

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN
ANNUAL BUDGET
FISCAL YEAR 2011 - 2012
ADOPTED MAY 16, 2011



CITY OF OAK PARK
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ANNUAL BUDGET
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Gerald E. Naftaly, Mayor

Michael M. Seligson, Mayor Pro Tem

Angela Diggs Jackson, Council Member

Paul Levine, Council Member

Emile Duplessis, Council Member



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

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Oak Park

Michigan

For the Fiscal Year Beginning

July 1, 2010

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Oak Park, Michigan for its annual budget for the fiscal year beginning July 1, 2010. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

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

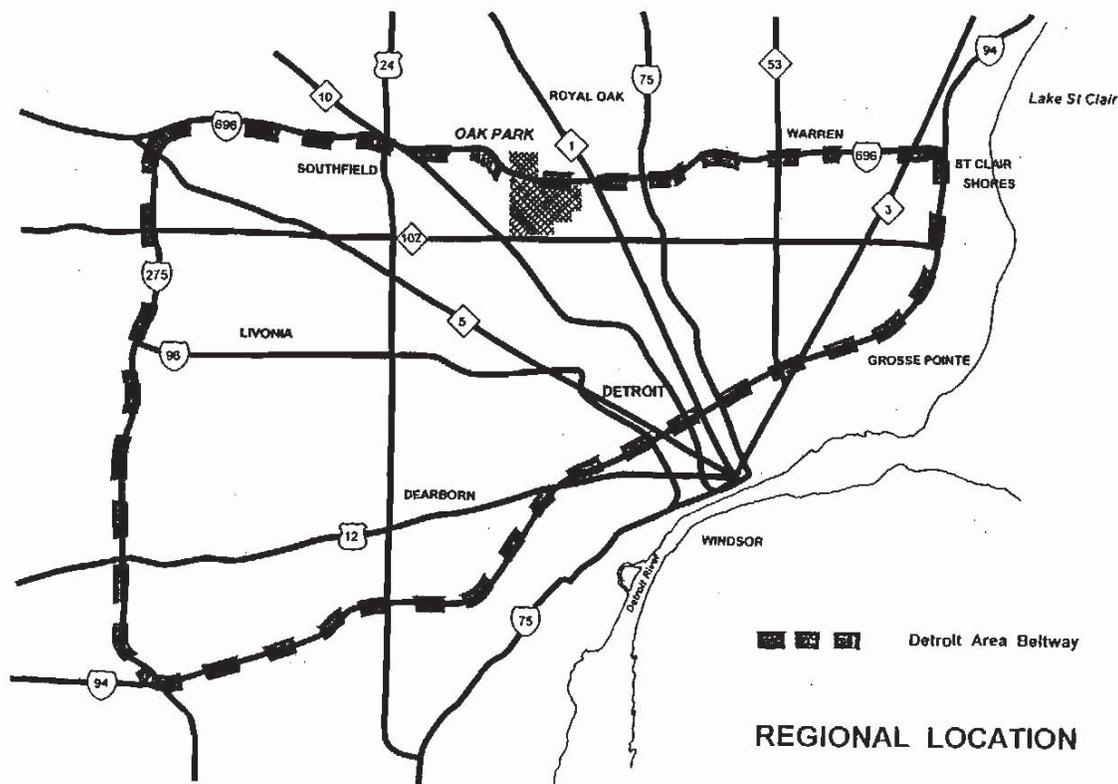
CITY OF OAK PARK

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 32,399 persons as reported by the U.S. Bureau of Census as of April 12, 2005. The change from the 2000 Census reflects the annexation of portions of Royal Oak Township to the City of Oak Park.

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.

FIVE YEAR CAPITAL PLAN

A schedule showing all recommended capital improvements 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 the five year plan is constructed in a manner to reach the goals outlined in the Master Plan. The five year capital plan is then used as a guideline for future Capital Improvements.

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 2011 - 2012 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

"The Family City"

Richard Fox
City Manager

Mayor

Gerald E. Naftaly

Mayor Pro Tem

Michael M. Seligson

Councilmember

Angela Diggs Jackson

Paul Levine

Emile Duplessis

DATE: April 18, 2011

TO: The Honorable Mayor and City Council

FROM: Richard Fox, City Manager

SUBJECT: TRANSMITTAL OF THE PROPOSED BUDGET FOR 2010/2011 FISCAL YEAR

Dear Mayor and the Oak Park City Council:

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) 2011/2012, beginning July 1, 2011.

The FY 2011-2012 Budget incorporates the Uniform Chart of Accounts as required under Michigan Public Act 451 of 1982 as amended.

The Chart of Accounts used in this budget preparation is available on Pages 241 - 244 with expenditure explanations on page 251 in the Appendix Section.

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.

The City of Oak Park Employee's Retirement Fund is presented on page 226.

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 2011-2012 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 late March.

It became evident early in the budget process that this would be a difficult year. Preliminary estimates indicated that the General Fund would have a deficit of \$2.24 million with no changes to the requested budget.

The reasons for this shortfall can be summarized as follows:

In April of 2010 a proposed FY 2010-2011 General Fund operational budget was presented to City Council. The proposed Undesignated Fund Balance of \$977,527 was 5.25% of expenditures, below our policy of 10%. That budget included very little Capital Projects and reduced the work force by 7 Full Time Employees.

The housing crisis which has a grip on the U.S. economy has hit home and affected our revenues. In 2000 the City had seven foreclosures by sheriff's sale. In 2010 there were 360, an increase of 5,043%. The budgeted amount of revenue for taxes for FY 2011-2012 is less than estimated year end for FY 2010-2011 (\$938,617). This is due to a 14.80% reduction in taxable value. A vote to increase the millage .5 mills for Recreation, .5 mills for Library and 1 mill for Public Safety was approved by voters in February 2011 which is why tax revenue did not fall 14.80%.

In March of 2010 the City was earning 1.26% on its investment portfolio. In March of 2011 the rate has been cut to 0.67%. The budgeted amount for interest income is \$10,000 for FY 2011-2012 a \$12,000 reduction from FY 2010-2011 budget and a reduction of \$19,714 of what was earned in FY 2009-2010. The City earned \$290,591 in interest revenue in FY 2006-2007 to illustrate how interest rates have fallen.

Ordinance Fines earned were \$1,604,015 in FY 2009-2010. An amount of \$1,526,000 was budgeted for FY 2010-2011 however an amount of \$1,675,000 is the amount budgeted for FY 2010-2011. This is due to the District Court raising their fees to balance the District Court Budget.

Licenses and Permits are expected to be \$249,300 in FY 2011-2012 an increase of \$10,900 or 4.57% compared to the amount budgeted for FY 2010-2011. The primary reason for the increase is more building permits are expected to be issued.

State Revenue Sharing payments are intended to be made to Michigan cities based on a constitutional and statutory formula. These payments distribute the sales tax collections made by the State. An amount of \$3,556,016 was budgeted for State Revenue Sharing in the FY 2010-2011 budget based on the State of Michigan's estimate. The amount budgeted for FY 2011-2012 is \$3,189,195, a 10.32% reduction. The State of Michigan is recommending a 33% reduction in statutory payments in each of the next three years. The City received \$5,009,880 in FY 2000-2001.

State Revenue Sharing payments to Michigan cities are under constant pressure from the State. In 2012 the State is reducing revenue sharing payments to cities by \$285.67 million. Monies earmarked for local units of government were taken by the State to fund its own budget shortfall. 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, 2010 the City closed its books and prepared the FY 2009-2010 Comprehensive Annual Financial Report. The Net Assets of the City of Oak Park's Employee Retirement System was \$51,122,614 in that report. The Net Assets reported in the preceding Fiscal Year was \$49,058,283. The retirement system had a gain of \$2,064,331. This is significant because the City's contribution to the retirement system is measured as of June 30 each year. The actuarial valuation for this year increased our payment \$63,089 for general employees (\$1,403,610 in FY 2010-2011 compared to \$1,466,699 in FY 2011-2012). The Public Safety contribution rate increased 1.58% (35.34% in FY 2010-2011 compared to 36.92% in FY 2011-2012).

In February, 2010 our health care consultants recommended increasing Blue Cross rates 22%. A 13.8% increase was absorbed last year. It is estimated that this increase would cause health insurance costs for active employees to increase \$323,229 (\$1,718,414 in FY 2010-2011

compared to \$2,041,643 in FY 2011-2012) without any changes. Health insurance costs for retirees would increase \$451,453 (\$2,076,482 in FY 2010-2011 compared to \$2,527,935 in FY 2011-2012). We are recommending reducing our rates by negotiating a different health plan with active employees.

The FY 2011-2012 budget was developed given these decreases in revenue and increases in expenditures. Departments were instructed to reduce their line item expenditures as much as possible. As departmental requests began coming in it became apparent that the General Fund budget could not be balanced and maintain current services without cutting staff and programs.

The budget recommended for the General Fund in FY 2011-2012 is balanced and recommends an ending undesignated fund balance of \$1,560,031. A balanced budget is when operating revenues equal operating expenditures. The recommendation leaves our fund balance at 9.34% of revenues. In order to achieve this, it is requested to reduce the full time work force fourteen full time positions from last years budget. It is further recommended to maintain a hiring freeze until the structural deficit can be eliminated. It is also recommended to combine Recreation and Library as one department.

It is becoming clear that the City cannot continue to maintain the current services it provides without making changes to the employees 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. The opposite has happened in our retirement system with rates increasing from 35.34% in FY 2010-2011 to 36.92% in FY 2011-2012 (up 4.47%) in one year for Public Safety employees and rates increasing from \$1,403,610 in FY 2010-2011 to \$1,466,699 in FY 2011-2012 (up 4.49%) in one year for General employees.

In January of 2005 City Council approved the formation of a defined contribution retirement system. Employees (excluding Public Safety) hired after March 25, 2005 will be part of this retirement system rather than the defined benefit program. 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.

Capital requests funded in the General Fund were limited in the FY 2011-2012 budget to \$10,000 for improvements to parks.

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 and Public Safety members was estimated to be \$73 million based on an actuarial study on June 30, 2008. Future costs have not been funded. The unfunded liability for District Court members was estimated to be \$5.2 million. The annual required contribution is \$5.4 million.

The proposed budget for the forthcoming FY 2011-2012 for the thirty funds total \$54,653,998 as compared with \$42,400,728 for FY 2010-2011. The General Fund decreased \$1,910,426 due mainly to reducing the full time work force by 8 positions and moving Recreation expenditures to the Library/Recreation Authority. The Water and Sewer Fund decreased \$46,220. A breakdown of expenditures by fund can be found on page 35.

The proposed budget includes an overall tax levy of 28.2022 mills, an increase from 24.5191

mills in FY 2010-2011. Debt millage is increased (1.6831 mills) because of higher debt payments due to the Municipal Complex bonds issued in 2010 and lower taxable value of property. The operating and solid waste tax levies remain the same as necessitated by the Headlee Act of 1978. An additional .5 mills for library, .5 mills for recreation and 1 mill for public safety is levied as approved by the voters in February of 2011. The Headlee Act (along with Proposal A) limits the amount of tax revenue that can be raised by a municipality.

The City of Detroit changed the way it computes water rates in 2010. A flat charge of \$27,632 (\$12,531 in FY 2010-2011) will have to be paid no matter how much water is purchased. The rate for consumption went from \$6.81 per million cubic feet (MCF) to \$5.76 MCF. This equates to an increase of 2.81% to 10%, depending on how much water is consumed. The proposed budget recommends a 3.0% increase in city water rates. This will help us accomplish some major construction projects. The proposed budget also contains a 3.0% increase in sewer rates. The increase from Oakland County for sewage disposal is estimated to be 5.0%. This increase in the sewer rates provides revenue to make the debt payments for the Twelve Town's Drain and provides \$800,000 for repair of damaged sewers and \$100,000 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	30.27	31.20	\$.93
Sewer	57.29	59.00	1.71
Solid Waste	22.30	29.30	7.00
Meter Charge	<u>4.74</u>	<u>4.74</u>	<u>no change</u>
	\$ 114.60	\$124.24	\$9.64 or 8.41% increase

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

Parking Lots at Parks:	\$ 200,000
Water & Sewer:	\$ 900,000
Parks Equipment:	\$ 10,000
Machinery & Equipment:	\$ 65,000

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 and Recreation. 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 is \$16,882,478 – a decrease of \$1,735,426 or 9.32% over the current budget appropriation of \$18,617,904. The chart on page 51 shows the increases and decreases by department.

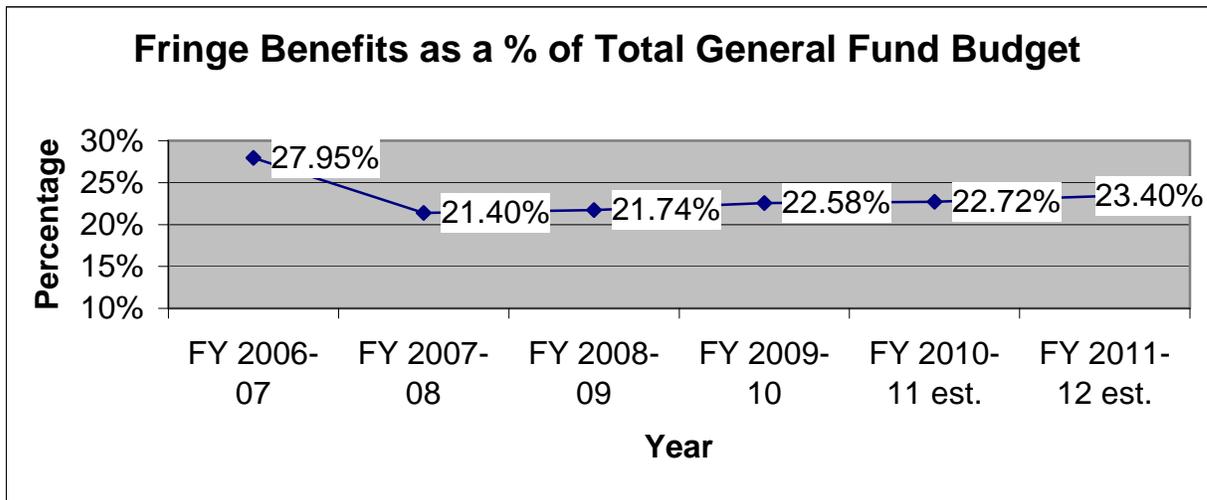
It is recommended that members of the Police Officers Association of Michigan (POAM) and the Police Officers Labor Council (POLC) in the Defined Benefit Retirement System contribute 2.0%

more of pay to the system. They currently contribute 7.5% or 5.55%. It is also recommended that a 10% reduction in pay and a reduction in health coverage be implemented. These are similar reductions absorbed by other employees in FY 2010-2011. These reductions cannot be implemented without going to binding arbitration. If the city does not receive concessions in arbitration then layoffs will be necessary.

It is also recommended that the Library and Recreation departments be combined to form a new department.

The total proposed revenue for the General Fund is \$16,882,478, a decrease of \$1,783,226 or 9.55% under current budgeted revenues of \$18,665,704. The estimated Undesignated Fund Balance of \$1,560,031 at the end of FY 2011-2012 is expected to be 9.24% of revenues, which is below our minimum goal of 10%.

The most notable changes in the line item budget is a decrease of 18.49% (\$7,579,945 in FY 2010-2011 and \$6,178,387 in FY 2011-2012) in salaries and wages and a decrease of 8.64% (\$4,279,203 in FY 2010-2011 and \$3,909,295 in FY 2011-2012) in employee benefits. This decrease was accomplished by not funding eight full time positions and moving recreation out of the General Fund. The effect of fringe benefits cannot be overstated. Fringe benefits accounted for 27.95% of the budget in FY 2006-2007. In FY 2011-2012 fringe benefits account for 23.40% of the budget. The leveling off in fringe benefits can be attributed to the City changing its health care coverage. The chart below illustrates fringe benefit costs as a percentage of total budget:



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

REVENUE – The amount of revenue for taxes is expected to decrease 9.57% or \$1,033,095 due to a 15% decline in the taxable value of housing in the city. The voters approved a one mill increase in the tax rate for public safety which explains why tax revenue didn’t decrease as much as taxable value.

State shared revenue is expected to be \$259,579 less than budgeted last year (\$3,223,722 in FY 2010-2011 and \$2,964,143 in FY 2011-2012). This is due to the State of Michigan reducing statutory payments by one third. It is expected that these payments will be reduced an additional one third in each of the next two fiscal years.

The annexed property from Royal Oak Township is expected to provide \$219,732 in State Revenue Sharing, \$55,829 less than budgeted for FY 2010-2011.

Interest income is decreased \$12,000 due to unfavorable interest rates.

Licenses and Permits are expected to be \$249,300 in FY 2011-2012, an increase of \$10,900 or 4.57% from FY 2010-2011 reflecting an increase in building permits.

Fines and Forfeits are expected to decrease from \$1,526,000 in FY 2010-2011 to \$1.5 million in FY 2011-2012.

CITY MANAGER – A reduction of \$10,000 is recommended due to less anticipated costs of a labor attorney as negotiations are expected wind down.

CITY ATTORNEY - The proposed budget presents a City Attorney budget of \$170,000.

FINANCE & ADMINISTRATIVE SERVICES – A reduction of a full time Finance Clerk II (transferred to DPW), Administrative Clerk, and Water Meter Reader is recommended. It is recommended to fill the Water Supervisor position that was eliminated in last year’s budget. The cost of these employees is funded out of the Water and Sewer budget.

DEPARTMENT OF TECHNICAL AND PLANNING SERVICES – A reduction of \$158,840 is recommended due to eliminating two positions: Building Maintenance and Code/Animal Control.

PUBLIC SAFETY - A reduction of \$987,762 is due to the reduction of one Public Safety Officer I, one Dispatcher, one Sergeant, one Administrative Clerk II and one Public Safety Officer II position. Funding for three positions is provided 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.

It is recommended in this budget that members of the Police Officers Association of Michigan (POAM) and the Police Officers Labor Council (POLC) in the Defined Benefit Retirement System contribute 2.0% more of pay to the system. They currently contribute 7.5% or 5.55%. It is also recommended that a 10% reduction in pay and a reduction in health coverage be implemented. These are similar reductions absorbed by other employees in FY 2010-2011. These reductions cannot be implemented without going to binding arbitration. If the city does not receive concessions in arbitration then layoffs will be necessary.

It is also recommended to eliminate the Special Response Team (SRT) which will save approximately \$27,000.

RECREATION – It is recommended to combine the Recreation Department with the Library and report the revenue and expenditures with the Library Authority.

DEPARTMENT OF PUBLIC WORKS - A reduction of one Public Service Worker I is recommended. A Finance Clerk II was transferred from Finance to this department.

The DPW budget includes \$10,000 in capital outlay for improvements to the city’s parks.

NON-DEPARTMENTAL - It is recommended to increase the appropriation for retiree’s health care 21% or \$451,453 due to an increase in premiums.

A decrease in the transfer Risk Management (\$270,000) is also recommended.

A transfer to City Owned Property Fund (\$55,000) is recommended to maintain the property located on Coolidge (known as the Kalabat property) that the city took possession of in 2010.

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 – It is recommended to combine the Library and Recreation Departments and report their activities in this fund. The combined departments will use a central desk and have employees who can work for either department.

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.

The recommended budget for Recreation is funded by a .5 mill tax approved in 2011 levied on real and personal property and user fees.

Undesignated fund balance is anticipated to be in a deficit which must be eliminated within a year.

The Library also has \$218,711 in an endowment fund provided by a donation from the Elsie Watson Estate.

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 thorough-fares. State Statute restricts these funds.

The Major Street Fund has a proposed appropriation of \$1,255,613 for FY 2011-2012.

Construction of \$200,000 is recommended in this budget for 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 of \$624,368 for FY 2011-2012. Fund balance is estimated to be \$277,252 at the end of the fiscal year. This is 44.4% 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 2.4531 mills for FY 2011-2012, which is the same as levied in FY 2010-2011. It is also funded by a service charge included on water bills. It is recommended that the charge be increased from \$22.30 per quarter in FY 2010-2011 to \$29.30 per quarter. The increase is recommended to fund the cost of DPW picking up litter and leaves through the city.

An appropriation of \$2,446,600 is proposed. This is a decrease of \$21,474 from the FY 2010-2011 appropriation. This fund balance is estimated to be \$265,783 which is 10.86% 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 \$15,000. Purchases of less lethal force taser guns for all patrol units will be the main expenditure during FY 2011-2012.

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. The proposed expenditure is \$15,000.

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 has no planned appropriation for FY 2011-2012.

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 \$7,000 is recommended for the purchase of printers and a copier.

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 \$139,491 is proposed for the FY 2011-2012 budget. The programs funded are Home Chores, Minor Home Repairs, 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 \$282,738 is recommended.

DISTRICT COURT 45-B:

The District Court 45-B 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 District Court 45-B.

The District Court 45-B fund proposes an appropriation of \$1,964,075. It is also recommended to transfer \$20,000 to the District Court Retirees Health Care Fund. This will help keep that fund solvent.

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 improvement 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.

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

The City has the following obligation for debt in FY 2011-2012:

Indebtedness	2010-2011 Requirement	2011-2012 Requirement	Increase
General Obligation Bonds	\$ 2,313,004	\$2,856,067	\$ 543,063

All debt issues are supported by voter approved tax millages. It will require 5.4014 mills for G.O. debt. This is a 1.6831 increase from FY 2010-2011 (3.7183 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 the Water & Sewer Fund is proposed to be \$10,746,313, a decrease of \$46,220 over the FY 2010-2011 appropriation. This budget includes a proposed increase in Water rates of 3.0%. Sewer disposal rates are requested to increase from \$57.29 per 1,000 cubic feet to \$59.00 per 1,000 cubic feet. This increase is necessary due to an estimated 5.0% increase in the wholesale sewage rate from Oakland County.

Recommended in the Water & Sewer Fund is \$900,000 for replacement of the water mains and the repair of sewers. Also recommended is \$130,000 for replacement of damaged and obsolete water meters.

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 \$1,154,212 in FY 2011-2012.

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 this fund is \$571,827, a decrease of \$73,936 from FY 2010-2011 budget. The decrease is due to smaller workers compensation premiums and a reduced work force. The City continues to have high claims as evidenced by a 1.48 Experience Modifier. This is a measure of how we compare to other entities in the Michigan Municipal League Worker's Compensation Fund. Our experience is greater than 48% of other fund participants.

RETIREE HEALTH CARE:

The Retiree Health Care Funds consist of two parts: the costs of health care for retiree's of the District Court 45-B and the costs of health care for all other retirees.

This District Court 45-B fund was created in FY 95/96 and is funded by a \$10.00 per ticket charged levied by the District Court. A recommendation is made to transfer \$37,407 from the District Court Fund to avoid a deficit in this fund. An appropriation of \$221,602 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 \$74,400 is requested, the same as the FY 2010-2011 appropriation. This fund is used for the accounting for postage, scanning 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 appropriation requested for this fund is \$648,309, a decrease of \$28,077 from the FY 2010-2011 appropriation. It is recommended to purchase two police vehicles. There were three new vehicles in the FY 2010-2011 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 \$37,500 is proposed for the Sidewalk Program in the FY 2011-2012 budget. A Special Assessment charged to the citizen 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 \$18,698 is for the upkeep of this property.

NEIGHBORHOOD STABILIZATION PROGRAM (NSP) FUND:

The City has purchased seventeen homes to date. Three homes have been sold. Five homes have been demolished with plans to rebuild three. These homes will be developed in the best interest of the City and sold to eligible low income purchasers.

The City is eligible for \$1.8 million in the Neighborhood Stabilization Program (NSP) provided by the federal government. An appropriation of \$1,028,145 is recommended for FY 2011 – 2012 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 \$600,000 is recommended for FY 2011-2012 to pave two parking lots in our parks and 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 \$10.00 per ticket charge levied by the District Court. An amount of \$25,000 was requested for the purchase of a new scanning machine but not recommended at this time. It is recommended to revisit this request when renovations begin.

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 2011-2012 is recommended to be \$12,591,647. It is anticipated that the construction will be complete in 2012.

PENSION TRUST FUND

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 that have employees working in them. The charge is made and transferred to investment managers. The contribution rate increased from 35.34% in FY 2010-2011 to 36.92% in FY 2011-2012 (up 4.47%) for Public Safety employees. The contribution increased from \$1,403,610 in FY 2010-2011 to \$1,466,699 in FY 2011-2012 (up 4.49%) for General employees.

The proposed contribution for the City to the retirement system for FY 2011-2012 is \$3,302,713.

TAX RATE

The proposed tax rate can be summarized as follow:

	<u>2009-2010</u>	<u>2010-2011</u>	<u>(Proposed) 2011-2012</u>
General Tax Levy	16.3563	16.3563	16.3563
Library	.9914	.9914	1.4914
Recreation	0	0	.5000
Public Safety	1.000	1.0000	2.0000
Debt Retirement	3.8855	3.7183	5.4014
Solid Waste	<u>2.4531</u>	<u>2.4531</u>	<u>2.4531</u>
 Total	 24.6863	 24.5191	 28.2022

The tax rate represents the maximum allowed by Headlee for both the General Tax Levy and the solid waste fund. See page 42 for the calculations that were used to arrive at these tax rates. 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 2011-2012 budget does meet the test of budget solvency. Operating expenditures equal operating revenues.

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. Increases in health care costs 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 reduced 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, James Ghedotte, Administrative Assistant Karen Bryant, and the finance staff for their production of the budget document. Last year nineteen Michigan cities received the Distinguished Budget Presentation Award from the Government Finance Officers Association, including Oak Park. As you will see this years presentation meets the high standards of previous presentations.

I look forward to working with you, staff and the citizens of Oak Park for another year of change, challenge and opportunity.

Respectfully submitted,

Richard Fox
City Manager

CITY OF OAK PARK
2011 - 2012
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

2011 - 2012

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 2011 - 2012 BUDGET CALENDAR

<u>INTERNAL PORTION</u>	<u>DATE</u>
Instructions to departments	3/17/2011
Personnel Cost Summaries Back to Finance	3/21/2011
Completed Personnel Cost Summaries to Dept.	3/23/2011
Budget Requests to Finance	3/28/2011
Departmental Requests to City Manager	3/30/2011
Revenue Estimates to City Manager	3/31/2011
Budget Hearing with Departments	4/4/2011 – 4/7/11
<u>PUBLIC PORTION</u>	
City Managers Recommendation to Council	4/18/2011
City Council Approves Budget Sessions	4/25/2011
City Council Budget Sessions	4/28/2011 - 5/6/2011
Budget Hearing - Approve Notice	5/2/2011
Publish Notice	5/9/2011
Presentation to Planning Commission	5/9/2011
Budget Public Hearing	5/16/2011
Final Budget and Millage Rate Adoption	5/16/2011

**CITY OF OAK PARK
FISCAL YEAR 2011-2012 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

**GENERAL APPROPRIATIONS ACT RESOLUTION: 2011/2012 GENERAL FUND AND
SPECIAL FUND BUDGETS:**

Motion by _____, support by _____, CARRIED UNANIMOUSLY:

To approve the following General Appropriations Act Resolution outlining anticipated revenues and expenditures for the fiscal year beginning July 1, 2011, 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 \$10,027,269

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, 2011 and ending June 30, 2012 as follows:

	ACTUAL 2009-2010	ESTIMATED 2010-2011	APPROVED 2011-2012
GENERAL FUND			
<u>REVENUES:</u>			
TAXES, PENALTIES & INTEREST	12,942,923	11,310,000	10,588,269
LICENSES AND PERMITS	286,918	240,600	249,300
STATE GRANTS	3,678,502	3,505,303	3,189,895
INTEREST INCOME	29,714	10,000	10,000
SERVICE CHARGES	588,818	558,296	552,700
CONTRIBUTIONS - OTHER FUNDS	508,630	535,000	550,000
FINES AND FORFEITS	1,604,015	1,600,000	1,675,000
MISCELLANEOUS INCOME	860,861	897,000	806,800
TOTAL REVENUE	20,500,381	18,656,199	17,621,964
<u>EXPENDITURES:</u>			
LEGISLATIVE	103,676	95,902	118,466
ADMINISTRATIVE	353,613	304,858	310,896
INFORMATION TECHNOLOGY	176,845	178,776	183,480
CITY ATTORNEY	165,840	170,000	170,000
PROSECUTING ATTORNEY	106,586	92,325	94,402
LABOR ATTORNEY	79,785	72,000	65,000
ELECTIONS	163,326	159,404	182,158
CITY CLERK	120,876	125,379	142,464
FINANCE AND ADMINISTRATIVE SERVICES	832,545	810,508	834,660
PUBLIC INFORMATION	344,874	216,897	223,182
TECHNICAL & PLANNING SERVICES	2,062,055	1,799,147	1,703,046
PUBLIC SAFETY	9,641,655	9,204,668	8,100,952
PUBLIC WORKS	446,003	103,444	87,462
RECREATION	1,045,643	991,372	845,303
NON-DEPARTMENTAL	2,261,005	2,532,058	2,641,195
TRANSFER OUTS	2,440,424	2,216,307	1,905,400
TOTAL EXPENDITURES	20,344,751	19,073,045	17,608,066
FUND BALANCE BEGINNING OF YEAR	2,021,247	2,176,877	1,760,031
RESERVED FOR PREPAID EXPENSE	190,869	200,000	200,000
UNRESERVED FUND BALANCE JUNE 30TH	1,986,008	1,560,031	1,573,929

**CITY OF OAK PARK
FISCAL YEAR 2011-2012 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2009-2010	ESTIMATED 2010-2011	APPROVED 2011-2012
BROWNFIELD AUTHORITY			
<u>REVENUES:</u>			
PROPERTY TAXES	109,417	47,962	48,000
TOTAL REVENUES	<u>109,417</u>	<u>47,962</u>	<u>48,000</u>
<u>EXPENDITURES:</u>			
SALARIES AND WAGES			
EMPLOYEE BENEFITS			
PROFESSIONAL SERVICES			
PAYMENT TO DEVELOPER	107,170	72,686	23,276
TOTAL EXPENDITURES	<u>107,170</u>	<u>72,686</u>	<u>23,276</u>
FUND BALANCE BEGINNING OF YEAR	(2,247)	0	(24,724)
FUND BALANCE JUNE 30TH	<u>0</u>	<u>(24,724)</u>	<u>0</u>

LIBRARY AUTHORITY

<u>REVENUES:</u>			
PROPERTY TAXES	701,924	600,000	797,773
LIBRARIES - STATE AID	16,159	9,614	9,600
LIBRARIES - STATE AID	8,463	4,403	5,200
LIBRARIES - PENAL FINES	43,325	41,351	45,000
LIBRARY RENTALS	99	300	300
MISCELLANEOUS - LIBRARY	2,462	2,000	4,000
LIBRARY BOOK FINES	18,032	15,500	15,500
CHARGES FOR SERVICES	0	0	0
INTEREST	2,608	1,000	2,000
TOTAL REVENUES	<u>793,072</u>	<u>674,168</u>	<u>879,373</u>
<u>EXPENDITURES:</u>			
SALARIES AND WAGES	514,731	370,143	345,197
EMPLOYEE BENEFITS	224,359	152,910	172,385
RETIREES HEALTH CARE	0	0	66,216
MATERIALS AND SUPPLIES	9,874	8,000	9,000
BOOKS	59,666	42,187	57,500
PERIODICALS AND PAPERS	11,759	9,000	9,500
DIGITAL VIDEO DISCS (DVD)	16,881	15,000	17,000
PROFESSIONAL SERVICES	62,186	52,000	58,000
CONTRACTUAL SERVICES	826	800	800
TRANSPORTATION	101	0	150
CONFERENCES AND WORKSHOPS	295	0	150
PRINTING AND PUBLICATIONS	0	500	500
UTILITIES - TELEPHONE	0	850	850
UTILITIES - HEATING	0	0	15,676
UTILITIES - ELECTRICITY	0	0	39,601
REPAIRS AND MAINTENANCE	4,115	50,750	50,750
MISCELLANEOUS	881	750	1,500
MEMBERSHIPS AND DUES	250	890	750
PRIOR YEAR TAX REFUNDS	0	1,600	0
TOTAL EXPENDITURES	<u>905,924</u>	<u>705,380</u>	<u>845,525</u>
FUND BALANCE BEGINNING OF YEAR	98,282	(14,570)	(45,782)
RESERVED FOR ENCUMBRANCES	1,114	5,400	5,400
UNRESERVED FUND BALANCE JUNE 30TH	<u>(15,684)</u>	<u>(51,182)</u>	<u>(17,334)</u>

**CITY OF OAK PARK
FISCAL YEAR 2011-2012 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2009-2010	ESTIMATED 2010-2011	APPROVED 2011-2012
ECONOMIC DEVELOPMENT CORPORATION			
<u>REVENUES:</u>			
MISCELLANEOUS FEES	12	11	15
TOTAL REVENUES	<u>12</u>	<u>11</u>	<u>15</u>
<u>EXPENDITURES:</u>			
MISCELLANEOUS	15	10	0
TOTAL EXPENDITURES	<u>15</u>	<u>10</u>	<u>0</u>
FUND BALANCE BEGINNING OF YEAR	11,798	11,795	11,796
FUND BALANCE JUNE 30TH	<u>11,795</u>	<u>11,796</u>	<u>11,811</u>

MUNICIPAL BUILDING AUTHORITY

<u>REVENUES:</u>			
INTEREST INCOME	357	185	375
TOTAL REVENUES	<u>357</u>	<u>185</u>	<u>375</u>
<u>EXPENDITURES:</u>			
SUPPLIES	0	0	0
TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE BEGINNING OF YEAR	9,555	9,912	10,097
FUND BALANCE JUNE 30TH	<u>9,912</u>	<u>10,097</u>	<u>10,472</u>

MAJOR STREETS

<u>REVENUES:</u>			
STATE SHARED REVENUE	1,060,318	1,000,000	1,000,000
OTHER INCOME	2,218	15,000	15,000
INTEREST INCOME	114,277	98,750	98,750
TOTAL REVENUES	<u>1,176,813</u>	<u>1,113,750</u>	<u>1,113,750</u>
<u>EXPENDITURES:</u>			
MAINTENANCE	684,829	971,083	905,613
TRANSFER OUT TO GENERAL FUND	75,000	75,000	80,000
TRANSFER TO LOCAL STREETS	250,000	270,000	270,000
TOTAL EXPENDITURES	<u>1,009,829</u>	<u>1,316,083</u>	<u>1,255,613</u>
FUND BALANCE BEGINNING OF YEAR	492,004	658,988	456,655
FUND BALANCE JUNE 30TH	<u>658,988</u>	<u>456,655</u>	<u>314,792</u>

LOCAL STREETS

<u>REVENUES:</u>			
STATE SHARED REVENUE	416,467	400,000	400,000
INTEREST INCOME	816	4,000	4,000
TRANSFER FROM MAJOR STREETS	250,000	270,000	270,000
TOTAL REVENUES	<u>667,283</u>	<u>674,000</u>	<u>674,000</u>
<u>EXPENDITURES:</u>			
MAINTENANCE	554,091	573,000	549,368
TRANSFER OUT - GENERAL FUND	43,630	70,000	75,000
TOTAL EXPENDITURES	<u>597,721</u>	<u>643,000</u>	<u>624,368</u>
FUND BALANCE BEGINNING OF YEAR	127,058	196,620	227,620
FUND BALANCE JUNE 30TH	<u>196,620</u>	<u>227,620</u>	<u>277,252</u>

**CITY OF OAK PARK
FISCAL YEAR 2011-2012 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2009-2010	ESTIMATED 2010-2011	APPROVED 2011-2012
SOLID WASTE			
<u>REVENUES:</u>			
TAXES	1,746,894	1,500,000	1,302,340
INTEREST INCOME	4,246	2,000	2,000
FEE CHARGES	640,346	838,000	1,146,000
TOTAL REVENUES	2,391,486	2,340,000	2,450,340
<u>EXPENDITURES:</u>			
EXPENDITURES	2,034,122	2,025,820	2,136,600
TRANSFER OUT TO GENERAL FUND	260,000	260,000	260,000
TRANSFER TO WATER & SEWER	50,000	50,000	50,000
TOTAL EXPENDITURES	2,344,122	2,335,820	2,446,600
FUND BALANCE BEGINNING OF YEAR	210,499	257,863	262,043
FUND BALANCE JUNE 30TH	257,863	262,043	265,783
NARCOTICS FORFEITURE FUND			
<u>REVENUES:</u>			
MISCELLANEOUS	23,943	15,000	15,000
TOTAL REVENUES	23,943	15,000	15,000
<u>EXPENDITURES:</u>			
PUBLIC SAFETY			
ADDITIONS TO EQUIPMENT	50,573	15,000	15,000
TOTAL EXPENDITURES	50,573	15,000	15,000
FUND BALANCE BEGINNING OF YEAR	82,896	56,266	56,266
FUND BALANCE JUNE 30TH	56,266	56,266	56,266
CRIMINAL JUSTICE TRAINING			
<u>REVENUES:</u>			
MISCELLANEOUS	12,867	15,130	15,130
TOTAL REVENUES	12,867	15,130	15,130
<u>EXPENDITURES:</u>			
EDUCATION & TRAINING	7,718	15,000	15,000
TOTAL EXPENDITURES:	7,718	15,000	15,000
FUND BALANCE BEGINNING OF YEAR	8,156	13,305	13,435
FUND BALANCE JUNE 30TH	13,305	13,435	13,565
DISASTER CONTINGENCY			
<u>REVENUES:</u>			
MISCELLANEOUS	20	25	25
TOTAL REVENUES	20	25	25
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	0	0	0
FUND BALANCE BEGINNING OF YEAR	3,554	3,574	3,599
FUND BALANCE JUNE 30TH	3,574	3,599	3,624

**CITY OF OAK PARK
FISCAL YEAR 2011-2012 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2009-2010	ESTIMATED 2010-2011	APPROVED 2011-2012
CASE FLOW ASSISTANCE FUND			
<u>REVENUES:</u>			
STATE FUNDS	23,124	24,000	24,000
INTEREST	445	1,700	1,700
TOTAL REVENUES	<u>23,569</u>	<u>25,700</u>	<u>25,700</u>
<u>EXPENDITURES:</u>			
MISCELLANEOUS	1,063	25,002	7,000
TOTAL EXPENDITURES:	<u>1,063</u>	<u>25,002</u>	<u>7,000</u>
FUND BALANCE BEGINNING OF YEAR	<u>77,251</u>	<u>99,757</u>	<u>100,455</u>
FUND BALANCE JUNE 30TH	<u><u>99,757</u></u>	<u><u>100,455</u></u>	<u><u>119,155</u></u>
COMMUNITY DEVELOPMENT BLOCK GRANT			
<u>REVENUES:</u>			
FEDERAL GRANTS	103,680	138,775	139,491
TOTAL REVENUES	<u>103,680</u>	<u>138,775</u>	<u>139,491</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES	<u>103,680</u>	<u>138,775</u>	<u>139,491</u>
FUND BALANCE BEGINNING OF YEAR	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE JUNE 30TH	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT			
<u>REVENUES:</u>			
FEDERAL GRANTS			
LOCAL MATCH	0	191,986	0
TOTAL REVENUES	<u>0</u>	<u>191,986</u>	<u>0</u>
<u>EXPENDITURES:</u>			
WAGES			
EMPLOYEE BENEFITS			
PROFESSIONAL SERVICES	0	191,986	0
TOTAL EXPENDITURES	<u>0</u>	<u>191,986</u>	<u>0</u>
FUND BALANCE BEGINNING OF YEAR	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE JUNE 30TH	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>
COMMUNITY ORIENTED POLICING SERVICES GRANT			
<u>REVENUES:</u>			
FEDERAL GRANTS	55,821	250,601	268,571
TOTAL REVENUES	<u>55,821</u>	<u>250,601</u>	<u>268,571</u>
<u>EXPENDITURES:</u>			
WAGES			
EMPLOYEE BENEFITS	55,821	250,601	268,571
TOTAL EXPENDITURES	<u>55,821</u>	<u>250,601</u>	<u>268,571</u>
FUND BALANCE BEGINNING OF YEAR	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE JUNE 30TH	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

**CITY OF OAK PARK
FISCAL YEAR 2011-2012 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2009-2010	ESTIMATED 2010-2011	APPROVED 2011-2012
DISTRICT COURT 45-B			
<u>REVENUES:</u>			
STATE GRANT	91,448	91,448	91,448
TRANSFERS IN - GENERAL FUND	664	2,454	2,454
INTEREST INCOME	163,424	178,368	195,173
CHARGES FOR SERVICES	1,886,424	1,761,307	1,665,400
TOTAL REVENUES	2,141,960	2,033,577	1,954,475
<u>EXPENDITURES:</u>			
SALARIES & WAGES	1,186,408	1,079,343	1,116,044
EMPLOYEE BENEFITS	530,377	538,336	481,208
MATERIALS & SUPPLIES	135,043	121,700	85,400
PROFESSIONAL SERVICES	36,464	32,501	32,501
CONTRACTUAL SERVICES	150,382	151,100	154,748
CONFERENCES & WORKSHOPS	2,049	5,050	2,500
INSURANCE & BONDS	4,059	6,774	6,454
MISCELLANEOUS	43,607	48,882	42,000
REPAIRS & MAINTENANCE	7,241	12,194	11,000
EDUCATION & TRAINING	2,173	290	2,620
CAPITAL OUTLAY	0	0	0
TRANSFER TO RETIREE HEALTH CARE	37,407	37,407	20,000
TOTAL EXPENDITURES	2,135,210	2,033,577	1,954,475
FUND BALANCE BEGINNING OF YEAR	57,804	45,000	45,000
EXPENDITURE RESERVE	64,554	45,000	45,000
FUND BALANCE JUNE 30TH	0	0	0
DEBT RETIREMENT FUND			
<u>REVENUES:</u>			
TAXES	2,774,761	2,312,000	2,343,157
INTEREST INCOME	14,668	1,004	1,037
TRANSFER IN	0	231,076	511,872
TOTAL REVENUES	2,789,429	2,544,080	2,856,066
<u>EXPENDITURES:</u>			
DEBT PRINCIPAL PAYMENTS	1,700,000	1,295,000	1,420,000
INTEREST & PAYING AGENT FEES	1,022,247	1,200,080	1,386,905
MISCELLANEOUS	16,072	49,000	49,161
TRANSFER OUT	0	231,076	511,872
TOTAL EXPENDITURES	2,738,319	2,775,156	3,367,938
FUND BALANCE BEGINNING OF YEAR	774,661	825,771	594,695
FUND BALANCE JUNE 30TH	825,771	594,695	82,823
WATER AND SEWER			
<u>REVENUES:</u>			
METERED WATER, PENALTIES AND DELINQUENT CHARGES	3,530,567	4,106,892	4,106,892
SEWER CHARGES	5,406,611	6,612,268	6,612,268
METER SERVICES CHARGES	210,917	200,859	200,859
MISCELLANEOUS	0	0	0
TRANSFER FROM SOLID WASTE	50,000	50,000	50,000
INTEREST INCOME	93,647	20,000	20,000
TOTAL REVENUES	9,291,742	10,990,019	10,990,019
<u>EXPENDITURES:</u>			
BOND & INTEREST EXPENSE	442,115	413,099	374,041
TRANSFER OUT	130,000	130,000	135,000
CAPITAL OUTLAY	0	250,000	100,000
OTHER	8,224,482	9,357,700	10,137,272
TOTAL EXPENDITURES	8,796,597	10,150,799	10,746,313
NET ASSETS - BEGINNING OF YR	16,788,191	17,283,336	18,122,556
NET ASSETS AS OF JUNE 30TH	17,283,336	18,122,556	18,366,262

