Technical & Planning - Engineering	756	Recreation - Special Events
448	Technical & Planning - Street Lighting	757	Recreation - Swimming Pool
451	Construction	776	Recreation - Senior Services
463	Routine Maintenance	790	Library
474	Traffic	875	Motor Pool
478	Winter Maintenance	890	Non-Departmental

**CITY OF PARK**  
**CHART OF ACCOUNTS CONT'D**  
**Listing of Revenue Accounts by Number**

ACCOUNT NO.	REVENUE ACCOUNT NAME	ACCOUNT NO.	REVENUE ACCOUNT NAME	ACCOUNT NO.	REVENUE ACCOUNT NAME
401	TOTAL TAXES & TAX RELATED	638	MAPS & ORDINANCES	644.145	SEASON PASSES
401.001	ADMIN. FEE EXCESS OF ROLL	639	STREETS	644.146	GENERAL ADMISSION
403	CURRENT PROPERTY TAXES	640	MISCELLANEOUS FEES	644.147	ADAPTIVE RECREATION
404	OTHER TAX REVENUE	641	TREE PLANTING	644.148	SENIOR CITIZENS - MISC.
407	DELINQUENT REAL PROPERTY TAX	642	ENGINEERING FEES	644.149	MEMBERSHIP DUES
410	CURRENT PERSONAL PROPERTY TAX	642.001	WATER - RESIDENTIAL	644.150	INSTRUCTIONAL CLASSES
412	DELINQUENT PROPERTY TAX	642.002	SEWER - RESIDENTIAL	644.151	SENIOR ATHLETICS
420	UNPAID PERSONAL PROPERTY TAX	643	SHOPPING CART PICK UP	644.152	SENIOR SOCIAL ACTIVITIES
445	PENALTIES & INTEREST ON TAXES	643.001	WATER-COMMERCIAL	644.153	TRANSPORTATION
450	TOTAL LICENSES & PERMITS	643.002	SEWER-COMMERCIAL	644.154	HOME CHORE
451	BUSINESS LICENSES & PERMITS	643.003	NON-RESIDENTIAL - SEWER	644.155	RECREATION - ADMINISTRATION
452	BURGALAR ALARM PERMITS	643.004	ROYAL OAK TOWNSHIP WATER SALES	644.156	COMPLUWARE ARENA RENTAL
453	EMERGENCY RESPONSE FEES	643.005	RESIDENTIAL METER CHARGE	645	LIBRARY RENTALS
477	ANIMAL LICENSES	643.006	COMMERCIAL METER CHARGE	646	NON-RESIDENTIAL LIBRARY CARDS
478	SIDEWALK PERMITS	643.007	ROYAL OAK TOWNSHIP METER	647	COMMUNITY SERVICE FEES
479	BUILDING PERMITS	644	SPECIAL EVENTS - RECREATION	648	SALE OF SCRAP METAL
480	AIR CONDITIONING PERMITS	644.001	ADMIN. MISCELLANEOUS REVENUE	649	MISCELLANEOUS WATER SALES
481	ELECTRICAL PERMITS	644.102	COMMUNITY CENTER RENTALS	650	SERVICE CONNECTION
482	HEATING PERMITS	644.103	PARK SHELTER RENTAL	651	LOOK-BACK ADJUSTMENT
483	PLUMBING PERMITS	644.104	CONCESSION RENTAL	653.940	SIDEWALK BILLINGS 1994
484	ZONING PERMITS & FEES	644.105	AMUSEMENT PARK TICKETS	653.950	SIDEWALK BILLINGS 1995
485	OTHER NON-BUSINESS LICENSES	644.106	AREA AGENCY ON AGING	653.960	SIDEWALK BILLINGS 1996
486	BICYCLE REGISTRATIONS	644.107	SENIOR REC. DUES	655	FINES AND FORFEITS
501	TOTAL FEDERAL GRANTS	644.108	YOUTH ATHLETIC - MISC.	658	LIBRARY BOOK FINES
502	FEDERAL GRANTS	644.109	BASEBALL & SOFTBALL	659	ORDINANCE FINES
505	CIVIL DEFENSE	644.110	BASKETBALL	663	MISCELLANEOUS FINES & FORFEITS
523	FEDERAL GRANT LIBRARY	644.111	KIWANIS DONATIONS	664	INTEREST INCOME