**CITY OF OAK PARK
FISCAL YEAR 2011-2012 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2009-2010	ESTIMATED 2010-2011	APPROVED 2011-2012
RISK MANAGEMENT			
<u>REVENUES:</u>			
CHARGES TO OTHER FUNDS	268,115	337,250	260,849
INTEREST INCOME	562	125	125
MISCELLANEOUS FEES	0	100	100
TRANSFER-IN	417,000	380,000	110,000
TOTAL REVENUES	<u>685,677</u>	<u>717,475</u>	<u>371,074</u>
<u>EXPENDITURES:</u>			
INSURANCE	599,826	596,500	571,827
TOTAL EXPENDITURES	<u>599,826</u>	<u>596,500</u>	<u>571,827</u>
NET ASSETS - BEGINNING OF YR	114,458	200,309	321,284
NET ASSETS AS OF JUNE 30TH	<u>200,309</u>	<u>321,284</u>	<u>120,531</u>
RETIREES HEALTH CARE - DISTRICT COURT			
<u>REVENUES:</u>			
INTEREST INCOME	654	40	75
ORDINANCE FINES	125,745	128,000	188,617
TRANSFER FROM COURT	37,407	37,407	20,000
TOTAL REVENUES	<u>163,806</u>	<u>165,447</u>	<u>208,692</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	<u>200,027</u>	<u>192,329</u>	<u>221,602</u>
NET ASSETS - BEGINNING OF YR	157,732	121,511	94,629
NET ASSETS AS OF JUNE 30TH	<u>121,511</u>	<u>94,629</u>	<u>81,719</u>
RETIREES HEALTH CARE - CITY OF OAK PARK RETIREES			
<u>REVENUES:</u>			
INTEREST INCOME	434	65	250
GAIN ON INVESTMENT	34,585	85,500	75,000
TOTAL REVENUES	<u>35,019</u>	<u>85,565</u>	<u>75,250</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	<u>0</u>	<u>10,000</u>	<u>0</u>
NET ASSETS - BEGINNING OF YR	317,864	352,883	428,448
NET ASSETS AS OF JUNE 30TH	<u>352,883</u>	<u>428,448</u>	<u>503,698</u>
CENTRAL SERVICES			
<u>REVENUES:</u>			
INTEREST	56	550	550
CHARGES FOR POSTAGE	0	0	0
TRANSFER-IN - GENERAL FUND	57,000	75,000	75,000
TOTAL REVENUES	<u>57,056</u>	<u>75,550</u>	<u>75,550</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES	<u>77,018</u>	<u>74,400</u>	<u>74,400</u>
NET ASSETS - BEGINNING OF YR	25,204	5,242	6,392
NET ASSETS AS OF JUNE 30TH	<u>5,242</u>	<u>6,392</u>	<u>7,542</u>

**CITY OF OAK PARK
FISCAL YEAR 2011-2012 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2009-2010	ESTIMATED 2010-2011	APPROVED 2011-2012
MOTOR POOL			
<u>REVENUES:</u>			
FEDERAL GRANTS	0	0	0
INTEREST INCOME	3,468	140	200
RENTS - OTHER FUNDS	681,866	376,755	405,055
SALE OF FIXED ASSETS	51,411	10,000	34,000
TOTAL REVENUES	736,745	386,895	439,255
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES	868,783	662,586	648,309
RETAINED EARNINGS BEGINNING OF YEAR	2,321,455	2,189,417	1,913,726
RETAINED EARNINGS JUNE 30TH	2,189,417	1,913,726	1,704,672
PUBLIC IMPROVEMENT FUND			
<u>REVENUES:</u>			
INTEREST INCOME	299	100	100
TOTAL REVENUES	299	100	100
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES	0	0	0
FUND BALANCE BEGINNING OF YEAR	53,634	53,933	54,033
FUND BALANCE JUNE 30TH	53,933	54,033	54,133
CITY OWNED PROPERTY			
<u>REVENUES:</u>			
SALE OF PROPERTY	3,136	34,379	0
INTEREST INCOME	476	0	0
TRANSFER IN - GENERAL FUND	80,000	0	55,000
TOTAL REVENUES	83,612	34,379	55,000
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES	11,458	150,690	18,698
FUND BALANCE BEGINNING OF YEAR	14,146	86,300	(30,011)
FUND BALANCE JUNE 30TH	86,300	(30,011)	6,291
NEIGHBORHOOD STABILIZATION PROGRAM FUND			
<u>REVENUES:</u>			
FEDERAL GRANTS	1,485,253	943,831	1,028,145
INTEREST INCOME	0	0	0
TOTAL REVENUES	1,485,253	943,831	1,028,145
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES	1,046,915	1,345,000	1,028,145
FUND BALANCE BEGINNING OF YEAR	(37,169)	401,169	0
FUND BALANCE JUNE 30TH	401,169	0	0
SIDEWALK PROGRAM			
<u>REVENUES:</u>			
SPECIAL ASSESSMENTS	76,970	297,000	50,000
INTEREST INCOME	7,905	2,700	500
TOTAL REVENUES	84,875	299,700	50,500
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES	58,241	315,500	37,500
FUND BALANCE BEGINNING OF YEAR	119,309	145,943	130,143
FUND BALANCE JUNE 30TH	145,943	130,143	143,143
ROAD CONSTRUCTION FUND			
<u>REVENUES:</u>			
FEDERAL GRANTS	1,022,489	0	0
INTEREST INCOME	8,998	1,500	1,500
TOTAL REVENUES	1,031,487	1,500	1,500
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	910,690	1,173,000	600,000
FUND BALANCE BEGINNING OF YEAR	1,745,000	1,865,797	694,297
FUND BALANCE JUNE 30TH	1,865,797	694,297	95,797

**CITY OF OAK PARK
FISCAL YEAR 2011-2012 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2009-2010	ESTIMATED 2010-2011	APPROVED 2011-2012
MUNICIPAL BUILDING CONSTRUCTION FUND			
<u>REVENUES:</u>			
INTEREST	3,798	1,000	1,000
ORDINANCE FINES	173,393	142,590	236,280
TOTAL REVENUES	<u>177,191</u>	<u>143,590</u>	<u>237,280</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	<u>0</u>	<u>100</u>	<u>0</u>
FUND BALANCE BEGINNING OF YEAR	522,316	699,507	842,997
FUND BALANCE JUNE 30TH	<u>699,507</u>	<u>842,997</u>	<u>1,080,277</u>

MUNICIPAL COMPLEX FACILITY FUND			
<u>REVENUES:</u>			
INTEREST	0	13,000	2,000
BOND PROCEEDS	0	13,326,647	0
TOTAL REVENUES	<u>0</u>	<u>13,339,647</u>	<u>2,000</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	<u>0</u>	<u>750,000</u>	<u>12,591,647</u>
FUND BALANCE BEGINNING OF YEAR	0	0	12,589,647
FUND BALANCE JUNE 30TH	<u>0</u>	<u>12,589,647</u>	<u>0</u>

EMPLOYEES RETIREMENT SYSTEM			
<u>REVENUES:</u>			
INTEREST INCOME	1,526,696	1,160,421	1,020,487
CONTRIBUTION	3,460,505	3,661,165	3,661,165
GAIN ON INVESTMENTS	4,352,268	7,544,238	1,800,000
TOTAL REVENUES	<u>9,339,469</u>	<u>12,365,824</u>	<u>6,481,652</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENSES:	<u>7,275,138</u>	<u>6,471,223</u>	<u>6,471,223</u>
FUND BALANCE BEGINNING OF YEAR	49,058,283	51,122,614	57,017,215
FUND BALANCE JUNE 30TH	<u>51,122,614</u>	<u>57,017,215</u>	<u>57,027,644</u>

BE IT FURTHER RESOLVED, that the detailed budget document submitted to Council on April 18, 2011 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 \$531,456,790 including Industrial & Commercial Facilities assessments, the following tax rates are approved.

TAX RATES:

16.3563	PER \$1,000 TAXABLE VALUATION FOR OPERATION
1.4914	PER \$1,000 TAXABLE VALUATION FOR LIBRARY
2.0000	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY
0.5000	PER \$1,000 TAXABLE VALUATION FOR RECREATION
4.4378	PER \$1,000 TAXABLE VALUATION FOR DEBT RETIREMENT
2.4531	PER \$1,000 TAXABLE VALUATION FOR SOLID WASTE

TOTAL: \$27.2386 PER \$1,000 EQUALIZED VALUATION

ROLL CALL VOTE: Yes, _____ No, _____

**CITY OF OAK PARK
NOTICE OF PUBLIC HEARING ON
2011 –2012 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, 2011 through June 30, 2012. The public hearing will be held on Monday, May 16, 2011 at 7:30 o'clock in the evening, at the Council Chambers, 13600 Oak Park Boulevard, Oak Park, Michigan.

Last Fiscal Year (July 1, 2010 through June 30, 2011), the City of Oak Park levied 16.3563 mills for operating purposes, .9914 mills for library purposes, 3.7183 mills for Retirement of Debt, and 2.4531 mills for Solid Waste. The proposed FY 2011-2012 Budget recommends 16.3563 mills for operating purposes, 1.4914 mills for library purposes, .5000 of a mill for Recreation purposes, 2.0000 mills for Public Safety and 2.4531 mills for Solid Waste. A millage of 5.5014 is proposed for Retirement of Debt.

A copy of the proposed budget is available at: City Clerk's Office, City of Oak Park, 13600 Oak Park Blvd., Oak Park, Michigan, 48237, Telephone: (248) 691-7544.

THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPESED 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.

ANGELA Y. BRUNKE, CITY CLERK

**CITY OF OAK PARK
2011 - 2012 BUDGET
REVENUES AND EXPENDITURES
INCLUDING TRANSFERS-IN AND TRANSFERS-OUT
OVERVIEW - ALL FUNDS**

FUND NO.	FUND	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
REVENUES								
101	General Fund	20,500,381	18,665,704	14,627,305	18,656,199	16,718,478	16,882,478	17,621,964
110	Economic Development Corporation	12	25	7	11	15	15	15
111	Library/Recreation Authority	793,072	708,345	667,652	674,168	1,618,859	1,618,859	879,373
112	Brownfield Authority	109,417	104,000	47,962	47,962	48,000	48,000	48,000
113	Municipal Building Authority	357	500	123	185	375	375	375
202	Major Streets	1,176,813	1,105,243	575,019	1,113,750	1,113,750	1,113,750	1,113,750
203	Local Streets	667,283	674,000	443,294	674,000	674,000	674,000	674,000
226	Solid Waste	2,391,486	2,469,048	1,976,783	2,340,000	2,142,340	2,450,340	2,450,340
253	Narcotic Forfeiture	23,943	15,000	7,115	15,000	15,000	15,000	15,000
254	Criminal Justice Training	12,867	15,130	6,125	15,130	15,130	15,130	15,130
255	Disaster Contingency	20	25	2	25	25	25	25
256	Caseflow Assistance Fund	23,569	25,700	54	25,700	25,700	25,700	25,700
275	Community Development Block Grant	103,680	132,675	67,444	138,775	139,491	139,491	139,491
276	District Court 45-B	2,141,960	2,033,287	1,241,365	2,033,577	1,964,075	1,964,075	1,954,475
279	EECDBG Fund	0	142,090	184,501	191,986	0	0	0
281	COPS Grant Fund	55,821	294,419	167,067	250,601	268,571	268,571	268,571
301	Debt Retirement Fund	2,789,429	2,313,004	2,255,703	2,544,080	2,856,066	2,856,066	2,856,066
401	Public Improvement Fund	299	25	29	100	100	100	100
402	City Owned Property	83,612	100	34,379	34,379	55,000	55,000	55,000
403	Neighborhood Stabilization Program	1,485,253	857,048	201,916	943,831	1,028,145	1,028,145	1,028,145
450	Road Construction Fund	1,031,487	1,500	(929)	1,500	1,500	1,500	1,500
451	Sidewalk Program	84,875	290,500	297,237	299,700	50,500	50,500	50,500
452	Municipal Complex Facility Fund	0	0	13,339,271	13,339,647	2,000	2,000	2,000
470	Municipal Building Construction Fund	177,191	177,000	95,553	143,590	237,280	237,280	237,280
592	Water & Sewer	9,291,742	10,990,019	7,105,067	10,990,019	10,990,019	10,990,019	10,990,019
653	Central Services	57,056	75,550	49,996	75,550	75,550	75,550	75,550
654	Motor Pool	736,745	806,255	202,148	386,895	439,255	439,255	439,255
677	Risk Management	685,677	656,069	495,816	717,475	371,074	371,074	371,074
678	Retiree Health Care - District Court	163,806	177,482	101,094	165,447	172,482	172,482	172,482
680	Retiree Health Care - General	35,019	40,500	63,817	85,565	75,250	75,250	75,250
TOTAL REVENUE		44,622,872	42,770,243	44,252,915	55,904,847	41,098,030	41,570,030	41,560,430
EXPENDITURES								
101	General Fund	20,344,751	18,617,904	12,068,333	19,073,045	19,010,311	16,882,478	17,608,066
110	Economic Development Corporation	15	0	10	10	0	0	0
111	Library Authority	881	750	341	750	44,210	31,010	845,525
112	Brownfield Authority	107,170	104,000	72,686	72,686	23,276	23,276	23,276
113	Municipal Building Authority	0	0	0	0	0	0	0
202	Major Streets	1,009,829	1,270,011	707,902	1,316,083	1,255,613	1,255,613	1,255,613
203	Local Streets	597,721	672,351	350,097	643,000	624,368	624,368	624,368
226	Solid Waste	2,344,122	2,468,074	1,429,994	2,335,820	2,446,600	2,446,600	2,446,600
253	Narcotic Forfeiture	50,573	15,000	500	15,000	15,000	15,000	15,000
254	Criminal Justice Training	7,718	15,000	4,970	15,000	15,000	15,000	15,000
255	Disaster Contingency	0	0	0	0	0	0	0
256	Caseflow Assistance Fund	1,063	25,002	0	25,002	7,000	7,000	7,000
275	Community Development Block Grant	103,680	132,675	67,444	138,775	139,491	139,491	139,491
276	District Court 45-B	2,135,210	2,033,287	1,349,014	2,033,577	1,964,075	1,964,075	1,954,475
279	EECDBG Fund	0	142,090	184,501	191,986	0	0	0
281	COPS Grant Fund	55,821	294,419	167,067	250,601	268,571	268,571	268,571
301	Debt Retirement Fund	2,738,319	2,313,004	492,377	2,775,156	2,856,066	2,856,066	3,367,938
401	Public Improvement Fund	0	0	0	0	0	0	0
402	City Owned Property	11,458	5,000	142,703	150,690	18,698	18,698	18,698
403	Neighborhood Stabilization Program	1,046,915	857,048	1,001,655	1,345,000	1,028,145	1,028,145	1,028,145
450	Road Construction Fund	910,690	0	1,170,227	1,173,000	600,000	600,000	600,000
451	Sidewalk Program	58,241	286,067	311,508	315,500	37,500	37,500	37,500
452	Municipal Complex Facility Fund	0	0	458,904	750,000	12,591,647	12,591,647	12,591,647
470	Municipal Building Construction Fund	0	0	100	100	25,000	0	0
592	Water & Sewer	8,796,597	10,792,533	5,791,620	10,150,799	10,746,313	10,746,313	10,746,313
653	Central Services	77,018	74,400	62,511	74,400	74,400	74,400	74,400
654	Motor Pool	868,783	676,386	453,725	662,586	693,309	648,309	648,309
677	Risk Management	599,826	645,763	571,742	596,500	571,827	571,827	571,827
678	Retiree Health Care - District Court	200,027	252,072	132,661	192,329	221,602	221,602	221,602
678	Retiree Health Care - General	0	10,000	0	10,000	0	0	0
TOTAL EXPENDITURES		42,066,428	41,702,836	26,992,592	44,307,395	55,278,022	53,066,989	55,109,364

**CITY OF OAK PARK
2011 - 2012 BUDGET
ENDING UNRESERVED FUND BALANCE AND NET ASSETS AS OF JUNE 30
OVERVIEW - ALL FUNDS**

FUND NO.	FUND	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	EST. YEAR END 2010-2011	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
	<u>FUND BALANCE</u>					
101	General Fund	1,986,008	977,527	1,560,031	1,560,031	1,573,929
110	Economic Development Corporation	11,795	11,834	11,796	11,811	11,811
111	Library Authority	(112,852)	9,705	(31,212)	841	(17,334)
112	Brownfield Authority	0	0	(24,724)	0	0
113	Municipal Building Authority	9,912	10,530	10,097	10,472	10,472
202	Major Streets	656,371	384,979	453,155	311,292	311,292
203	Local Streets	192,261	44,558	227,620	277,252	277,252
226	Solid Waste	257,863	170,959	262,043	265,783	265,783
253	Narcotic Forfeiture	56,266	47,895	56,266	56,266	56,266
254	Criminal Justice Training	13,305	8,416	13,435	13,565	13,565
255	Disaster Contingency	3,574	3,604	3,599	3,624	3,624
256	Caseflow Assistance Fund	99,757	98,649	100,455	119,155	119,155
275	Community Development Block Grant	0	0	0	0	0
276	District Court 45-B	0	0	0	0	0
281	COPS Grant Fund	0	0	0	0	0
301	Debt Retirement Fund	825,771	797,243	594,695	594,695	82,823
401	Public Improvement Fund	53,933	53,685	54,033	54,133	54,133
402	City Owned Property	86,300	84,346	(30,011)	6,291	6,291
403	Neighborhood Stabilization Program	401,169	0	0	0	0
450	Road Construction Fund	1,865,797	221,501	694,297	95,797	95,797
451	Sidewalk Program	145,943	125,642	130,143	143,143	143,143
452	Municipal Complex Facility Fund	0	0	12,589,647	0	0
470	Municipal Building Construction Fund	699,507	876,315	842,997	1,080,277	1,080,277
	<u>NET ASSETS</u>					
592	Water & Sewer	17,283,336	16,725,034	18,122,556	18,366,262	18,366,262
653	Central Services	5,242	9,504	6,392	7,542	7,542
654	Motor Pool	2,189,417	2,580,307	1,913,726	1,704,672	1,704,672
677	Risk Management	200,309	193,908	321,284	120,531	120,531
678	Retiree Health Care - District Court	121,511	33,819	94,629	45,509	45,509
680	Retiree Health Care - General	352,883	413,664	428,448	503,698	503,698
	TOTAL	27,405,378	23,883,624	38,405,397	25,352,642	24,836,493

CITY OF OAK PARK
2011 - 2012 BUDGET
OVERVIEW - ALL FUNDS

FUND NO.	FUND	REVENUES	TRANSFERS-IN	FUND BALANCE APPROPRIATION	TOTAL	EXPENDITURES	TRANSFERS-OUT	FUND BALANCE INCREASE	TOTAL
101	GENERAL FUND	17,071,964	550,000		17,621,964	15,702,666	1,905,400	13,898	17,621,964
110	ECONOMIC DEVELOPMENT CORPORATION	15			15	0		15	15
111	LIBRARY AUTHORITY	879,373			879,373	845,525		33,848	879,373
112	BROWNFIELD AUTHORITY	48,000			48,000	23,276		24,724	48,000
113	MUNICIPAL BUILDING AUTHORITY	375			375	0		375	375
202	MAJOR STREETS	1,113,750		141,863	1,255,613	905,613	350,000	49,632	1,255,613
203	LOCAL STREETS	404,000			404,000	549,368	75,000	49,632	674,000
226	SOLID WASTE	2,450,340			2,450,340	2,136,600	310,000	3,740	2,450,340
253	NARCOTIC FORFEITURE	15,000			15,000	15,000		0	15,000
254	CRIMINAL JUSTICE TRAINING	15,130			15,130	15,000		130	15,130
255	DISASTER CONTINGENCY	25			25	0		25	25
256	CASEFLOW ASSISTANCE	25,700			25,700	7,000		18,700	25,700
275	COMMUNITY DEVELOPMENT BLOCK GRANT	139,491			139,491	139,491			139,491
276	DISTRICT COURT 45-B	289,075		0	1,954,475	1,954,475	20,000		1,954,475
279	ECCDBG Grant Fund	142,090			142,090	142,090			142,090
281	COPS GRANT FUND	294,419			294,419	294,419			294,419
301	DEBT RETIREMENT FUND	2,856,066		511,872	3,367,938	3,367,938			3,367,938
401	PUBLIC IMPROVEMENT FUND	100			100	0		100	100
402	CITY OWNED PROPERTY	0			55,000	18,698		36,302	55,000
403	NEIGHBORHOOD STABILIZATION PROGRAM	1,028,145			1,028,145	1,028,145			1,028,145
450	ROAD CONSTRUCTION FUND	1,500		598,500	600,000	600,000			600,000
451	SIDEWALK PROGRAM	50,500			50,500	37,500		13,000	50,500
452	MUNICIPAL COMPLEX FACILITY FUND	2,000		12,589,647	12,591,647	12,591,647			12,591,647
470	MUNICIPAL BUILDING CONSTRUCTION FUND	237,280			237,280	0		237,280	237,280
592	WATER & SEWER	10,940,019			10,990,019	10,611,313	135,000	243,706	10,990,019
653	CENTRAL SERVICES	550			75,550	74,400		1,150	75,550
654	MOTOR POOL	439,255		209,054	648,309	648,309			648,309
677	RISK MANAGEMENT	261,074		200,753	571,827	571,827			571,827
678	RETIREE HEALTH CARE - DISTRICT COURT	188,692		12,910	221,602	221,602			221,602
678	RETIREE HEALTH CARE - GENERAL	40,500			40,500	10,000		30,500	40,500
TOTAL		38,934,428	2,795,400	14,264,599	55,994,427	52,491,902	2,795,400	707,125	55,994,427

ANALYSIS OF TRANSFERS-IN AND TRANSFERS-OUT	
TRANSFERS-IN	TRANSFERS-OUT
GENERAL FUND	MAJOR STREETS 80,000
	LOCAL STREETS 75,000
	SOLID WASTE 260,000
	WATER & SEWER 135,000
	CITY OWNED PROPERTY 55,000
	DISTRICT COURT 45-B 1,665,400
	RISK MANAGEMENT 110,000
	CENTRAL SERVICES 75,000
MAJOR STREETS	GENERAL FUND 80,000
	LOCAL STREETS 270,000
LOCAL STREETS	GENERAL FUND 75,000
SOLID WASTE	GENERAL FUND 260,000
	WATER & SEWER 50,000
CITY OWNED PROPERTY	GENERAL FUND 55,000
ROAD CONSTRUCTION	GENERAL FUND
DISTRICT COURT 45-B	GENERAL FUND 1,665,400
WATER & SEWER	SOLID WASTE 50,000
	GENERAL FUND 135,000
CENTRAL SERVICES	GENERAL FUND 75,000
RISK MANAGEMENT	GENERAL FUND 110,000
RETIREES HEALTH CARE	DISTRICT COURT 45-B 20,000
TOTAL	2,795,400

**CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET
Adjustments to Proposed Budget**

Activity Name	Account Number	Departmental Request	Increase + Decrease (-)	City Manager's Recommended Budget	Increase + Decrease (-)	City Council Approved
GENERAL FUND						
City Manager						
Salaries & wages	101-11-172 702.000	201,640	(2,500)	199,140		
Employee Benefits	101-11-172 712.000	82,960	(204)	82,756		
City Clerk & Elections						
Salaries & wages	101-14-215 702.000			66,165	(1,313)	64,852
Employee Benefits	101-14-215 712.000			51,998	(836)	51,162
Salaries & wages	101-14-191 702.000			66,164	(1,312)	64,852
Employee Benefits	101-14-191 712.000			51,998	(837)	51,161
Public Safety						
Salaries & wages	101-17-345 702.000	5,325,926	(479,559)	4,846,367		
Employee Benefits	101-17-345 712.000	3,297,539	(448,754)	2,848,785		
Materials & Supplies	101-17-345 726.000	142,500	(12,000)	130,500		
Technical & Planning Services						
Salaries & wages	101-16-401 702.000	163,174	(28,919)	134,255		
Employee Benefits	101-16-401 712.000	143,918	(22,986)	120,932		
Salaries & wages	101-16-371 702.000	77,230	(9,831)	67,399		
Employee Benefits	101-16-371 712.000	135,593	(5,127)	130,466		
Salaries & wages	101-16-265 702.000	83,848	(43,974)	39,874		
Employee Benefits	101-16-265 712.000	95,280	(49,060)	46,220		
Utilities- Heating	101-16-265 920.002			80,000	(15,676)	64,324
Utilities- Electricity	101-16-265 920.004			245,000	(23,925)	221,075
Salaries & wages	101-16-447 702.000	20,183	(11,644)	8,539		
Employee Benefits	101-16-447 712.000	16,505	(7,498)	9,007		
Recreation						
Salaries & wages	101-19-752 702.000	257,065	(257,065)	-	216,480	216,480
Employee Benefits	101-19-752 712.000	152,838	(152,838)	-	127,502	127,502
Materials & Supplies	101-19-752 726.000	16,899	(16,899)	-	12,154	12,154
Contractual Services	101-19-752 818.000	4,350	(4,350)	-	4,350	4,350
Transportation	101-19-752 860.000	530	(530)	-	530	530
Utilities- Telephone	101-19-752 920.000	4,500	(4,500)	-	4,000	4,000
Repairs & Maintenance	101-19-752 930.000	8,100	(8,100)	-	7,800	7,800
Miscellaneous	101-19-752 956.000	11,000	(11,000)	-	6,000	6,000
Membership & Dues	101-19-752 958.000	1,300	(1,300)	-	900	900
Salaries & wages	101-19-753 702.000	42,058	(42,058)	-	40,933	40,933
Employee Benefits	101-19-753 712.000	4,671	(4,671)	-	4,435	4,435
Materials & Supplies	101-19-753 726.000	31,783	(31,783)	-	27,533	27,533
Contractual Services	101-19-753 818.000	8,956	(8,956)	-	8,833	8,833
Rentals	101-19-753 940.000	4,860	(4,860)	-	4,860	4,860
Miscellaneous	101-19-753 956.000	410	(410)	-	410	410
Salaries & wages	101-19-754 702.000	58,970	(58,970)	-	55,100	55,100
Employee Benefits	101-19-754 712.000	6,548	(6,548)	-	5,970	5,970
Materials & Supplies	101-19-754 726.000	3,800	(3,800)	-	3,500	3,500
Contractual Services	101-19-754 818.000	3,088	(3,088)	-	3,088	3,088
Transportation	101-19-754 860.000	5,000	(5,000)	-	5,000	5,000
Miscellaneous	101-19-754 956.000	9,500	(9,500)	-	5,000	5,000
Education & Training	101-19-754 960.000	525	(525)	-	525	525
Contractual Services	101-19-755 818.000	48,420	(48,420)	-	40,799	40,799
Salaries & wages	101-19-756 702.000	3,059	(3,059)	-	3,059	3,059
Employee Benefits	101-19-756 712.000	339	(339)	-	331	331
Materials & Supplies	101-19-756 726.000	4,950	(4,950)	-	4,950	4,950
Contractual Services	101-19-756 818.000	2,200	(2,200)	-	2,200	2,200
Miscellaneous	101-19-756 956.000	19,400	(19,400)	-	16,400	16,400
Salaries & wages	101-19-757 702.000	52,500	(52,500)	-	52,500	52,500
Employee Benefits	101-19-757 712.000	5,830	(5,830)	-	5,688	5,688
Materials & Supplies	101-19-757 726.000	10,190	(10,190)	-	7,990	7,990
Contractual Services	101-19-757 818.000	8,690	(8,690)	-	8,690	8,690
Repairs & Maintenance	101-19-757 930.000	300	(300)	-	300	300
Miscellaneous	101-19-757 956.000	200	(200)	-	200	200
Salaries & wages	101-19-776 702.000	108,081	(108,081)	-	85,479	85,479
Employee Benefits	101-19-776 712.000	72,017	(72,017)	-	53,182	53,182
Materials & Supplies	101-19-776 726.000	6,650	(6,650)	-	3,750	3,750
Contractual Services	101-19-776 818.000	24,000	(24,000)	-	13,382	13,382
Miscellaneous	101-19-776 956.000	2,200	(2,200)	-	1,500	1,500
NON DEPARTMENTAL						
Retirees Health Care				2,527,934	(66,216)	2,461,718
Transfer out - District Court				1,675,000	(9,600)	1,665,400
LIBRARY AUTHORITY						
Salaries & wages - Library	111-20-790 702.000	398,598	(54,950)	343,648	1,549	345,197
Employee Benefits	111-20-790 712.000	177,322	(44,045)	133,277	39,108	172,385
Retirees Health Care	111-20-790-712.001			-	66,216	66,216
Materials & Supplies	111-20-790 726.000	10,000	(1,000)	9,000		
Books	111-20-790 727.000	60,000	(2,500)	57,500		
Periodicals & Papers	111-20-790 728.000	10,000	(500)	9,500		
Digital Video Discs (DVD)	111-20-790 729.000	18,000	(1,000)	17,000		
Professional Services	111-20-790 801.000	60,000	(2,000)	58,000		
Utilities- Heating	111-20-790 920.002			-	15,676	15,676
Utilities- Electricity	111-20-790 920.004			-	39,601	39,601
Salaries & wages - Recreation	111-20-790 702.000	521,733	(21,633)	500,100	(500,100)	-
Employee Benefits	111-20-790 712.000	242,243	(2,344)	239,899	(239,899)	-
Materials & Supplies	111-20-790 726.000	74,272	(14,395)	59,877	(59,877)	-
Contractual Services	111-20-790 818.000	99,704	(18,362)	81,342	(81,342)	-
Transportation	111-20-790 860.000			5,530	(5,530)	-
Utilities- Telephone	111-20-790 920.000	4,500	(500)	4,000	(4,000)	-
Repairs & Maintenance	111-20-790 930.000	8,400	(300)	8,100	(8,100)	-
Rentals	111-20-790 940.000			4,860	(4,860)	-
Miscellaneous	111-20-790 956.000	42,710	(13,200)	29,510	(29,510)	-
Membership & Dues	111-20-790 958.000	1,300	(400)	900	(900)	-
Education & Training	111-20-790 960.000			525	(525)	-
DISTRICT COURT						
Salaries & wages	276-50-136-702.000			1,125,644	(9,600)	1,116,044
MOTOR POOL						
Capital Outlay	654-18-875 970.000	693,309	(45,000)	648,309		
TOTAL		2,422,091	(222,129)	3,336,521	(782,093)	1,755,119

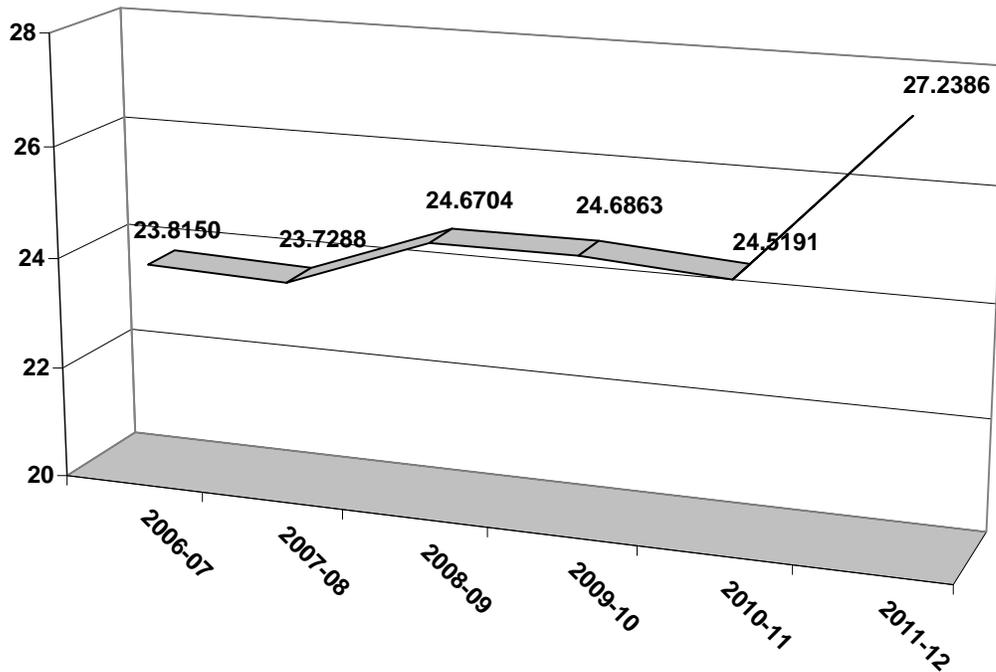
The table on this page provides a summary of changes made by the City Manager to the Departmental requests and changes made to the City Manager's proposed budget by the City Council.

The City Managers Recommended Budget removed Recreation from the General Fund and included it with the Library Authority. The City Council did not accept the City Managers recommendation and moved recreation back to the General Fund. In addition the Library expenditures (Retiree's Health Care, Heating and Electricity) charged to the General Fund in prior years was moved to the Library Authority. The City Council also reduced car allowance for the District Court

**CITY OF OAK PARK
SIX YEAR TAX RATE SUMMARY
2011-2012 BUDGET**

	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
General Tax Levy	16.3613	16.3563	16.3563	16.3563	16.3563	16.3563
Library	0.9917	0.9914	0.9914	0.9914	0.9914	1.4914
Recreation	0.0000	0.0000	0.0000	0.0000	0.0000	0.5000
Public Safety	0.0000	0.0000	1.0000	1.0000	1.0000	2.0000
Debt Retirement	4.0081	3.9280	3.8696	3.8855	3.7183	4.4378
Solid Waste	2.4539	2.4531	2.4531	2.4531	2.4531	2.4531
	23.8150	23.7288	24.6704	24.6863	24.5191	27.2386

SIX YEAR TAX RATE



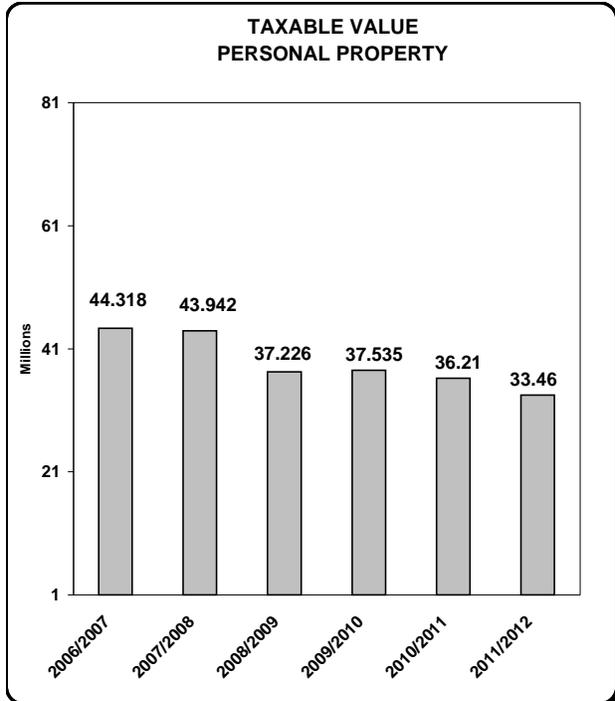
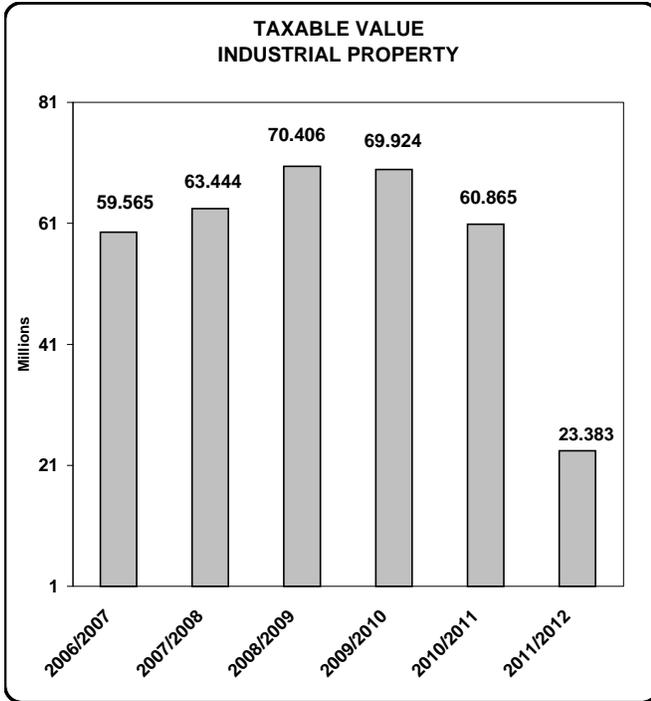
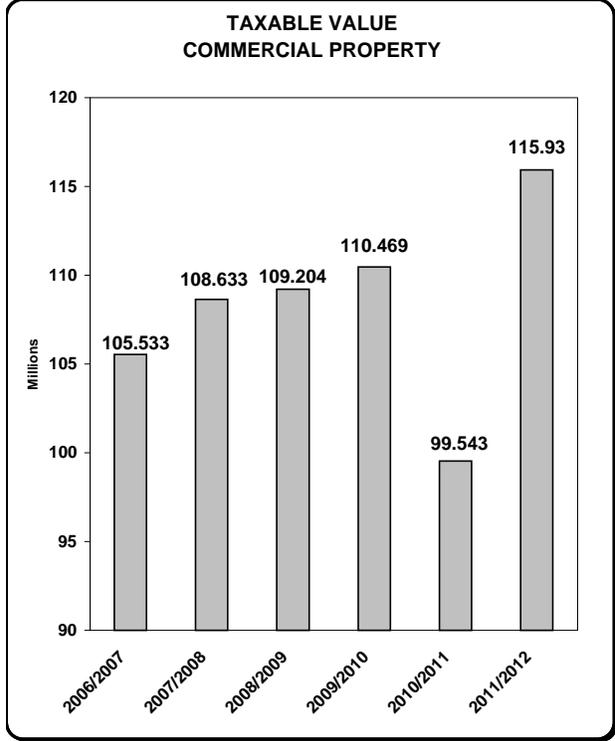
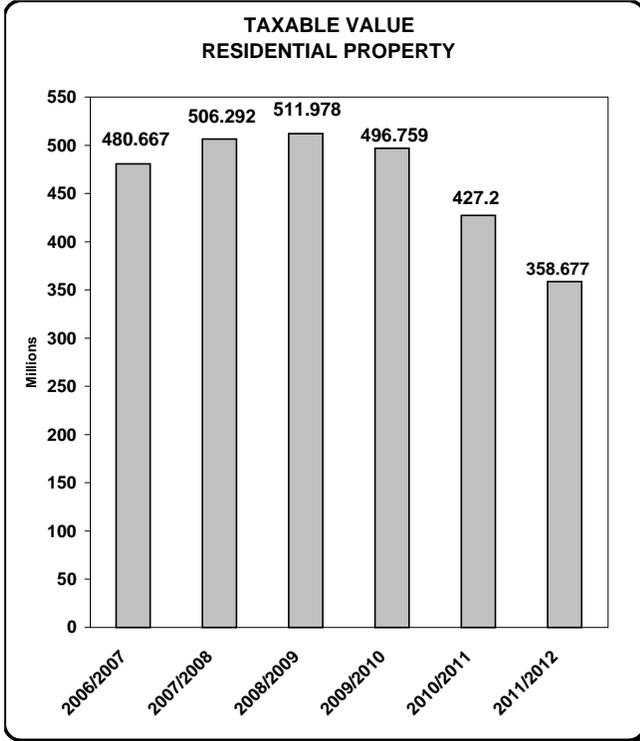
TAXABLE VALUE

CLASSIFICATION	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
RESIDENTIAL	480,667,540	506,292,480	511,737,180	496,759,030	427,200,170	358,677,900
COMMERCIAL	105,533,730	108,633,050	109,204,400	110,469,460	99,543,660	115,935,490
INDUSTRIAL	59,565,190	63,444,620	70,406,640	69,924,120	60,865,560	23,383,320
PERSONAL PROPERTY	44,318,580	43,942,580	37,226,110	37,535,040	36,210,100	33,460,080
	690,085,040	722,312,730	728,574,330	714,687,650	623,819,490	531,456,790

PERCENT OF TOTAL

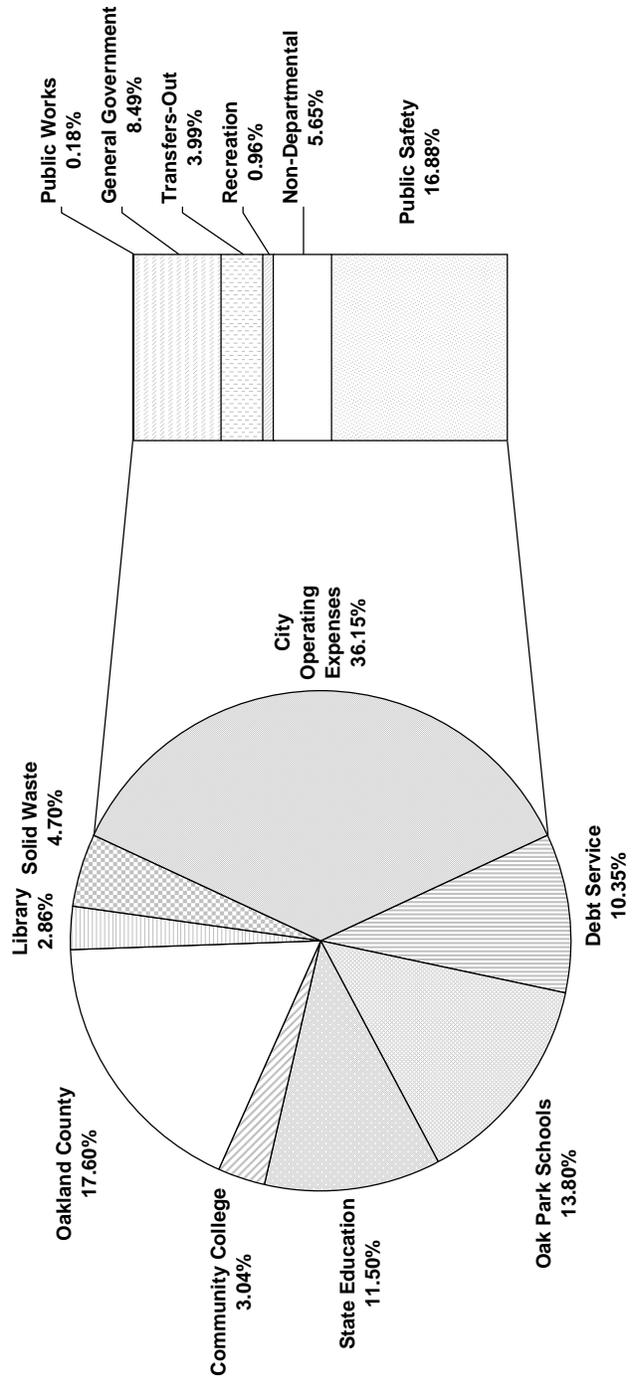
CLASSIFICATION	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12
RESIDENTIAL	69.65%	70.09%	70.24%	69.51%	68.48%	67.49%
COMMERCIAL	15.29%	15.04%	14.99%	15.46%	15.96%	21.81%
INDUSTRIAL	8.63%	8.78%	9.66%	9.78%	9.76%	4.40%
PERSONAL PROPERTY	6.42%	6.08%	5.11%	5.25%	5.80%	6.30%
	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

**CITY OF OAK PARK
2011-2012 BUDGET**



WHERE ONE DOLLAR OF YOUR TAXES GOES

FISCAL YEAR 2011/2012-Oak Park Schools



How Your Tax Dollar Is Divided

How the City Spends Your \$36.15

**CITY OF OAK PARK
PROJECTION OF 2011 MILLAGE REDUCTION FACTOR**

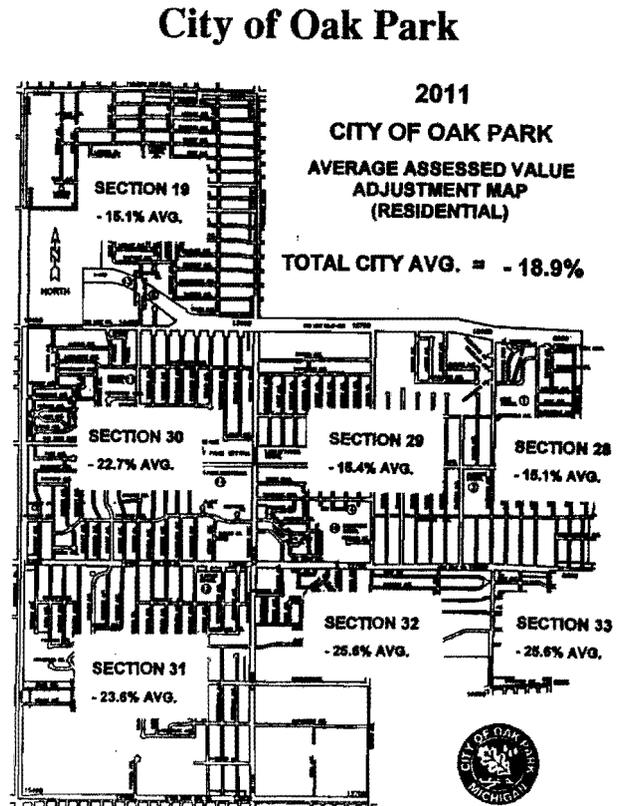
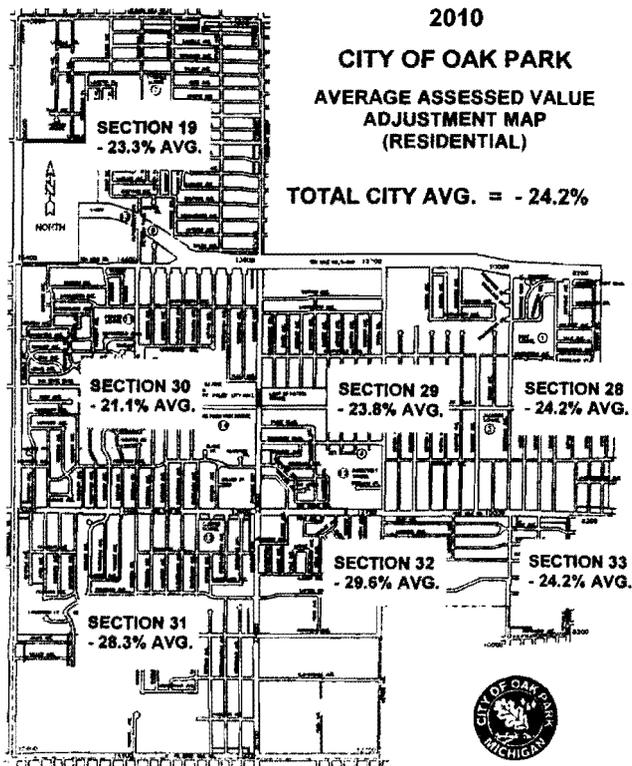
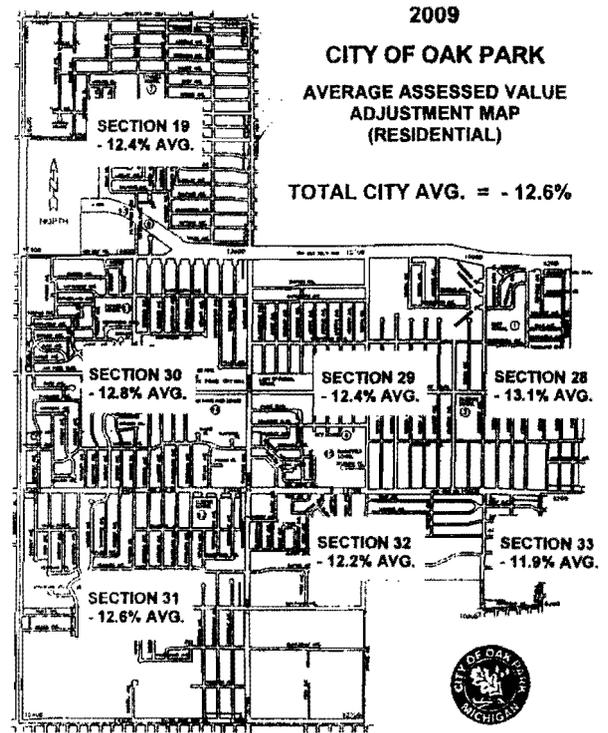
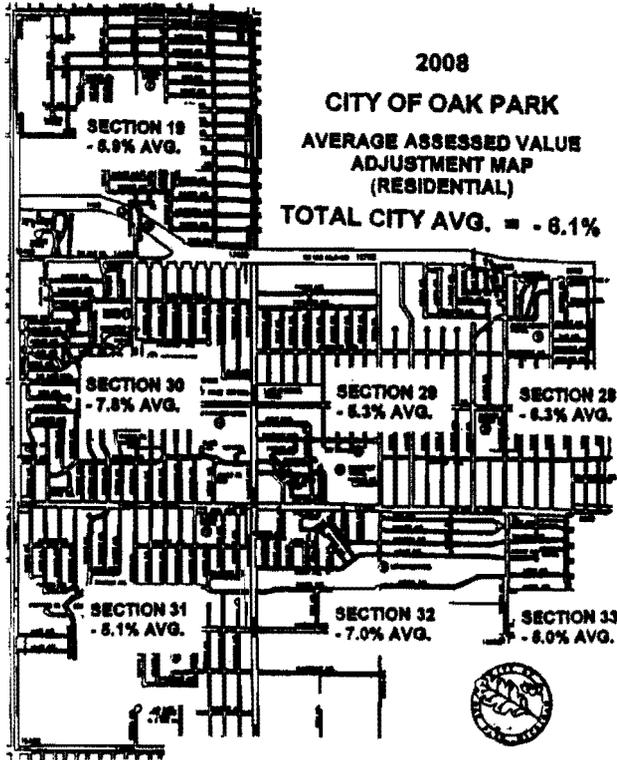
$$\frac{(\text{PRIOR YEARS TAXABLE VALUE} - \text{CURRENT YEARS LOSSES}) \times \text{CPI}}{\text{CURRENT YEARS TAXABLE VALUE} - \text{CURRENT YEARS TV ADDITIONS}} = \text{CURRENT YEARS MILLAGE REDUCTION FACTOR (CAN'T EXCEED 1.00)}$$

$$\frac{(\$623,819,490 - 14,364,435) \times 01.017}{\$522,974,490 - 5,869,942} = 1.0000 \text{ CURRENT YEARS (CANNOT EXCEED 1.0) MILLAGE REDUCTION FACTOR} = 1.0$$

	<u>MAXIMUM AUTHORIZED MILLAGE</u>	x	<u>MILLAGE FACTOR</u>	=	<u>HEADLEE MILLAGE</u>
GENERAL FUND OPERATING	16.3563	x	1	=	16.3563 MILLS
LIBRARY AUTHORITY	1.4914	x	1	=	1.4914 MILLS
RECREATION	0.5000	x	1	=	0.5000
PUBLIC SAFETY	2.0000	x	1	=	2.0000 MILLS
SOLID WASTE MILLAGE	<u>2.4531</u>	x	<u>1</u>	=	<u>2.4531</u> MILLS
TOTAL	22.8008	x	1	=	22.8008 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 – 2011/2012 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.

**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
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	134	5,741	5,100	74,990	1,170	1,917	0	0	89,052	114,096
CITY MANAGER	189,406	0	2,534	7,200	199,140	1,010	47,500	2,040	16,051	421	15,234	0	500	82,756	281,896
LAW	57,044	0	0	0	57,044	200	14,892	1,020	15,648	234	4,364	0	250	36,608	93,652
CITY CLERK	123,693	1,640	4,371	0	129,704	668	58,216	2,040	30,420	422	9,922	195	440	102,323	232,027
FINANCE & ADMIN. SERVICES	550,182	14,220	18,273	7,040	589,715	3,009	243,251	11,220	121,369	1,546	45,114	975	2,200	428,684	1,018,399
INFORMATION TECHNOLOGY	66,000	0	900	2,000	68,900	352	9,302	1,020	20,001	234	5,271	0	250	36,430	105,330
LIBRARY	292,348	0	3,900	2,400	298,648	1,559	69,024	4,080	30,168	376	22,847	780	760	129,594	428,242
PUBLIC INFORMATION	117,352	2,700	2,023	1,515	123,590	640	27,435	2,040	6,836	421	9,455	0	500	47,327	170,917
TECHNICAL & PLANNING SERVICES	495,153	18,756	16,083	3,695	533,687	8,722	248,196	10,200	146,467	1,126	40,825	1,845	2,020	459,401	993,088
PUBLIC WORKS	1,072,050	48,300	26,820	1,695	1,148,865	58,674	520,241	24,480	378,895	3,046	87,884	4,635	4,860	1,082,715	2,231,580
PUBLIC SAFETY	4,558,737	362,100	73,041	31,130	5,025,008	145,595	1,732,092	68,340	813,206	11,100	98,267	53,545	16,570	2,938,715	7,963,723
RECREATION	487,853	3,200	7,352	1,695	500,100	10,529	121,063	6,120	61,028	936	38,258	585	1,380	239,899	739,999
DISTRICT COURT	1,065,362	1,400	44,242	5,040	1,116,044	9,067	89,879	23,460	274,230	2,535	77,487	0	4,550	481,208	1,597,252
TOTAL	9,100,224	452,316	199,539	63,410	9,815,489	240,159	3,186,832	161,160	1,989,309	23,567	456,845	62,560	34,280	6,154,712	15,970,201

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	134	5,741	5,100	74,990	1,170	1,917	0	0	89,052	114,096
EXEMPT	760,805	0	35,369	13,565	809,739	12,685	279,889	8,160	122,769	1,844	52,807	870	2,000	481,024	1,290,763
SUPERVISORY	597,266	12,800	16,207	5,040	631,313	12,803	255,514	11,220	149,767	2,030	48,296	1,025	2,440	483,095	1,114,408
ADMINISTRATIVE	236,430	3,560	9,192	0	249,182	1,279	124,969	5,100	52,610	935	19,062	0	1,250	205,205	454,387
AFSCME	1,588,314	74,166	38,650	9,000	1,710,130	52,338	803,170	44,880	561,570	4,515	130,820	8,575	8,540	1,614,408	3,324,538
AFSCME - PART TIME	103,996	0	0	0	103,996	555	0	0	0	0	7,957	0	0	8,512	112,508
POLICE OFFICERS - POAM	2,989,664	258,860	33,650	18,825	3,300,999	103,045	1,127,791	45,900	552,893	7,380	47,861	39,150	11,250	1,935,270	5,236,269
COMMAND OFFICERS - COAM	1,038,335	79,030	16,150	11,940	1,145,455	34,128	382,603	12,240	124,047	2,129	15,282	10,440	3,000	583,869	1,729,324
DISPATCHERS	217,741	22,500	6,079	0	246,320	1,280	117,276	5,100	76,433	935	18,844	2,500	1,250	223,618	469,938
COURT	1,065,362	1,400	44,242	5,040	1,116,044	9,067	89,879	23,460	274,230	2,535	77,487	0	4,550	481,208	1,597,252
PART TIME / NON-UNION	<u>477,267</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>477,267</u>	<u>12,845</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>94</u>	<u>36,512</u>	<u>0</u>	<u>0</u>	<u>49,451</u>	<u>526,718</u>
TOTAL	9,100,224	452,316	199,539	63,410	9,815,489	240,159	3,186,832	161,160	1,989,309	23,567	456,845	62,560	34,280	6,154,712	15,970,201

**CITY OF OAK PARK
FISCAL YEAR 2011-2012
SALARIES AND FRINGE BENEFITS
FUND TOTALS**

<u>FUND NO.</u>	<u>FUND</u>	<u>SALARIES</u>	<u>FRINGE BENEFITS</u>	<u>TOTAL</u>
101	GENERAL	\$6,629,313	\$4,104,730	\$10,734,043
111	LIBRARY	345,197	172,385	517,582
202	MAJOR STREETS	235,473	218,140	453,613
203	LOCAL STREETS	195,307	184,061	379,368
226	SOLID WASTE	196,456	185,144	381,600
275	FEDERALLY FUNDED GRANTS: CDBG	83,491	0	83,491
276	DISTRICT COURT 45-B	1,116,044	481,208	1,597,252
279	COPS PROGRAM GRANT FUND	178,641	89,930	268,571
402	CITY OWNED PROPERTY	9,626	9,072	18,698
403	NEIGHBORHOOD STABILIZATION PROGRAM	22,167	5,978	28,145
592	WATER AND SEWER	703,019	609,110	1,312,129
654	MOTOR POOL	<u>100,755</u>	<u>94,954</u>	<u>195,709</u>
	TOTAL	<u>\$9,815,489</u>	<u>\$6,154,712</u>	<u>\$15,970,201</u>

SALARIES & FRINGE BENEFITS BY FUND AND DEPARTMENT

DEPARTMENT	GENERAL	LIBRARY	MAJOR STREETS	LOCAL STREETS	SOLID WASTE	DISTRICT COURT	CDBG	COPS GRANT	CITY OWNED PROPERTY	NSP PROPERTY	WATER & SEWER	MOTOR POOL	TOTAL
CITY COUNCIL	\$114,096												\$114,096
CITY MANAGER	281,896												281,896
LAW	93,652												93,652
CITY CLERK	232,027												232,027
FINANCIAL & ADM. SERVICES	781,560												1,018,399
INFORMATION TECHNOLOGY	105,330										236,839		1,018,399
LIBRARY		517,582											105,330
PUBLIC INFORMATION	170,917												170,917
TECHNICAL & PLANNING SERVICES	556,692		58,623				83,491			28,145	266,137		993,088
PUBLIC WORKS	52,062		394,990	379,368	381,600				18,698	809,153	195,709		2,231,580
PUBLIC SAFETY	7,695,152							268,571					7,963,723
RECREATION	650,659												650,659
DISTRICT COURT						1,597,252							1,597,252
TOTAL	\$ 10,734,043	\$ 517,582	\$ 453,613	\$ 379,368	\$ 381,600	\$ 1,597,252	\$ 83,491	\$ 268,571	\$ 18,698	\$ 28,145	\$ 1,312,129	\$ 195,709	\$ 15,970,201

CITY OF OAK PARK

2011 - 2012 BUDGET

REVENUES AND EXPENDITURES

INCLUDING TRANSFERS-IN AND TRANSFERS-OUT

OVERVIEW - ALL FUNDS - CITY COUNCIL APPROVED

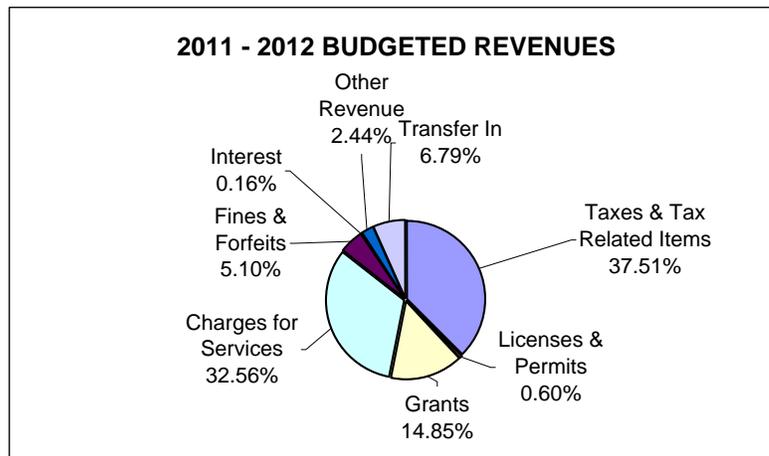
ACCT. NO.	ACCOUNT NO. / NAME	General Fund	Library Authority	Brownfield Authority	EDC & MBA	Major Streets	Local Streets	Solid Waste	Narcotic Forfeiture	Criminal Justice Train.	Disaster Contingency	Caseflow Assistance	CDBG	COPS Grant
403	Taxes & Tax Related Items	10,588,269	797,773	48,000				1,302,340						
451	Licenses & Permits	249,300												
574	Grants	3,189,895	14,800			1,000,000	400,000			15,000		24,000	139,491	268,571
644	Charges for Services	552,700	4,000					1,146,000						
659	Fines & Forfeits	1,675,000	60,500						15,000					
664	Interest	10,000	2,000		390	15,000	4,000	2,000	0	130	25	1,700		
683	Other Revenue	806,800	300			98,750								
699	Transfer In	550,000					270,000							
	Total Revenues	17,621,964	879,373	48,000	390	1,113,750	674,000	2,450,340	15,000	15,130	25	25,700	139,491	268,571
702	Salaries & Wages	6,629,313	345,197			235,473	195,307	196,456					83,491	178,641
712	Employee Benefits	4,104,730	172,385			218,140	184,061	185,144						89,930
712.001	Retiree's Benefits	2,554,022	66,216											
712.004	Unemployment Compensation	38,500												
726	Materials & Supplies	296,357	93,000			95,000	60,000	5,000	15,000					
727	Nursery Stock	5,000												
730	Water Meters													
801	Professional Services	446,300	58,000	0		90,000		7,000						
803	Medical Services	2,500												
804	Employee Recruitment	2,500												
807	Refuse Collection													
808	Refuse Disposal							1,590,000						
818	Contractual Services	193,692	800	23,276				50,000					56,000	
860	Transportation	25,880	150											
861	Fleet Collision Repairs													
864	Conferences & Workshops	0	150			500								
900	Printing & Publications	42,950	500											
901	Newspaper Postings	12,000												
903	Postage													
910	Insurance Bonds													
920.001	Utilities - Telephone	81,850	850											
920.002	Utilities - Heating	64,324	15,676											
920.003	Utilities - Water	30,000				12,000								
920.004	Utilities - Electricity	649,460	39,601											
924	Sewage Disposal													
925	Non-Residential IWC													
926	Industrial Surcharge													
930	Repairs & Maintenance	277,870	50,750				0							
940	Rentals	76,760	0			54,000	110,000	100,000						
956	Miscellaneous	39,760	1,500									7,000		
958	Memberships & Dues	34,138	750			500								
960	Education & Training	66,760	0							15,000				
961	Contingencies	10,000												
964	Refunds & Rebates	8,000	0					3,000						
	Total - Operations	15,692,666	845,525	23,276	0	705,613	549,368	2,136,600	15,000	15,000	0	7,000	139,491	268,571
968	Depreciation													
970	Capital Outlay	10,000				200,000	0							
991	Principal													
992	Debt Service													
995	Interest													
999	Transfer Out	1,905,400				350,000	75,000	310,000						
	Total Expenditures	17,608,066	845,525	23,276	0	1,255,613	624,368	2,446,600	15,000	15,000	0	7,000	139,491	268,571
	Expenditures (Over) Under Revenues	13,898	33,848	24,724	390	(141,863)	49,632	3,740	0	130	25	18,700	0	0
	Beginning Fund Balance	1,760,031	(45,782)	(24,724)	21,893	456,655	227,620	262,043	56,266	13,435	3,599	100,455	0	0
	Reserved Fund Balance	200,000	5,400	0	0	3,500	0	0	0	0	0	0	0	0
	Ending Unreserved Fund Balance	1,573,929	(17,334)	0	22,283	311,292	277,252	265,783	56,266	13,565	3,624	119,155	0	0

District	Debt	Road	Sidewalk	Public	City	NSP	Mun. Bldg.	Mun. Complex	Water &	Central	Motor	Risk	Retiree's	Retiree's	TOTAL
Court	Retirement	Construction	Program	Imp.	Prop.		Construction	Facility Fund	Sewer	Services	Pool	Management	Health-Court	Health-Gen.	
	2,343,157														15,079,539
															249,300
91,448						1,028,145									6,171,350
195,173			50,000						10,920,019	0	405,055	260,849			13,533,796
							236,280						135,000		2,121,780
2,454	1,037	1,500	500	100	0	0	1,000	2,000	20,000	550	200	125	75	250	65,036
											34,000	100		75,000	1,014,950
1,665,400	511,872				55,000				50,000	75,000		110,000	37,407		3,324,679
1,954,475	2,856,066	1,500	50,500	100	55,000	1,028,145	237,280	2,000	10,990,019	75,550	439,255	371,074	172,482	75,250	41,560,430
1,116,044		0	0		9,626	22,167			703,019		100,755				9,815,489
481,208		0	0		9,072	5,978			609,110		94,954				6,154,712
													221,602		2,841,840
															38,500
85,400					0				81,500	2,500	180,000				913,757
															5,000
									130,000						130,000
32,501		600,000	35,000		0	1,000,000	0	12,591,647	90,000	11,800	9,000			0	14,971,248
															2,500
															2,500
															0
															1,590,000
154,748			0						45,000						523,516
										400	195,000				221,430
											2,500				2,500
2,500															3,150
									9,000						52,450
									1,000						13,000
										59,700					59,700
6,454									84,000			571,827			662,281
									5,700						88,400
									8,000						88,000
									1,100,000						1,142,000
									120,000						809,061
									4,500,000						4,500,000
									149,272						149,272
									0						0
42,000									875,500						1,246,120
			2,500						133,000						476,260
11,000					0				1,000						60,260
									250		100				35,738
2,620									9,000		1,000				94,380
															10,000
	49,161														60,161
1,934,475	49,161	600,000	37,500	0	18,698	1,028,145	0	12,591,647	8,654,351	74,400	583,309	571,827	221,602	0	46,763,225
									315,000						315,000
0			0				0		100,000		65,000				375,000
	1,420,000								1,166,921						2,586,921
									1,000						1,000
	1,386,905								374,041						1,760,946
20,000	511,872								135,000						3,307,272
1,954,475	3,367,938	600,000	37,500	0	18,698	1,028,145	0	12,591,647	10,746,313	74,400	648,309	571,827	221,602	0	55,109,364
0	(511,872)	(598,500)	13,000	100	36,302	0	237,280	(12,589,647)	243,706	1,150	(209,054)	(200,753)	(49,120)	75,250	(13,548,934)
45,000	594,695	694,297	130,143	54,033	(30,011)	0	842,997	12,589,647	18,122,556	6,392	1,913,726	321,284	94,629	428,448	38,639,327
45,000															253,900
0	82,823	95,797	143,143	54,133	6,291	0	1,080,277	0	18,366,262	7,542	1,704,672	120,531	45,509	503,698	24,836,493

**CITY OF OAK PARK
2011 - 2012 BUDGET
ANALYSIS OF REVENUE SOURCES
OVERVIEW - ALL FUNDS**

ACCT. NO.	ACCOUNT NO. / NAME	FY 2007 - 2008 ACTUAL	FY 2008 - 2009 ACTUAL	FY 2009 - 2010 ACTUAL	FY 2010 - 2011 ESTIMATED	FY 2011 - 2012 BUDGETED
403	Taxes & Tax Related Items	17,867,222	18,854,044	18,275,919	15,769,962	15,591,411
451	Licenses & Permits	332,852	269,104	286,918	240,600	249,300
574	Grants	5,967,333	6,302,512	6,952,057	6,574,961	6,171,350
644	Charges for Services	11,525,073	11,807,833	11,570,096	13,507,688	13,533,796
659	Fines & Forfeits	2,113,148	2,066,150	1,988,116	1,942,441	2,121,780
664	Interest	838,788	465,081	211,032	111,108	65,037
683	Other Revenue	992,105	935,069	2,052,273	14,418,297	1,014,950
699	Transfer In	3,361,565	3,326,105	3,286,461	3,339,790	2,822,407
	Total Revenues	42,998,086	44,025,898	44,622,872	55,904,847	41,570,031

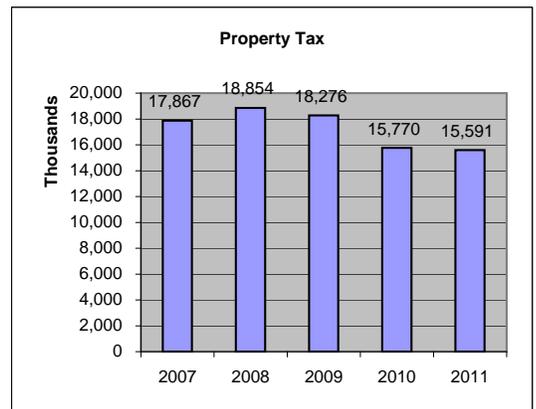
The City has several revenue sources, each representing a different percentage of total revenues.



Percentages are shown at the budgeted amounts.

PROPERTY TAX

	<u>Amount</u>	<u>% Inc (Dec)</u>
FY 2007 - 2008	17,867,222	3.30%
FY 2008 - 2009	18,854,044	5.52%
FY 2009 - 2010	18,275,919	-3.07%
FY 2010 - 2011 - estimated	15,769,962	-13.71%
FY 2011 - 2012 - budgeted	15,591,411	-1.13%



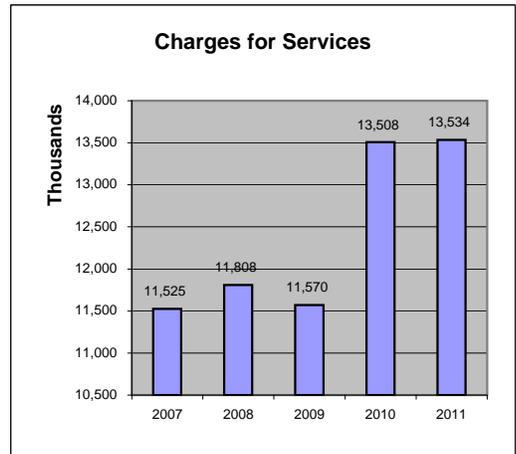
Property taxes represent 37.51% of the total revenue budgeted for FY 2011 - 2012 and is the city's largest source of revenue. The City has five funds that have property tax revenue - General Fund, Library Authority, Brownfield Authority, Solid Waste Fund and Debt Service Funds. Taxes are levied on the Taxable Value of Real and Personal Property located in the City. The City experienced steady growth in tax revenue until FY 2009 - 2010 when property values began to decrease in response to the housing crisis that has affected the State of Michigan as well as the nation. In FY 2010 - 2011 the taxpayers of the city voted to increase the millage by two mills. A mill is defined as one dollar for every \$1,000 of value. The decrease in tax revenue in FY 2011 - 2012 has meant the City had to cut expenditures by decreasing the work force by 13 full time positions, cutting wages and fringe benefits of employees and cutting programs.

It is expected that tax revenue will fall in the next two fiscal years. The City will continue to cut it's expenditures to balance it's budget. Wages and fringe benefits represent over 75% of expenditures so the City will seek concessions from union groups to help maintain services and get through these tough economic times.

**CITY OF OAK PARK
2011 - 2012 BUDGET
ANALYSIS OF REVENUE SOURCES
OVERVIEW - ALL FUNDS**

CHARGES FOR SERVICES

	<u>Amount</u>	<u>% Inc (Dec)</u>
FY 2007 - 2008	11,525,073	(0.38%)
FY 2008 - 2009	11,807,833	2.45%
FY 2009 - 2010	11,570,096	-2.01%
FY 2010 - 2011 - estimated	13,507,688	16.75%
FY 2011 - 2012 - budgeted	13,533,796	0.19%



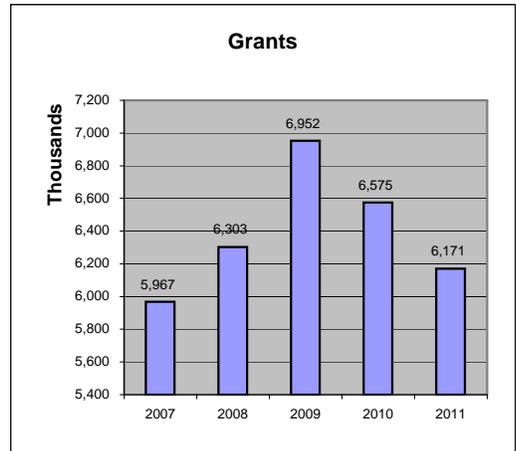
Charges for Services represent 32.56% of the total revenue budgeted for FY 2011 - 2012 and is the city's second largest source of revenue. The City has eight funds that have charges - General Fund, Library Authority, Solid Waste Fund, District Court Fund, Sidewalk Program Fund, Water and Sewer Fund, Motor Pool, and Risk Management Fund.

Charges for Services are fees paid for services rendered. Payment for recreation programs, solid waste pickup and disposal, court costs, replacement of sidewalks, insurance, repair and maintenance of vehicles and water and sewer are some of the charges the City collects. Fees are analyzed on an annual basis and adjusted if the cost of the service is greater than the revenue generated.

Charges for Water and Sewer represent 80.68% (\$10,920,019) of charges for services and are budgeted to increase 3.0%. The increase is due to the City of Detroit raising its rates for the purchase of water. The City will continue to raise rates to offset the increased cost of providing services to stabilize this revenue source.

GRANTS

	<u>Amount</u>	<u>% Inc (Dec)</u>
FY 2007 - 2008	5,967,333	0.32%
FY 2008 - 2009	6,302,512	5.62%
FY 2009 - 2010	6,952,057	10.31%
FY 2010 - 2011 - estimated	6,574,961	-5.42%
FY 2011 - 2012 - budgeted	6,171,350	-6.14%



Grants represent 14.85% of the total revenue budgeted for FY 2011 - 2012 and is the city's third largest source of revenue. The City has eleven funds that have grants - General Fund, Library Authority, Major Street Fund, Local Street Fund, Criminal Justice Training Fund, Caseflow Assistance Fund, CDBG Fund, EECBG Fund, COPS Grant Fund, District Court Fund and NSP Fund.

Grants are funds received from other sources such as the State of Michigan and the Federal Government. The largest source of grants is State Shared Revenue, which is budgeted to receive \$3.190 million in FY 2011 - 2012. State shared revenue is sales tax collected by the State of Michigan and distributed to cities and counties. It is under constant pressure as the State has continually reduced the amount distributed as it tries to balance it's budget. Expenditures will have to be cut should the State continue this practice.

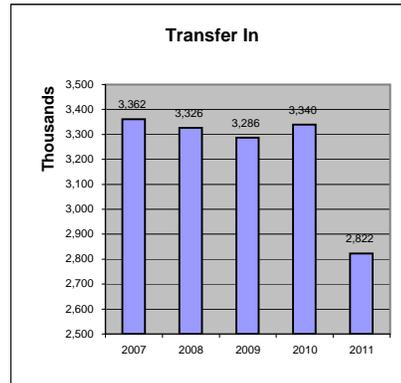
The Community Oriented Policing Services Grant Fund (COPS) is a Federal Grant that will provide \$268,571 for hiring and compensation of three Public Safety Officers for three years. The Neighborhood Stabilization Program Grant Fund is a federal grant that will provide \$1,028,145 for the purchase and rehabilitation of foreclosed homes in the City.

The City will continue to monitor and apply for grants that are available to help pay for services or improve the quality of life of it's citizens.

**CITY OF OAK PARK
2011 - 2012 BUDGET
ANALYSIS OF REVENUE SOURCES
OVERVIEW - ALL FUNDS**

TRANSFER IN

	Amount	% Inc (Dec)
FY 2007 - 2008	3,361,565	(10.81%)
FY 2008 - 2009	3,326,105	-1.05%
FY 2009 - 2010	3,286,461	-1.19%
FY 2010 - 2011 - estimated	3,339,790	1.62%
FY 2011 - 2012 - budgeted	2,822,407	-15.49%

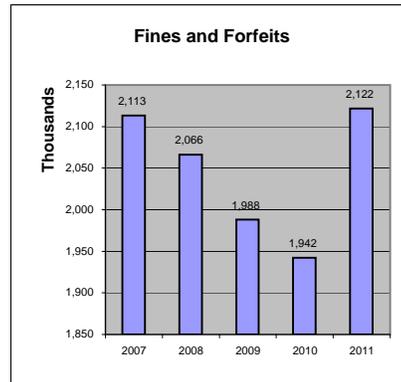


Transfers In represent 6.79% of the total revenue budgeted for FY 2011 - 2012 and is the city's fourth source of revenue. The City has seven funds that have transfers in - General Fund, Local Street Fund, District Court Fund, Water and Sewer Fund, Central Services Fund, Risk Management Fund and Retiree's Health Care Fund - District Court Employees Fund.

Transfers In are funds that are transferred from one fund that performs a service for another fund. The reduction in transfers are due to less amount transferred from the General Fund to the District Court Fund because of cutbacks in the District Court. The General Fund also transferred less to the Risk Management Fund due to decreased insurance rates.

FINES AND FORFEITS

	Amount	% Inc (Dec)
FY 2007 - 2008	2,113,148	(8.00%)
FY 2008 - 2009	2,066,150	-2.22%
FY 2009 - 2010	1,988,116	-3.78%
FY 2010 - 2011 - estimated	1,942,116	-2.31%
FY 2011 - 2012 - budgeted	2,121,780	9.25%

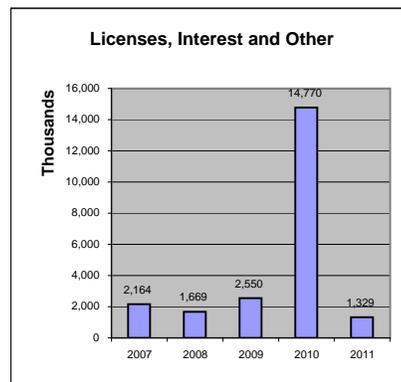


Fines and Forfeits represent 5.10% of the total revenue budgeted for FY 2011 - 2012 and is the city's fifth largest source of revenue. The City has five funds that have fines - General Fund, Library Authority, Narcotics Forfeiture Fund, Municipal Building Construction Fund, and Retirees Health Care Fund - District Court Employees.

Fines are fees paid for tickets written by the Public Safety Department and levied by the District Court. The amount of fines is directly related to the number of traffic tickets written. The number of tickets written in 2009 was 2,784 less than the amount written in 2008 and accounts for the drop in revenue of 7.64%. It is expected that the number of tickets will level off and fines will be increased to provide an increase in FY 2011 - 2012.

LICENSES & PERMITS, INTEREST, and OTHER REVENUE

	Amount	% Inc (Dec)
FY 2007 - 2008	2,163,745	(8.00%)
FY 2008 - 2009	1,669,254	(2.22%)
FY 2009 - 2010	2,550,223	(7.64%)
FY 2010 - 2011 - estimated	14,770,005	479.17%
FY 2011 - 2012 - budgeted	1,329,287	-91.00%



Other Revenue represent 2.44% of the total revenue budgeted for FY 2011 - 2012 and is the city's sixth largest source of revenue. The City has five funds that have other revenue - General Fund, Major Street Fund, Motor Pool, Risk Management Fund and Retire Health Care Fund - General Employees. The majority of this revenue is franchise and cell tower rental fees. A small increase is anticipated.

Bond proceeds of \$13,326,647 in FY 2010-2011 is the reason for the large increase in that year.

Licenses & Permits represent 0.60% of the total revenue budgeted for FY 2011 - 2012. The General Fund is the only fund with this revenue source which contains amounts for building and construction permits. It is expected that this revenue will have a small increase as the economy improves and investment in the city's housing stock rebounds.

Interest represents 0.16% of the total revenue budgeted for FY 2011 - 2012. All funds with fund balance or cash reserves will receive interest. Interest rates are at a historical low and revenue is expected to remain flat.

CITY OF OAK PARK

GENERAL FUND

OVERVIEW

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. The General Fund uses the current financial resources measurement focus and the modified accrual basis of accounting for budgeting which recognizes revenue when it is both measurable and available. Expenditures are recognized as soon as a liability is incurred.

The General Fund has a balanced budget for the Fiscal Year of 2011-2012 – revenues are equal to anticipated expenditures. The Undesignated General Fund Balance is anticipated to be \$1,573,929.

REVENUE

The proposed budget recommends revenues in the General Fund of \$17,621,974 - a decrease of \$1,043,740 or 5.59% under the budget appropriation of \$18,665,704 in FY 2010-2011.

See page 62-64 for a detailed discussion of Major Revenue Trends.

See page 65-66 for a breakdown of revenue line items.

See page 68 for a graph showing the changes in major revenue sources.

EXPENDITURES

The total appropriation for the General Fund is \$16,882,478 – a decrease of 9.33% from budgeted expenditures of \$18,617,904 in FY 2010-2011.

See page 53-55 for a detailed discussion of Expenditure Trends.

See each Departmental Budget for a discussion of expenditure line items.

FUND BALANCE

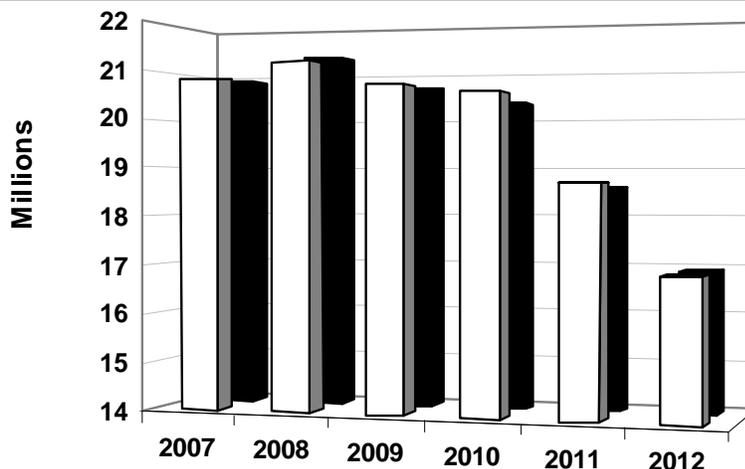
It is estimated that the City's Undesignated General Fund Balance will be \$1,573,929 at the end of FY 2011-2012. This is projected to be 8.93% of operating revenues and 8.94 of operating expenditures.

See page 58 for a history of Undesignated Fund Balance.

PERFORMANCE OBJECTIVES

The Undesignated Fund Balance will be maintained at not less than 10% of operating revenues and not less than 8.33% (one month) of operating expenditures. The current budget meets the fund balance goal for expenditures but is below the 10% target for revenues. It is planned to freeze hiring and cut expenditures until the fund balance goals can be achieved.

TOTAL REVENUE AND EXPENDITURES



	2007	2008	2009	2010	2011	2012
□ Revenues	20.84	21.15	20.67	20.50	18.67	16.88
■ Expenditures	20.84	21.33	20.67	20.34	18.62	16.88

CITY OF OAK PARK

GENERAL FUND - EXPENDITURES

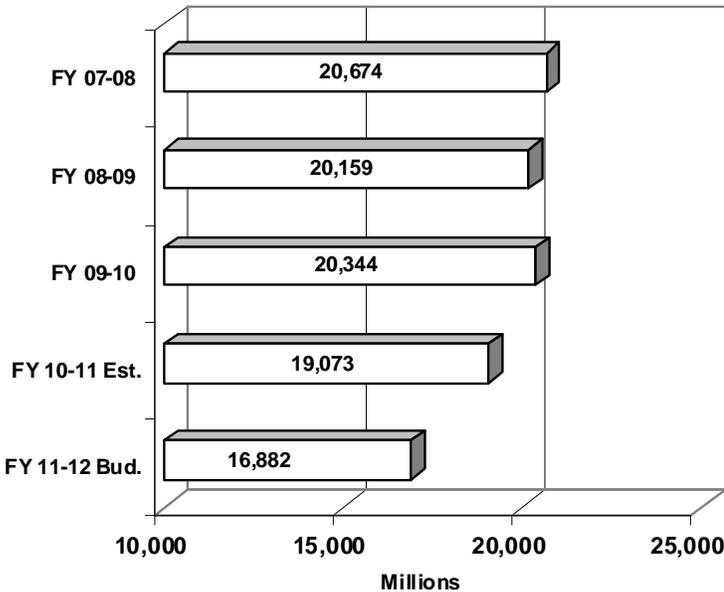
EXPENDITURES

The total appropriation for the General Fund is \$16,882,478 – a decrease of \$1,735,426 or 9.33% under the budget appropriation of \$18,617,904 in FY 2010-2011.