544	STATE DRUNK DRIVING FUND	644.112	MINI-GOLF	665	BOND AND NOTE INTEREST
545	LIQUOR LICENSES	644.113	COMMUNITY CENTER	666	DIVIDEND INCOME
546	STATE GRANTS - MOTOR VEH. HIGHWAY REVENUE	644.114	SENIOR INSTRUCTION	672	SPECIAL ASSESSMENTS
552	GRANTS/REFUNDS	644.115	SENIOR SOFTBALL	672.499	SPECIAL ASSESSMENT 499
567	LIBRARIES-STATE AID	644.116	SENIOR BASKETBALL	672.509	SPECIAL ASSESSMENT 509
568	LIBRARIES-PENAL FINES	644.117	VOLLEYBALL	672.510	SPECIAL ASSESSMENT 510
569	REIMBURSEMENT-JUDGES SALARY	644.118	ATHLETIC FIELD RENTAL	672.511	SPECIAL ASSESSMENT 511
570	REIMBURSEMENT - ELECTIONS	644.119	ATHLETIC ACTIVITIES	672.512	SPECIAL ASSESSMENT 512
574	STATE REVENUE SHARING	644.120	OUTDOOR ACTIVITIES - MISC.	672.513	SPECIAL ASSESSMENT 513
574.1	STATE REVENUE - SALES TAX	644.121	DAY CAMP	672.514	SPECIAL ASSESSMENT 514
574.2	STATE REVENUE - SINGLE BUSINESS TAX	644.122	TOT-LOT	673	SALE OF FIXED ASSETS
574.3	STATE REVENUE - INCOME TAX	644.123	VACATION CAMP	674	MISCELLANEOUS FEES
574.4	STATE REVENUE - INTANGIBLES TAX	644.124	OAKLAND COUNTY SPORTS CAMP	674.1	CHARGES TO OUTSIDE SOURCE
574.5	STATE REVENUE - HOMESTEAD TAX	644.125	EXTENDED HOURS	674.2	CHARGES FOR POSTAGE
575	UNDERGROUND STORAGE TANKS	644.126	INSTRUCTIONAL MISC.	674.3	CHARGES TO OTHER FUNDS
593	EMPLOYEE CONTRIBUTIONS - GENERAL	644.127	SCHOOL YEAR LEARN TO SWIM	676	REIMB.-ICE RINK UTILITIES
594	EMPLOYEE CONTRIBUTIONS - PUBLIC SAFETY	644.128	SUMMER LEARN TO SWIM	677	REIMB. BLUE CROSS INSURANCE
600	CHARGES FOR SERVICES	644.129	THERAPEUTICS	677.001	REIMB. WORK'S COMP INS PREMIUM
601	PROBATION COSTS & OVERSIGHTS	644.130	DAY CARE	683	FRANCHISE FEE
602	WEDDING CEREMONIES	644.131	DANCE & AEROBICS CLASSES	695	OTHER FINANCING SOURCES
603	ART OVER THE INTERSTATE	644.132	EXERCISE	696	CONTRIBUTION FROM CITY - PUBLIC SAFETY
603.001	WEEDS	644.133	SPORTS	697	CONTRIBUTION FROM CITY - GENERAL
629	DOG POUND FEES	644.134	ARTS & CRAFTS	699	CHARGES TO OTHER FUNDS
632.001	APARTMENT INSPECTION FEE	644.135	PLAYGROUND & TOT-LOT ACTIVITIES	699.101	TRANSFER IN- GENERAL
630	ELECTRICAL FEES-OTHER	644.136	FAMILY TRIPS	699.202	TRANSFER IN- MAJOR STREET
631	REIMB. SERVICE-CODE ASSISTANCE	644.137	DANCES	699.203	TRANSFER IN- LOCAL STREET
632	HOUSING INSPECTIONS	644.138	WINTER CONCERTS	699.226	TRANSFER IN- SOLID WASTE FUND
633	CAR POUND FEES	644.139	FUNFEEST	699.251	TRANSFER IN- CABLE FUND
634	POLICE ALARM FEES	644.140	MUSIC IN THE PARK SOCIETY	699.252	TRANSFER IN- MOTOR POOL
635	POLICE REPORTS	644.141	SPECIAL EVENTS - MISCELLANEOUS	699.276	TRANSFER IN- DISTRICT COURT
636	DATA PROCESSING FEES	644.142	MUNICIPAL POOL - MISCELLANEOUS	699.592	TRANSFER IN- WATER & SEWER
637	WATER BILL PREPARATION	644.143	RENTALS	699.661	OTHER FUNDS
		644.144	ID. CARDS	699.677	TRANSFER IN- RISK MANAGEMENT