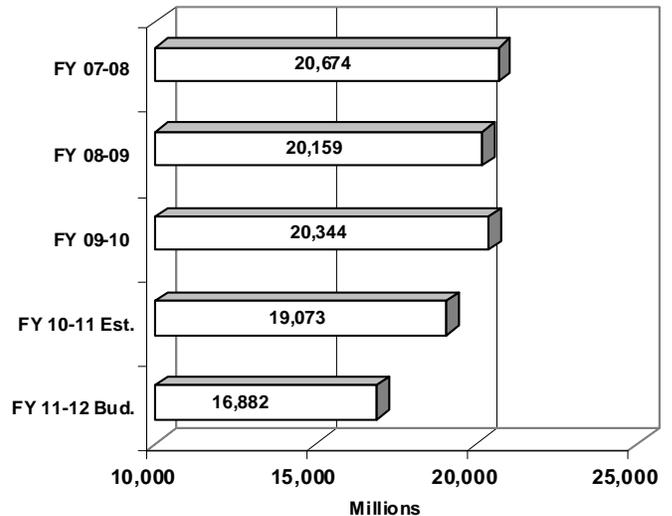
General Fund Expenditures have decreased an average of 6.47% over the past five years while revenues have decreased 6.50% during the same time period. However revenues have decreased 10.50% between FY 2010-2011 and 2011-12. As a result, Fund Balance is affected. Undesignated Fund Balance for Fiscal Year 2011-2012 is \$1,560,031. Lowering expenditures in capital improvements and negotiated wages and fringe benefits have accounted for decreases in expenditures. A balanced budget is presented for FY 2011-2012. An attempt will be made to present a balanced budget for the next 3-5 years.

paid employees and/or retirees. Anticipated decreases in wages and fringe benefits have accounted for this decrease. The rate of decline for wages and fringe benefits is expected to continue until economic conditions improve.

Total General Fund Expenditures



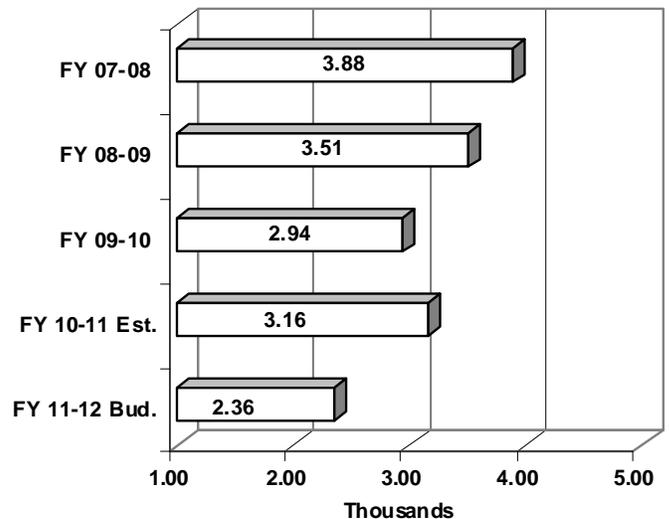
Total General Fund Expenditures



Materials & Supplies

Materials and Supplies represent 1.43% of General Fund expenditures. It is expected that this trend will continue.

Materials and Supplies



Budgeted Expenditures by line item are detailed in each department's budget. It is expected that the percent of the budget spent on each department will continue to decline. See the graph "Budgeted Expenditures By Classification" for a break-down of expenditures by department.

Personal Services

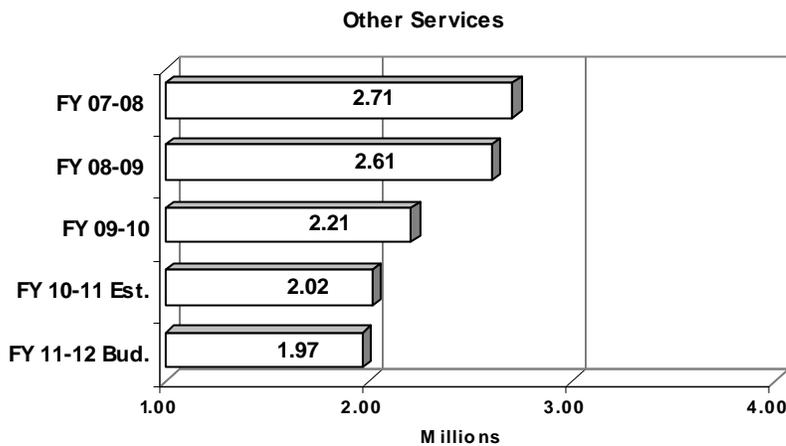
Personal Services represent 75.55% of General Fund Expenditures and is the largest source of expenditures. Personal Service Expenditures are wages and fringe benefits

CITY OF OAK PARK

GENERAL FUND - EXPENDITURES

Other Services

Other Services represent 11.67% of General Fund expenditures. These expenditures are for services rendered by outside professionals, utilities, conferences, training, printing, repairs, and other miscellaneous costs experienced in the daily operation of the City. These items have historically been approximately 10-14% and this trend is expected to continue.



Capital & Debt

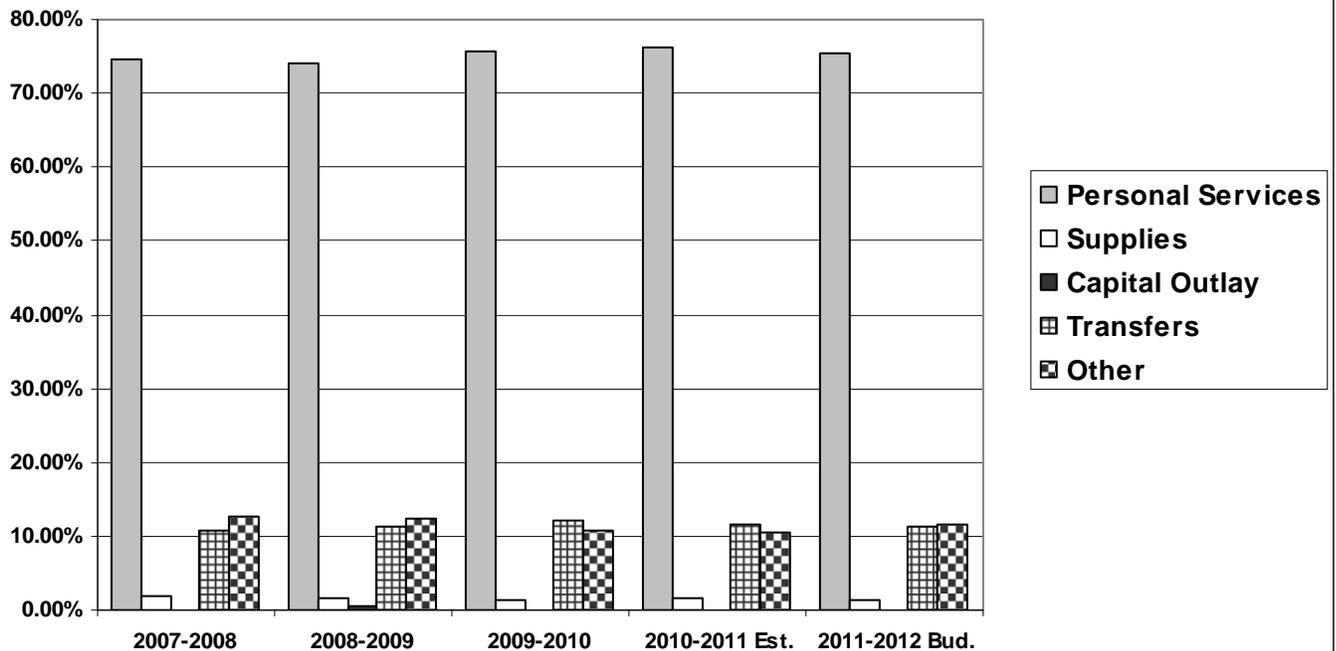
Capital purchases represent .06% of General Fund expenditures. The General Fund budget remains at \$10,000 in 2011-2012, the same estimate for FY 2010-2011. Budget constraints have caused allocations to remain relatively low each year. See General Fund – Capital Outlay in this section for a detailed discussion of Capital Outlay.

Transfer to Other Funds

Transfers to other funds represent 11.34% of the General Fund budget. This includes transfers to the Central Services, District Court, Risk Management and Retirees Health Care Funds. The transfer to the Risk Management Fund of \$110,000 is for costs for the City's property and liability insurance. This is a \$270,000 decrease from FY 2010-2011.

Due to cut-backs in Federal Grant assistance, transfers for various grant funding have been eliminated. Any future funding from these sources remains uncertain at this time.

Total Expenditures - General Fund As a Percent of Total Budget



**CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET
GENERAL FUND**

ACTIVITY / NAME OF ACCOUNT	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPARTMENT REQUEST FY 2011-2012	CITY MANAGERS RECOMMENDED FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
<u>GENERAL GOVERNMENT</u>							
Council	103,676	95,902	66,029	95,902	118,466	118,466	118,466
City Manager	353,613	309,858	184,463	304,858	313,600	310,896	310,896
Information Technology	176,845	178,776	117,222	178,776	183,480	183,480	183,480
City Attorney	165,840	170,275	86,015	170,000	170,000	170,000	170,000
Prosecuting Attorney	106,586	92,325	63,826	92,325	94,402	94,402	94,402
Labor Attorney	79,785	50,000	54,000	72,000	65,000	65,000	65,000
Elections	163,326	163,404	108,589	159,404	184,307	184,307	182,158
City Clerk	120,876	125,379	76,166	125,379	144,613	144,613	142,464
Finance & Administrative Services	832,545	789,854	522,333	810,508	834,660	834,660	834,660
Public Information	344,874	216,897	159,714	216,897	223,182	223,182	223,182
Technical & Planning Services	2,062,055	1,901,487	1,139,069	1,799,147	1,921,686	1,742,647	1,703,046
TOTAL GENERAL GOVERNMENT	4,510,021	4,094,157	2,577,426	4,025,196	4,253,396	4,071,653	4,027,754
Public Safety	9,641,655	9,088,714	6,005,693	9,204,668	9,041,265	8,100,952	8,100,952
Public Works	446,003	93,734	79,906	103,444	87,462	87,462	87,462
Recreation	1,045,643	1,014,983	563,667	991,372	1,005,777	0	845,303
TOTAL DEPARTMENTAL	15,643,322	14,291,588	9,226,692	14,324,680	14,387,900	12,260,067	13,061,471
<u>NON-DEPARTMENTAL</u>							
Retirees Health Care	2,023,819	2,076,482	1,354,374	2,335,581	2,527,934	2,527,934	2,461,718
Retirees Life Insurance	2,265	2,304	1,739	2,304	2,304	2,304	2,304
Retirees Dental	92,330	90,000	50,857	90,000	90,000	90,000	90,000
Unemployment Compensation	37,822	38,500	0	38,500	38,500	38,500	38,500
Community Promotion	301	0	0	0	0	0	0
Fireworks	0	0	0	0	0	0	0
Employee Recognition	0	0	0	0	0	0	0
Boards & Commissions Dinner	0	0	0	0	0	0	0
Youth Assistance Program	2,000	0	0	0	0	0	0
Telephone System	3,719	7,000	5,541	7,000	7,000	7,000	7,000
Unforeseen Expense	16,726	10,000	4,807	10,000	10,000	10,000	10,000
Memberships & Dues	22,881	23,673	21,083	23,673	23,673	23,673	23,673
Refunds & Rebates	59,142	8,000	23,002	25,000	8,000	8,000	8,000
TOTAL NON-DEPARTMENTAL	2,261,005	2,255,959	1,461,403	2,532,058	2,707,411	2,707,411	2,641,195
TOTAL EXPENDITURES	17,904,327	16,547,547	10,688,095	16,856,738	17,095,311	14,967,478	15,702,666
<u>TRANSFERS-OUT</u>							
Transfer to Central Services	57,000	75,000	50,000	75,000	75,000	75,000	75,000
Transfer to District Court	1,886,424	1,615,357	1,076,905	1,761,307	1,675,000	1,675,000	1,665,400
Transfer to Risk Management	417,000	380,000	253,333	380,000	110,000	110,000	110,000
Transfer to City Owned Property	80,000	0	0	0	55,000	55,000	55,000
TOTAL TRANSFERS-OUT	2,440,424	2,070,357	1,380,238	2,216,307	1,915,000	1,915,000	1,905,400
EXPENDITURES & TRANSFERS OUT	20,344,751	18,617,904	12,068,333	19,073,045	19,010,311	16,882,478	17,608,066
LESS: REVENUE & TRANSFERS IN	\$20,500,381	\$18,665,704	\$14,627,305	\$18,656,199	\$16,718,478	\$16,882,478	\$17,621,964
EXCESS / DEFICIT	155,630	47,800	2,558,972	(416,846)	(2,291,833)	0	13,898
Beginning Fund Balance	2,021,247	1,229,727	2,176,877	2,176,877	1,760,031	1,760,031	1,760,031
Ending Fund Balance	2,176,877	1,277,527	4,735,849	1,760,031	(531,802)	1,760,031	1,773,929
Reserved - Prepaid Expenses	190,869	300,000	N/A	200,000	200,000	200,000	200,000
Unreserved Fund Balance	1,986,008	977,527	N/A	1,560,031	(731,802)	1,560,031	1,573,929

CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET
GENERAL FUND - CITY COUNCIL APPROVED BUDGET

ACCOUNT NUMBER AND NAME	PERSONAL SERVICES	MATERIALS & SUPPLIES	OTHER SERVICES	CAPITAL & DEBT	TRANSFERS	TOTAL COST	PERCENT OF TOTAL
<u>GENERAL GOVERNMENT</u>							
Council	114,096	1,000	3,370	0	0	118,466	0.67%
City Manager	281,896	10,000	19,000	0	0	310,896	1.77%
Information Technology	105,330	15,000	63,150	0	0	183,480	1.04%
City Attorney	0	0	170,000	0	0	170,000	0.97%
Prosecuting Attorney	93,652	0	750	0	0	94,402	0.54%
Labor Attorney	0	0	65,000	0	0	65,000	0.37%
Elections	116,013	5,000	61,145	0	0	182,158	1.03%
City Clerk	116,014	5,100	21,350	0	0	142,464	0.81%
Financial & Administrative Services	781,560	15,500	37,600	0	0	834,660	4.74%
Public Information	170,917	6,000	46,265	0	0	223,182	1.27%
Technical & Planning Services	556,692	40,380	1,105,974	0	0	1,703,046	9.67%
TOTAL GENERAL GOVERNMENT	2,336,170	97,980	1,593,604	0	0	4,027,754	22.87%
Public Safety	7,695,152	130,500	275,300	0	0	8,100,952	46.01%
Public Works	52,062	13,000	12,400	10,000	0	87,462	0.50%
Recreation	650,659	59,877	134,767	0	0	845,303	4.80%
TOTAL DEPARTMENTAL	10,734,043	301,357	2,016,071	10,000	0	13,061,471	74.18%
<u>NON-DEPARTMENTAL</u>							
Retirees Health Care	2,461,718	0	0	0	0	2,461,718	13.98%
Retirees Life Insurance	2,304	0	0	0	0	2,304	0.01%
Retirees Dental	90,000	0	0	0	0	90,000	0.51%
Unemployment Compensation	38,500	0	0	0	0	38,500	0.22%
Utilities - Telephone	0	0	7,000	0	0	7,000	0.04%
Unforeseen Expense	0	0	10,000	0	0	10,000	0.06%
Memberships & Dues	0	0	23,673	0	0	23,673	0.13%
Refunds & Rebates	0	0	8,000	0	0	8,000	0.05%
TOTAL NON-DEPARTMENTAL	2,592,522	0	48,673	0	0	2,641,195	15.00%
TOTAL EXPENDITURES	13,326,565	301,357	2,064,744	10,000	0	15,702,666	89.18%
<u>TRANSFERS-OUT</u>							
Transfer to Central Services	0	0	0	0	75,000	75,000	0.43%
Transfer to District Court	0	0	0	0	1,665,400	1,665,400	9.46%
Transfer to Risk Management	0	0	0	0	110,000	110,000	0.62%
Transfer to City Owned Property	0	0	0	0	55,000	55,000	0.31%
TOTAL TRANSFERS-OUT	0	0	0	0	1,905,400	1,905,400	10.82%
EXPENDITURES & TRANSFERS OUT	13,326,565	301,357	2,064,744	10,000	1,905,400	17,608,066	
PER CENT OF TOTAL	75.67%	1.71%	11.73%	0.06%	10.82%		

CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET
EXPENDITURE SUMMARY

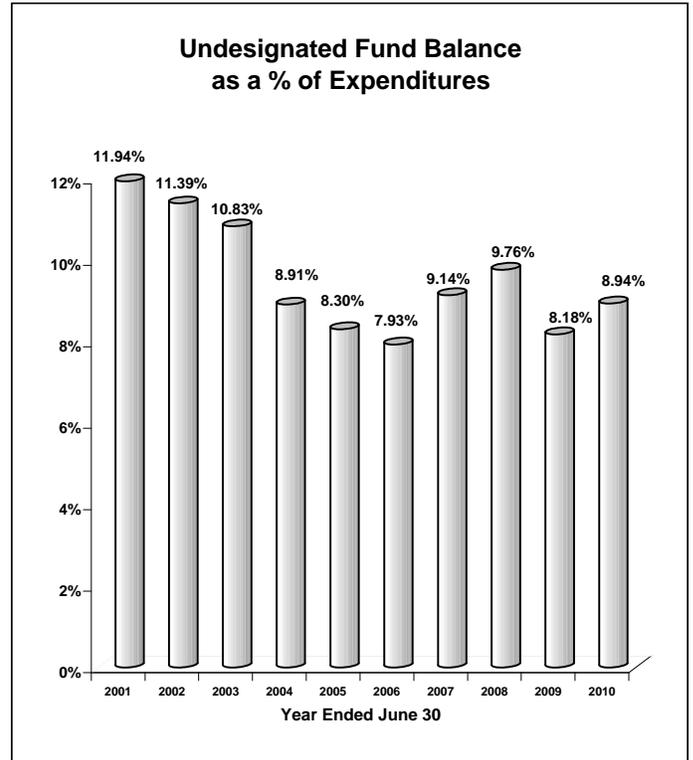
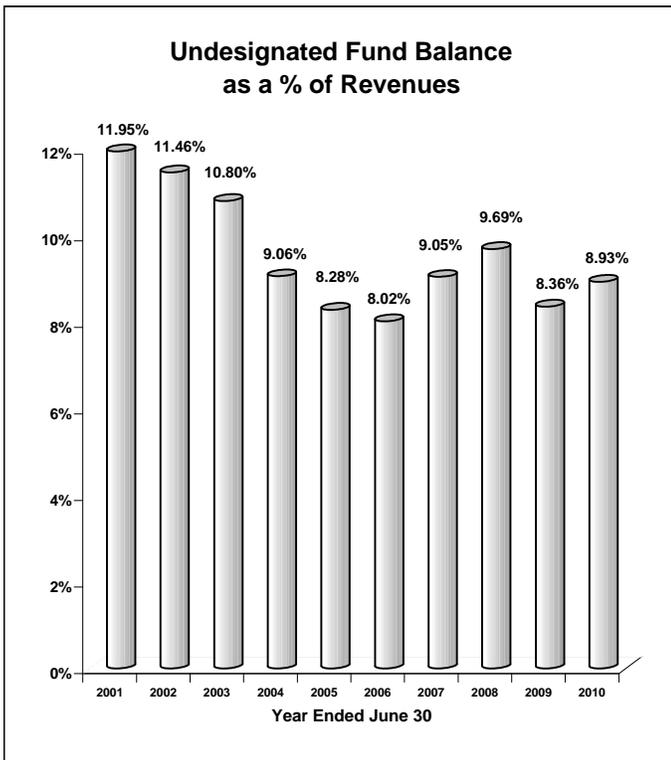
FUND GENERAL
DEPARTMENT ALL DEPARTMENTS
ACTIVITY TOTALS
FUND NUMBER 101

ACCT. NO.	ACCOUNT NO. / NAME	PRIOR YR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	8,356,150	7,579,945	4,786,415	7,723,186	7,276,547	6,178,387	6,629,313
712	Employee Benefits	4,593,638	4,279,203	3,134,796	4,333,082	4,685,167	3,909,295	4,104,730
726	Materials & Supplies	294,084	333,442	149,439	316,240	322,752	236,480	296,357
727	Nursery Stock	0	5,000	0	5,000	5,000	5,000	5,000
801	Professional Services	448,543	438,600	262,560	441,200	446,300	446,300	446,300
803	Medical Services	3,282	2,500	250	2,500	2,500	2,500	2,500
804	Employee Recruitment	14,017	10,500	2,430	4,930	2,500	2,500	2,500
818	Contractual Services	331,998	206,433	131,840	227,938	212,054	112,350	193,692
860	Transportation	23,287	27,080	12,132	25,355	25,880	20,350	25,880
864	Conferences & Workshops	8,038	0	734	734	0	0	0
900	Printing & Publications	44,278	43,650	28,519	43,150	42,950	42,950	42,950
901	Newspaper Postings	7,434	12,000	2,799	12,000	12,000	12,000	12,000
920	Utilities - Telephone	80,670	77,350	46,324	59,920	75,350	70,850	74,850
921	Utilities - Heating	75,927	80,000	38,169	75,000	80,000	80,000	64,324
922	Utilities - Water	26,327	30,000	18,840	30,000	30,000	30,000	30,000
923	Utilities - Electricity	666,435	673,385	408,357	658,385	673,385	673,385	649,460
930	Repairs & Maintenance	275,225	277,400	92,305	166,900	278,170	269,770	277,870
940	Rentals	307,912	72,760	54,559	80,930	76,760	71,900	76,760
956	Miscellaneous	27,632	53,960	9,153	41,659	52,960	10,250	39,760
958	Memberships & Dues	8,428	11,320	10,075	13,347	10,865	9,565	10,465
960	Education & Training	50,017	67,060	36,996	63,224	66,760	66,235	66,760
970	Capital Outlay	0	10,000	0	0	10,000	10,000	10,000
989	Non-Departmental	4,701,429	4,326,316	2,841,641	4,748,365	4,622,411	4,622,411	4,546,595
	GENERAL FUND TOTAL	20,344,751	18,617,904	12,068,333	19,073,045	19,010,311	16,882,478	17,608,066

CITY OF OAK PARK
Undesignated Fund Balance as a Percentage of Revenues and Expenditures
Fiscal Years 2002-2003 to 2011-2012

	<u>Revenues</u>	<u>Undesignated Fund Balance</u>	<u>Percentage</u>	<u>Expenditures</u>	<u>Undesignated Fund Balance</u>	<u>Percentage</u>
FY 2002-2003	18,111,729	2,163,490	11.95%	18,122,945	2,163,490	11.94%
FY 2003-2004	17,843,248	2,044,775	11.46%	17,946,556	2,044,775	11.39%
FY 2004-2005	19,655,760	2,122,398	10.80%	19,595,806	2,122,398	10.83%
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 Est.	18,656,199	1,560,031	8.36%	19,073,045	1,560,031	8.18%
FY 2011-2012 Bud.	17,621,964	1,573,929	8.93%	17,608,066	1,573,929	8.94%

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
2011-2012 Budget
General Fund**

Listing of Memberships and Dues by Department

Organization	Amount
<u>City Council</u>	
Michigan Association of Mayors	200
Michigan Municipal League	35
United States Conference of Mayors	100
Women's Official Network	35
<u>City Manager</u>	
SHRM/ICMA/MIPRIMA	1,000
IPMA-HR/ASPA/MPELRA/MLGM	700
Eight Mile Blvd. Association/OPBEA	300
<u>City Clerk</u>	
International Institute of Municipal Clerks	235
Michigan Association of Parliamentarians	75
Michigan Association of Municipal Clerks	90
National Association of Parliamentarians	100
Oakland County Clerks Association	50
<u>Finance</u>	
Associations of Government Accountants	125
Government Finance Officers Association	375
Michigan Government Finance Officers Association	150
Association of Public Treasurers	172
Michigan Assessors Association	225
State of Michigan Assessing Certification	325
Michigan Association of Certified Public Accountants	60
Michigan Municipal Treasurers Association	200
Michigan Notary Service	38
Oakland County Association of Assessing Officers	45
Oakland County Treasurers Association	40
Southeastern Chapter Michigan Assessors Association	45
<u>Technical & Planning</u>	
American Planning Association/AICP	475
Code Officials Conference of Michigan	25
Huron Valley Code Officials	85
International Association of Electrical Inspectors	40
International Code Council	100
Michigan Association of Animal Control Officers	60
Michigan Association of Code Enforcement Officers	120
Michigan Association of Housing Officials	75
Michigan Society of Planning Officials	665
National Animal Control Association	125
Oakland County Building Officials Association	35
South East Michigan Building Officials and Inspectors Association	240

CITY OF OAK PARK

2011-2012 Budget

General Fund

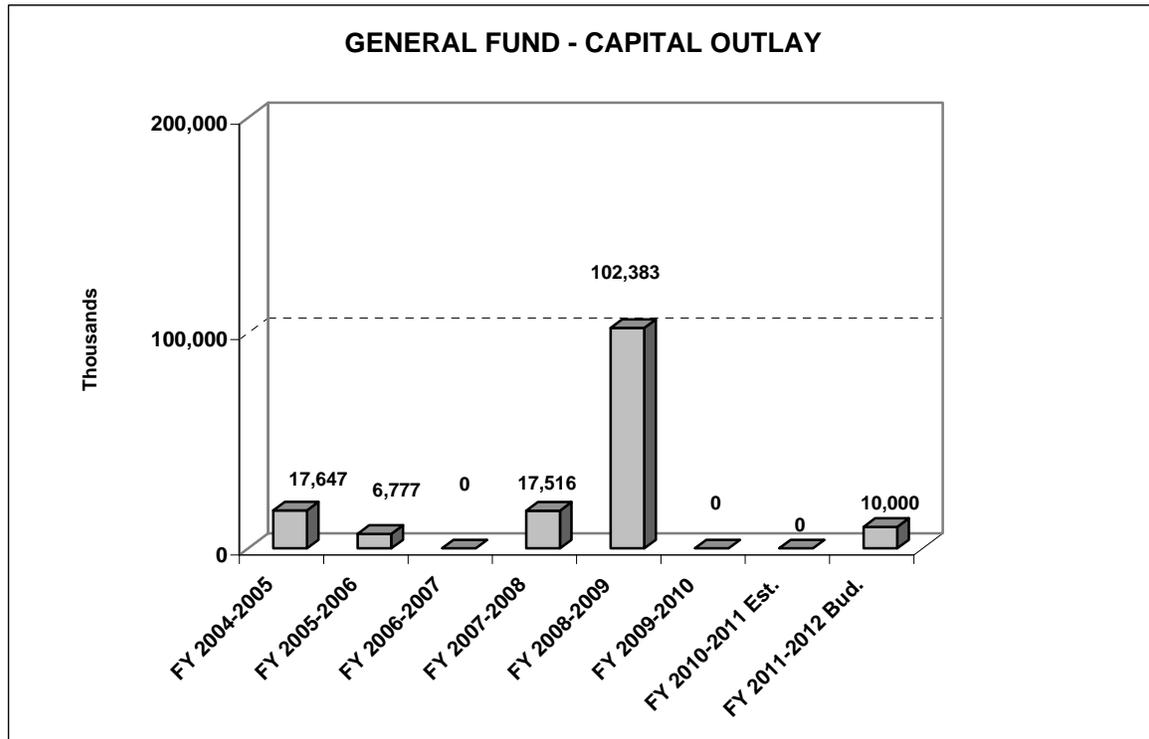
Listing of Memberships and Dues by Department

Organization	Amount
<u>Public Safety</u>	
Crime Prevention Association of Michigan	20
FBI LEEDA Membership	20
FBI National Academy	55
Hostage Negotiators of America	20
International Association of Law Enforcement Firearms Instructors	120
International Association of Chiefs of Police	90
International Association of Fire Chiefs	90
Juvenile Officers of Michigan	50
Law Enforcement Records Management Association	70
Macomb Community College Fire Membership	500
Michigan Association of Chiefs of Police	270
C.E. Solutions Training Association	200
Michigan Fire Inspector Society	30
National Fire Prevention Association	60
National Tactical Officers Association	60
NTOA - Crisis Negotiator	25
Oakland County Arson/Fire Investigations	25
Oakland County Chiefs of Police	40
Oakland County Fire Prevention Society	30
Southeastern Michigan Association of Chiefs of Police	25
<u>Public Works</u>	
International Society of Arborcare	350
Michigan Green Industry Association	200
Miscellaneous Memberships	450
<u>Non-Departmental</u>	
Eight Mile Blvd. Association	1,980
Michigan Municipal League	9,433
Traffic Improvement Association	8,700
Southeast Michigan Council of Governments	3,560
Total 2011-2012 Budget	33,238

**CITY OF OAK PARK
2011 – 2012 BUDGET
GENERAL FUND – CAPITAL EXPENDITURES**

Capital expenditure requests include equipment with a value greater than \$5,000.00 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.

Minimal requests for Fiscal Year 2011-2012 are the result of an overall decrease in revenue. 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.



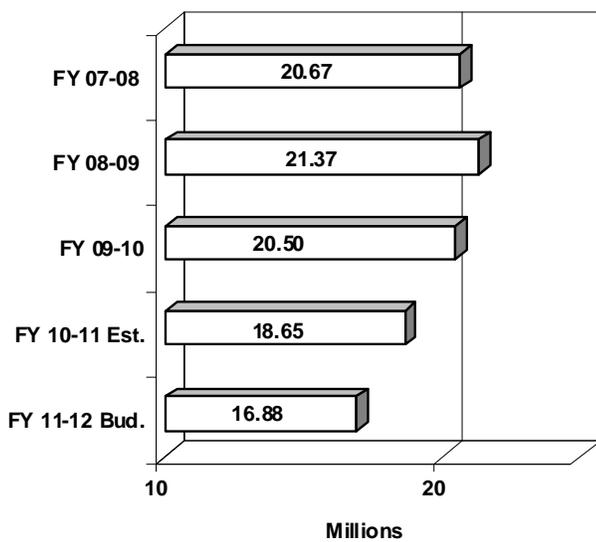
CITY OF OAK PARK

GENERAL FUND – MAJOR REVENUE TRENDS

REVENUE ASSUMPTIONS

The budget recommends revenues in the General Fund of \$16,882,478, a decrease of 9.56% from budgeted revenues of \$18,665,704 in FY 2010-2011.

Total General Fund Revenue



General Fund revenues have decreased an average of 10.5% over the past five years. It is expected that revenue will continue to decrease depending on the stabilization of the economy and the political climate.

A 9.56% decrease is expected in overall revenue from FY 2010-2011 to FY 2011-2012. This is due to decreased Revenue Sharing, a decline in property tax collections and low interest returns.

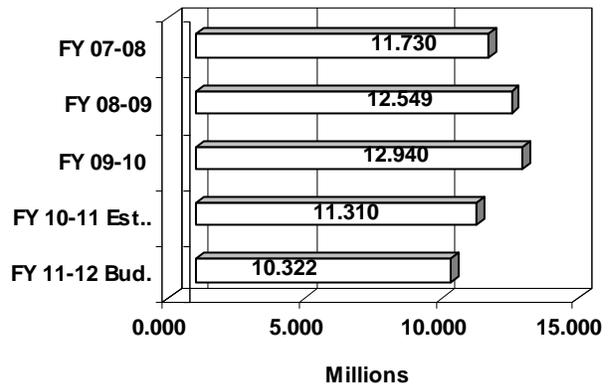
Property Taxes

Property taxes represent 61.18% 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 2011 is 1.7%.

Property tax revenues are based on a total tax rate of 16.3563 mills (16.3563 per \$1,000 Taxable Value) calculated on a Taxable Value of \$531,456,790. Real property taxes that are delinquent March 1, 2011 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.

The fee paid by the Taxing Jurisdictions for collection of their taxes is expected to decrease 11.30% from \$334,960 in FY 2010-2011 to \$306,000 in FY 2011-2012.

Property Taxes



The above graph shows decreased property tax revenue. It is expected that this trend will temporarily continue until the economy and housing market become stronger.

Licenses and Permits

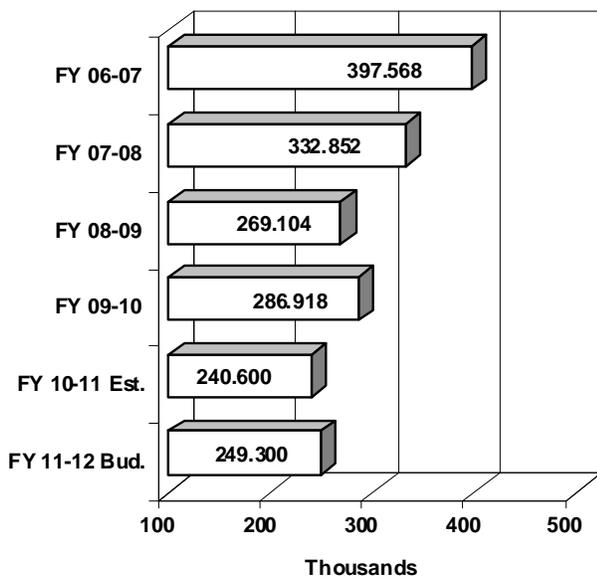
Licenses and permits represent 1.47% of General Fund revenues. The City requires various licenses or permits to be acquired to perform certain functions within the City's jurisdiction. Business Licenses and Building Permits represent the largest portion of this revenue source. Businesses are required to obtain an annual license to operate. Building Permits are required to perform construction within the City.

CITY OF OAK PARK

GENERAL FUND-MAJOR REVENUE TRENDS

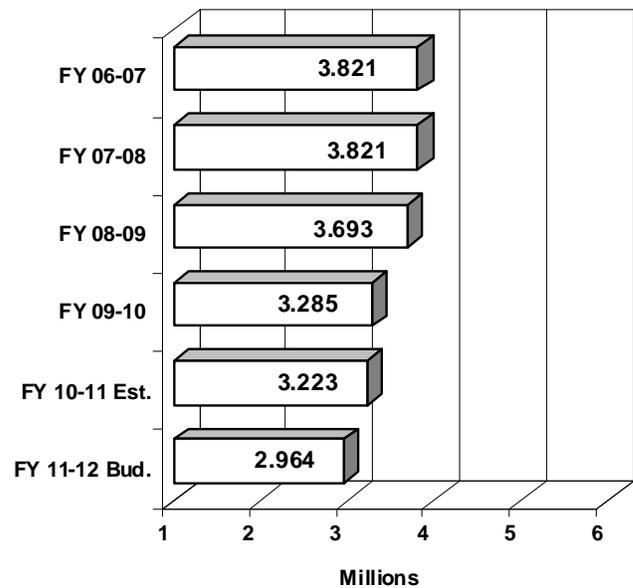
Revenue from Licenses & Permits represent a small part of the overall funds received by the City, however the number of Merchants Licenses and Building Permits issued is an indicator of the performance of the economy in the City. The number of Merchant Licenses decreased from 615 licenses issued in 2009 to 536 issued in 2010 (See City Clerk's budget). The number of Building permits decreased by 9.63% (See Technical and Planning budget) for the same period. The revenue assumption for Merchant Licenses during FY 2011-2012 is \$77,000 while revenue received from Building Permits is recommended to be \$85,000.

Licenses and Permits



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.

State Shared Revenues



State Shared Revenues

State Shared Revenues represent 17.57% 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 8.06% decrease is expected for revenue sharing during FY 2011-2012. The amount of \$2,964,143 is the estimated State revenue sharing portion to be received during FY 2011-2012 compared to \$3,223,722 that was anticipated for Fiscal Year 2010-2011. This is due to economic conditions resulting in less sales tax and the State of Michigan adjusting the revenue sharing formula.

Charges for Services

Charges for Services represent .04% of General Fund revenue.

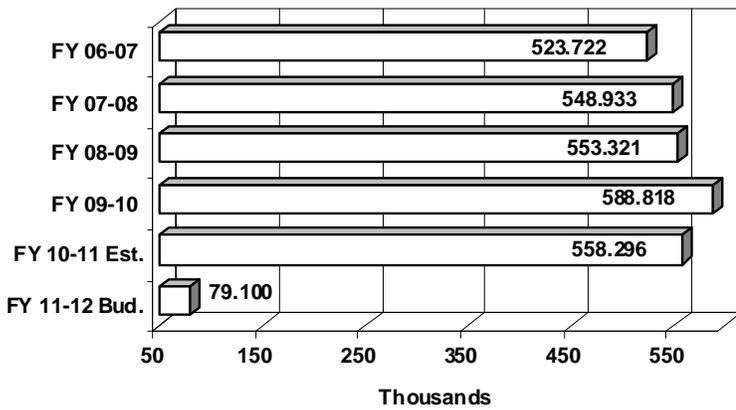
A service charge is a fee imposed upon the user for a service provided by the City. Certain services benefit an individual rather than the public, therefore the individual benefiting from the service pay for the cost. The charge is limited to the cost required to provide the service. The City evaluates 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 decrease from \$537,050 for Fiscal Year 2010-2011 to \$79,100 in Fiscal Year 2011-2012. This dramatic change is the result of reallocating Recreation Department activity from the General Fund to the Library Authority.

CITY OF OAK PARK

GENERAL FUND – MAJOR REVENUE TRENDS

Charges for Services

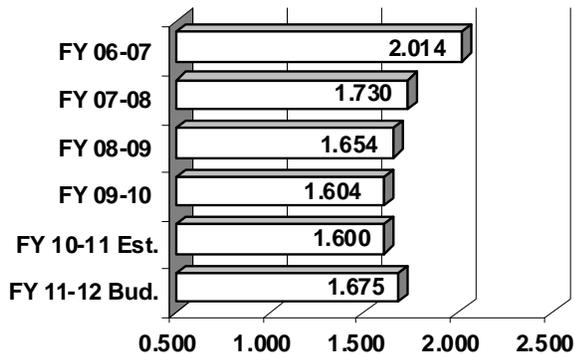


Charges for Services have been increasingly used by other cities as a way of recovering costs because other forms of income are either limited by statute, controlled by another jurisdiction, or subject to the performance of the economy. Because of these factors, especially the current economic conditions, substantial growth from this revenue source is not anticipated.

Fines and Forfeits

This category represents 9.92% of revenues. Fines are charged by the District Court 45-B for violations of Federal, State, and Local laws. A portion of these are remitted to the City. \$1,675,000 in collections are anticipated during FY 2011-2012. This is a \$149,000 increase from funds anticipated to be received during FY 2010-2011.

Fines & Forfeits

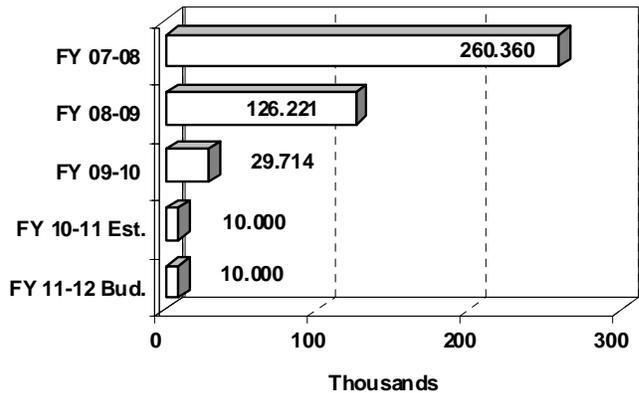


Total Fines and Forfeits increased for FY 2010-2011 and FY 2011-2012. This revenue source is expected to remain at a steady level in the future.

Interest Income

Interest Income is based on a 1% return on funds available for investment during the fiscal year and represent .005% of General Fund Revenues. Interest Income is budgeted at \$10,000 for FY 2011-2012, a \$12,000 decrease from the amount allocated for FY 2010-2011.

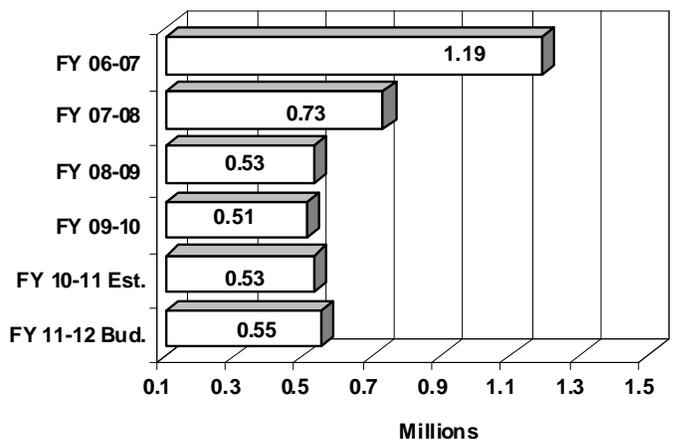
Interest Income



Interfund Charges

Interfund 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.