**CITY OF OAK PARK  
CHART OF ACCOUNTS**

Listing of Expenditure Accounts by Number

<b>Account No.</b>	<b>Expenditure Account Name</b>	<b>Account No.</b>	<b>Expenditure Account Name</b>
702	Salaries & Wages	920	Utilities - Telephone
712	Employee Benefits	921	Utilities - Electricity
712.001	Retirees Health Care	922	Utilities - Heating
712.002	Retirees Life Insurance	923	Utilities - Water
712.003	Retirees Dental	924	Sewage Disposal
726	Materials & Supplies	925	Non-Residential IWC
727	Books	926	Industrial Surcharge
728	Periodicals & Papers	930	Repairs & Maintenance
729	Video Cassettes	940	Rentals
801	Professional Services	956	Miscellaneous
803	Medical Services	957	Event Tickets
804	Employee Recruitment	958	Memberships & Dues
807	Refuse Collection	960	Education & Training
808	Refuse Disposal	961	Contingencies
818	Contractual Services	964	Refunds and Rebates
830	Loss on Investments	965	Income Compensation
860	Transportation	968	Depreciation
864	Conferences & Workshops	969	Contributions
874	Benefit Payments	970	Capital Outlay
880	Community Promotion	975	Bond Redemption
880.001	Fireworks	991	Principal
880.002	Employee Recognition Dinner	995	Debt Service
880.003	Boards & Commissions Dinner	999	Transfer to Other Funds
880.005	50th City Anniversary	999.101	Transfer to General Fund
881	Youth Assistance Program	999.202	Transfer to Major Streets
900	Printing & Publications	999.203	Transfer to Local Streets
901	Newspaper Postings	999.251	Transfer to Cable
903	Postage	999.592	Transfer to Water & Sewer
910	Insurance & Bonds		

# **GLOSSARY OF KEY CONCEPTS**

## **ACCRUAL BASIS**

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

## **ACTIVITY**

An office within a department to which specific expenses are to be allocated.

## **ADA**

Americans with Disabilities Act - a law to provide a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities, to ensure the facilities, policies, and programs of public entities and accommodations are equally accessible to the disabled.

## **APPROPRIATION**

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

## **APPROPRIATIONS ORDINANCE**

The official enactment by the City Council establishing the legal authority for the City to incur obligations and to expend public funds for a stated purpose.

## **BALANCED BUDGET**

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

## **CAPITAL EXPENDITURE**

A disbursement of money which results in the acquisition of or addition to fixed assets. The item must have a purchase price greater than \$5,000 and have a useful life of at least two years.

## **CAPITAL PROJECTS FUND**

A fund to account for the development of municipal capital facilities other than those financed by the Enterprise Fund.

## **CFT**

Commercial Facilities Tax - An exemption from property tax allowed to commercial businesses. This exemption has been discontinued.

## **CDBG**

Community Development Block Grants - a federally funded program to assist communities in the expansion and improvement of community services, to develop and improve neighborhoods, and to restore and preserve property values.

## **COAM**

Command Officers Association of Michigan - the bargaining unit representing the Public Safety command officers.

## **CONTINGENCY**

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

## **COPS**

Community Oriented Policing Services - a federal grant program which provides funding to hire police officers. These additional officers would concentrate on establishing and maintaining cooperation between law enforcement and members of the community.

# GLOSSARY OF KEY CONCEPTS

## **DEBT SERVICE FUND**

A fund to account for the accumulation of resources for and the payment of general long-term debt principal and interest.

## **DEFICIT**

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

## **DEPARTMENTAL MISSION STATEMENT**

A mission statement provides the full range of activities that will be used in the results oriented budget format to link the municipal purpose with the financial resources of the department.

## **EECBG**

Energy Efficiency and Conservation Block Grant – a program that uses federal funds to promote energy efficiency and conservation. Emphasis is placed on responsible energy use now and in the future.

## **EMS**

Emergency Medical Service - This service is provided by the Department of Public Safety.

## **ENTERPRISE FUND**

A fund established to account for operations that are financed and operated in a manner similar to a private business, i.e., the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. (Water & Sewer is an example of an enterprise fund.)

## **EXPENDITURE**

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

## **EXPENDITURE OBJECT**

An expenditure object is a specific classification of expenditure account which includes a number of related accounts determined by the type of goods and services to be purchased. For example, the personnel services expenditure object includes the wages account as well as all fringe benefit account. Expenditure objects include personnel services, supplies, other charges, capital outlay, debt service, and transfer out.

## **FAC**

Final Average Compensation - An average of an employees' annual wages used in the calculation of their retirement benefit.

## **FIXED ASSETS**

Fixed assets are equipment and other capital items used in governmental fund type operations and are accounted for in the General Fixed Assets Group of Accounts rather than in the government funds. Such assets, which are recorded as expenditures at the time of purchase, do not include certain improvements such as roads, bridges, curbs and gutters, streets and sidewalks, and lighting systems. No depreciation has been provided on general fixed assets.

## **FTE**

Full-time Equivalent - the equalization of part time hours to that of a full time worker in a like position.

## **FY**

Fiscal Year - the 12 month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

# GLOSSARY OF KEY CONCEPTS

## **FUND**

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

## **FUND BALANCE**

The excess of a fund entity's accumulated assets over its liabilities. Typically, excess revenues over expenditures at year-end will increase a fund's fund balance.

## **GENERAL FUND**

The City's major operating fund to account for all financial resources except those required to be accounted for in another fund.

## **G.F.O.A.**

Government Finance Officers Association of the United States and Canada - a professional organization of public officials united to enhance and promote the professional management of governmental financial resources by identifying, developing and advancing fiscal strategies, policies and practices for public benefit.

## **IFT**

Industrial Facilities Tax - An exemption from property tax allowed to industrial facilities.

## **INTERNAL SERVICE FUNDS**

Internal Service Funds are used to account for the financing of goods and services provided by one department or agency to other departments or agencies of the governmental unit on a cost reimbursement basis. These funds use the flow of economic resources for measurement purposes and the full accrual basis of accounting. Included in this category are the Risk Management, Print Shop and Motor Pool Funds.

## **IWC**

Industrial Waste Charge - a surcharge placed on all non-residential accounts by the City of Detroit.

## **LINE ITEM BUDGET**

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

## **MIS DEPARTMENT**

Management Information Services - this bureau is a service oriented provider of assistance for the City's technology program.

## **MODIFIED ACCRUAL**

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

## **MUSTFA**

Michigan Underground Storage Tank Financing Authority - Funds provided by the State of Michigan for reimbursement of costs for the identification, removal and remediation of contaminated underground storage tank sites.

# **GLOSSARY OF KEY CONCEPTS**

## **NSP**

Neighborhood Stabilization Project – a federal program which funds the rehabilitation and/or demolition of undesirable properties. This project helps to control blight and can improve neighborhood property values.

## **OPERATING BUDGET**

The operating budget is the authorized revenues and expenditures for on-going municipal services and is the primary means by which government is controlled. The life span of an operating budget typically is one year or less. Personnel costs, supplies, and other charges are found in an operating budget. A capital budget typically has a long term outlook where a project can span a several year period.

## **OSHA**

Occupational Safety and Health Administration - The organization in state and federal government that oversees the workplace environment to insure it is safe for workers.

## **OTHER CHARGES**

An expenditure object within an activity which includes professional services, utilities, rents, and training for example.

## **PERFORMANCE OBJECTIVES**

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

## **PERSONNEL SERVICES**

An expenditure object within an activity which includes payroll and all fringe benefits.

## **POAM**

Police Officers Association of Michigan - The bargaining unit representing the Public Safety officers.

## **RESULTS ORIENTED BUDGETING**

A management concept which links the annual line item budget to departmental results of operations.

## **REVENUE**

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

## **SERVICE STATEMENT**

A statement of general and specific service deliveries rendered by an activity for the community.

## **S.E.V.**

State Equalized Value - the assessed value multiplied by the tentative equalization factor. Michigan law requires that assessed value be at 50% of market value.

## **SOCRRA**

Southeastern Oakland County Resource Recovery Authority - the corporation that provides for disposal of solid waste as well as the handling of recyclables.

## **SPECIAL ASSESSMENT**

Amounts levied against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

# GLOSSARY OF KEY CONCEPTS

## **SPECIAL REVENUE FUND**

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

## **SUPPLIES**

An expenditure object within an activity which includes all items that have a useful life of less than one year and/or a purchase price of less than \$500 dollars.

## **SURPLUS**

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

## **TPOAM**

Technical Professional Office Workers Association of Michigan - The bargaining unit that represents regular, full-time hourly, and salaried office clerical, professional/technical, and regular, part-time employees.

## **TRANSMITTAL LETTER**

A written policy and financial overview of the City as presented by the City Manager.

## **TRANSFERS-IN/OUT**

A legally authorized funding transfer between funds in which one fund is responsible for the initial receipt and the other fund is responsible for the actual disbursement.

## **TRUST & AGENCY FUND**

Trust & Agency Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, organizations, other governments, or other funds. These include the Employees Retirement System and the Agency Funds. The Employees Retirement System is accounted for in the same manner as a proprietary fund. Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

## **UNRESERVED FUND BALANCE**

The balance of net financial resources that are spendable or available for appropriation or the portion of funds balance that is not legally restricted.