Transfer From Other Funds



**CITY OF OAK PARK
REVENUE
GENERAL FUND
FISCAL YEAR 2011 - 2012 BUDGET**

ACCOUNT NO.	SOURCE	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	ESTIMATED YEAR END 2010-2011	CITY MANAGERS RECOMMENDED 2011-2012	CITY COUNCIL APPROVED 2011-2012
403.000	PROPERTY TAXES	12,276,246	10,794,478	10,453,538	10,700,000	9,761,383	10,027,269
404.000	OTHER TAX REVENUE - ADMIN. FEE	391,185	344,960	335,982	360,000	306,000	306,000
420.000	DELINQUENT PERSONAL PROPERTY TAX	27,464	90,000	5,611	25,000	30,000	30,000
445.000	PENALTIES & INTEREST ON TAXES	248,028	215,000	100,408	225,000	225,000	225,000
	TOTAL TAXES & TAX RELATED	\$12,942,923	\$11,444,438	\$10,895,539	\$11,310,000	\$10,322,383	\$10,588,269
451.000	BUSINESS LICENSES & PERMITS	79,364	77,000	72,027	77,000	77,000	77,000
452.000	BURGLAR ALARM PERMITS	1,899	1,200	852	1,200	1,200	1,200
453.000	EMERGENCY RESPONSE FEES	9,015	5,000	3,282	5,000	5,000	5,000
477.000	ANIMAL LICENSES	12,847	7,100	7,499	7,500	7,500	7,500
478.000	SIDEWALK PERMITS	7,203	8,000	5,484	8,000	7,000	7,000
479.000	BUILDING PERMITS	94,444	78,000	67,020	78,000	85,000	85,000
481.000	ELECTRICAL PERMITS	25,367	19,000	17,532	19,000	21,000	21,000
482.000	HEATING PERMITS	21,823	17,100	14,078	17,100	17,100	17,100
483.000	PLUMBING PERMITS	13,969	11,400	9,588	11,400	11,400	11,400
484.000	ZONING PERMITS & FEES	5,400	2,500	4,125	4,300	5,000	5,000
485.000	OTHER NON-BUSINESS LICENSES	15,555	12,000	9,767	12,000	12,000	12,000
486.000	BICYCLE REGISTRATIONS	32	100	14	100	100	100
	TOTAL LICENSES & PERMITS	\$286,918	\$238,400	\$211,268	\$240,600	\$249,300	\$249,300
545.000	LIQUOR LICENSES	5,764	5,533	6,018	6,020	6,020	6,020
568.000	ROYAL OAK TOWNSHIP	336,843	275,561	110,006	275,561	219,732	219,732
503.000	FEDERAL GRANTS	50,000	50,000	0	0	0	0
570.000	REIMBURSEMENTS - OTHER	645	1,200	0	0	0	0
574.000	STATE REVENUE SHARING	3,285,250	3,223,722	1,207,614	3,223,722	2,964,143	2,964,143
	TOTAL STATE GRANTS	\$3,678,502	\$3,556,016	\$1,323,638	\$3,505,303	\$3,189,895	\$3,189,895
602.000	WEDDING CEREMONIES	355	250	180	250	250	250
626.000	PASSPORT SERVICES	3,225	2,400	800	1,600	2,400	2,400
629.000	DOG POUND FEES	2,375	2,000	1,702	2,000	2,000	2,000
632.000	HOUSING INSPECTIONS	81,055	45,000	42,765	55,000	50,000	50,000
633.000	CAR POUND FEES	6,439	5,000	3,735	5,000	5,000	5,000
634.000	POLICE ALARM FEES	6,614	2,000	3,795	4,000	2,000	2,000
635.000	POLICE REPORTS	9,280	10,000	7,218	10,000	10,000	10,000
641.000	TREE PLANTING	0	0	3,000	3,000	0	0
644.001	ADMINISTRATION - MISCELLANEOUS	588	50	820	900	0	200
644.102	RENTALS	43,845	40,000	23,551	41,257	0	42,000
644.108	YOUTH ATHLETICS	39,055	37,000	15,728	37,643	0	38,000
644.111	BASEBALL SPONSOR FEES	2,600	1,600	0	1,600	0	1,600
644.112	MINI-GOLF	748	800	445	6,000	0	800
644.115	ADULT ATHLETICS	20,515	20,000	2,780	19,655	0	20,000
644.121	CAMPS	63,289	80,000	36,900	57,554	0	60,000
644.126	YOUTH INSTRUCTIONAL	40,814	50,000	30,248	45,966	0	46,000
644.132	ADULT INSTRUCTIONAL	22,587	32,000	14,978	23,468	0	24,000
644.136	FAMILY TRIPS	0	0	2,380	2,400	0	0
644.139	FUNFEST	3,197	3,500	2,003	2,823	0	3,000
644.141	SPECIAL EVENTS	4,486	6,000	2,852	4,742	0	5,000
644.146	MUNICIPAL POOL	36,207	45,000	30,996	42,227	0	43,000
644.148	SENIORS	49,188	45,000	27,638	47,825	0	48,000
644.153	TRANSPORTATION	112,031	72,000	38,146	111,436	0	112,000
644.158	ICE ARENA RENTAL	32,500	30,000	20,000	30,000	0	30,000
603.000	COMMUNITY DONATIONS	6,150	6,000	225	500	6,000	6,000
678	POLICE - FINGERPRINTING	990	840	700	840	840	840
679	POLICE - GUN REGISTRATION	685	610	510	610	610	610
	TOTAL CHARGES FOR SERVICES	\$588,818	\$537,050	\$314,095	\$558,296	\$79,100	\$552,700
660.000	PARKING VIOLATIONS		0	0	0	0	0
659.000	ORDINANCE FINES	1,604,015	1,526,000	1,064,199	1,600,000	1,675,000	1,675,000
	TOTAL FINES AND FORFEITS	\$1,604,015	\$1,526,000	\$1,064,199	\$1,600,000	\$1,675,000	\$1,675,000
664.000	INTEREST INCOME	29,714	22,000	6,526	10,000	10,000	10,000
	TOTAL INTEREST INCOME	\$29,714	\$22,000	\$6,526	\$10,000	\$10,000	\$10,000

**CITY OF OAK PARK
REVENUE
GENERAL FUND
FISCAL YEAR 2011 - 2012 BUDGET**

ACCOUNT NO.	SOURCE	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	ESTIMATED YEAR END 2010-2011	CITY MANAGERS RECOMMENDED 2011-2012	CITY COUNCIL APPROVED 2011-2012
672	SPECIAL ASSESSMENTS	0	300	0	0	300	300
674	MISCELLANEOUS FEES	26,781	24,000	31,878	35,000	24,000	24,000
676	REIMBURSEMENT- ICE RINK UTILITIES	64,204	65,000	48,044	65,000	65,000	65,000
676.001	MISCELLANEOUS REIMBURSEMENTS	7,397	20,000	6,315	10,000	20,000	20,000
676.002	OAK PARK REPORT	1,660	1,500	0	0	1,500	1,500
676.003	ELECTION REIMBURSEMENTS	13,946	10,000	0	0	10,000	10,000
681	WARRANT COLLECTION	1,410	1,000	840	1,000	1,000	1,000
683	CABLE TV FRANCHISE FEE	552,335	492,000	299,181	595,000	492,000	492,000
684	CELLULAR PHONE FRANCHISE FEE	117,080	119,000	69,116	117,000	119,000	119,000
685.000	RIGHT-OF-WAY FEE	76,048	74,000	0	74,000	74,000	74,000
	TOTAL OTHER REVENUE	\$860,861	\$806,800	\$455,374	\$897,000	\$806,800	\$806,800
699.202	MAJOR STREET FUND	75,000	75,000	50,000	75,000	80,000	80,000
699.203	LOCAL STREET FUND	43,630	70,000	46,667	70,000	75,000	75,000
699.226	SOLID WASTE FUND	260,000	260,000	173,333	260,000	260,000	260,000
699.592	WATER SUPPLY SYSTEM	130,000	130,000	86,666	130,000	135,000	135,000
	TOTAL OTHER FINANCING SOURCES	\$508,630	\$535,000	\$356,666	\$535,000	\$550,000	\$550,000
	TOTAL REVENUE AND OTHER FINANCING SOURCES	\$20,500,381	\$18,665,704	\$14,627,305	\$18,656,199	\$16,882,478	\$17,621,964

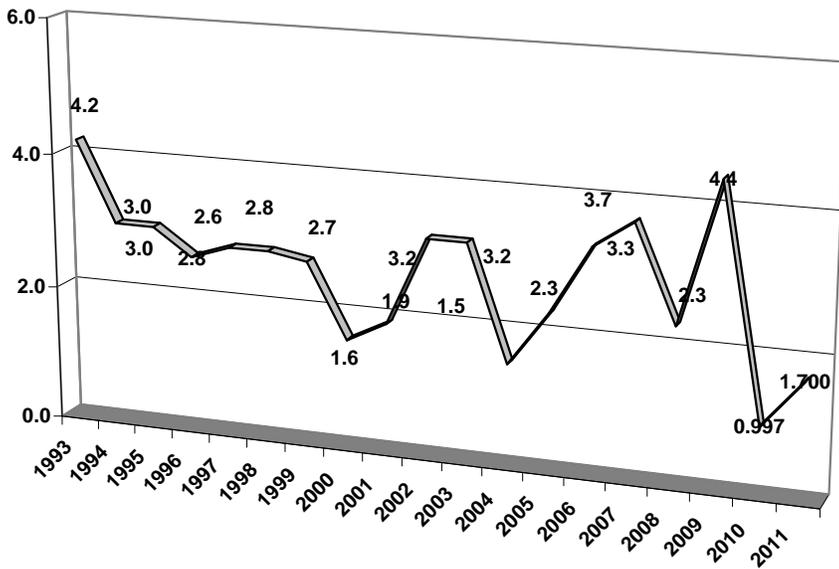
**CITY OF OAK PARK
SUMMARY OF TAX REQUIREMENTS
GENERAL FUND
2011 - 2012 BUDGET**

TOTAL GENERAL FUND EXPENDITURES	\$ 17,608,066
INCREASE IN FUND BALANCE	13,898
TOTAL GENERAL FUND BUDGET	<u>\$ 17,621,964</u>

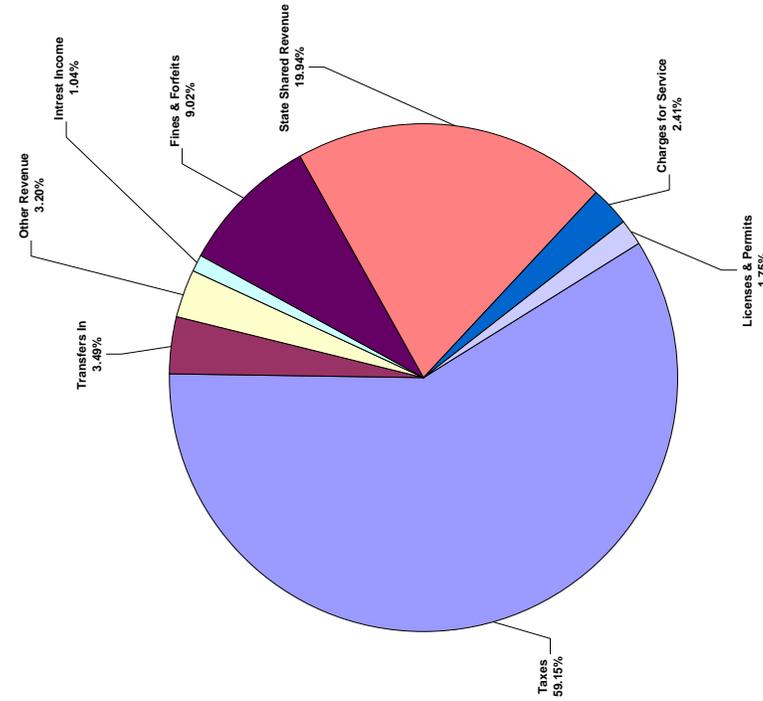
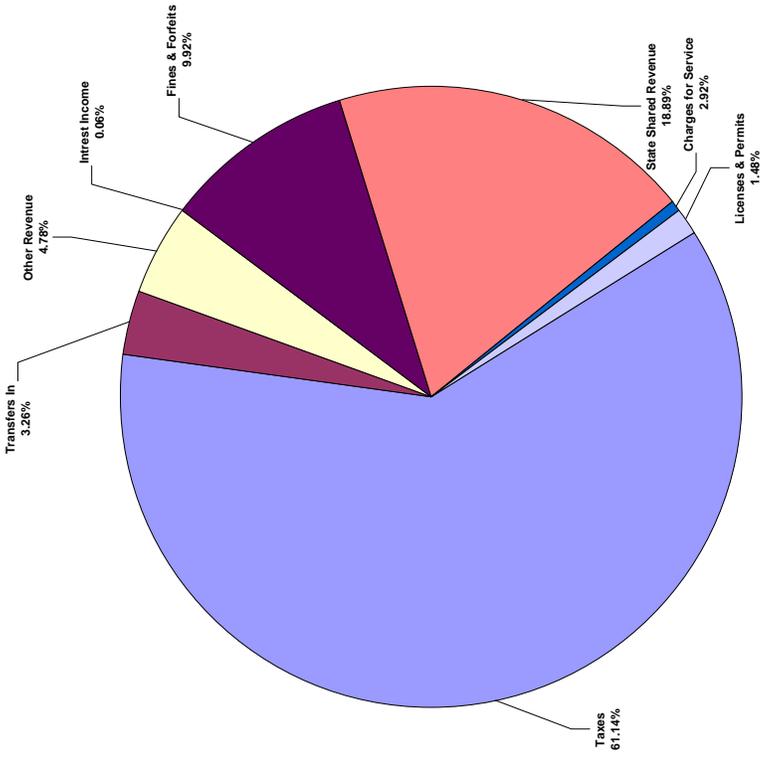
ESTIMATED REVENUES FROM GENERAL FUND	\$7,044,695
TRANSFER FROM OTHER FUNDS	\$550,000
SUB-TOTAL	\$ 7,594,695

	TAXABLE VALUE	OPERATING MILLAGE		
BALANCE TO BE RAISED BY TAXES				
2010 TAXABLE VALUE	531,456,790	0.0188563	10,021,309	
2010 IFT ROLL-HALF	632,180	0.0188563	5,960	
			<u>10,027,269</u>	
			<u>\$ 17,621,964</u>	

**CITY OF OAK PARK - RAW RATE OF INFLATION
HEADLEE AMENDMENT**



REVENUES BY CLASSIFICATION FY 2010 - 2011 & FY 2011 - 2012



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



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

City Council

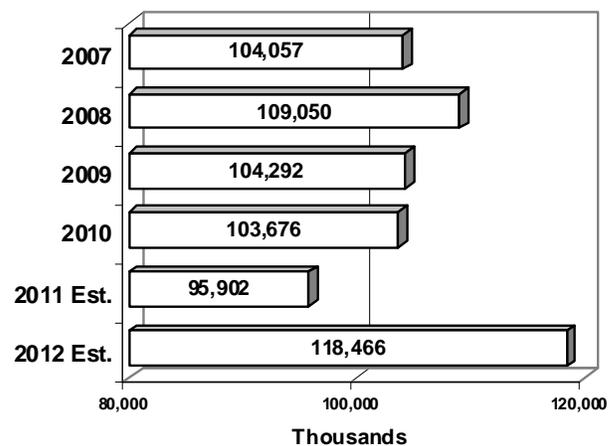
OVERVIEW

The City of Oak Park City Council is composed of a directly elected Mayor and four Council members elected at large by the community. With the Council/City Manager form of government, the Mayor is not responsible for the daily operations of the City. The Council's legislative powers are shared equally among all 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, they appoint a City Attorney, represent 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. This document determines not just the types of public services to be provided but what level of service will meet the needs and demands of the residents. It includes the annual operational costs and any special capital purchases or projects the Council believes is needed during the course of the next fiscal year.

Indirectly, the City Council does act in a supervisory role of reviewing recommendations for programs and services proposed in the budget and evaluating these through staff and constituent feedback. Council also helps processing of complaints and concerns of the residents to the administrative staff along with providing direction regarding legal and legislative issues with the City Attorney.

**Expenditure History
Year Ended June 30**



CITY COUNCIL MEETINGS

For the Fiscal Year July 1, 2011 to June 30, 2012

July 5, 2011
July 18, 2011
August 1, 2011
August 15, 2011
September 6, 2011
September 19, 2011
October 3, 2011
October 17, 2011
November 7, 2011
November 21, 2011
December 5, 2011
December 19, 2011

January 2, 2012
January 16, 2012
February 6, 2012
February 20, 2012
March 5, 2012
March 19, 2012
April 2, 2012
April 16, 2012
May 7, 2012
May 21, 2012
June 4, 2012
June 18, 2012

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: CITY COUNCIL		FUND: GENERAL	ACCT. NO.: 101-10-101	ACTIVITY: LEGISLATIVE				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	25,333	25,044	15,605	25,044	25,044	25,044	25,044
712	Employee Benefits	68,163	66,488	49,224	66,488	89,052	89,052	89,052
726	Materials & Supplies	573	1,000	108	1,000	1,000	1,000	1,000
900	Publications	9,165	2,000	392	2,000	2,000	2,000	2,000
958	Memberships & Dues	0	370	0	370	370	370	370
960	Education & Training	442	1,000	700	1,000	1,000	1,000	1,000
TOTALS		103,676	95,902	66,029	95,902	118,466	118,466	118,466

MAYOR AND CITY COUNCIL

		Term <u>Began</u>	Term <u>Expires</u>
MAYOR	Gerald E. Naftaly	1977-City Council 1991-Mayor	November 8, 2011
MAYOR PRO-TEM	Michael M. Seligson	1991	November 8, 2011
COUNCILMEMBER	Angela Diggs Jackson	2005	November 12, 2013
COUNCILMEMBER	Paul Levine	2007	November 8, 2011
COUNCILMEMBER	Emile Duplessis	2009	November 12, 2013

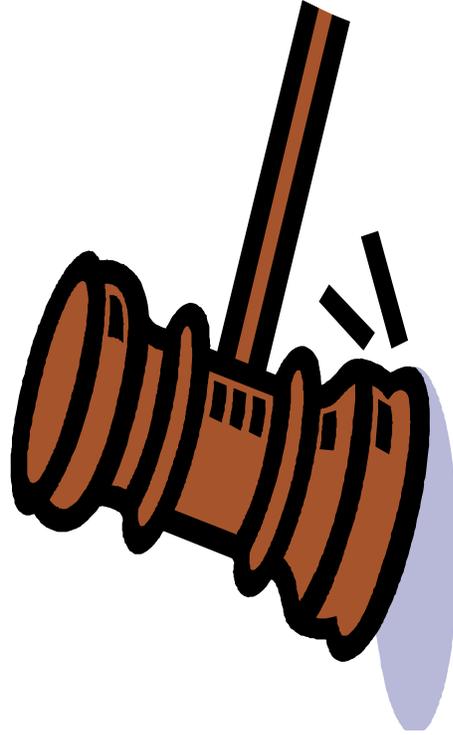
MAYORS OF THE CITY OF OAK PARK

**First Year
In Office**

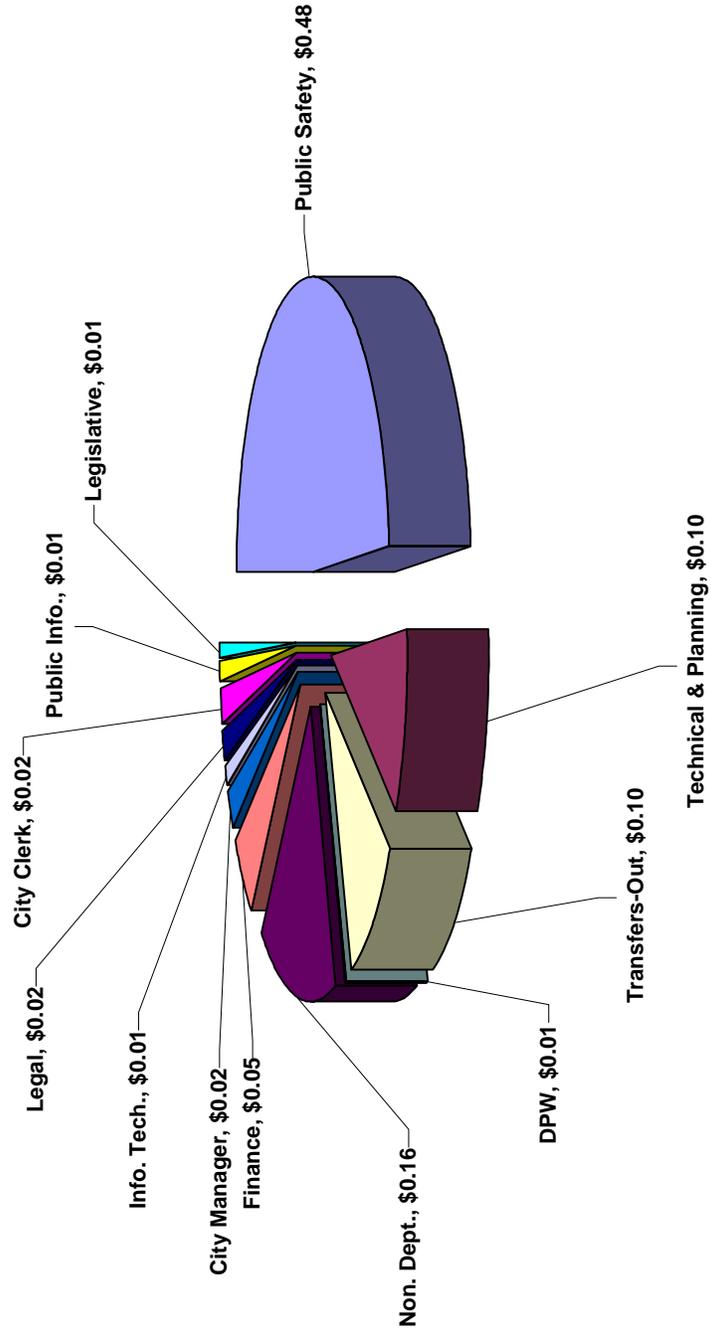
1945	John Joseph Molloy
1947	Robert L. Crinnian
1949	Gerald P. Kent
1951	Richard Marshall
1959	Raymond Alexander
1967	Joseph Forbes
1971	David Shepherd
1981	Charlotte M. Rothstein
1991	Gerald E. Naftaly

**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
CITY COUNCIL**

POSITION	PAY GRADE	REG PAY	DIRECT PAY TOTAL	WORK COMP	RETIRE-MENT	DENTAL	HEALTH	LIFE	FICA / MEDICARE	FRINGE BENEFIT TOTAL	GRAND TOTAL
Mayor	L	6,010	6,010	32	2,099	1,020	16,051	234	460	19,896	25,906
Mayor Pro-Tem	L	5,009	5,009	27	1,749	1,020	16,051	234	383	19,464	24,473
Councilperson	L	4,675	4,675	25	631	1,020	6,836	234	358	9,104	13,779
Councilperson	L	4,675	4,675	25	631	1,020	16,051	234	358	18,319	22,994
Councilperson	L	4,675	4,675	25	631	1,020	20,001	234	358	22,269	26,944
Total		25,044	25,044	134	5,741	5,100	74,990	1,170	1,917	89,052	114,096



\$ HOW MY GENERAL FUND DOLLAR IS USED \$



The above chart demonstrates how one dollar of General Fund Revenue is expended. For example, .48 (forty-eight cents) of every dollar spent in the General Fund is on Public Safety.

CITY OF OAK PARK

Boards and Commissions

The City of Oak Park has 23 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 16th, 2011. 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)

Meetings: 4th Wednesday of each month, 7:30 p.m., Community Center.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Sudha Chandra Sekhar	August, 2007	August, 2013
Michele Stevenson	November, 1998	December, 2013
Deanna Sperka	March, 1979	December, 2013
Louis Kingston	January, 2001	December, 2013
Diedre Scott	October, 2004	December, 2013
Mayor Pro Tem Michael M. Seligson	Council Representative	November, 2011
John Martin, Library Director	Staff Representative	

*4 Vacancies

CITY OF OAK PARK

Boards and Commissions

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 Code)

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

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Reatha Richmond	September, 1986	February, 2012
Ruth M. Benton	November, 1996	February, 2012
Joyce Schulman	July, 1983	February, 2012
Judy Simmons	March, 1997	December, 2013
Martha S. Wilburn	October, 1993	February, 2012
Alice Reed	February, 1998	December, 2013
Gay Kilgore	June, 1999	December, 2013
Mattie Boykin	February, 2003	February, 2012
Sherry Johnson	October, 2004	December, 2013
Santhia Guinn	October, 2004	December, 2013
Delores Johnson	October, 2008	October, 2011
Elaine Stephens	October, 2008	October, 2011
Dorthea Whitney	November, 2009	July, 2012
Angela Mitchell	January, 2011	January, 2014
Deborah Williamson	January, 2011	January, 2014
Council Member Emile Duplessis	November, 2009	November, 2013
Kevin Yee, Director of Public Works	Staff Representative	

*4 Vacancies

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

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Joel M. Bodzin	March, 1995	January, 2012
Herschel Goldstein	March, 1993	January, 2012
Phyllis MacKay	March, 1993	January, 2012
Irma B. Watson	December, 1998	January, 2014
Louis Landau	February, 2006	January, 2012
James Gulley	January, 2011	January, 2014
M. Dean Bush, City Assessor	Staff Representative	

CITY OF OAK PARK

Boards and Commissions

BOARD OF TRUSTEES – 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, 4th Monday, 3:30 p.m., City Managers Office.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Andrew Hylton	February, 2009	February, 2012
Vicky Brooks	January, 2005	June, 2011
Eric Sanders	October, 2010	November, 2013
Mayor Gerald E. Naftaly	November, 1977	November, 2011
Angela Brunke, City Clerk	February, 2005	
Richard Fox, City Manager	July, 2009	

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 Code)

Meetings: As required.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
William Hartman	January, 1990	January, 2012
Sam Ableson	December, 2005	January, 2012
James Alpern	May, 1999	January, 2012

*2 Vacancies

CABLE TELEVISION ADVISORY 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 Code)

Meetings: Monthly, Communication Center.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Marx E. Cooper	February, 1995	December, 2013
Jacqueline Hairston	February, 1998	December, 2013
Rita Steele	June, 1996	December, 2013
Elaine Stephens	May, 2002	December, 2013
Mattie Boykin	August, 2007	August, 2013
Nathan Peiss	March, 2008	January, 2013
Council Member Angela Diggs Jackson	Council Representative	November, 2013
Mel Newman, Director of Public Information	Staff Representative	

*1 Vacancy

CITY OF OAK PARK

Boards and Commissions

CITY BOARD OF CANVASSERS

The board of canvassers shall convene on the day following each city election at the usual time and place of meeting of the council and determine the results of the city election upon each question and proposition voted upon and what persons are duly nominated or elected to the several offices respectively at said election, and shall notify in writing the successful candidates or nominees of their nomination or election. (City of Oak Park Charter, Section 3.16)

Meetings: After each City Election.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Gloria Chadwick	July, 1977	January, 2014
Sherry Ball	November, 1999	January, 2012
Marilyn Cohen	October, 2009	January, 2013
Barbara Zabitz	October, 2004	February, 2013
Angela Brunke, City Clerk	Staff Representative	

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 Code)

Meetings: As needed.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Mayor Pro Tem Michael Seligson	August, 2003	November, 2011
Council Member Emile Duplessis	November, 2009	November, 2013
Shlomo Sperka	August, 2003	July, 2015
Joe Brown	August, 2003	July, 2015
Lou Landau	August, 2003	July, 2015
Judy Simmons	August, 2003	December, 2013
Thomas Storey	January, 2004	July, 2015
Richard Fox, City Manager	August, 2009	
Kevin Rulkowski, Director of Technical & Planning	Staff Representative	

*1 Vacancy

CITY OF OAK PARK

Boards and Commissions

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.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Saul Chudnow	February, 1971	January, 2012
Lana Sherman	January, 2011	January, 2012
Angela Brunke, City Clerk	Staff Representative	

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 Code)

Meetings: 2nd Monday, September through June, 7:30 p.m., Public Safety.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Rita Steele	January, 1967	February, 2012
Nynier Hall-Brown	October, 2008	October, 2011
Jennifer Rube	November, 2009	February, 2012
Teresa Roscoe	April, 2010	February, 2012
Council Member Paul Levine	Council Representative	November, 2011
John McNeilance, Director of Public Safety	Staff Representative	
Kevin Yee, Director of Public Works	Staff Representative	
Rocco Fortura, Department of Public Works	Staff Representative	
John Hines, Building Inspector	Staff Representative	
Brenna Rouleau, Emergency Services Coordinator	Staff Representative	
Mel Newman, Director of Public Information	Staff Representative	

*1 Vacancy

ETHNIC ADVISORY COMMISSION (FORMERLY ETHNIC TASK FORCE)

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

ETHNIC ADVISORY COMMISSION (Cont.)

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Reatha Richmond	October, 1996	December, 2011
Elaine Stephens	May, 2002	December, 2011
Lisa Clark-Woods	June, 2003	December, 2011
Rosetta Kincaid	July, 2003	December, 2011
Nathaniel Warshay	February, 2005	December, 2011
Robert Abramson	August, 2007	August, 2012
Mattie Boykin	August, 2007	August, 2012
Sudha Chandra Sekhar	August, 2007	August, 2012
Denise Sharpe	August, 2007	August, 2012
Latonja Stephens	October, 2008	October, 2012
Anita Warner	October, 2008	October, 2012
Christopher Green	November, 2009	November, 2011
Lana Sherman	January, 2011	January, 2013
Mayor Gerald E. Naftaly	Council Representative	
Mayor Pro Tem Michael Seligson	Council Representative	
Council Member Angela Diggs Jackson	Council Representative	
Council Member Paul Levine	Council Representative	
Council Member Emile Duplessis	Council Representative	
Scott Pratt, Deputy Director of Recreation	Staff Representative	

*2 Vacancies

Members of Original Ethnic Task Force

	<u>Original Appointment</u>	<u>Term Expires</u>
Jerry Bayer	1991	N/A
Marion Beatty	1991	N/A
David Diomande	1990	N/A
Deborah Frye	1991	N/A
Debi Tutor	1992	N/A
Patricia Minor	1991	N/A

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 Code)

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

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Wayne Lusky	January, 2000	December, 2013
Joy Landau	January, 2000	December, 2013
Lou Landau	January, 2000	December, 2013
Erv Milton	January, 2000	December, 2013
Sharon Levine	January, 2000	February, 2012
Teresa Taylor	January, 2000	December, 2013
Barb Weiskopf	January, 2000	February, 2012
Jim Weiskopf	January, 2000	December, 2013
Beverly Wiggins	February, 2000	February, 2012
Marcina Cole	January, 2001	December, 2013
Mara Staller Starr	April, 2002	December, 2013
Elaine Stephens	October, 2008	October, 2011
Latonja Stephens	October, 2008	October, 2011
Christopher Green	November, 2009	November, 2011
Roy Vultaggio, Recreation Director	Staff Representative	
Council Member Paul Levine	Council Representative	
Council Member Emile Duplessis	Council Representative	
Dr. Daveda Colbert	Oak Park School District Superintendent	

*2 Vacancies

CITY OF OAK PARK

Boards and Commissions

LIBRARY AUTHORITY

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 Code)

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

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Irma B. Watson	June, 2004	June, 2014
Sharon Chudnow	February, 1969	June, 2012
Sherman Barton	November, 2009	June, 2013
Linda Paul Francisco	December, 2010	December, 2011
Richard Fox, City Manager	July, 2009	June, 2011
Council Member Angela Diggs Jackson	Council Representative	November, 2013
John Martin, Library Director	Staff Representative	

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 Code)

Meetings: On odd years.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Gloria Kingston	July, 1990	April, 2017
Tom McPhillips	April, 2001	February, 2016
Chelsea D. Barnes, Jr.	February, 2009	February, 2016
Andrew Hylton	February, 2009	February, 2016
Donald Cohen	March, 2009	March, 2016
James Gulley	January, 2011	March, 2014
Angela Brunke, City Clerk	Staff Representative	

*1 Vacancy

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) the approval of plats subdividing land within the City. (Sec. 2311 of the City of Oak Park Code)

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

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Gary Torgow	April, 1994	April, 2012
Joe Brown	May, 1996	February, 2012
Marie Walters-Gill	November, 1998	December, 2013
Donald Cohen	May, 2000	May, 2012
Marshall Levin	August, 2003	February, 2012
Mayor Gerald E. Naftaly	November, 1991	November, 2011
Mayor Pro Tem Michael M. Seligson	November, 1997	November, 2011
Richard Fox, City Manager	July, 2009	
Kevin Rulkowski, Director of Technical & Planning	Staff Representative	

*1 Vacancy

CITY OF OAK PARK

Boards and Commissions

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 Code)

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

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Bob Gershman	June, 1999	February, 2013
James C. Emanuel	April, 1986	February, 2013
Linda Blatt	August, 1988	February, 2012
Anthony Harper	October, 1993	February, 2012
Paul Blatt	February, 2005	February, 2013
Edward J. Hester, Sr.	February, 2009	February, 2012
Michael Auger	November, 2009	February, 2012
Mayor Gerald E. Naftaly	November, 1977	November, 2011
Roy Vultaggio, Director of Recreation	Staff Representative	
Scott Pratt, Deputy Director of Recreation	Staff Representative	

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 Code)

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

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Alvin Lewis	February, 2000	February, 2011
Al Goldstein	February, 2000	February, 2012
Paul Bannon	February, 2003	February, 2012
Meredith Long	July, 2003	September, 2012
Carolyn Davis	December, 2005	February, 2012
Amy Lumley	December, 2005	February, 2012
Kerrie McMillen	August, 2007	August, 2013
Hilarie Williams	October, 2008	October, 2011
Angela Mitchell	January, 2011	January, 2014
Denise Trombly	January, 2011	January, 2014
Council Member Angela Diggs Jackson	November, 2005	November, 2013
Gary Shermataro, Department of Public Works	Staff Representative	

*2 Vacancies

CITY OF OAK PARK

Boards and Commissions

SPORTS COMMISSION

The purpose of the Sports Commission is to further Department of Recreation Sports programs by acting in an advisory capacity to the Director of Recreation on matters pertaining to the operation of sports in Oak Park (By-Laws Oak Park Sports Commission, City Council Resolution CM-4-208-61, April 17, 1961). Board to be eliminated and duties will be assumed by the Recreation Advisory Board.

Meetings: On request.

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Beverly Wiggins	June, 1993	March, 2013
James C. Emanuel	June, 1993	March, 2013
Michael Rich	April, 1986	March, 2013
Tee Winslow	April, 2000	March, 2012
Council Member Angela Diggs Jackson	November, 2005	

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 Code)

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

CURRENT MEMBERSHIP

	<u>Original Appointment</u>	<u>Term Expires</u>
Louis Landau	December, 1981	April, 2013
James Huston	August, 2000	April, 2012
Jack Blumenkopf	February, 1998	April, 2012
Donald Cohen	September, 2008	April, 2013
Sherman Barton	November, 2009	April, 2012
Nathan Peiss	January, 2011	April, 2012
Kevin Rulkowski, Director of Technical & Planning	Staff Representative	

*1 Vacancy



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

City Manager

OVERVIEW

As the chief administrative officer of the City, the City Manager is ultimately responsible for all operations of the municipal corporation. This includes the overall planning and organizing of work for implementing programs and services City Council establishes. This responsibility includes evaluating and recommending these programs and services while keeping current on innovative methods and trends regarding ways to accomplish these responsibilities. The Human Resources function also rests with the City Manager.

The City Manager is also responsible for the management of City resources. Planning, organizing and presenting the annual budget are followed after Council adoption, by administration of all revenues and expenditures throughout the year.

As the chief administrative officer, it is important to maintain effective communications and availability to members of the City Council. This includes carrying out policies as set by action at regularly scheduled Council meetings. Relations with the public are also an important aspect of the office of city management. The perception of professionalism and quality services must be conveyed and maintained.

EXPENDITURES

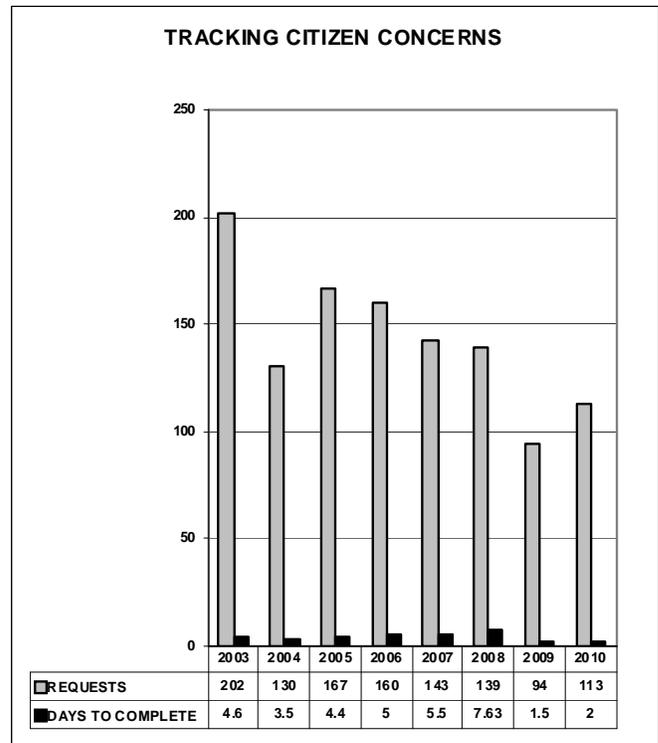
The largest portion of non-personnel costs in this budget center is for services related to the Human Resources function such as professional and contractual services for labor relations. Citywide training shall continue to be a part of the City Manager's budget.

PERFORMANCE OBJECTIVES

Management of administrative policies and procedures continues as they are updated and converted from a paper-based format to a centralized Intranet management system.

Employee relations are of particular importance during these trying economic times. Keeping employee morale high while under fiscal stress is a challenge, and the organization will have to find innovative ways to reward employees. Community relation activities such as the publication and distribution of *Welcome Packets/Resident Handbooks* are ongoing. This information is now available on the City web site. New opportunities for community promotion are continuously sought out and evaluated.

The Citizen Ombudsman program is a major function of this office. A new web based system called the Citizen Action Center was implemented in October 2007. The Citizen Action Center is a place where residents can search for answers to frequently asked questions, ask a specific question and also make a service request. The Citizen Action Center ultimately helps residents connect with City officials who can best assist them to resolve their concerns.



**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
CITY MANAGER		GENERAL	101-11-172	CITY MANAGEMENT / PERSONNEL				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	241,504	201,465	123,940	201,465	201,640	199,140	199,140
712	Employee Benefits	83,218	74,393	48,486	74,393	82,960	82,756	82,756
726	Materials & Supplies	8,508	10,000	4,418	10,000	10,000	10,000	10,000
801	Professional Services	760	1,000	430	1,000	1,000	1,000	1,000
803	Medical Services	2,752	2,000	0	2,000	2,000	2,000	2,000
804	Employee Recruitment	3,813	2,500	87	2,500	2,500	2,500	2,500
818	Contractual Services	9,242	14,000	4,541	9,000	9,000	9,000	9,000
860	Transportation	63	0	0	0	0	0	0
864	Conferences & Workshops	264	0	0	0	0	0	0
900	Publications	1,279	1,500	450	1,500	1,500	1,500	1,500
920	Utilities - Telephone	1,129	1,000	864	1,000	1,000	1,000	1,000
958	Memberships & Dues	1,081	2,000	1,334	2,000	2,000	2,000	2,000
TOTAL		353,613	309,858	184,550	304,858	313,600	310,896	310,896

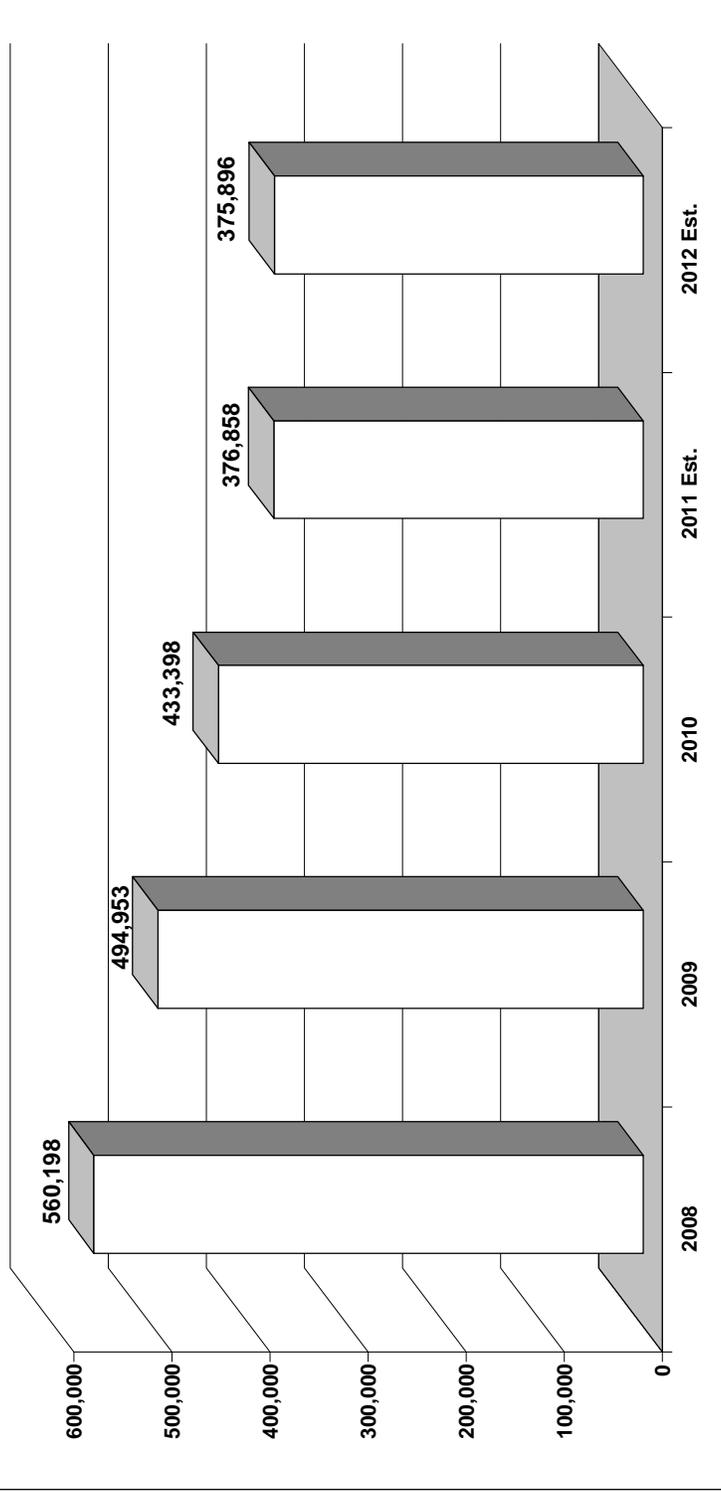
Personnel Worksheet

<u>Job / Class Title</u>	<u>Actual 2009-2010</u>	<u>Budgeted 2010-2011</u>	<u>Requested 2011-2012</u>	<u>Managers Rec. 2011-2012</u>	<u>City Council Approved</u>
<u>FULL TIME</u>					
City Manager	1.0	1.0	1.0	1.0	1.0
Assistant City Manager	1.0	0.0	0.0	0.0	0.0
Assistant to City Manager	0.0	1.0	1.0	1.0	1.0
Executive Secretary	1.0	0.0	0.0	0.0	0.0
Administrative Secretary	1.0	1.0	1.0	1.0	1.0
Sub-Total Full Time	4.00	3.00	3.00	3.00	3.00
<u>PART TIME</u>					
Administrative Clerk	0.00	0.12	0.12	0.00	0.00
TOTAL	4.00	3.12	3.12	3.00	3.00

PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
CITY MANAGER

POSITION	PAY GRADE	REG PAY	OT PAY	LONG PAY	OTHER PAY	PAY TOTAL	WORK COMP	RETIRE- MENT	DENTAL	HEALTH	LIFE & AD&D	FICA / MEDICARE	CLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
City Manager	E	110,070	0	734	7,200	118,004	587	15,931	1,020	0	234	9,027	0	250	27,049	145,053
Assistant to City Manager	F	55,000	0	1,800	0	56,800	293	31,569	1,020	16,051	187	4,345	0	250	53,715	110,515
Administrative Secretary	F	24,336	0	0	0	24,336	130	0	0	0	0	1,862	0	0	1,992	26,328
Part Time Clerical	PT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total		189,406	0	2,534	7,200	199,140	1,010	47,500	2,040	16,051	421	15,234	0	500	82,756	281,896

Expenditure History





“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

City Clerk Administration and Elections

The City Clerk's Office is the information center of the City. As a professional liaison between the City and its citizens, 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 citizens while maintaining the integrity of all elections and public records of the City of Oak Park.