## **WATER & SEWER FUND**

This enterprise fund accounts for the operation of a combined water & sewer system. The revenues consist of charges for services from City businesses and residences which are used to pay for all water and sewer related expenses.





**Fiscal Year July 1, 2014  
through June 30, 2015**

**Annual Budget**

## **GLOSSARY FOR EXPENDITURE ACCOUNTS**

The following expenditure accounts may be used in the preparation of budget requests. Most departments will not use all of these accounts. This budget model allows for a plain language interpretation of account information.

### **SALARIES**

- **702 - SALARIES & WAGES**

This account is to be used to record all compensation paid to employees. This includes all regular pay, over-time pay, longevity pay, leave pay, and other taxable pay.

### **FRINGES**

- **712 - EMPLOYEE BENEFITS/FRINGES**

This account is to be used to record the cost of all fringe benefits received by employees. This includes the cost of workers compensation, retirement, clothing allowance, dental insurance, health insurance, life insurance, accidental death and dismemberment insurance, long term disability insurance, FICA, and any other fringe benefit.

**.001 - Retirees Health Care** - for use in Non-Departmental to provide cost of this item.

**.002 - Retirees Life Insurance** -for use in Non-Departmental to provide cost of this item.

**.003 - Retirees Dental** - for use in Non-Departmental to provide cost of this benefit.

### **SUPPLIES, MAINTENANCE & REPAIRS**

- **726 - REPAIRS AND MAINTENANCE**

All materials and supplies consumed in your normal operation should be charged to this account, except for those items which more correctly involve the Transportation classification. This account includes paper, envelopes, folders, writing utensils, miscellaneous materials, postage, in-house printing, photocopy cost (except for copy machine rental), and forms expenses. It also includes operating supplies such as ammunition, extinguisher recharges, licenses, photo supplies, playground and athletic supplies, testing supplies, and other miscellaneous supplies. Small tools, batteries, flashlights, shovels, rope and other such similar items should also be considered supplies rather than equipment (Capital Outlay).

- **727 – BOOKS**

For use in Library to provide the detail of the operating supplies required for circulation.

- **728 – PERIODICALS & PAPERS**

For use in the Library to provide the detail of the operating supplies required for circulation.

- **729 - VIDEO CASSETTES**

For use in Library to provide the detail for the operating supplies required for circulation.

- **930 - REPAIRS & MAINTENANCE**

All repair and maintenance costs, except those for automotive and radio equipment, should be charged here. Automotive repairs should be charged to the Transportation account (860).

# GLOSSARY FOR EXPENDITURE ACCOUNTS

## OPERATIONS

- **801 - PROFESSIONAL SERVICES**  
All legal fees, engineering fees, auditing and financial consulting fees, and other professional service fees should be charged to this account.
- **803 - MEDICAL/HEALTH SERVICES**  
This account should be used for physicals requested in anticipation of employment as needed. Also for use to indicate the share of the cost of Health Insurance premiums paid by the Employees Retirement System for the retirees.
- **804 - EMPLOYEE RECRUITMENT** This account is for the cost used in the recruitment of employees in Public Safety in order to maintain a listing for possible job vacancies.
- **807 - REFUSE COLLECTION**  
This account is for use in the Solid Waste Fund to provide the detail the cost of refuse collection.
- **808 - REFUSE DISPOSAL**  
This account is for use in the Solid Waste Fund to provide the detail of the cost of refuse disposal.
- **818 - CONTRACTUAL SERVICES**  
This account is to be used for all services purchased by a department from an outside agency which do not belong in "801". This includes charges for rubbish disposal, fees for temporary help agencies, payments to board members, witness and jury fees, charges for computer programming services, and all other outside contractual services not delineated elsewhere.
- **830 - LOSS ON INVESTMENTS**  
This account is for use in the Employees Retirement System for the cost of loss on investments.
- **860 - TRANSPORTATION**  
This account should be charged for all gasoline, oil, auto repairs, and mileage, if the mileage does not more appropriately belong to another classification (e.g., Conferences & Workshops).
- **880 - COMMUNITY PROMOTION**  
This account should be used for expenses of a public relations nature. This would include printing and mailing of brochures, citation plaques, and other miscellaneous public relation expense.
  - .001 - Fireworks** - This account is to provide the cost detail for this specific event.
  - .002 - Employee Recognition Dinner** - This account should be used to provide the cost of this specific event.
  - .003 - Boards & Commissions Dinner** - This account should be used to provide the cost of this specific event.
  - .005 - 50th Anniversary** - This account should be used to provide the cost of this specific expense.