OVERVIEW

The City Clerk's Office is responsible for:

A. Attending meetings and providing minutes and services for the following Boards and Commissions:

- ❖ City Council
- ❖ Zoning Board of Appeals
- ❖ Employees' Retirement System
- ❖ Election Commission
- ❖ Local Officers' Compensation Commission
- ❖ The Board of Canvassers

B. Issuance of the following Licenses and Permits:

- ❖ Garage Sale Permits
- ❖ Lawn Care Licenses
- ❖ Taxi Cab Licenses
- ❖ Handbill Licenses
- ❖ Precious Metals License
- ❖ Distributor Licenses
- ❖ Going-out-of-Business Licenses
- ❖ Special Event Permits
- ❖ Vendor's Licenses
- ❖ Mechanical Amusement Devices
- ❖ Day Care

C. Other business the City Clerk's office is responsible for include:

- ❖ Record Management
- ❖ Special Assessments
- ❖ Street/Alley Vacations
- ❖ Lot Splits/Combinations
- ❖ Narcotics Forfeiture Bonds
- ❖ Freedom of Information Requests
- ❖ Bid Openings
- ❖ Maintaining City Ordinances, Resolutions, Proclamations, Real Estate Non-Solicitation List, Legal Notifications
- ❖ Process Passport Applications, and other projects as requested by the City Manager, City Council, or other Departments.

At the March 15, 2010 City Council meeting City Council approved the agreement with the State of Michigan to participate in the Electronic Poll Book Grant supported by the Help America Vote Act (HAVA) funds. The City Clerk's Office successfully administered the elections of August 2010, November 2010, and February 2011 using the Electronic Poll Book equipment.

All jurisdictions in Oakland County have changed the way Absent Voter Counting Boards are handled. In the past, Oak Park had 19 precincts and one Counting Board. This change resulted in 19 precincts, each having their own Counting Board. Now the Absent Voter Ballot candidate rotation matches the Precinct Ballot candidate rotation.

The process for the Absent Voter Counting Board has changed as they now process each precinct separately with each precinct having individual reports and closing procedures.

Elections 2011:

Special Election, February 22, 2011
School Election, May 3, 2011
Primary Election, August 2, 2011
General Election, November 8, 2011

Election 2012:

Special Election, February 28, 2012
School Election, May 8, 2012
City Primary, August 7, 2012
City General, November 6, 2012

CITY OF OAK PARK

City Clerk Administration and Elections

EXPENDITURES

Between 2006 and 2008, the City received new election tabulation equipment through the Help America Vote Act (HAVA) grant fund, but was responsible for maintenance warranty costs. The State, through HAVA funds covered 100% of tabulator and voter assist terminals through 2009. The State covered 50% of the tabulators and 100% of the voter assist terminals in 2010. The City will assume 100% responsibility for the warranty costs in 2011. The approximate cost is \$145 per tabulator and \$200 per voter assist terminal. The City has 26 tabulators and 15 voter assist terminals at this time. The cost is expected to be \$6,770 in 2011.

PERFORMANCE OBJECTIVES

The City Clerk's Office is working diligently toward having a paperless office. We are using the newly adopted Retention Schedule to scan records and save them electronically whenever possible.

Boards and Commissions

Research programs for tracking Boards and Commission applicants and members.

Qualified Voter File

Cross-train all staff members to assure residents fast and effective service at the counter and on the telephone.

Freedom of Information and Open Meeting Act

Send employees to training to learn or be updated on new laws.

Licenses and Permits

Cross-train all staff members to assure residents fast and effective service at the counter and on the telephone.

Passports

Update employees on new passport laws and required date changes.

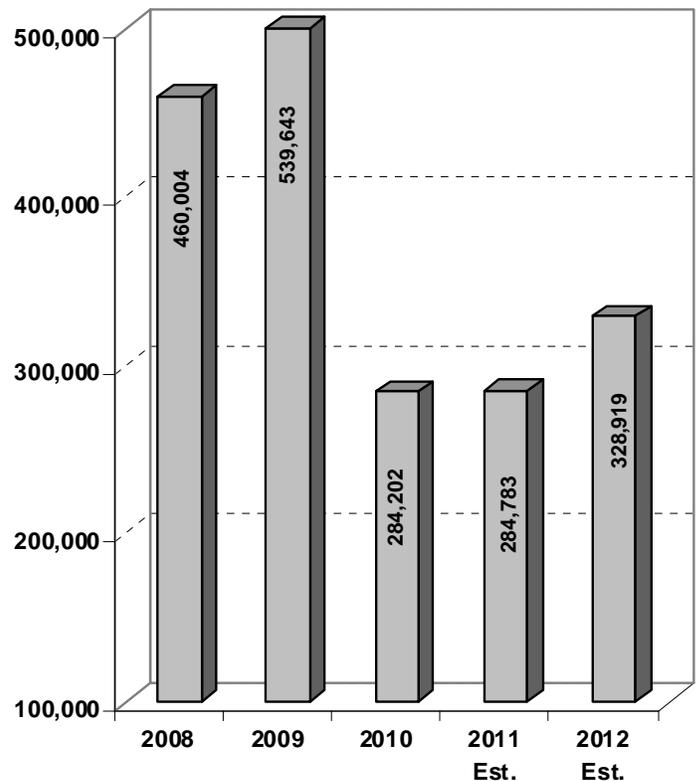
Elections

Cross-training will continue on all aspects of elections.

Records Management

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

Expenditure History



**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: CITY CLERK		FUND: GENERAL	DEPT. NO.: 101-14-215	ACTIVITY: ADMINISTRATION - CITY RECORDS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	69,739	56,860	39,385	56,860	66,165	66,165	64,852
712	Employee Benefits	30,998	41,169	26,963	41,169	51,998	51,998	51,162
726	Materials & Supplies	3,859	5,100	1,405	5,100	5,100	5,100	5,100
801	Professional Services	5,437	6,000	1,600	6,000	6,000	6,000	6,000
818	Contractual Services	288	300	191	300	300	300	300
900	Publications	294	1,000	0	1,000	1,000	1,000	1,000
901	Newspaper Postings	3,313	6,500	364	6,500	6,500	6,500	6,500
930	Repairs & Maintenance	6,135	6,000	5,728	6,000	6,000	6,000	6,000
958	Memberships & Dues	350	750	360	750	550	550	550
960	Education & Training	463	1,700	170	1,700	1,000	1,000	1,000
TOTAL		120,876	125,379	76,166	125,379	144,613	144,613	142,464

DEPARTMENTAL REVENUE

451.000	Business Licenses & Permits	79,364	77,000	72,027	77,000	77,000	77,000	77,000
626.000	Passport Services	3,225	2,400	800	1,600	2,400	2,400	2,400
Total		82,589	79,400	72,827	78,600	79,400	79,400	79,400

Personnel Worksheet

Job / Class Title	Actual <u>2009-2010</u>	Budgeted <u>2010-2011</u>	Requested <u>2011-2012</u>	Managers Rec. <u>2011-2012</u>	City Council <u>Approved</u>
<u>FULL TIME</u>					
City Clerk	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	1.0	1.0	0.0	0.0	0.0
City Clerk - Technical Aide	1.0	0.0	0.0	0.0	0.0
Administrative Clerk	1.0	1.0	1.0	1.0	1.0
Sub-Total Full Time	4.00	3.00	2.00	2.00	2.00
<u>PART TIME</u>					
Administrative Clerk	0.00	0.50	0.50	0.50	0.50
TOTAL	4.00	3.50	2.50	2.50	2.50

PERMITS AND LICENSES ISSUED

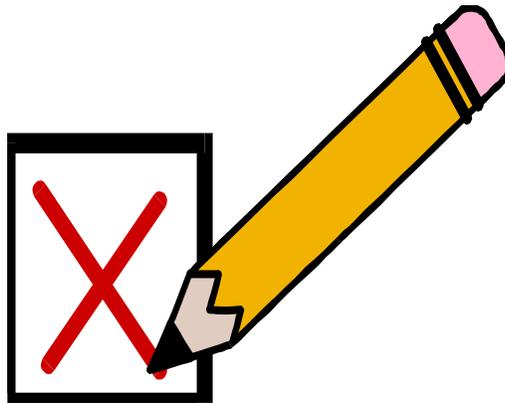
	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Merchants Licenses	709	697	668	642	615	536	522
Garage Sale Permits	159	146	128	155	163	168	145
Lawn Care Licenses	21	17	14	13	6	4	3
Taxi Cab Licenses	6	7	7	7	6	6	8
Handbill Permits	4	4	7	12	9	10	20
Precious Metal Licenses	18	20	14	21	18	32	31
Sidewalk Sale Permits	2	4	4	5	4	4	9
Vendor's Licenses	8	7	2	8	4	7	4
Mech. Amusement Devices	2	2	2	2	0	1	3
Distributor Licenses	0	1	0	1	0	0	2
Going-Out-Of-Business	0	1	0	0	0	1	0
Auction	1	2	2	0	0	0	0
Day Care Licenses	13	13	16	13	14	18	24
Passports	0	53	216	234	130	176	96
Notaries	0	164	136	121	79	84	63
TOTAL	943	1,138	1,216	1,234	1,048	1,047	930

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: CITY CLERK		FUND: GENERAL	DEPT. NO.: 101-14-191	ACTIVITY: ELECTIONS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	73,504	56,860	41,709	56,860	66,164	66,164	64,852
712	Employee Benefits	37,418	41,169	29,454	41,169	51,998	51,998	51,161
726	Materials & Supplies	2,536	5,000	3,429	5,000	5,000	5,000	5,000
801	Professional Services	44,010	45,000	28,920	45,000	45,000	45,000	45,000
818	Contractual Services	0	1,000	492	1,000	1,000	1,000	1,000
860	Transportation	353	500	0	500	500	500	500
864	Conferences & Workshops	425	0	0	0	0	0	0
900	Printing & Publications	0	1,000	0	1,000	1,000	1,000	1,000
901	Newspaper Postings	4,121	5,500	2,435	5,500	5,500	5,500	5,500
930	Repairs & Maintenance	270	6,000	1,850	2,000	6,770	6,770	6,770
956	Miscellaneous	464	500	260	500	500	500	500
960	Education & Training	225	875	40	875	875	875	875
TOTAL		163,326	163,404	108,589	159,404	184,307	184,307	182,158

DEPARTMENTAL REVENUE

676	Election Reimbursement	13,946	10,000	0	0	10,000	10,000	10,000
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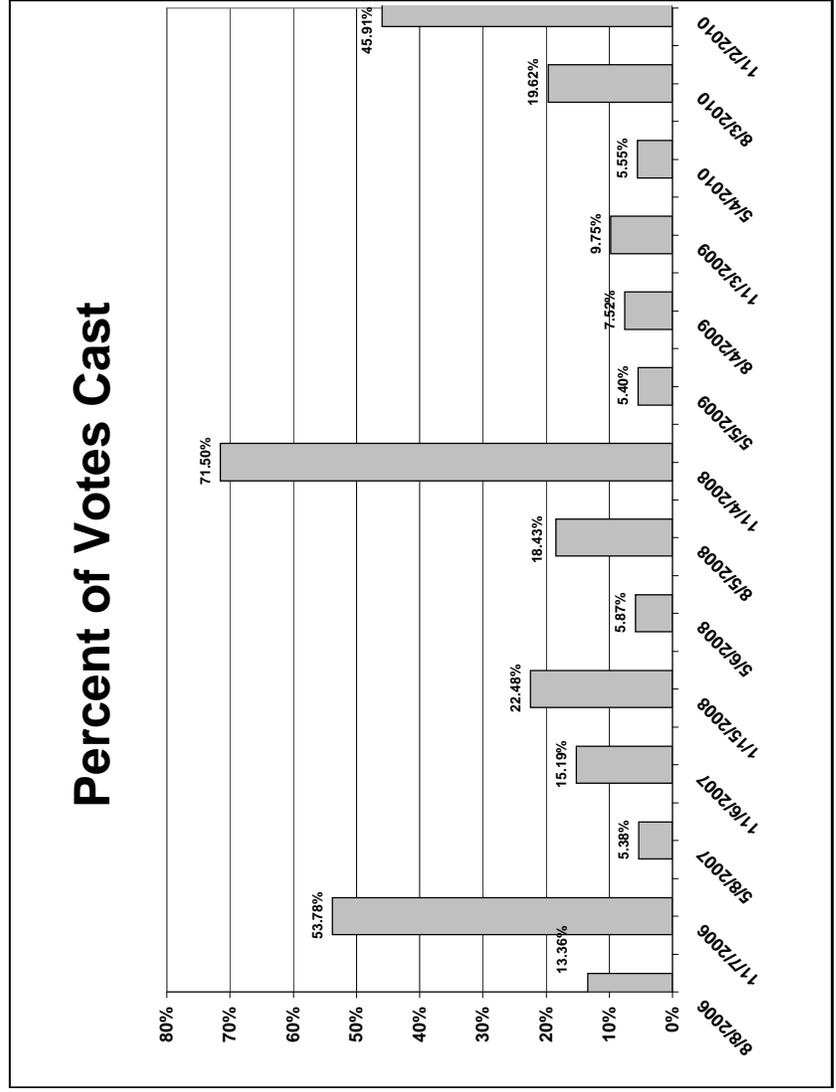


**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
CITY CLERK**

POSITION	PAY GRADE	REG PAY	OT PAY	LONG PAY	OTHER PAY	PAY TOTAL	WORK COMP	RETIRE- MENT	DENTAL	HEALTH AD&D	LIFE AD&D	MEDICARE	FICA/	CLOTHING	LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
City Clerk	E	69,000	0	3,471	0	72,471	368	40,279	1,020	16,051	234	5,544		0	250	63,746	136,217
Administrative Clerk II	A	29,733	1,640	900	0	32,273	167	17,937	1,020	14,369	94	2,469		195	190	36,441	68,714
Administrative Clerk	PT	24,960	0	0	0	24,960	133	0	0	0	94	1,909		0	0	2,136	27,096
Total		123,693	1,640	4,371	0	129,704	668	58,216	2,040	30,420	422	9,922		195	440	102,323	232,027

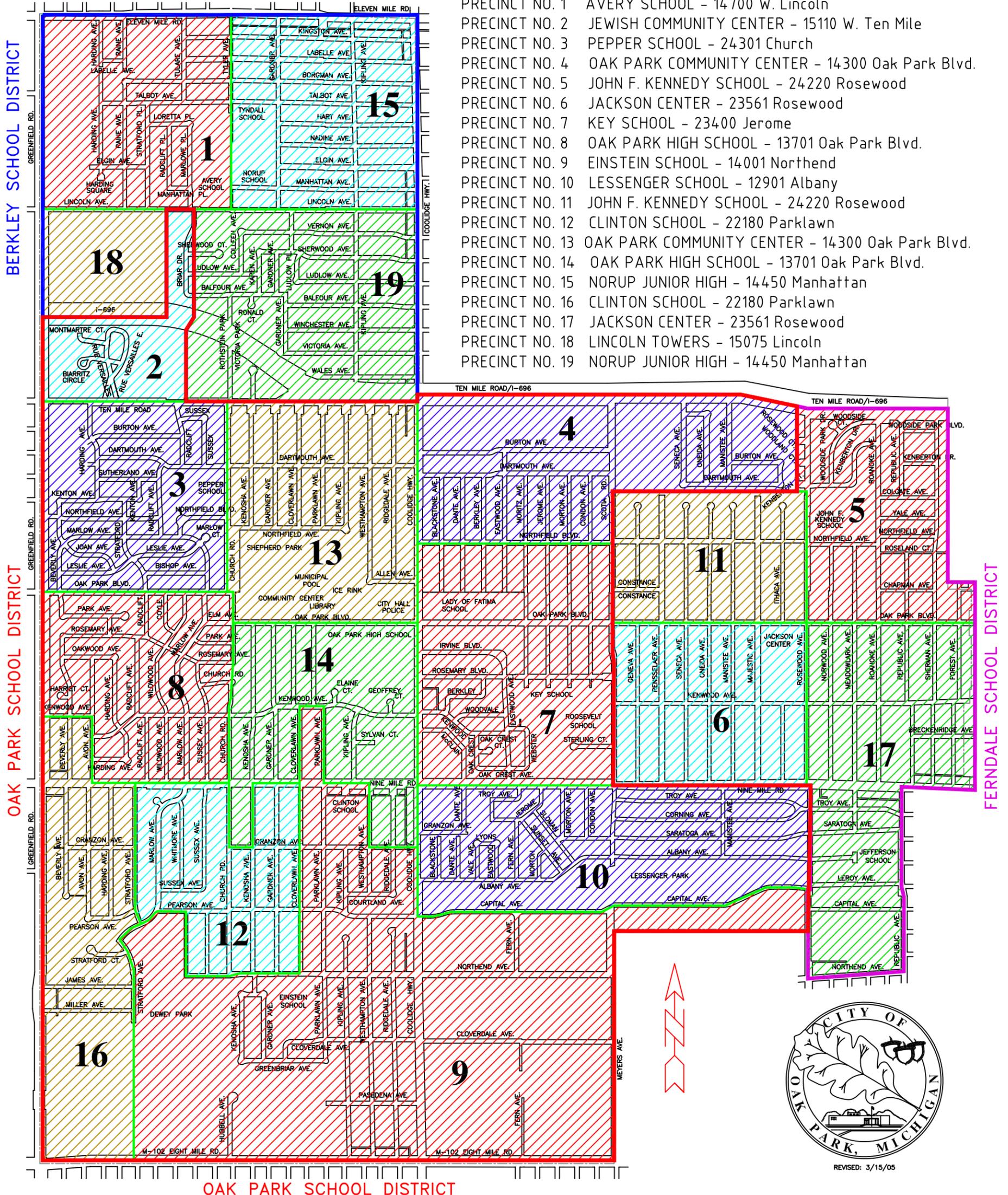
Reason For Election

Date	Total Registered Voters	Votes Cast	Percent Cast
5/2/2006	22,413	847	3.78%
8/8/2006	22,261	2,974	13.36%
11/7/2006	22,362	12,026	53.78%
5/8/2007	22,394	1,204	5.38%
11/6/2007	22,462	3,413	15.19%
1/15/2008	22,540	5,068	22.48%
5/6/2008	18,324	1,075	5.87%
8/5/2008	22,781	4,199	18.43%
11/4/2008	23,249	16,624	71.50%
5/5/2009	21,167	1,143	5.40%
8/4/2009	22,337	1,679	7.52%
11/3/2009	22,385	2,182	9.75%
5/4/2010	3,751	208	5.55%
8/3/2010	22,507	4,415	19.62%
11/2/2010	22,609	10,380	45.91%



CITY OF OAK PARK VOTING PRECINCTS

- PRECINCT NO. 1 AVERY SCHOOL - 14700 W. Lincoln
- PRECINCT NO. 2 JEWISH COMMUNITY CENTER - 15110 W. Ten Mile
- PRECINCT NO. 3 PEPPER SCHOOL - 24301 Church
- PRECINCT NO. 4 OAK PARK COMMUNITY CENTER - 14300 Oak Park Blvd.
- PRECINCT NO. 5 JOHN F. KENNEDY SCHOOL - 24220 Rosewood
- PRECINCT NO. 6 JACKSON CENTER - 23561 Rosewood
- PRECINCT NO. 7 KEY SCHOOL - 23400 Jerome
- PRECINCT NO. 8 OAK PARK HIGH SCHOOL - 13701 Oak Park Blvd.
- PRECINCT NO. 9 EINSTEIN SCHOOL - 14001 Northend
- PRECINCT NO. 10 LESSENGER SCHOOL - 12901 Albany
- PRECINCT NO. 11 JOHN F. KENNEDY SCHOOL - 24220 Rosewood
- PRECINCT NO. 12 CLINTON SCHOOL - 22180 Parklawn
- PRECINCT NO. 13 OAK PARK COMMUNITY CENTER - 14300 Oak Park Blvd.
- PRECINCT NO. 14 OAK PARK HIGH SCHOOL - 13701 Oak Park Blvd.
- PRECINCT NO. 15 NORUP JUNIOR HIGH - 14450 Manhattan
- PRECINCT NO. 16 CLINTON SCHOOL - 22180 Parklawn
- PRECINCT NO. 17 JACKSON CENTER - 23561 Rosewood
- PRECINCT NO. 18 LINCOLN TOWERS - 15075 Lincoln
- PRECINCT NO. 19 NORUP JUNIOR HIGH - 14450 Manhattan



REVISED: 3/15/05

CITY OF OAK PARK

Department of Finance and Administrative Services

OVERVIEW

The Department of Finance and Administrative Services is comprised of six divisions: Accounting, Assessing, Purchasing, Treasury, Water & Sewer Billing and Collection, and Central Services. The department consists of 11 full-time employees. 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.

EXPENDITURES

Expenditures are expected to increase in this department by \$44,806. This is partially due to the higher costs of fringe benefits.

FY 2010-2011 GOALS

The City received the GFOA Distinguished Budget Presentation Award, for the fourteenth consecutive year, for its FY 2010-2011 Budget.

The City received the GFOA Certificate of Achievement for Excellence in Financial Reporting, for the fourteenth consecutive year, for its FY 2009-2010 CAFR.

The City received the GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting, for its publication of the FY 2008-2009 PAFR.

The City is moving forward into the future of internet accessibility. The citizens of Oak Park have the ability to access parcel information on line and in the future will be able to make payments, by credit card, on property taxes, water bills and sidewalk assessments.

Implemented "Positive Pay" procedures with the City's financial institution to ensure that all transactions be verified to avoid any fraudulent activity.

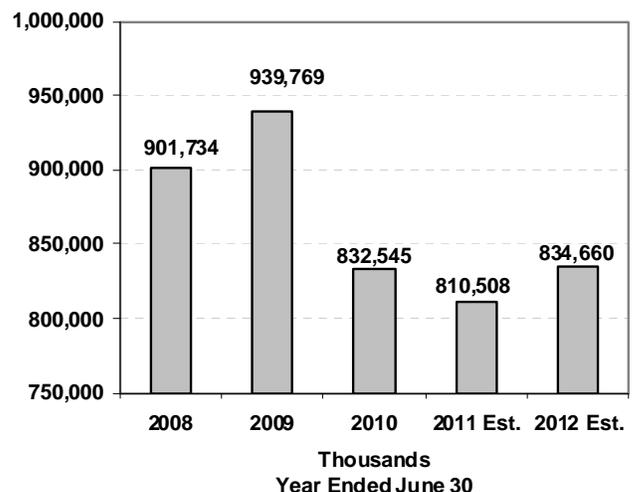
PERFORMANCE OBJECTIVES: FY 2011-2012

Maximize investment revenues by increasing interest on cash balances. Interest earned by all funds in FY 2009-2010 was \$77,613, a decrease from FY 2008-2009 revenue of \$342,713. The decrease was due to low interest rates of short term instruments.

Apply for the GFOA Distinguished Budget Presentation, the Certificate of Achievement for Excellence in Financial Reporting and the Award for Outstanding Achievement in Popular Annual Financial Reporting.

Continue to maintain the highest level of performance in serving both City residents and staff members.

DEPARTEMNT OF FINANCE
Expenditure History



**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: FINANCE AND ADMINISTRATIVE SERVICES		FUND: GENERAL	DEPT. NO.: 101-15-201	ACTIVITY: ACCOUNTING, ASSESSING, TREASURY, FINANCIAL MANAGEMENT				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	526,761	449,090	299,506	469,544	449,103	449,103	449,103
712	Employee Benefits	258,870	287,664	196,684	287,664	332,457	332,457	332,457
726	Materials & Supplies	13,782	15,500	12,542	15,500	15,500	15,500	15,500
801	Professional Services	12,663	15,000	8,550	15,000	15,000	15,000	15,000
818	Contractual Services	13,142	13,000	505	13,000	13,000	13,000	13,000
860	Transportation	753	400	238	400	400	400	400
864	Conferences & Workshops	790	0	0	0	0	0	0
900	Publications	2,036	1,600	1,732	1,800	1,600	1,600	1,600
920	Utilities - Telephone	368	500	258	500	500	500	500
930	Repairs & Maintenance	70	300	75	300	300	300	300
958	Memberships & Dues	1,602	1,800	1,355	1,800	1,800	1,800	1,800
960	Education & Training	1,708	5,000	888	5,000	5,000	5,000	5,000
TOTAL		832,545	789,854	522,333	810,508	834,660	834,660	834,660

Personnel Worksheet

Job / Class Title	Actual <u>2009-2010</u>	Budgeted <u>2010-2011</u>	Requested <u>2011-2012</u>	Managers Rec. <u>2011-2012</u>	City Council <u>Approved</u>
<u>FULL TIME</u>					
Director of Finance & Administrative Services	1.0	1.0	1.0	1.0	1.0
Assistant Director of Finance & Administrative Services	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Finance Clerk	4.0	3.0	3.0	3.0	3.0
Finance Clerk II	1.0	1.0	0.0	0.0	0.0
Deputy Treasurer	1.0	1.0	1.0	1.0	1.0
City Assessor	1.0	1.0	1.0	1.0	1.0
Appraiser	1.0	1.0	1.0	1.0	1.0
Assessing Clerk	1.0	1.0	1.0	1.0	1.0
Water Supervisor	1.0	0.0	1.0	1.0	1.0
Administrative Clerk	1.0	1.0	0.0	0.0	0.0
Water Meter Reader/Repairer	1.0	1.0	0.0	0.0	0.0
Sub-Total Full Time	15.0	13.0	11.0	11.0	11.0
<u>PART TIME</u>					
Administrative Clerk	0.00	0.00	0.75	0.75	0.75
TOTAL	15.0	13.0	11.8	11.8	11.8

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
2001: Homestead (1)	24.6245	14.4444	13.2300	10.5737	1.5952	8.4171	49.0812	47.8668	45.2105
2001: Non-Homestead	24.6245	32.5126	31.4100	28.7537	1.5952	8.4171	67.1494	66.0468	63.3905
2002: Homestead (1)	23.6344	14.4173	13.2328	10.5765	1.6090	8.6747	48.3354	47.1509	44.4946
2002: Non-Homestead	23.6344	32.5754	31.4128	28.7565	1.6090	8.6747	66.4935	65.3309	62.6746
2003: Homestead (1)	23.5377	12.5350	12.2223	9.5660	1.5983	8.6462	46.3172	46.0045	43.3482
2003: Non-Homestead	23.5377	30.6184	30.4023	27.7460	1.5983	8.6462	64.4006	64.1845	61.5282
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

(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). This reform created a two tiered tax system which accounts for the presentation above.

BUDGET TO ACTUAL FISCAL YEAR 2009-2010			
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
GENERAL FUND REVENUES	20,921,098	20,500,381	2.05%
GENERAL FUND EXPENDITURES	20,921,098	20,344,751	2.83%
MAJOR STREET FUND EXPENDITURES	1,106,784	1,009,829	9.60%
LOCAL STREET FUND EXPENDITURES	660,519	597,721	10.51%
SOLID WASTE FUND EXPENDITURES	2,458,620	2,344,122	4.88%
WATER & SEWER FUND EXPENDITURES	10,785,152	8,796,597	22.61%
RISK MANAGEMENT EXPENDITURES	704,403	599,826	17.33%

The figures above depict both budgeted and actual amounts for the 2009-2010 Fiscal Year. The estimates for the General Fund and other major funds were adopted on May 18, 2009. The actual activity is recorded as of June 30, 2010. An important performance goal of the Finance Department is to estimate revenues and expenses within 5% of actual activity.

**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
FINANCE AND ADMINISTRATIVE SERVICES**

POSITION	PAY GRADE	REGULAR PAY	OVER TIME PAY	LONGEVITY PAY	OTHER PAY	DIRECT PAY TOTAL	WORKERS COMP.	RETIRE-MENT	DENTAL	HEALTH AD&D	LIFE & MEDICARE	CLOTHING	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Finance & Adm. Services	E	98,931	0	8,794	2,000	109,725	527	60,985	1,020	20,001	234	8,394	250	91,411	201,136
Administrative Assistant	F	43,356	920	2,129	0	46,405	236	25,792	1,020	16,051	187	3,550	250	47,086	93,491
ACCOUNTING															
Deputy Director of Finance	G	59,861	0	900	2,520	63,281	319	35,172	1,020	0	187	4,841	250	41,789	105,070
TREASURY															
Deputy Treasurer	G	53,547	0	900	0	54,447	285	7,350	1,020	16,051	187	4,165	250	29,308	83,755
Finance Clerk	A	29,733	800	900	0	31,433	163	17,470	1,020	14,369	94	2,405	190	35,906	67,339
ASSESSING															
City Assessor	G	66,276	0	900	2,520	69,696	353	9,409	1,020	0	94	5,332	0	16,208	85,904
Senior Appraiser	A	37,474	900	1,500	0	39,874	205	22,162	1,020	14,369	94	3,050	190	41,285	81,159
Appraiser I	A	32,542	800	900	0	34,242	178	19,032	1,020	6,135	94	2,620	190	29,464	63,706
General Fund Sub-Total		421,720	3,420	16,923	7,040	449,103	2,266	197,372	8,160	86,976	1,171	34,357	1,570	332,457	781,560
WATER & SEWER															
Water Supervisor	G	45,000	0	0	0	45,000	240	6,075	1,020	13,889	187	3,443	250	25,104	70,104
Finance Clerk	A	29,733	10,000	900	0	40,633	212	22,584	1,020	6,135	94	3,108	190	33,538	74,171
Finance Clerk	A	29,733	800	450	0	30,983	163	17,220	1,020	14,369	94	2,370	190	35,621	66,604
Administrative Clerk - Part Time	A-pt	23,996	0	0	0	23,996	128	0	0	0	0	1,836	0	1,964	25,960
Enterprise Fund Sub-Total		128,462	10,800	1,350	0	140,612	743	45,879	3,060	34,393	375	10,757	630	96,227	236,839
Finance Department Total		550,182	14,220	18,273	7,040	589,715	3,009	243,251	11,220	121,369	1,546	45,114	2,200	428,684	1,018,399
General Fund						449,103								332,457	781,560
Water & Sewer Fund						140,612								96,227	236,839
Total						589,715								428,684	1,018,399

CITY OF OAK PARK

Law

OVERVIEW

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

(a) The City Attorney shall act as legal advisor to, and be attorney and counsel for, the City Council and shall be responsible solely to the council. He shall advise any officer or department head of the City in matters relating to his official duties when so requested and shall file with the clerk a copy of all written opinions given by him.

(b) The 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.

(c) The 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.

(d) The attorney shall call to the attention of the council all matters of law, and changes or developments therein, affecting the city.

(e) The attorney shall perform such other duties as may be prescribed for him by the City Charter or by the council.

(f) Upon the recommendation of the attorney, 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 attorney therein.

The present City Attorney, John Carlson, from the firm of Shifman & Carlson, P.C. has served the City Council since July 1, 2004.

The Prosecuting Attorney, Eugene Lumberg was appointed January 15, 1987.

EXPENDITURES

Expenditures in the Law Budget are divided into two activities: City Attorney and Prosecuting Attorney.

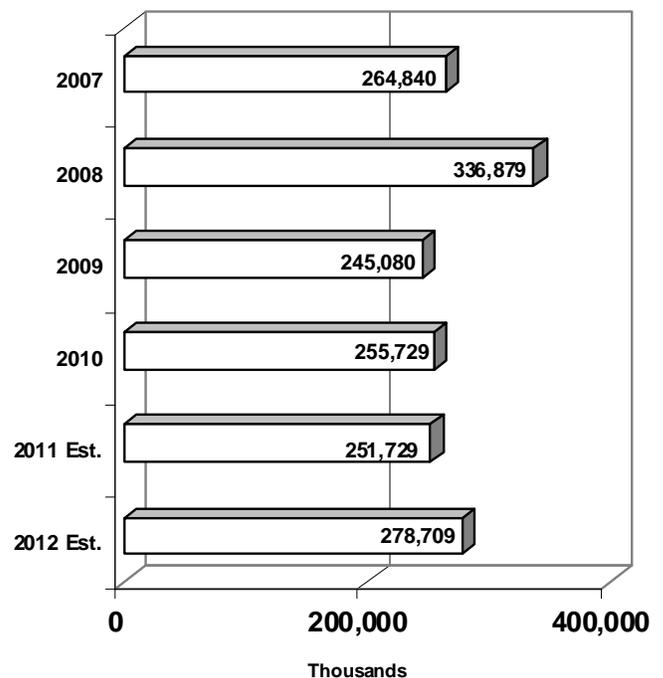
Compensation for the City Attorney does not include salaries. Also, anticipated Professional Services will remain at \$170,500 from FY 2010-2011. The compensation appropriation for the Prosecuting Attorney is estimated to be \$93,652 for FY 2011-2012 compared to \$91,575 during FY 2010-2011.

PERFORMANCE OBJECTIVES

Assist City Council and Administration in the negotiations of a labor contract with Police Officers Association of Michigan who represent our Public Safety Officers. and assist in negotiations with AFSCME Local #513.

Continue with the effort to clean docket of Michigan Tax Tribunal of all appeals of property taxes within the City.

Expenditure History



**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: CITY ATTORNEY		FUND: GENERAL	DEPT. NO.: 101-13-210	ACTIVITY: LEGAL COUNSEL				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC 2011-2012	CITY COUNCIL APPROVED 2011-2012
801	Professional Services	165,840	170,275	86,015	170,000	170,000	170,000	170,000
TOTAL		165,840	170,275	86,015	170,000	170,000	170,000	170,000

Note: The above budget includes amounts charged to the General Fund. See next page for amounts charged to all funds.

DEPARTMENT: PROSECUTING ATTORNEY		FUND: GENERAL	DEPT. NO.: 101-13-229	ACTIVITY: LEGAL PROCEEDINGS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	64,114	57,044	35,835	57,044	57,044	57,044	57,044
712	Employee Benefits	42,308	34,531	27,721	34,531	36,608	36,608	36,608
801	Professional Services	72	500	270	500	500	500	500
818	Contractual Services	92	250	0	250	250	250	250
TOTAL		106,586	92,325	63,826	92,325	94,402	94,402	94,402

DEPARTMENT: LABOR ATTORNEY		FUND: GENERAL	DEPT. NO.: 101-13	ACTIVITY: LABOR COUNSEL				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC 2011-2012	CITY COUNCIL APPROVED 2011-2012
818	Contractual Services	79,875	50,000	54,000	72,000	65,000	65,000	65,000
TOTAL		79,875	50,000	54,000	72,000	65,000	65,000	65,000

TOTAL LAW	352,301	312,600	203,841	334,325	329,402	329,402	329,402
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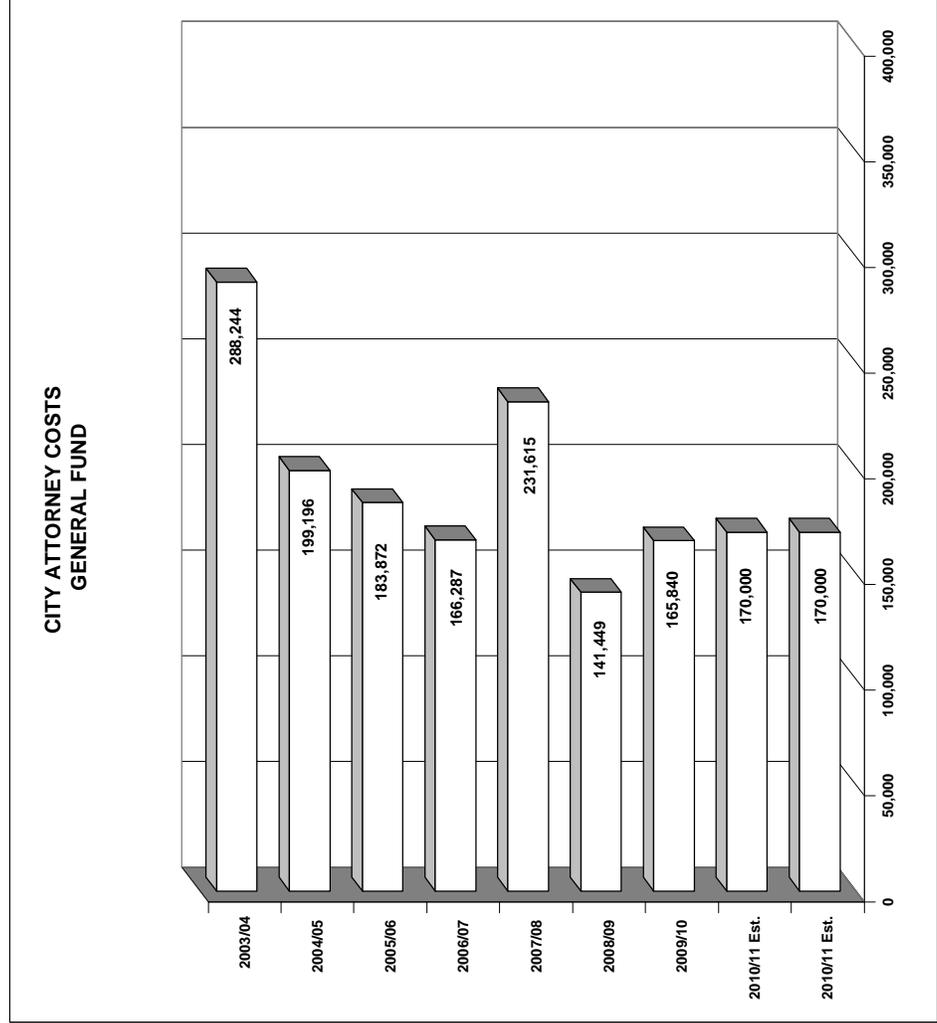
NOTE: The City Attorney, Prosecuting Attorney, and Labor Attorney serve the City Council.

Personnel Worksheet

Job / Class Title	Actual 2009-2010	Budgeted 2010-2011	Requested 2011-2012	City Council Approved
Prosecuting Attorney	1	1	1	1
TOTAL	1	1	1	1

**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
LEGAL**

POSITION	PAY GRADE	REG PAY	PAY TOTAL	WORK COMP	RETIRE- MENT	DENTAL	HEALTH AD&D	LIFE & MEDICARE	FICA / LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
Prosecuting Attorney	E	57,044	57,044	200	14,892	1,020	15,648	234	4,364	250	93,652
Total		57,044	57,044	200	14,892	1,020	15,648	234	4,364	250	93,652



City Attorney Costs - By Fund FY 2008 - 2009	
FUND	
101 - General Fund	141,449
112 - Brownfield Authority	3,604
403 - Neighborhood Stabilization	22,324
450 - Road Construction Fund	351
TOTAL	167,727

City Attorney Costs - By Fund FY 2009 - 2010	
FUND	
101 - General Fund	165,840
402 - City Owned Property	5,440
450 - Road Construction Fund	353
731 - Employee Retirement System	728
TOTAL	172,361



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

Public Safety

We exist to serve the community. Our mission is to improve the quality of life in Oak Park by working together with all citizens to protect life and property, to promote safety, to maintain public order, and to preserve human rights.

OVERVIEW

The Department of Public Safety is responsible for:

- a) Operation of a uniformed patrol force for routine investigations and the general maintenance of law and order.
- b) Maintenance of a Dispatch Center at a central Public Safety location in the City Hall, the maintenance and supervising of police records, criminal and non-criminal identification, custody of property and the operation of short-term holding facilities.
- c) Operation of an Investigations Bureau responsible for investigation of crimes, and the preparation of evidence for the prosecution of criminal cases and offenses in violation of the Code of Ordinances of the City of Oak Park and State Law.
- d) Prevention and control of juvenile delinquency, the identification of crime hazards and the coordination of community agencies interested in crime prevention.
- e) Control of traffic, traffic safety educational programs, school patrols and coordination of traffic violation prosecutions.
- f) Efficient and prompt extinguishment of fires which endanger or are likely to endanger life or property; the maintenance and operation of fire-fighting equipment and of such other emergency equipment as may be assigned to it.
- g) Investigation and inspection of potential fire hazards and the abatement of existing fire hazards.

The Department of Public Safety is directed by the Director of Public Safety, who is the commanding officer of the department. He directs the police and fire work of the City, is responsible for the enforcement of law and order, the protection of life and property against fire and the performance of other public services of an emergency nature assigned to the department.

The Public Safety Department is divided into three Division: Operations, Investigations and Fire.

EXPENDITURES

There is a decrease of \$206,931 in Employee Benefits. The amount recommended for FY 2011-2012 is \$2,848,785. The Materials and Supplies appropriation for FY 2011-2012 of \$130,500 also decreased compared to the request made during FY 2010-2011. In determining all purchases, the Department makes every effort to acquire equipment that allows all officers to perform their duties in the most efficient and safest manner possible. Examples of purchases include computers, ammunition for firearms training, first-aid supplies and general office supplies.

The amount of \$47,700 for FY 2011-2012 in the Education and Training account is the same allocation that was used for FY 2010-2011. These funds are used for various Police, Fire and EMS training for the City's Public Safety Officers. Civilian employees, including dispatchers, records clerks and the property clerk also receive training from these funds.

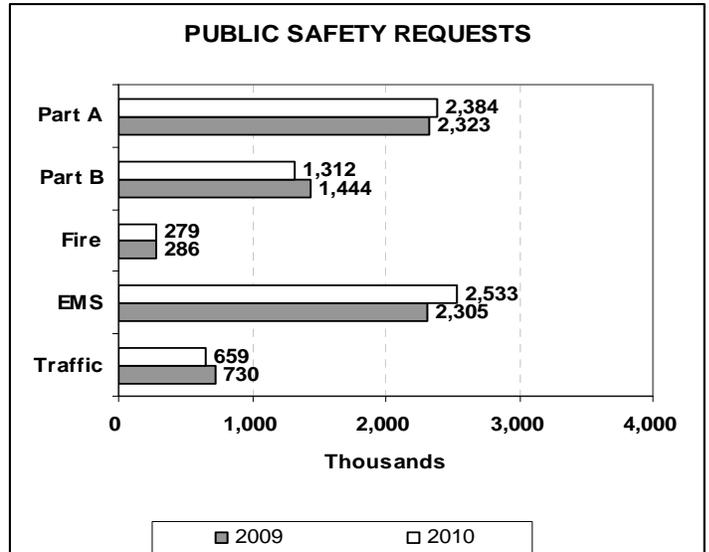
There will be no funds appropriated to the Employee Recruitment account for FY 2011-2012. \$8,000 was allocated in FY 2010-2011. These costs are incurred from hiring and related expenditures associated with recruiting new employees.

CITY OF OAK PARK

Public Safety

PERFORMANCE OBJECTIVES

1. Respond promptly, courteously and effectively to 100% calls for service.
 2. No increase in overtime expenditures over 5% from FY 2009-2010.
 3. 100% of evidence and property to be accounted for an annual property room audit and quarterly spot audits.
 4. Investigations Division:
 - 100% of initial follow-up contacts on criminal cases made within 5 days.
 - 90% of follow-up investigations on assigned criminal cases completed within 45 days.
 5. All mandated training to be completed by 100% of effected employees.
 6. School Programs:
 - 95% of children in grade K-5 to receive bike and pedestrian safety instruction.
 - 95% of children in grades K-3 to receive fire safety instruction.
 7. 100% of public, commercial and industrial occupancies to be fire inspected at least once during the year.
 8. Percent of external personnel complaints sustained to be less than 10% of total reported and investigated.
- Records Bureau:
- 100% response to public requests for reports in compliance with Freedom of Information Act guidelines.



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 2.6%, from 2009 (2,323) to 2010 (2,384).

Part B Crime decreased by 9.1 %, from 2009 (1,444) to 2010 (1,312).

Requests for Fire Services decreased by 2.4%, from 2009 (286) to 2010 (279).

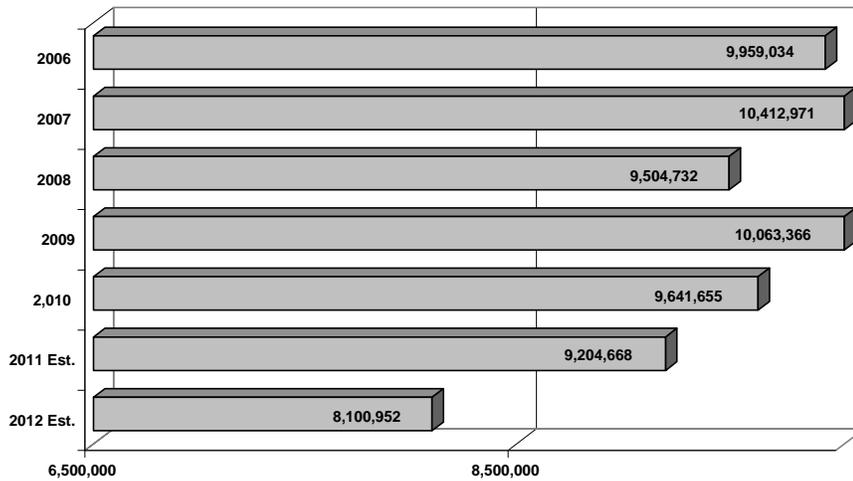
Requests for EMS increased by 9.9%, from 2009 (2,305) to 2010 (2,533).

Traffic Crashes decreased by 9.7%, from 2009 (730) to 2010 (659).

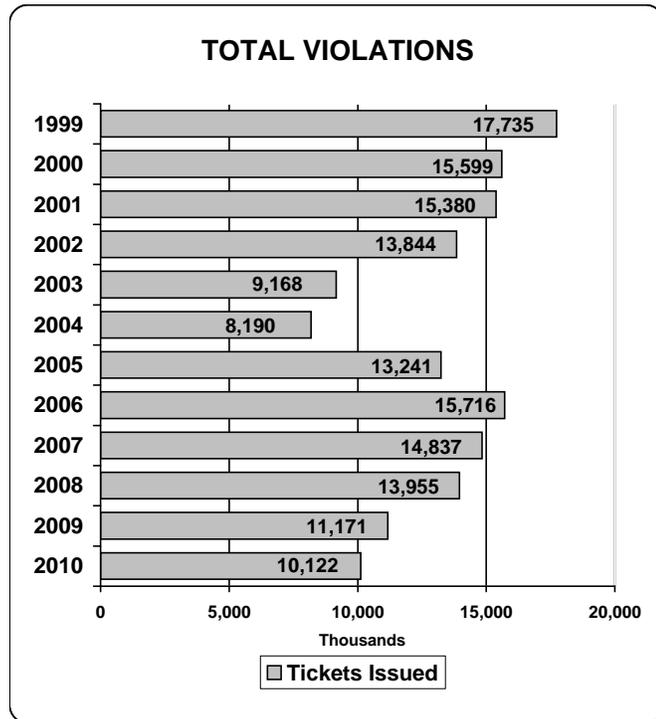
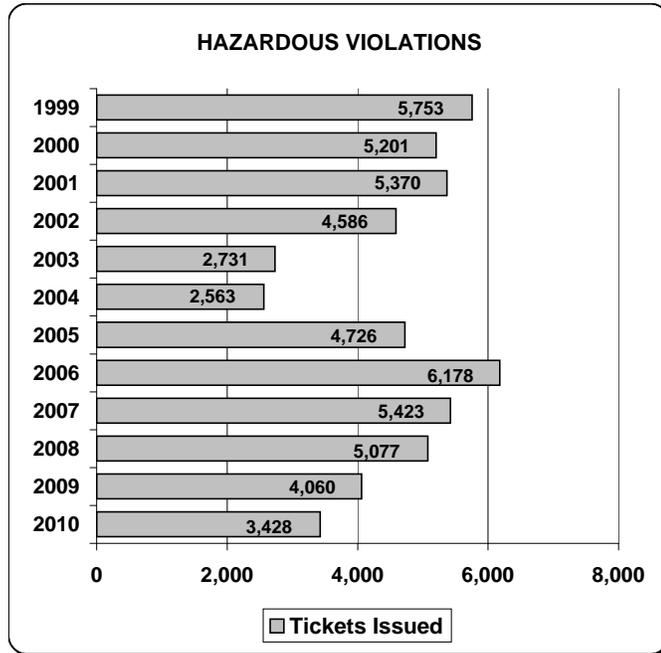
**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: PUBLIC SAFETY		FUND: GENERAL	DEPT. NO.: 101-17-345	ACTIVITY: LAW ENFORCEMENT, FIRE SUPPRESSION, EMERGENCY SERVICES				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	5,995,650	5,606,598	3,533,736	5,726,813	5,325,926	4,846,367	4,846,367
712	Employee Benefits	3,230,417	3,055,716	2,228,066	3,055,716	3,297,539	2,848,785	2,848,785
726	Materials & Supplies	123,996	142,500	69,965	142,500	142,500	130,500	130,500
801	Professional Services	83,306	78,000	49,608	78,000	78,000	78,000	78,000
804	Employee Recruitment	10,204	8,000	2,430	2,430	0	0	0
860	Transportation	21,958	19,000	11,682	19,000	19,000	19,000	19,000
864	Conferences & Workshops	2,110	0	734	734	0	0	0
900	Publications	1,783	2,400	138	1,800	1,800	1,800	1,800
920	Utilities - Telephone	7,559	8,600	6,468	8,600	8,600	8,600	8,600
921	Utilities - Electricity	7,457	6,700	4,073	6,700	6,700	6,700	6,700
930	Repairs & Maintenance	42,939	46,700	19,366	46,700	46,700	46,700	46,700
940	Rentals	68,591	56,200	42,999	56,200	56,200	56,200	56,200
956	Miscellaneous	1,278	8,800	2,739	8,800	8,800	8,800	8,800
958	Memberships & Dues	1,120	1,800	2,975	2,975	1,800	1,800	1,800
960	Education & Training	43,287	47,700	30,714	47,700	47,700	47,700	47,700
TOTAL		9,641,655	9,088,714	6,005,693	9,204,668	9,041,265	8,100,952	8,100,952

EXPENDITURE HISTORY



**CITY OF OAK PARK
2011-2012 BUDGET
TICKETS ISSUED BY PUBLIC SAFETY DEPARTMENT BY CALANDER YEAR**



**CITY OF OAK PARK
2011-2012 BUDGET**

DEPARTMENTAL REVENUE - PUBLIC SAFETY

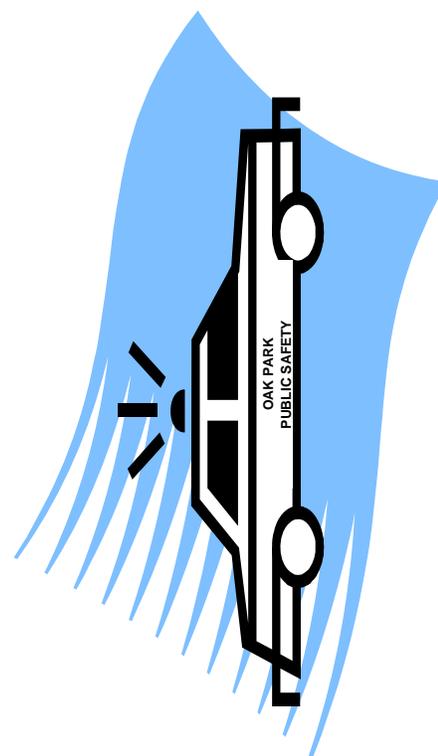
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 02/28/11 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
452.000	Burglar Alarm Permits	1,899	1,200	852	1,200	1,200	1,200	1,200
453.000	Emergency Response	9,015	5,000	3,282	5,000	5,000	5,000	5,000
477.000	Animal Licenses	12,847	7,100	7,499	7,500	7,500	7,500	7,500
486.000	Bicycle Registrations	32	100	14	100	100	100	100
633.000	Car Pound Fees	6,439	5,000	3,735	5,000	5,000	5,000	5,000
634.000	Police Alarm Fees	6,614	2,000	3,795	4,000	2,000	2,000	2,000
635.000	Police Reports	9,280	10,000	7,218	10,000	10,000	10,000	10,000
678.000	Fingerprinting	990	840	700	840	840	840	840
679.000	Gun Registration	685	610	510	610	610	610	610
TOTAL		47,801	31,850	27,605	34,250	32,250	32,250	32,250

Personnel Worksheet - Public Safety Department

Job / Class Title	Actual 2009-2010	Budgeted 2010-2011	Requested 2011-2012	Managers Rec. 2011-2012	City Council Approved
<u>FULL TIME</u>					
Director of Public Safety	1.00	1.00	1.00	1.00	1.00
Deputy Director	1.00	1.00	1.00	1.00	1.00
Public Safety Officer II - Administrative Assistant	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
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Administrative Clerk II	4.00	3.00	3.00	2.00	2.00
Property Clerk	1.00	1.00	1.00	1.00	1.00
Patrol Lieutenant	4.00	4.00	4.00	4.00	4.00
Platoon Sergeant	4.00	4.00	4.00	3.00	3.00
Public Safety Officer I	38.00	38.00	38.00	37.00	37.00
Investigations Lieutenant	1.00	1.00	1.00	1.00	1.00
Investigations Sergeant	2.00	2.00	2.00	2.00	2.00
Public Safety Officer II - Detective	5.00	5.00	5.00	4.00	4.00
Public Safety Officer II - Juvenile Justice Coordinator	1.00	1.00	1.00	1.00	1.00
Fire Marshall / Lieutenant	1.00	1.00	1.00	1.00	1.00
Sergeant	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
Civilian Dispatcher	6.00	6.00	6.00	5.00	5.00
Sub-Total Full Time	74.00	73.00	73.00	68.00	68.00
<u>PART TIME</u>					
Crossing Guard (14 Positions)	5.25	5.25	5.25	5.25	5.25
Sub-Total Part Time	5.25	5.25	5.25	5.25	5.25
TOTAL	79.25	78.25	78.25	73.25	73.25

**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
PUBLIC SAFETY**

POSITION	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIRE-MENT	DENTAL	HEALTH	LIFE & AD&D	FICA / MEDICARE	CLOTHING	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Public Safety	106,939	0	12,154	365	119,458	3,392	41,715	1,020	11,066	187	0	870	250	58,500	177,958
Deputy Director of Public Safety	91,637	1,080	1,700	365	94,782	2,941	33,098	1,020	13,783	187	1,374	870	250	53,523	148,305
Confidential Administrative Secretary	38,407	1,440	2,158	0	42,005	212	23,346	1,020	6,836	187	3,213	0	250	35,064	77,069
Administrative Clerk II	59,466	0	1,950	0	61,416	316	21,434	2,040	35,796	188	4,698	390	380	65,242	126,658
Dispatcher	217,741	22,500	6,079	0	246,320	1,280	117,276	5,100	76,433	935	18,844	2,500	1,250	223,618	469,938
Property Clerk	31,085	270	900	0	32,255	167	17,927	1,020	6,135	94	2,488	195	190	28,196	60,451
Lieutenant	508,698	43,780	7,650	2,190	562,318	17,524	196,362	6,120	82,698	1,122	6,828	5,220	1,500	317,374	879,692
Sergeant	438,000	34,170	6,800	9,385	488,355	13,663	153,143	5,100	27,566	820	7,080	4,350	1,250	212,972	701,327
PSO II - Administrative Assistant	71,816	1,710	1,700	365	75,591	2,332	26,396	1,020	14,344	164	1,096	870	250	46,472	122,063
PSO II - Community Service Coordinator	71,816	4,230	850	365	77,261	2,412	26,980	1,020	11,516	164	1,120	870	250	44,332	121,593
Public Safety Officer II - Detective	287,264	47,390	3,400	1,460	339,514	10,616	118,558	4,080	57,376	656	4,922	3,480	1,000	200,688	540,202
Public Safety Officer II - Fire Inspector	71,816	900	850	365	73,931	2,307	25,817	1,020	14,344	164	1,072	870	250	45,844	119,775
Public Safety Officer II - Youth Officer	71,816	5,940	850	365	78,971	2,466	27,577	1,020	14,344	164	1,145	870	250	47,836	126,807
Public Safety Officer I	2,415,136	198,690	26,000	15,905	2,655,731	82,912	902,463	37,740	440,969	6,068	38,506	32,190	9,250	1,550,098	4,205,829
Sub-Total Full Time	4,481,637	362,100	73,041	31,130	4,947,908	142,540	1,732,092	68,340	813,206	11,100	92,386	53,545	16,570	2,929,759	7,877,667
Crossing Guard	77,100	0	0	0	77,100	3,055	0	0	0	0	5,901	0	0	8,956	86,056
Sub-Total Part Time	77,100	0	0	0	77,100	3,055	0	0	0	0	5,901	0	0	8,956	86,056
Amount Charged To COPS Grant	4,558,737	362,100	73,041	31,130	5,025,008	145,595	1,732,092	68,340	813,206	11,100	98,287	53,545	16,570	2,938,715	7,963,723
General Fund Amount	165,576	10,620	1,350	1,095	178,641	5,589	37,463	3,060	37,376	492	2,590	2,610	750	89,930	268,571
Other Pay represents Hazard Pay and Payment-in Lieu of Medical.	4,393,161	351,480	71,691	30,035	4,846,367	140,006	1,694,629	65,280	775,830	10,608	95,677	50,935	15,820	2,848,785	7,695,152



CITY OF OAK PARK

Department of Technical and Planning Services

ACCOMPLISHMENTS FOR 2010-2011

OVERVIEW

The Department of Technical and Planning Services consists of four divisions: Planning, Building Inspection & Code Assistance, Engineering, and Building Maintenance.

The Planning Division is responsible for all matters pertaining to the preparation and administration of a broad program for the orderly development of the community as determined by policies established by the City Council, City Planning Commission, and City Manager. This division is responsible for promoting the goals and objectives of the master plan of the City.

The Building Inspection and Code Assistance Division is responsible for the issuance of all permits, inspection of all work relating to building construction of all buildings or structures in the City and enforces the zoning ordinance. It is responsible for all work done under the provisions of the electrical, plumbing, mechanical and building codes of the City.

This Division is also responsible for the investigation of all alleged violations of ordinances and codes of the 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 all matters relating to construction of all physical properties of the City's infrastructure. The division is also responsible for planning in connection with such changes or improvements to the physical properties of the City as are consistent with and necessary to the future growth and development of the City. This division performs the engineering services for the City.

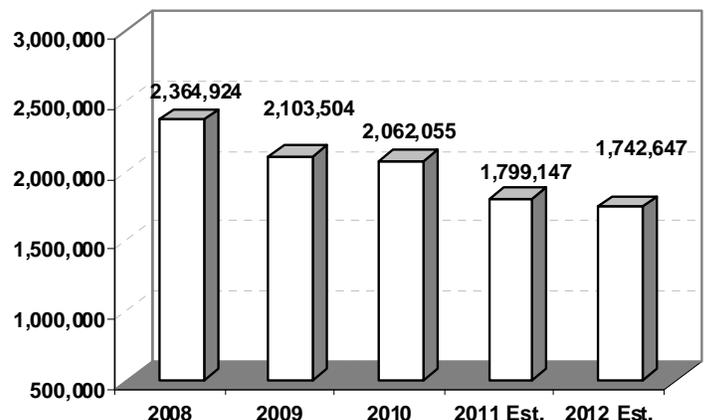
The Building Maintenance Division is responsible for the repairs and maintenance of the City's buildings.

EXPENDITURES

Fiscal Year 2011-2012 will see expenditures 30% lower than the FY 2002-2003 levels, over \$700,000.

- a) Planned, administered and inspected the 2010 Sewer Cleaning and Televising Inspection Program.
- b) With cooperation from the Road Commission for Oakland County; Planned, designed, administered and inspected the reconstruction of the pavement on the Ten Mile Road Service Drive at Coolidge Highway.
- c) Planned, designed, administered and inspected the water main replacement on Beverly Avenue south of Nine Mile and the water main across Ten Mile at Kenosha Avenue
- d) Planned, administered and inspected the 2010 miscellaneous concrete program to repair damage caused from water main breaks, sewer repairs and other damaged pavement.
- e) Planned, administered and inspected the 2010 Fire Hydrant Blasting and Repainting Project.
- f) Planned, designed, administered and inspected the 2010 Joint Sealing Project.
- g) Planned, administered and inspected the 2010 Sidewalk Replacement Program.
- h) Administered the 2010 Library and Community Center HVAC Improvement Project. With funding from the EECBG Grant, 9 HVAC units were replaced and 4 air handling units were refurbished.
- i) Revisions to the Zoning Ordinance were completed.
- j) Continued to administer the Business License Program.
- k) Annual animal shot clinic continued.
- l) Renovated or reconstructed 16 homes under the Neighborhood Stabilization Program.

EXPENDITURE HISTORY General Fund



CITY OF OAK PARK

PERFORMANCE OBJECTIVES

- a) Plan, design, administer and inspect the reconstruction of the parking lots at two City Parks.
- b) Plan, design, administer and inspect the 2012 Fire Hydrant Blasting and Repainting Project.
- c) Plan, design, administer and inspect the Site work for the New City Hall and Public Safety.
- d) Continue to administer and inspect the 2011 Sewer Lining and Repair Project.
- e) Plan, administer and inspect 2011 Sewer Cleaning and Television Inspection Program.
- f) Plan, administer and inspect the 2011 Joint and Crack Sealing Project
- g) Plan, administer and inspect the miscellaneous concrete repairs related to water and sewer repairs and perform repairs of intersections and street patches.
- h) Continue to gather accurate utility locations throughout the City using the GPS system.
- i) Continue to work with the Developer with the development of the Armory property.
- j) Continue aggressive Rental Registration and Inspection Program.
- k) Continue to acquire and renovate homes under the Neighborhood Stabilization Program.
- l) Revise the Business License Ordinance to clarify the fees and process.

CITY OF OAK PARK SCHEDULE OF BUILDING PERMITS AND VALUATIONS LAST TEN FISCAL YEARS

The Department of Technical & Planning Services is responsible for the issuance of Building Permits and accumulates data, which indicates the value of the planned improvements.

FISCAL YEAR	COMMERCIAL		INDUSTRIAL		RESIDENTIAL		TOTAL	
	Number	Value	Number	Value	Number	Value	Number	Value
2000/2001	24	3,006,508	9	4,516,044	839	5,194,183	872	12,716,735
2001/2002	16	2,412,958	9	334,818	913	6,354,166	938	9,101,942
2002/2003	22	2,580,175	6	123,330	682	3,812,111	710	6,515,615
2003/2004	24	5,614,224	3	140,000	785	4,956,994	814	10,711,218
2004/2005	22	2,971,371	8	2,138,615	781	4,820,450	811	9,930,436
2005/2006	21	2,157,170	6	1,711,000	689	5,207,410	716	9,075,580
2006/2007	36	2,744,715	4	162,331	584	5,608,563	624	8,515,609
2007/2008	32	2,583,891	3	121,785	510	3,162,819	545	5,868,495
2008/2009	36	3,027,240	1	25,000	545	3,091,511	582	6,143,751
2009/2010	26	444,577	4	540,500	496	3,575,702	526	4,560,779

CITY OF OAK PARK
2011 - 2012 BUDGET
EXPENDITURE SUMMARY
TECHNICAL AND PLANNING SERVICES - ALL FUNDS

ACCT. NO.	ACCOUNT NO. / NAME	PRIOR YEAR ACTUAL - FISCAL YEAR 2009-2010					YEAR END ESTIMATE - FISCAL YEAR 2010-2011					CITY COUNCIL APPROVED - FISCAL YEAR 2011-2012				
		General Fund	Major Streets	Local Streets	CDBG	Road Construction	Water and Sewer	TOTAL	General Fund	Major Streets	Local Streets	CDBG	Road Construction	NSP	Water and Sewer	TOTAL
702	Salaries & Wages	430,208	7,932	7,899	76,044	12,207	125,533	659,823	385,000	27,804	7,000	83,275	3,000	125,533	631,612	
712	Employee Benefits	348,865	4,609	4,568	5,742	88,204	451,988	376,000	19,536	6,000		2,000	88,204	491,740		
726	Materials & Supplies	32,070					32,070	41,203						41,203		
801	Professional Services	106,230			892,741		998,971	95,600				1,168,000		1,263,600		
818	Contractual Services	122,482			27,636		150,118	19,500			55,500			75,000		
860	Transportation	6					6	250						250		
864	Conferences & Workshops	1,232					1,232	0						0		
900	Printing & Publications	263					263	400						400		
920	Utilities - Telephone	66,867					66,867	45,000						45,000		
922	Utilities - Heating	75,927					75,927	75,000						75,000		
923	Utilities - Water	26,327					26,327	30,000						30,000		
921	Utilities - Electricity	658,978					658,978	651,685						651,685		
930	Repairs & Maintenance	190,033					190,033	75,000						75,000		
958	Memberships & Dues	2,187					2,187	2,500						2,500		
960	Education & Training	380					380	2,009						2,009		
	Department Total - Operations	2,062,055	12,541	12,467	103,680	910,690	3,315,170	1,799,147	47,340	13,000	138,775	1,173,000	213,737	3,384,999		
999	Transfer Out															
970	Capital Outlay															
	Total	2,062,055	383,198	56,097	103,680	910,690	3,729,457	1,799,147	665,108	83,000	138,775	1,173,000	213,737	4,072,767		

General Fund	Major Streets	Local Streets	CDBG	Road Construction	NSP	Water and Sewer	TOTAL
250,067	32,124	0	83,491	0	22,167	145,838	533,687
306,625	26,499	0		0	5,978	120,299	459,401
40,380							40,380
100,700			600,000	1,000,000			1,700,700
19,000			56,000				75,000
450							450
0							0
400							400
60,000							60,000
80,000							80,000
30,000							30,000
666,685							666,685
180,000							180,000
2,045							2,045
6,295							6,295
1,742,647	58,623	0	139,491	600,000	1,028,145	266,137	3,835,043

General Fund	Major Streets	Local Streets	CDBG	Road Construction	Water and Sewer	TOTAL
350,000	75,000	0				425,000
200,000	0					200,000
608,623	75,000		139,491	600,000	1,028,145	2,661,37
1,742,647	608,623	75,000	139,491	600,000	1,028,145	4,460,043

General Fund	Major Streets	Local Streets	CDBG	Road Construction	Water and Sewer	TOTAL
345,000	70,000	0				415,000
272,768	0					272,768
1,799,147	47,340	13,000	138,775	1,173,000	213,737	3,384,999
368,630						368,630
45,657	0					45,657

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: TECHNICAL & PLANNING SERVICES - SUMMARY		FUND: GENERAL	DEPT. NO.:	ACTIVITY:				
			101-16	COMMUNITY DEVELOPMENT, PLANNING, INSPECTIONS, ENGINEERING, CODE ASSISTANCE, BUILDING MAINTENANCE, STREET LIGHTING				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL	CURRENT BUDGET	ACTUAL AS OF 2/28/2011	EST. YEAR END	DEPT. REQUEST	MANAGERS REC.	CITY COUNCIL APPROVED
		2009-2010	2010-2011	2010-2011	2010-2011	2011-2012	2011-2012	2011-2012
702	Salaries & Wages	430,208	374,535	252,029	385,000	344,435	250,067	250,067
712	Employee Benefits	348,865	348,242	246,237	376,000	391,296	306,625	306,625
726	Materials & Supplies	32,070	41,780	27,626	41,203	40,380	40,380	40,380
801	Professional Services	106,230	92,600	65,543	95,600	100,700	100,700	100,700
818	Contractual Services	122,482	19,500	12,609	19,500	19,000	19,000	19,000
860	Transportation	6	650	7	250	450	450	450
864	Conferences & Workshops	1,232	0	0	0	0	0	0
900	Publications	263	400	0	400	400	400	400
920	Utilities - Telephone	66,867	60,000	36,401	45,000	60,000	60,000	60,000
922	Utilities - Heating	75,927	80,000	38,169	75,000	80,000	80,000	64,324
923	Utilities - Water	26,327	30,000	18,840	30,000	30,000	30,000	30,000
921	Utilities - Electricity	658,978	666,685	404,284	651,685	666,685	666,685	642,760
930	Repairs & Maintenance	190,033	180,000	35,650	75,000	180,000	180,000	180,000
958	Memberships & Dues	2,187	1,900	1,605	2,500	2,045	2,045	2,045
960	Education & Training	380	5,195	69	2,009	6,295	6,295	6,295
TOTALS		2,062,055	1,901,487	1,139,069	1,799,147	1,921,686	1,742,647	1,703,046

DEPARTMENTAL REVENUE

478.000	Sidewalk Permits	7,203	8,000	5,484	8,000	7,000	7,000	7,000
479.000	Building Permits	94,444	78,000	67,020	78,000	85,000	85,000	85,000
481.000	Electrical Permits	25,367	19,000	17,532	19,000	21,000	21,000	21,000
482.000	Heating Permits	21,823	17,100	14,078	17,100	17,100	17,100	17,100
483.000	Plumbing Permits	13,969	11,400	9,588	11,400	11,400	11,400	11,400
484.000	Zoning Permits & Fees	5,400	2,500	4,125	4,300	5,000	5,000	5,000
485.000	Other Non-Business Licenses	15,555	12,000	9,767	12,000	12,000	12,000	12,000
629.000	Dog Pound Fees	2,375	2,000	1,702	2,000	2,000	2,000	2,000
632.000	Housing Inspections	81,055	45,000	42,765	55,000	50,000	50,000	50,000
676.000	Reimbursement. - Ice Rink Electricity	64,204	65,000	48,044	65,000	65,000	65,000	65,000
TOTAL		331,395	260,000	220,105	271,800	275,500	275,500	275,500

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-691	PLANNING				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	76,410	0	48,070	48,070	0	0	0
712	Employee Benefits	54,332	0	37,283	37,283	0	0	0
726	Materials & Supplies	270	300	203	203	280	280	280
958	Memberships & Dues	475	600	1,200	1,200	1,200	1,200	1,200
960	Education & Training	25	0	9	9	500	500	500
TOTAL		131,512	900	86,765	86,765	1,980	1,980	1,980

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-371	INSPECTIONS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 02/28/11 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	117,067	96,093	69,928	96,093	77,230	67,399	67,399
712	Employee Benefits	139,191	116,019	92,379	116,019	135,593	130,466	130,466
726	Materials & Supplies	1,353	2,480	834	3,000	1,100	1,100	1,100
801	Professional Services	105,341	92,600	65,543	95,600	100,700	100,700	100,700
818	Contractual Services	8,461	9,500	4,672	9,500	9,000	9,000	9,000
860	Transportation	6	500	7	100	300	300	300
864	Conferences & Workshops	125	0	0	0	0	0	0
958	Memberships & Dues	1,712	1,300	405	1,300	845	845	845
960	Education & Training	30	2,695	40	500	3,295	3,295	3,295
		373,286	321,187	233,808	322,112	328,063	313,105	313,105

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-265	BUILDING MAINTENANCE				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/11 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	96,204	79,752	57,962	79,752	83,848	39,874	39,874
712	Employee Benefits	71,665	76,177	59,090	76,177	95,280	46,220	46,220
726	Materials & Supplies	19,757	26,000	20,535	26,000	26,000	26,000	26,000
818	Contractual Services	113,181	9,000	7,237	9,000	9,000	9,000	9,000
920	Utilities - Telephone	66,867	60,000	36,401	45,000	60,000	60,000	60,000
922	Utilities - Heating	75,927	80,000	38,169	75,000	80,000	80,000	64,324
923	Utilities - Water	26,327	30,000	18,840	30,000	30,000	30,000	30,000
921	Utilities - Electricity	234,717	245,000	131,628	230,000	245,000	245,000	221,075
930	Repairs & Maintenance	190,033	180,000	35,650	75,000	180,000	180,000	180,000
960	Education & Training	0	500	0	500	500	500	500
TOTAL		895,567	786,429	405,512	646,429	809,628	716,594	676,993

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-447	ENGINEERING				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/11 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	34,562	19,080	18,257	22,500	20,183	8,539	8,539
712	Employee Benefits	25,398	13,407	17,338	20,000	16,505	9,007	9,007
726	Materials & Supplies	1,023	3,000	447	2,000	3,000	3,000	3,000
860	Transportation	0	150	0	150	150	150	150
864	Conferences & Workshops	1,107	0	0	0	0	0	0
900	Printing & Publications	263	400	0	400	400	400	400
960	Education & Training	325	2,000	20	1,000	2,000	2,000	2,000
TOTAL		62,678	38,037	36,062	46,050	42,238	23,096	23,096

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-448	STREET LIGHTING				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/11 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
921	Utilities - Electricity	424,261	421,685	272,656	421,685	421,685	421,685	421,685
TOTAL		424,261	421,685	272,656	421,685	421,685	421,685	421,685

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: TECHNICAL & PLANNING SERVICES		FUND: GENERAL	ACCT. NO.: 101-16-401	ACTIVITY: ADMINISTRATION				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/11 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	105,965	179,610	57,812	138,585	163,174	134,255	134,255
712	Employee Benefits	58,279	142,639	40,147	126,521	143,918	120,932	120,932
726	Materials & Supplies	9,667	10,000	5,607	10,000	10,000	10,000	10,000
818	Contractual Services	840	1,000	700	1,000	1,000	1,000	1,000
TOTAL		174,751	333,249	104,266	276,106	318,092	266,187	266,187

Personnel Worksheet - Department of Technical and Planning Services

Job / Class Title	Actual 2009-2010	Budgeted 2010-2011	Requested 2011-2012	Managers Rec. 2011-2012	City Council Approved
<u>FULL TIME</u>					
Director of Technical & Planning Services	1.00	1.00	1.00	1.00	1.00
Engineering Supervisor/Deputy Director	1.00	1.00	1.00	1.00	1.00
Office Coordinator	1.00	1.00	1.00	1.00	1.00
Code Assistance / Animal Control	3.00	3.00	2.00	2.00	2.00
Engineering Technician I	1.00	1.00	1.00	1.00	1.00
Engineering Technician II	1.00	1.00	1.00	1.00	1.00
Administrative Clerk II	2.00	1.00	1.00	1.00	1.00
Building Division Supervisor	1.00	1.00	1.00	1.00	1.00
Building Maintenance Repairer	2.00	2.00	2.00	1.00	1.00
Sub-Total Full Time	13.00	12.00	11.00	10.00	10.00
<u>PART TIME</u>					
Engineering Part Time	0.50	0.50	0.50	0.50	0.50
TOTAL	13.50	12.50	11.50	10.50	10.50

BUILDINGS MAINTAINED

	Square Footage
CABLE BUILDING	4,870
COMMUNITY CENTER	19,440
CITY HALL	43,447
GENERAL SERVICES BUILDING	17,335
PARKS & FORESTRY BUILDING	5,180
LIBRARY	18,670
ARENA	45,953
DPW SERVICE CENTER	26,360
SWIMMING POOL	5,100

The Department of Technical and Planning Services maintains the above buildings and utilities are charged to this area of the budget for all departments.

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.

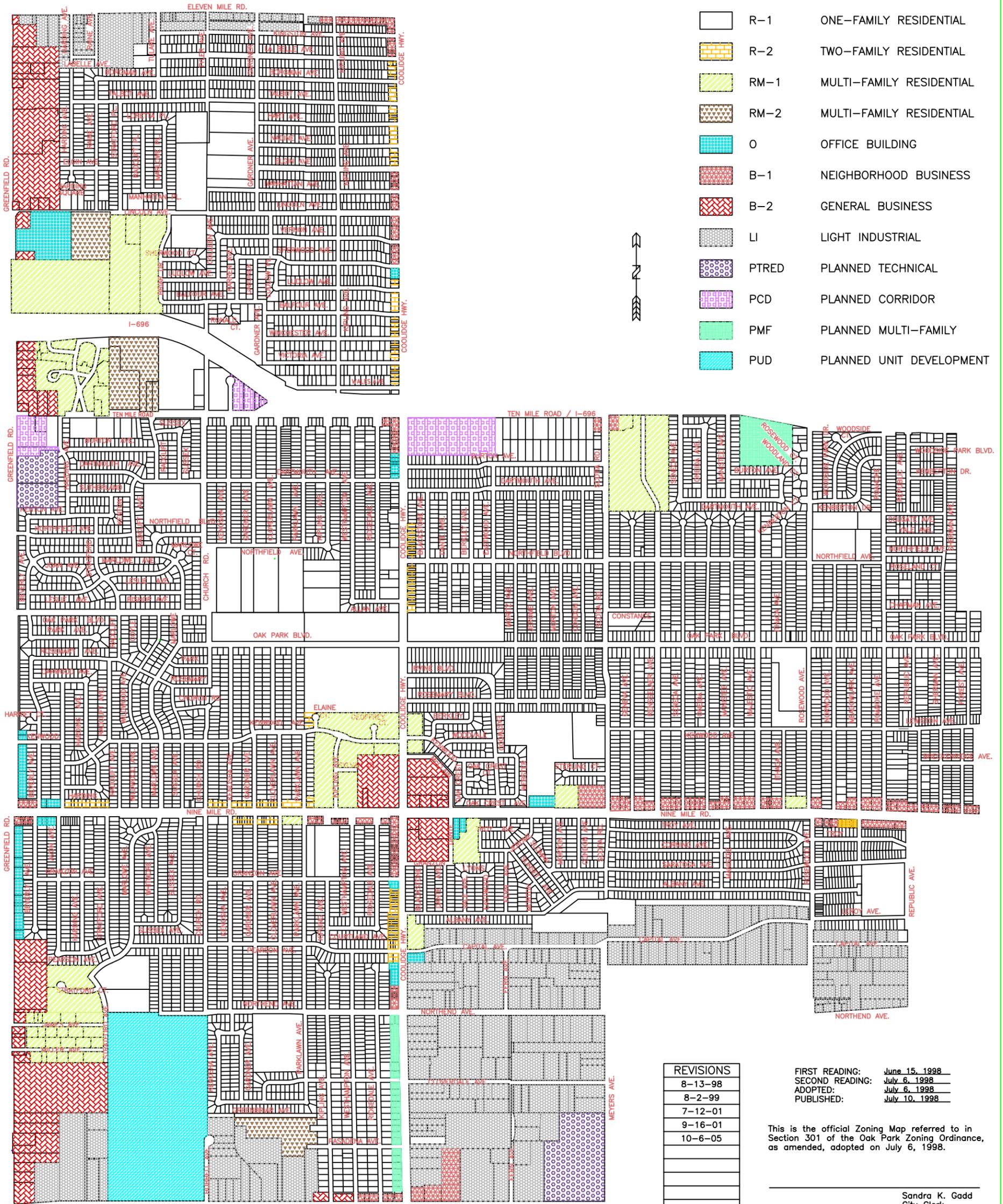
PCD PLANNED CORRIDOR DEVELOPMENT DISTRICTS

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.

CITY OF OAK PARK, MICHIGAN ZONING DISTRICTS MAP



REVISIONS
8-13-98
8-2-99
7-12-01
9-16-01
10-6-05

FIRST READING: June 15, 1998
 SECOND READING: July 6, 1998
 ADOPTED: July 6, 1998
 PUBLISHED: July 10, 1998

This is the official Zoning Map referred to in Section 301 of the Oak Park Zoning Ordinance, as amended, adopted on July 6, 1998.

Sandra K. Gadd
City Clerk



**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
TECHNICAL AND PLANNING SERVICES**

POSITION	PAY GRADE	REGULAR PAY	OVER TIME PAY	LONGEVITY PAY	OTHER PAY	DIRECT PAY TOTAL	WORKERS COMP.	RETIRE-MENT	DENTAL	HEALTH AD&D	LIFE & MEDICARE	FICA/	CLOTHING	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Technical & Planning Services	E	74,700	0	5,146	2,000	81,846	398	45,490	1,020	20,001	187	6,261	0	250	73,607	155,453
Eng. Supervisor/ Deputy Director of T & P	G	65,433	0	3,968	0	69,401	349	38,573	1,020	20,001	187	5,309	0	250	65,689	135,090
Administrative Clerk II	A	29,733	0	900	0	30,633	158	17,026	1,020	6,135	94	2,343	195	190	27,161	57,794
Office Coordinator	A	35,746	0	1,450	0	37,196	191	20,674	1,020	17,898	94	2,845	195	190	43,107	80,303
Building Division Supervisor	G	53,100	0	569	0	53,669	2,195	5,635	1,020	17,898	94	4,106	290	190	31,428	85,097
Code Assistance / Animal Control	A	36,350	6,950	900	0	44,200	1,340	24,566	1,020	14,369	94	3,381	290	190	45,250	89,450
Code Assistance / Animal Control	A	36,350	6,950	450	0	43,750	1,790	24,316	1,020	14,369	94	3,347	290	190	45,416	89,166
Building Maintenance Repairer	A	37,474	1,500	900	0	39,874	1,611	22,162	1,020	17,898	94	3,050	195	190	46,220	86,094
Engineering Technician II	A	43,362	1,756	900	0	46,018	240	25,577	1,020	17,898	94	3,520	195	190	48,734	94,752
Engineering Technician I	A	39,305	1,600	900	1,695	43,500	218	24,177	1,020	17,898	94	3,328	195	190	29,222	72,722
Part Time	PT	43,600	0	0	0	43,600	232	0	0	0	0	3,335	0	0	3,567	47,167
Total		495,153	18,756	16,083	3,695	533,687	8,722	248,196	10,200	146,467	1,126	40,825	1,845	2,020	459,401	993,088
General Fund						250,067									306,625	556,692
Major Streets						32,124									26,499	58,623
Community Development Block Grant						83,491									0	83,491
Neighborhood Stabilization Program						22,167									5,978	28,145
Water & Sewer						<u>145,838</u>									<u>120,299</u>	<u>266,137</u>
Total						533,687									459,401	993,088

CITY OF OAK PARK

Department of Recreation

OVERVIEW

The Department of Recreation is responsible for the programming of all City recreation areas and facilities.

Department supervisors meet formally at least twice per month to discuss programming and more efficient methods of meeting the needs of residents. In addition, extensive evaluations for each program or special event conducted by the department throughout the year are written by staff and 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.

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. These chores include grass cutting, snow shoveling, and other routine maintenance items to help the senior citizens in Oak Park continue to maintain their homes and stay independent. Senior citizens in the low-income range get this work done for free through this grant. In 2010, we served approximately 94 homes and performed over 893 chores.

In addition, The Recreation Department oversees the operations of the Municipal Pool. In 2010, The pool attracted nearly 15,000 patrons through the summer.

The Recreation Department also has an on-line computerized registration system, and this has helped streamline the registration process. Residents can register on-line at <http://active.com/browse/oakparkrecreation>.