# GLOSSARY FOR EXPENDITURE ACCOUNTS

## OPERATIONS (Cont'd)

- **881 - YOUTH ASSISTANCE PROGRAM**  
This account exists strictly for the charges of this specific program.
- **920 - TELEPHONE**  
This account should be used to provide the detail for this specific utility.
- **921- ELECTRICITY**  
This account should be used to provide the detail for this specific utility.
- **922 - HEATING**  
This account should be used to provide the detail for this specific utility.
- **923 - WATER**  
This account should be used to provide the detail for this specific utility.
- **922 - SEWAGE DISPOSAL**  
This account is used by the Water and Sewer Fund for this specific item.
- **925 - NON-RESIDENTIAL IWC**  
This account is used by the Water and Sewer Fund for this specific item.
- **926 - INDUSTRIAL SURCHARGE**  
This account is used by the Water and Sewer Fund for this specific item.
- **940 - RENTALS**  
This account should be used for all rental expenses including rental of District Court facilities, rentals paid to the Building Authority for Recreation facilities, rentals of copying machines, and rentals of tools and equipment.
- **956 - MISCELLANEOUS**  
This account should be used for any charges which do not properly belong in any one of the other account classifications.
- **957 - EVENT TICKETS**  
This account is used by the Recreation Department to provide the detail for this specific item.

## STAFF DEVELOPMENT

- **864 - CONFERENCES & WORKSHOPS**  
All expenses relating to attendance at any conference or workshop should be charged to this account. This includes registration fees, hotel bills, meal expenses, and transportation expenses (including mileage).
- **958 - MEMBERSHIPS & DUES**  
This account should be used for memberships and dues in professional associations.
- **960 - EDUCATION & TRAINING**  
This account should be used for tuition and other training expenses. There is a very fine line separating the classification from Conferences & Workshops (864). If questions arise as to the proper classification for a particular item, they should be discussed with the Finance Director.

# GLOSSARY FOR EXPENDITURE ACCOUNTS

## STAFF DEVELOPMENT (Cont'd)

- **965 - INCOME COMPENSATION**

This account is used in the Risk Management Fund to report income compensation payments made to claimants for workers compensation.

## PENSIONS

- **874 - BENEFIT PAYMENTS**

This account is for use in the Employees Retirement System to provide the cost of the pension benefit's paid to the retirees.

## PRINTING & PUBLICATIONS

- **900 - PRINTING & PUBLICATION**

This account exists primarily for ordinance printing and advertising expenses. Form printing is considered to be in the Materials & supplies classification and should not be charged here.

- **901 - NEWSPAPER POSTINGS**

This account exists primarily for postings in newspapers.

- **903 - POSTAGE**

This account should be used to provide detail of the charges for the postage machine.

## INSURANCE

- **910 - INSURANCE & BONDS**

This account should be used for all insurance and bond premiums, except for Workers Compensation and various employee fringe benefit insurance costs.

## CONTINGENCIES

- **961 - CONTINGENCIES**

This account is used strictly by the Solid Waster Fund for items such as hazardous waste disposal, private hauler for sweepings and excavated material, roll off of leaves, etc..

## REFUNDS & REBATES

- **964 - REFUNDS AND REBATES**

This account is used for settlement of Tax Tribunal decisions.

## DEPRICIATION

- **968 - DEPRECIATION**

This account is used for the depreciation of fixed assets in the Enterprise and Internal Service Funds.

## GLOSSARY FOR EXPENDITURE ACCOUNTS

### CAPITAL

- **970 - CAPITAL OUTLAY**

This account should be used for all purchases of fixed assets. This would include office furniture, machinery, equipment, vehicles, weapons, typewriters, and other fixed assets. Capital outlay items have a useful life of one or more years and cost more than \$500.

### DEBT

- **991 - PRINCIPAL**

This account is used by the Water and Sewer for principal payment required on bond issues.

- **995 - DEBT SERVICE**

This account is used by the Water and Sewer Fund.

- **995 - INTEREST**

This account is used by the Water and Sewer Fund for interest payments required on bond issues.

### TRANSFERS OUT

- **999 - TRANSFERS**

This classification is used to provide for transfers between funds.



# Oak Park

## The Family City

Located on the south side of I-696, the City of Oak Park is a fully developed mature city with modest homes, shopping and tree-lined streets. The American Dream is a reality in Oak Park. Although literally dozens of ethnic heritages are represented in our population, we share the same basic values, ambitions and opportunities. This is a great place to raise a family and to live the American Dream. People from miles away, and from continents away have chosen to live in Oak Park because the character of our community matches the ideals professed by our motto: "The Family City." We live side-by-side as neighbors and community partners. The city is supported by a diversified business community consisting of many small and medium sized businesses. If you have a business in Oak Park, or you are interested in locating your business in Oak Park, you are invited to join the 8 Mile Boulevard Association.

## Local Government

### Mayor

Marian McClellan (248) 691-740

### Manager

Erik Tungate (248) 691-7410

### Clerk

T. Edwin Norris (248) 691-7540

[www.oakpark-mi.com/](http://www.oakpark-mi.com/)

## Public School Enrollment

Does not include public school academies

School District	Year	Enrollment
Berkley	2010 - 2011	4,650
Ferndale	2010 - 2011	3,952
Oak Park	2010 - 2011	3,162

## 2013 Tax Rates

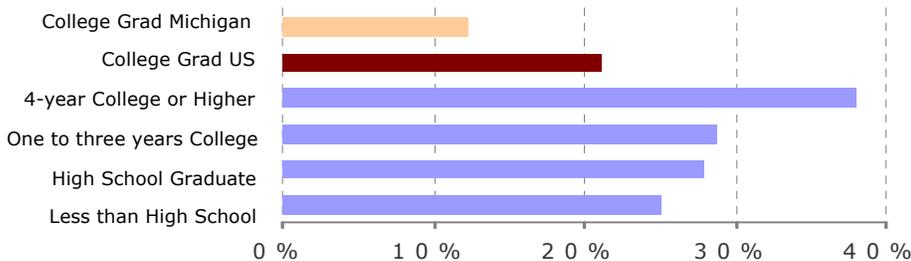
School District	Homestead	Non Homestead
Berkley	57.3210	75.5010
Ferndale	59.6069	77.7869
Oak Park	63.1419	81.3219

## Private Schools

Academy for Student Soc. And Ed. Tr., Beis Chaya Mushka, Cheder Oholei Yosef Yitzchok Lubavitch, De Ror Montessori Center, Harmony Montessori, Heavenly Haven Christian Child, Sally Allan Alexander Beth Jacob School for Girls, Oholei Yosef Yitzchak Lubavitch, Yeshiva Gedolah Ateres Mordech

Enrollment numbers represent district wide enrollment

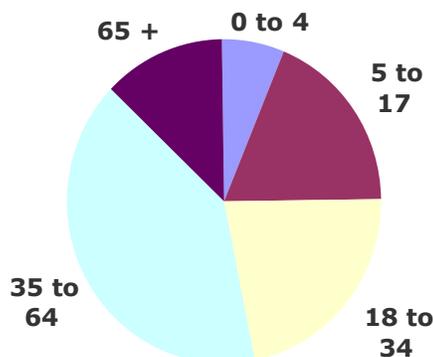
## Educational Attainment of People Over 25 Years of Age



## Colleges and Universities

None

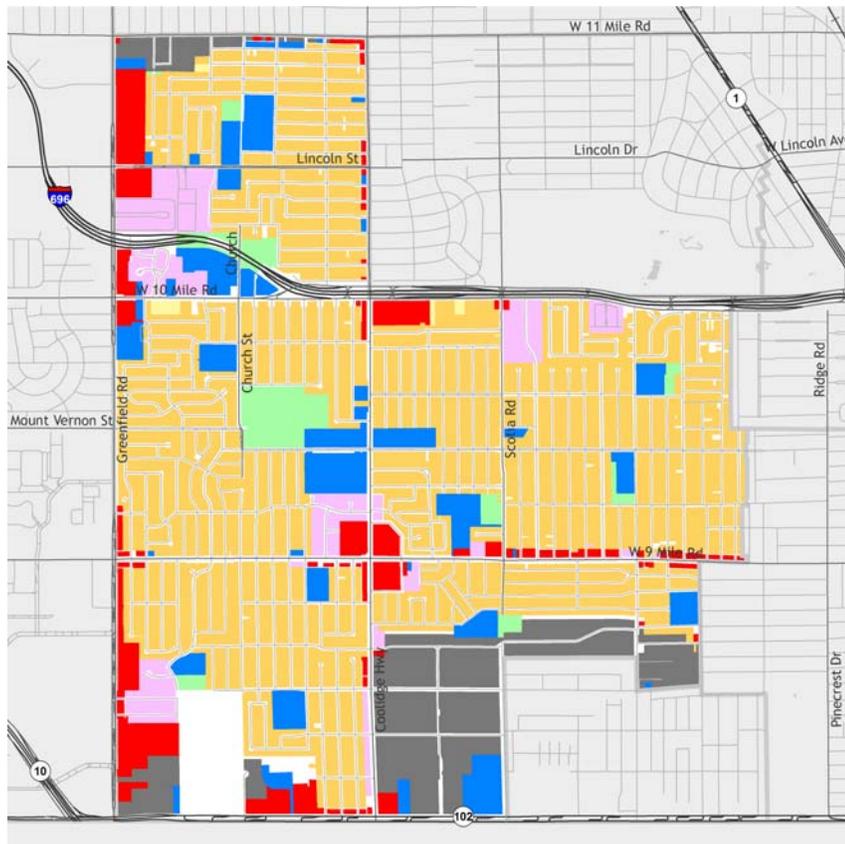
## Population by Age



## Population and Household Growth

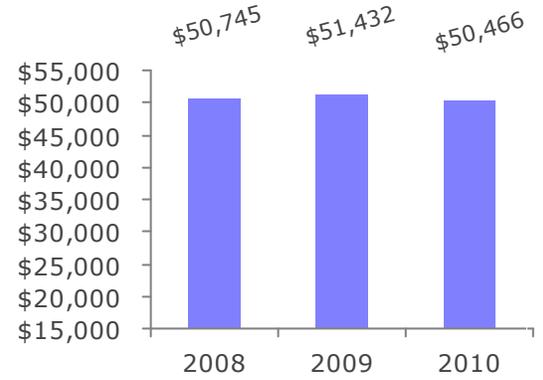


## Oak Park



The information provided has been compiled from recorded deeds, plats, tax maps, surveys, and other public records. It is not a legally recorded map or survey and is not intended to be used as one. For more detailed land use information, go to <http://www.oakgov.com/luz>

## Median Household Income



Source: Claritas

## Housing Sales

<b>2011 # of Sales</b>	458
<b>2011 Median Sale</b>	\$38,000
<b>2011 Avg DOM</b>	80
<b>2010 # of Sales</b>	486
<b>2010 Median Sale</b>	\$37,850
<b>2010 Avg DOM</b>	84
<b>2009 # of Sales</b>	549
<b>2009 Median Sale</b>	\$35,000
<b>2009 Avg DOM</b>	81

Source: RealComp II Ltd.

## Top Employers

Rank	Company Name	Industry
1	Berkley School District	Primary and secondary education
2	Ferndale School District	Primary and secondary education
3	Visiting Nurse Association	Home health care services
4	Oak Park School District	Primary and secondary education
5	Aarmco, Inc.	Security guard services
6	City of Oak Park	Government services
7	K-mart	Discount department stores
8	Hagopian	Janitorial & carpet cleaning services
9	MeasureComp	Floor covering stores
10	Weathergard Window Company, Inc.	Plastic products manufacturing



Market Research Services Oakland County Economic Development and Community Affairs  
2100 Pontiac Lake Road, 41W, Waterford Michigan 48328 -- [www.oakgov.com](http://www.oakgov.com)

**CITY OF OAK PARK**  
**2014 - 2015 BUDGET**  
**MISCELLANEOUS STATISTICS**

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City Charter Adopted		October 29, 1945
Form of Government		Council / Manager
Number of full-time employees		147
Legislative	5	
Exempt	10	
Supervisory	11	
Administrative	5	
TPOAM	39	
Public Safety Officers	37	
Command Officers	12	
Dispatch	5	
District Court	23	
Area in Square Miles		5.5
City of Oak Park facilities and services:		
Miles of Major Streets		19.27
Miles of Local Streets		65.33
Number of Street Lights		1,534
Culture and Recreation:		
Community Center		1
City Parks		10
Park Acreage		109.8
Swimming Pool		1
Tennis Courts		8
Sewerage System:		
Miles of Sanitary Sewers		80.64
Miles of Storm Sewers		80.64
Number of Service Connections		10,400
Water System:		
Miles of Water Mains		115
Number of Service Connections		10,484
Number of Fire Hydrants		967
Daily Average Consumption in Gallons		3.6 million
Education:		
Elementary Schools		7
Middle Schools		3
High Schools		1
Education Centers		2
Labor Market:		
Total Labor Force		13,722
Total Employed		12,041
Total Unemployed		1,681
Percent Unemployment		12.30%

*Source: Michigan Department of Technology, Management & Budget - December, 2013*

**City of Oak Park  
14000 Oak Park Blvd.  
Oak Park, MI 48237  
(248) 691-7400  
[ci.oak-park.mi.us](http://ci.oak-park.mi.us)**