REVENUES

Revenues are supplied to the Department through fees charged to users of the various Recreation activities. Revenues line items have been expanded to a more detailed analysis for each separate activity. Revenues can be affected by many variables including weather and interest level of programs. In fiscal year ending June 30, 2010, the Recreation Department generated \$471,650 in revenue. It is estimated that for FY 2010-2011, \$473,096 in funds will be received and \$739,486 for FY 2011-2012.

EXPENDITURES

In FY 2011-2012 our total expenditures will be estimated at \$934,643

The Recreation Department commits itself to fiscal responsibility and yet maintain a high level of recreational programs for the community.



CITY OF OAK PARK

Department of Recreation

2010-2011 DEPARTMENT GOAL RESULTS

1. Add family trips for the fall & winter seasons.

The Recreation Department added a Family trip to the Toledo Zoo "Lights before Christmas" Holiday Event which was extremely successful. In fact, we had to take two (2) busses, and there was a waiting list of 30 people.

2. Initiate a Farmer's Market in Oak Park.

A Farmer's Market is being planned for this May – September from 12 – 6 pm on Thursdays, just west of the Oak Park Community Center.

3. Attract more attendance at the Municipal Pool.

Paid attendance in July & August, 2009 at the pool was 6,786 compared to 9,286 in 2010. a increase of 2,500 people.

4 Increase senior citizen special events programming by trying evening dances and holiday parties.

We tried a Friday evening dance and it was very successful. Held a Holiday Party at Farina's restaurant with over 200 people attending, and now hold monthly Bingo Birthday parties.

5. Continue to upgrade City Parks and Playgrounds.

The City completed the installation of new play equipment at Victoria Park.

2011-2012 DEPARTMENT GOALS

1 Increase Adult Instructional class programming.

2 Offer more Sports and Educational camps for youth.

3 To increase indoor and outdoor swim lesson participation.

4 To increase senior membership, and plan more unique and interesting trips.

5 Continue to upgrade City Parks and Playgrounds.

**CITY OF OAK PARK
2011-2012 BUDGET
RECREATION DEPARTMENTAL REVENUE**

ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
403.000	Property Taxes	0	0	0	0	265,886	0	265,886
644.001	Administration - Miscellaneous	588	50	820	900	200	0	200
644.102	Rentals	43,845	40,000	23,551	41,257	42,000	0	42,000
644.108	Youth Athletics	39,055	37,000	15,728	37,643	38,000	0	38,000
644.111	Baseball Sponsor Fees	2,600	1,600	0	1,600	1,600	0	1,600
644.112	Mini-Golf	748	800	445	6,000	800	0	800
644.115	Adult Athletics	20,515	20,000	2,780	19,655	20,000	0	20,000
644.121	Day Camp	63,289	80,000	36,900	57,554	60,000	0	60,000
644.126	Youth Instructional	40,814	50,000	30,248	45,966	46,000	0	46,000
644.132	Adult Instructional	22,587	32,000	14,978	23,468	24,000	0	24,000
644.139	Funfest	3,197	3,500	2,003	2,823	3,000	0	3,000
644.141	Special Events	4,486	6,000	2,852	4,742	5,000	0	5,000
644.146	Municipal Pool	36,207	45,000	30,996	42,227	43,000	0	43,000
644.148	Seniors	49,188	45,000	27,638	47,825	48,000	0	48,000
644.153	Transportation	112,031	72,000	38,146	111,436	112,000	0	112,000
644.158	Ice Arena Rental	32,500	30,000	20,000	30,000	30,000	0	30,000
TOTAL		471,650	462,950	247,085	473,096	739,486	0	739,486

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: RECREATION - SUMMARY		FUND: GENERAL	ACCT. NO.: 101-19	ACTIVITY: ATHLETICS, OUTDOOR ACTIVITIES, INSTRUCTIONAL ACTIVITIES, SPECIAL EVENTS, SENIOR SERVICES, SWIMMING POOL FACILITY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	586,062	532,132	308,381	535,570	521,733	0	453,551
712	Employee Benefits	243,135	226,656	161,589	221,936	242,243	0	197,108
726	Materials & Supplies	73,127	83,062	23,085	70,887	74,272	0	59,877
818	Contractual Services	103,509	103,308	56,430	108,088	99,704	0	81,342
860	Transportation	154	6,530	205	5,205	5,530	0	5,530
864	Conferences & Workshops	1,491	0	0	0	0	0	0
920	Utilities - Telephone	4,213	4,500	2,035	4,070	4,500	0	4,000
930	Repairs & Maintenance	6,974	8,400	4,780	6,900	8,400	0	8,100
940	Rentals	483	4,860	0	4,830	4,860	0	4,860
956	Miscellaneous	25,275	43,710	5,210	31,409	42,710	0	29,510
958	Memberships & Dues	1,220	1,300	1,952	1,952	1,300	0	900
960	Education & Training	0	525	0	525	525	0	525
TOTAL		1,045,643	1,014,983	563,667	991,372	1,005,777	0	845,303

Personnel Worksheet

Job / Class Title	Actual 2009-2010	Budgeted 2010-2011	Requested 2011-2012	Managers Rec. 2011-2012	City Council Approved
<u>FULL TIME</u>					
Director of Recreation	1.00	1.00	1.00	1.00	1.00
Deputy Director of Recreation	1.00	1.00	1.00	1.00	1.00
Administrative Clerk II	2.00	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	2.00	2.00	2.00	2.00
Senior Citizen Service Coordinator	1.00	1.00	1.00	1.00	1.00
Assistant Senior Citizen Service Coordinator	1.00	1.00	1.00	1.00	1.00
Sub-Total Full Time	7.00	7.00	7.00	7.00	7.00
<u>PART TIME</u>					
Administrative Clerk	0.75	0.75	0.75	0.75	0.75
Recreation Coordinator	0.75	0.00	0.00	0.00	0.00
Seasonal Workers (139-150 Positions)	19.60	19.60	19.60	19.60	19.60
Sub-Total Part Time	21.10	20.35	20.35	20.35	20.35
TOTAL	28.10	27.35	27.35	27.35	27.35

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
RECREATION		GENERAL	101-19-752	ADMINISTRATION				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	331,593	277,820	150,927	268,820	257,065	0	216,480
712	Employee Benefits	172,273	164,064	104,684	157,501	152,838	0	127,502
726	Materials & Supplies	10,136	22,899	5,940	11,880	16,899	0	12,154
818	Contractual Services	4,521	4,350	850	4,300	4,350	0	4,350
860	Transportation	154	530	205	205	530	0	530
864	Conferences & Workshops	1,491	0	0	0	0	0	0
920	Utilities - Telephone	4,213	4,500	2,035	4,070	4,500	0	4,000
930	Repairs & Maintenance	6,636	8,100	4,780	6,600	8,100	0	7,800
956	Miscellaneous	9,566	11,000	3,175	8,520	11,000	0	6,000
958	Memberships & Dues	1,220	1,300	1,952	1,952	1,300	0	900
TOTAL		541,803	494,563	274,548	463,848	456,582	0	379,716

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
RECREATION		GENERAL	101-19-753	ATHLETICS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	38,785	37,605	39,079	53,691	42,058	0	40,933
712	Employee Benefits	3,862	3,300	3,823	5,252	4,671	0	4,435
726	Materials & Supplies	25,802	32,073	7,147	23,551	31,783	0	27,533
818	Contractual Services	13,343	9,478	1,901	10,684	8,956	0	8,833
940	Rentals	483	4,860	0	4,830	4,860	0	4,860
956	Miscellaneous	0	410	0	385	410	0	410
TOTAL		82,275	87,726	51,950	98,393	92,738	0	87,004

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-754	ACTIVITY: OUTDOOR ACTIVITIES				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	48,881	64,845	2,321	51,535	58,970	0	55,100
712	Employee Benefits	5,448	5,691	2,513	4,737	6,548	0	5,970
726	Materials & Supplies	11,502	5,300	0	11,564	3,800	0	3,500
818	Contractual Services	5,368	3,910	810	3,861	3,088	0	3,088
860	Transportation	0	6,000	0	5,000	5,000	0	5,000
956	Miscellaneous	0	10,500	240	5,000	9,500	0	5,000
960	Education & Training	0	525	0	525	525	0	525
TOTAL		71,199	96,246	5,884	81,697	86,906	0	77,658

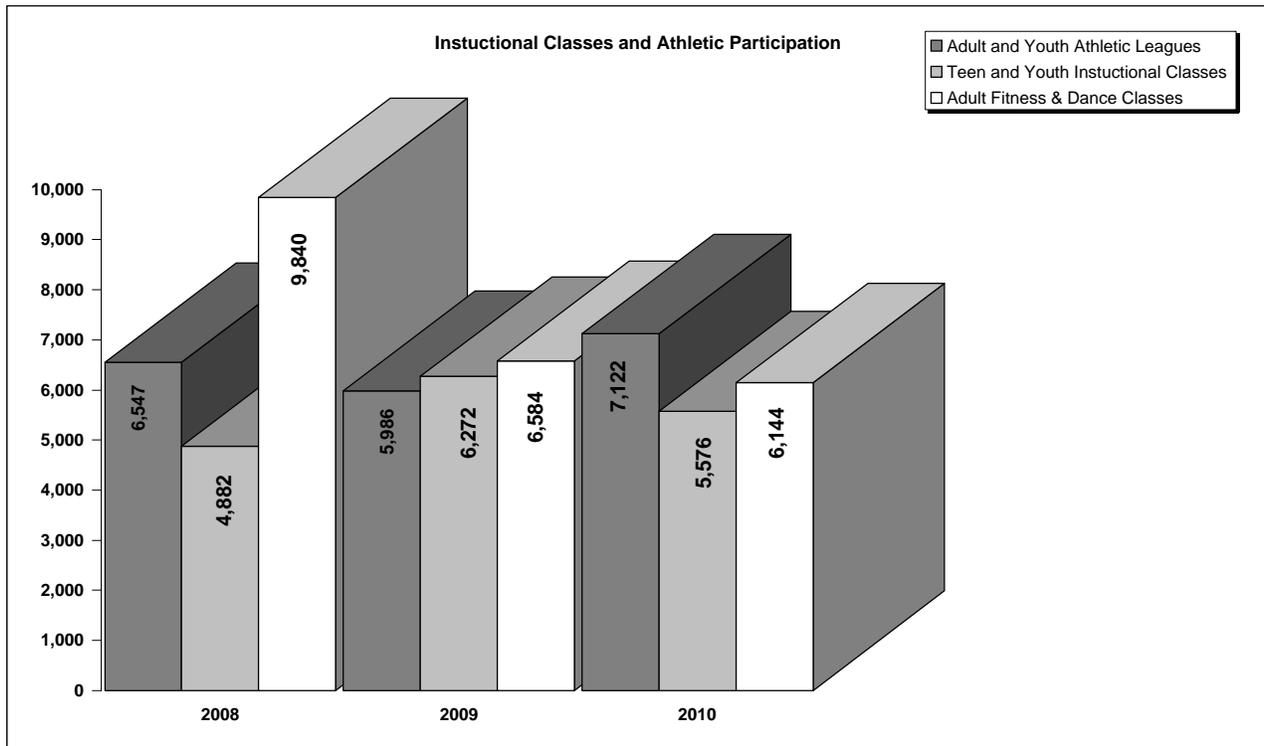
DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-755	ACTIVITY: INSTRUCTIONAL ACTIVITIES				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
726	Materials & Supplies	3,455	0	0	0	0	0	0
818	Contractual Services	42,880	48,420	32,410	49,595	48,420	0	40,799
TOTAL		46,335	48,420	32,410	49,595	48,420	0	40,799

DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-756	ACTIVITY: SPECIAL EVENTS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	7,105	2,697	9,172	12,359	3,059	0	3,059
712	Employee Benefits	662	236	798	1,081	339	0	331
726	Materials & Supplies	4,704	4,950	3,134	6,052	4,950	0	4,950
818	Contractual Services	3,353	2,200	4,398	4,698	2,200	0	2,200
956	Miscellaneous	14,621	19,400	950	15,104	19,400	0	16,400
TOTAL		30,445	29,483	18,452	39,294	29,948	0	26,940

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-757	ACTIVITY: SWIMMING POOL FACILITY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	45,161	46,288	38,381	46,288	52,500	0	52,500
712	Employee Benefits	5,719	4,062	4,289	4,062	5,830	0	5,688
726	Materials & Supplies	10,885	11,190	3,930	11,190	10,190	0	7,990
818	Contractual Services	10,801	10,950	5,939	10,950	8,690	0	8,690
930	Repairs & Maintenance	338	300	0	300	300	0	300
956	Miscellaneous	0	200	0	200	200	0	200
TOTAL		72,904	72,990	52,539	72,990	77,710	0	75,368

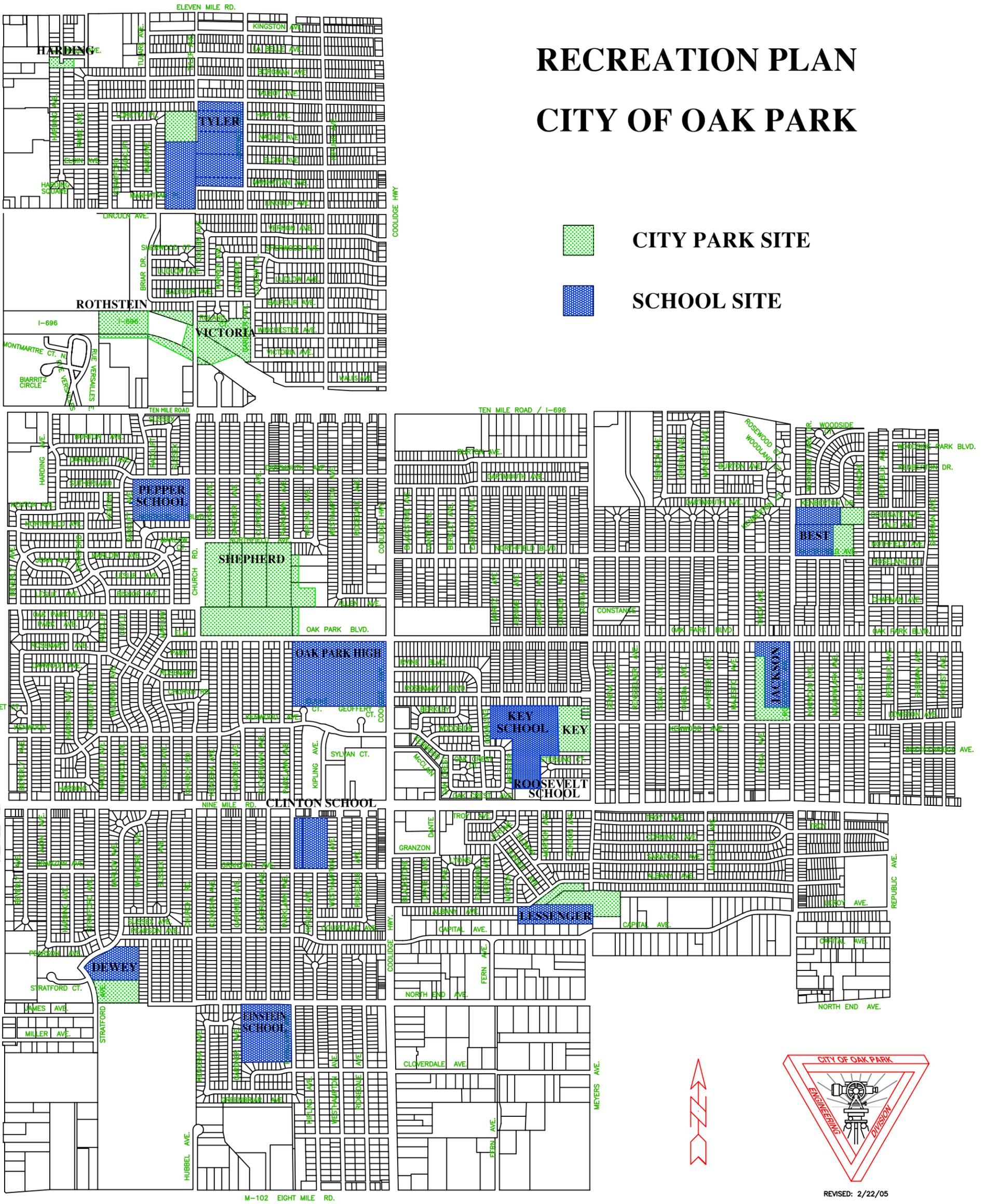
DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-776	ACTIVITY: SENIOR SERVICES				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	114,537	102,877	68,501	102,877	108,081	0	85,479
712	Employee Benefits	55,171	49,303	45,482	49,303	72,017	0	53,182
726	Materials & Supplies	6,643	6,650	2,934	6,650	6,650	0	3,750
818	Contractual Services	23,243	24,000	10,122	24,000	24,000	0	13,382
956	Miscellaneous	1,088	2,200	845	2,200	2,200	0	1,500
TOTAL		200,682	185,030	127,884	185,030	212,948	0	157,293



RECREATION PLAN

CITY OF OAK PARK

-  CITY PARK SITE
-  SCHOOL SITE



REVISED: 2/22/05

CITY OF OAK PARK RECREATION DEPARTMENT

CONTACT US!!

248-691-7555

www.ci.oak-park.mi.us

SPECIAL EVENTS

4th 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!

CITY OF OAK PARK

Department of Public Works

OVERVIEW

The Department of Public Works is divided into four divisions: Streets, Water Supply, Parks & Forestry, and Motor Pool.

The Streets division is in charge of the operation and maintenance of the Cities streets and sewage system. They are responsible for all street operations and maintenance, the removal of snow, the maintenance of sidewalks, the operation of City refuse collection stations, and the supervision of the rubbish and disposal service of the City. They are 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. This division is also responsible for the 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.

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

REVENUES

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

Fiscal Year 2011-2012 will see expenditures below FY 2010-2011 levels due to the reduced work week.

CRITICAL SUCCESS FACTORS

To sustain all our initiatives the Department has adopted the policy of quality management to improve customer service and cut costs. Consistent with this policy, the DPW will focus on four factors critical to realizing our vision:

1) Improve communications and trust by making more information available to our residents.

2) Increase productivity of DPW human resources for our vision by creating an environment where teamwork, trust, openness, pride, and respect are standard practice. Provide meaningful work opportunities to retain a diverse and well trained workforce.

3) Achieve excellence in safety and health of DPW workers and the public by shifting from a reactive approach to an emphasis on prevention and excellence in protecting the worker.

4) Become the best in class in the use of management practices by meeting or exceeding customer expectations by enabling people to be results oriented and cost effective.

PERFORMANCE OBJECTIVES

Encourage the Beautification Advisory Commission and the Recycling and Environmental Conservation Commission to remain active within the community by developing new and different projects for them to work on.

Continually evaluate all department activities to analyze how the department can improve its productivity and response time to residents' concerns.

Continue to work with the Engineering Division to implement capital improvements to the City's infrastructure.

Continue the repair and rebuild program of the drainage structures located along our streets.

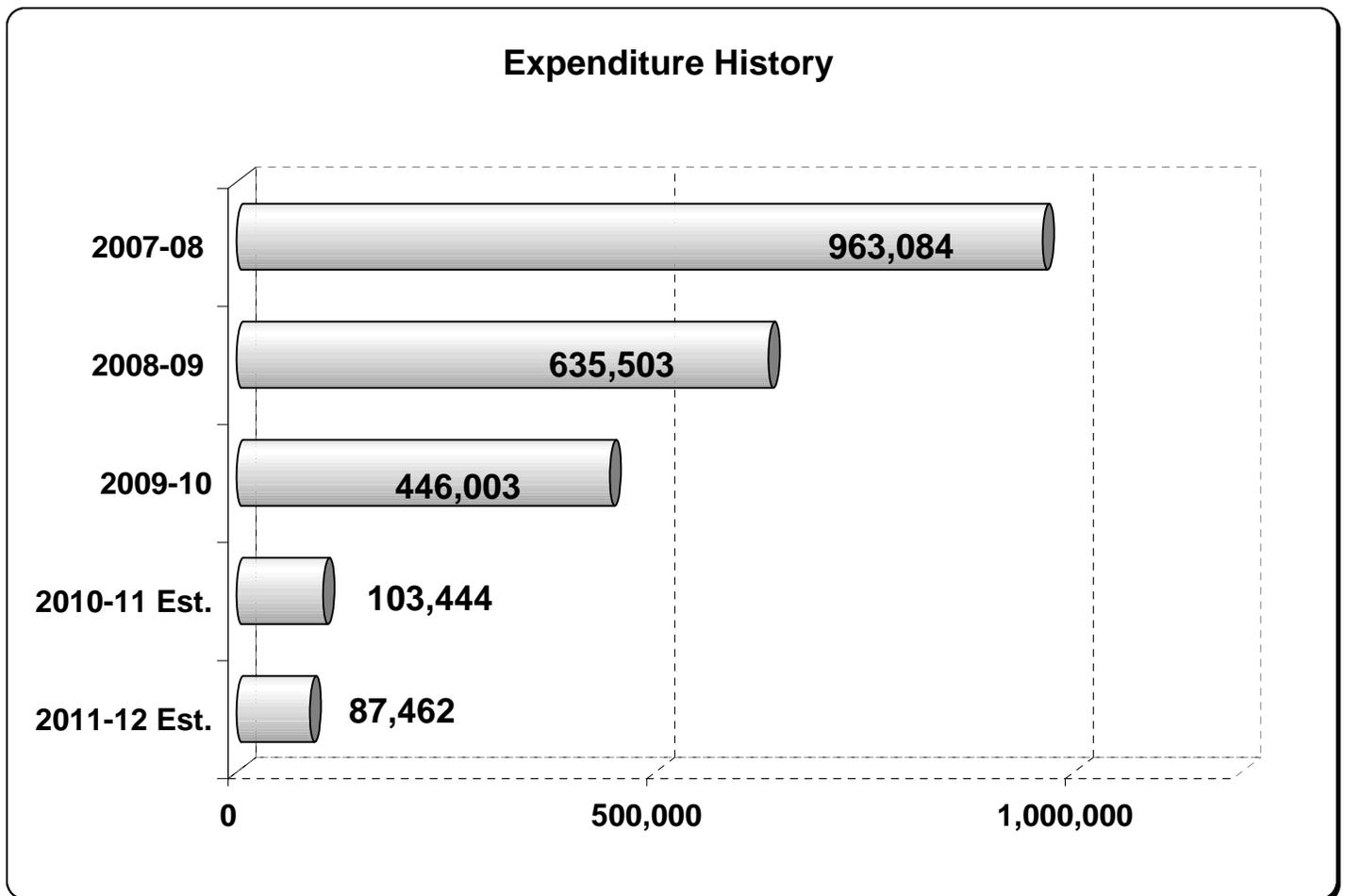
Maintain workloads by splitting working crews so that we can achieve work being done all five working days, with half the crews working on Mondays and Fridays.

**CITY OF OAK PARK
2011 - 2012 BUDGET
EXPENDITURE SUMMARY
DEPARTMENT OF PUBLIC WORKS-ALL FUNDS**

ACCT. NO.	ACCOUNT NO. / NAME	PRIOR YEAR ACTUAL - FISCAL YEAR 2009-2010							YEAR END ESTIMATE - FISCAL YEAR 2009-2010							CITY COUNCIL APPROVED - FISCAL YEAR 2010-2011							DEPT. TOTAL	
		General Fund	Major Streets	Local Streets	Solid Waste	Water & Sewer	Motor Pool	DEPT. TOTAL	General Fund	Major Streets	Local Streets	Solid Waste	Water & Sewer	Motor Pool	DEPT. TOTAL	General Fund	Major Streets	Local Streets	Solid Waste	Water & Sewer	Motor Pool	DEPT. TOTAL		
702	Salaries & Wages	62,658	238,378	239,664	273,732	466,751	105,975	1,377,178	20,936	211,000	212,000	160,000	398,255	82,000	1,084,191	26,803	203,349	195,307	196,456	9,626	416,569	100,755	1,148,865	
712	Employee Benefits	136,797	139,788	198,372	134,857	260,462	90,231	920,537	56,808	190,475	198,000	152,820	341,709	75,000	1,014,812	25,259	191,641	194,061	185,144	9,072	382,594	94,954	1,082,715	
726	Materials & Supplies	8,881	84,759	42,817	5,419	55,634	205,459	402,949	9,100	93,000	50,000	5,000	51,500	200,000	408,600	13,000	75,000	60,000	5,000	66,500	180,000	399,500		
730	Water Meters					6,030		6,030					100,000		100,000						130,000		130,000	
801	Professional Services	2,250	93,302		4,510	95,870	976	196,908	4,100	90,000		5,000	95,080	5,000	199,180	4,100	110,000		7,000	35,000	90,000	9,000	255,100	
803	Medical Services	530						530	500						500	500							500	
807	Refuse Collection	0	0		1,476,416			1,476,416	0	0		1,550,000			1,550,000								1,550,000	
808	Refuse Disposal	0	0					0	0						0								0	
818	Contractual Services	1,619			9,839	30,661		42,119	1,800			50,000	15,000		66,800	1,800			0	20,000			71,800	
860	Transportation	0	0				158,869	158,869	0	0					185,000	0							185,000	
861	Fleet Collision Repairs	0	0				938	938	0	0				4,000	4,000	0							4,000	
864	Conferences & Workshops	0	20				20	20	0	0					0	0							0	
900	Printing & Publications	0	0				0	0	0	0			200		200	0					200		200	
901	Newspaper Postings	0	0				0	0	0	0			1,000		1,000	0					1,000		1,000	
910	Insurance Bonds	0	0				89,577	89,577	0	0			84,000		84,000	0					84,000		84,000	
920.001	Utilities - Telephone	0	0				9,601	9,601	0	0			5,000		5,000	0					5,000		5,000	
920.002	Utilities - Heating	0	0				179,302	179,302	0	0			11,000		11,000	0					8,000		8,000	
920.003	Utilities - Water	0	14,516				879,749	894,265	0	10,000		1,000,000			1,010,000	0				875,000		875,000		
920.004	Utilities - Electricity	0	0				143,302	143,302	0	0			120,000		120,000	0					120,000		120,000	
924	Sewage Disposal	0	0				3,775,116	3,775,116	0	0			4,123,770		4,123,770	0					4,500,000		4,500,000	
925	Non-Residential IWC	0	0				179,302	179,302	0	0			149,272		149,272	0					149,272		149,272	
926	Industrial Surcharge	0	0				0	0	0	0					0	0							0	
930	Repairs & Maintenance	0	0				1,214,636	1,233,435	0	0			775,000		775,000	0					875,000		875,000	
940	Rentals	231,598	55,798	101,952	119,742	130,428	639,518	920,200	9,200	56,000	100,000	100,000	95,000		360,200	9,200	54,000	110,000	2,500	130,000		401,500		
956	Miscellaneous	868	70				0	938	0	0			500		500	0					1,000		1,000	
958	Memberships & Dues	822	0				8,063	8,905	1,000	500			2,500		3,500	0					7,000		7,000	
960	Education & Training	0	0				442,115	442,115	0	0					0	0							0	
961	Contingencies	0	0				9,607	9,607	0	0					0	0							0	
964	Refunds & Rebates	0	0				310,000	310,000	0	0			3,000		3,000	0							3,000	
Department Total - Operations		446,003	626,631	541,624	2,034,122	7,355,232	562,448	11,566,060	103,444	650,975	560,000	2,025,820	7,388,786	552,100	11,261,125	77,462	646,990	549,368	2,136,600	18,698	37,500	8,096,125	585,309	12,146,052
968	Depreciation	0	0				259,818	566,153	0	0			315,000		315,000	0					315,000		315,000	
970	Capital Outlay	0	0				0	0	0	0			250,000		360,486	10,000			0	100,000		65,000	175,000	
991	Principal	0	0				0	0	0	0			1,148,046		1,148,046						1,166,921		1,166,921	
992	Debt Service	0	0				93	93	0	0			1,000		1,000	0					1,000		1,000	
995	Interest	0	0				442,115	442,115	0	0			413,099		413,099	0					374,041		374,041	
999	Transfer Out	0	0				130,000	130,000	0	0			130,000		130,000	0					130,000		130,000	
Total		446,003	626,631	541,624	2,344,122	8,187,258	868,763	13,014,421	103,444	650,975	560,000	2,335,820	9,625,831	662,586	13,938,756	87,462	646,990	549,368	2,446,600	18,698	37,500	10,183,087	648,309	14,618,014

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS - SUMMARY		GENERAL	101-18	ADMINISTRATION, SIDEWALKS, PARKING LOTS, FORESTRY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS 2/28/2011 2010-2011	EST YR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGER REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	62,658	32,267	11,648	20,936	26,803	26,803	26,803
712	Employee Benefits	136,797	25,967	55,123	56,808	25,259	25,259	25,259
726	Materials & Supplies	8,861	13,500	2,551	9,100	13,000	13,000	13,000
801	Professional Services	2,250	4,500	2,623	4,100	4,100	4,100	4,100
803	Medical Services	530	500	250	500	500	500	500
818	Contractual Services	1,619	1,800	1,081	1,800	1,800	1,800	1,800
900	Publications	0	100	0	0	0	0	0
920	Utilities - Telephone	0	2,000	0	0	0	0	0
940	Rentals	231,598	1,000	6,136	9,200	5,000	5,000	5,000
958	Memberships & Dues	868	1,400	494	1,000	1,000	1,000	1,000
960	Education & Training	822	700	0	0	0	0	0
970	Capital Outlay	0	10,000	0	0	10,000	10,000	10,000
TOTAL		446,003	93,734	79,906	103,444	87,462	87,462	87,462



**CITY OF OAK PARK
2011 - 2012 BUDGET**

Personnel Worksheet - Department of Public Works

<u>Job/Class Title</u>	<u>Actual 2009-2010</u>	<u>Budgeted 2010-2011</u>	<u>Requested 2011-2012</u>	<u>Managers Rec. 2011-2012</u>	<u>City Council Approved</u>
<u>FULL TIME</u>					
Director of Public Works	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
Foreman	2.00	2.00	2.00	2.00	2.00
Finance Clerk II	0.00	0.00	1.00	1.00	1.00
Service Center Coordinator	1.00	1.00	0.00	0.00	0.00
Master Mechanic	1.00	1.00	1.00	1.00	1.00
Master Mechanic Assistant	1.00	0.00	1.00	1.00	1.00
Public Services Worker I	15.00	14.00	13.00	13.00	13.00
Public Services Worker II	4.00	4.00	4.00	4.00	4.00
Sub-Total Full Time	26.00	24.00	24.00	24.00	24.00
<u>PART TIME</u>					
Stock Person	0.75	0.75	0.00	0.00	0.00
Administrative Clerk II	0.75	0.75	0.00	0.00	0.00
Seasonal Workers (15 Positions)	1.67	1.67	1.67	1.67	1.67
Sub-Total Part Time	3.17	3.17	1.67	1.67	1.67
TOTAL	29.17	27.17	25.67	25.67	25.67

**CITY OF OAK PARK
2011 - 2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-441	ADMINISTRATION				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	25,723	10,326	2,924	3,000	8,577	8,577	8,577
712	Employee Benefits	26,325	8,310	2,250	2,250	8,083	8,083	8,083
726	Materials & Supplies	974	2,000	1,763	2,000	2,000	2,000	2,000
801	Professional Services	2,210	4,400	2,596	4,000	4,000	4,000	4,000
803	Medical Services	530	500	250	500	500	500	500
818	Contractual Services	1,619	1,800	1,081	1,800	1,800	1,800	1,800
900	Publications	0	100	0	0	0	0	0
920	Utilities - Telephone	0	2,000	0	0	0	0	0
958	Memberships & Dues	868	1,400	494	1,000	1,000	1,000	1,000
960	Education & Training	822	700	0	0	0	0	0
TOTAL		59,071	31,536	11,358	14,550	25,960	25,960	25,960

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-442	SIDEWALKS & PARKING LOTS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	2,359	1,936	740	1,936	1,608	1,608	1,608
712	Employee Benefits	1,239	1,558	406	1,558	1,516	1,516	1,516
726	Materials & Supplies	0	0	100	100	0	0	0
940	Rentals	712	1,000	977	1,500	1,500	1,500	1,500
TOTAL		4,310	4,494	2,223	5,094	4,624	4,624	4,624

**CITY OF OAK PARK
2011 - 2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-443	SHEPHERD PARK - FORESTRY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	13,895	10,325	4,556	8,500	8,577	8,577	8,577
712	Employee Benefits	59,421	8,309	38,887	40,000	8,082	8,082	8,082
726	Materials & Supplies	691	1,500	453	1,000	1,000	1,000	1,000
940	Rentals	111,543	0	2,215	3,500	3,500	3,500	3,500
TOTAL		185,550	20,134	46,111	53,000	21,159	21,159	21,159

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-444	OTHER PARKS - FORESTRY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	20,681	9,680	4,846	7,500	8,041	8,041	8,041
712	Employee Benefits	49,812	7,790	12,162	13,000	7,578	7,578	7,578
726	Materials & Supplies	7,196	5,000	235	1,000	5,000	5,000	5,000
726.001	Nursery Stock	0	5,000	0	5,000	5,000	5,000	5,000
801	Professional Services	40	100	27	100	100	100	100
940	Rentals	119,295	0	2,786	4,000	0	0	0
970	Capital Outlay	0	10,000	0	0	10,000	10,000	10,000
TOTAL		197,024	37,570	20,056	30,600	35,719	35,719	35,719

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-445	RIGHTS OF WAY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
940	Rentals	48	0	158	200	0	0	0
TOTAL		48	0	158	200	0	0	0

DIVISIONS OF THE DEPARTMENT OF PUBLIC WORKS

STREETS DIVISION

Construction, operation and maintenance of City streets and sidewalks.

WATER SUPPLY DIVISION

Administers and maintains the City water system. This includes: water mains, storm & sanitary sewers, water meters and water pumping facilities.

PARKS & FORESTRY

Maintains the various parks, boulevards, municipal parking lots.
Monitors the tree population within the City. This includes planting and removal, when necessary.

MOTOR POOL

Maintains the City's fleet of automobiles. Manages purchases and disposals.

**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
PUBLIC WORKS**

POSITION	PAY GRADE	REGULAR PAY	OVER TIME PAY	LONGEVITY PAY	OTHER PAY	DIRECT PAY TOTAL	WORKERS COMP.	RETIREMENT	DENTAL	HEALTH AD&D	LIFE & MEDICARE	FICA / CLOTHING	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Public Works/City Engineer	E	88,121	0	4,170	0	92,291	6,381	51,295	1,020	20,001	300	7,060	250	86,307	178,598
Deputy Director of Public Works	G	65,433	0	1,800	0	67,233	2,714	37,368	1,020	20,001	240	5,143	250	66,981	134,214
General Foreman	G	47,736	4,700	1,800	0	54,236	2,175	30,144	1,020	20,001	240	4,149	250	58,224	112,460
General Foreman	G	47,736	7,200	1,800	0	56,736	2,278	31,534	1,020	20,001	240	4,340	250	59,908	116,644
Finance Clerk II	A	32,542	800	900	0	34,242	178	19,032	1,020	14,369	94	2,620	190	37,698	71,940
Master Mechanic	A	43,362	3,600	1,500	0	48,462	1,758	26,935	1,020	17,898	94	3,707	190	51,797	100,259
Master Mechanic Assistant	A	39,866	1,200	900	0	41,966	1,538	5,665	1,020	17,898	94	3,210	190	29,810	71,776
Public Service Worker I	A	36,038	1,700	450	0	38,188	2,733	5,155	1,020	17,898	94	2,921	190	30,206	68,394
Public Service Worker I	A	37,972	1,800	450	0	40,222	2,880	5,430	1,020	14,369	94	3,077	190	27,255	67,477
Public Service Worker I	A	37,972	3,100	450	0	41,522	2,974	5,605	1,020	17,898	94	3,176	190	31,152	72,674
Public Service Worker I	A	37,972	3,300	900	1,695	43,867	1,712	24,381	1,020	0	94	3,356	190	30,948	74,815
Public Service Worker I	A	37,972	400	900	0	39,272	2,779	21,827	1,020	6,135	94	3,004	190	35,244	74,516
Public Service Worker I	A	37,972	1,600	900	0	40,472	2,865	22,494	1,020	14,369	94	3,096	190	44,323	84,795
Public Service Worker I	A	37,972	100	900	0	38,972	2,757	21,661	1,020	17,898	94	2,981	190	46,796	85,768
Public Service Worker I	A	37,972	1,100	900	0	39,972	1,620	22,216	1,020	17,898	240	3,058	250	46,497	86,469
Public Service Worker I	A	37,972	400	900	0	39,272	1,591	21,827	1,020	17,898	94	3,004	190	45,819	85,091
Public Service Worker I	A	37,972	1,100	900	0	39,972	1,620	5,396	1,020	17,898	94	3,058	190	29,471	69,443
Public Service Worker I	A	37,972	4,100	900	0	42,972	3,046	23,884	1,020	17,898	94	3,287	190	49,614	92,586
Public Service Worker I	A	37,972	0	900	0	38,872	1,575	21,605	1,020	14,369	94	2,974	190	42,022	80,894
Public Service Worker I	A	37,972	2,700	900	0	41,572	1,687	23,106	1,020	17,898	94	3,190	190	47,370	88,942
Public Service Worker II	A	38,888	2,700	900	0	42,488	1,725	23,615	1,020	17,898	94	3,250	190	47,987	90,475
Public Service Worker II	A	38,888	4,200	900	0	43,988	1,787	24,449	1,020	14,369	94	3,365	190	45,469	89,457
Public Service Worker II	A	38,888	2,100	900	0	41,888	2,968	23,281	1,020	6,135	94	3,204	190	37,087	78,975
Public Service Worker II	A	38,888	400	900	0	40,188	2,845	22,336	1,020	17,898	94	3,074	190	47,652	87,840
PT Seasonal (10 Positions)	PT	1,012,050	48,300	26,820	1,695	1,088,865	56,186	520,241	24,480	378,895	3,046	83,294	4,860	1,075,637	2,164,502
Sub-Total Part Time		60,000	0	0	0	60,000	2,488	0	0	0	0	4,590	0	7,078	67,078
Total Department of Public Works		1,072,050	48,300	26,820	1,695	1,148,865	58,674	520,241	24,480	378,895	3,046	87,884	4,860	1,082,715	2,231,580
General Fund						26,803								25,259	52,062
Major Streets						203,349								191,641	394,990
Local Streets						195,307								184,061	379,368
Solid Waste						196,456								185,144	381,600
Water & Sewer						416,569								392,584	809,153
Motor Pool						100,755								94,954	195,709
City Owned Property						<u>9,626</u>								<u>9,072</u>	<u>18,698</u>
Total						1,148,865								1,082,715	2,231,580



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

Department of Information Technology

OVERVIEW

Information Technology 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 PC's users, and the Internet for the general public. The department consists of one full time employee.

In FY 2002-2003, the Information Technology Department merged with the Public Information Department.

EXPENDITURES

Salaries and Wages are expected to remain flat at \$68,900 for FY 2011-2012. Capital Outlay for all computer related projects is funded through IT. Due to financial constraints, no Capital Outlay has been allocated for the 2011-2012 fiscal year.

The entire IT budget was decrease by 10% in FY 2010-2011 because of budget limitations.

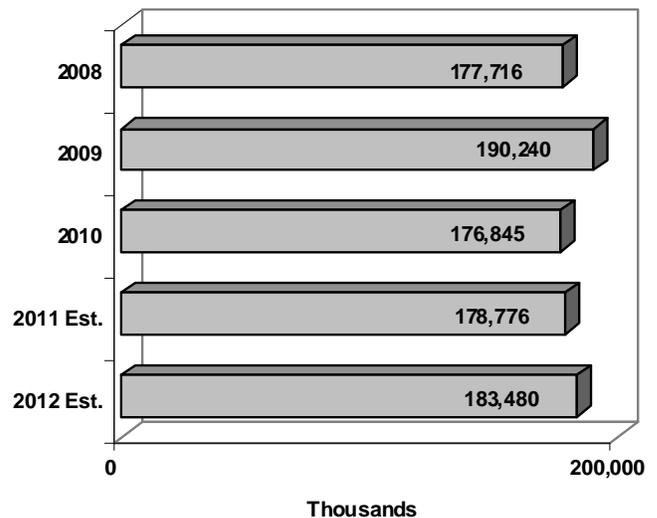
Accomplishments for 2010-2011

- The library received a Grant for 10 laptops and to install wireless throughout the entire building. This brings the total amount of public terminals to twenty two. The Sam printing system has also been upgraded to version 9.0, allowing each person to print 4 free pages.
- Financial and Human Resource applications have been updated with new software releases.
- Continue to update various PC's throughout the City. All computers have been upgraded to Windows XP. Any new PC's/laptops will come with Windows 7.
- Upgraded CLEMIS software and installed 3 new Public Safety Copier's.
- Installed DPW upgrade, so they can access water valves remotely.
- Installed more duplex printers to save on paper usage.

Accomplishments for 2010-2011 (Cont.)

- Maintained city phone system and voicemail.
- Update the city website with new information and forms.
- Installed latest version of Back-up Exec, so we can maintain our policy for at least 4 weeks of data to be kept, plus off-site storage for Disaster Recovery.
- Maintained 2 Cymphonix internet tracking/blocking boxes to help with Malware problems.

Expenditure History



PERFORMANCE OBJECTIVES

The goals for FY 2012-2013 are:

- Continue the process of verifying all data on the website and working with other departments on keeping the latest information on the web.
- Look at Virtualization and Desktop Management. Look to replace AS/400 because is it no longer supported by IBM after this year.
- Purchase new PC's to keep rotating older PC's out of service. Make sure PC's have sufficient RAM, virus and Malware protection.

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: DEPARTMENT OF INFORMATION TECHNOLOGY		FUND: GENERAL	DEPT. NO.: 101-12-258	ACTIVITY: DATA PROCESSING				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	73,282	68,833	43,285	68,833	68,900	68,900	68,900
712	Employee Benefits	32,277	31,793	22,726	31,793	36,430	36,430	36,430
726	Materials & Supplies	10,749	15,000	2,843	14,950	15,000	15,000	15,000
801	Professional Services	27,975	26,000	19,001	26,000	26,000	26,000	26,000
864	Conferences & Workshops	1,561	0	0	0	0	0	0
900	Publications	242	150	22	150	150	150	150
930	Repairs & Maintenance	25,804	27,000	23,709	27,000	27,000	27,000	27,000
940	Rentals	4,465	8,000	3,586	8,000	8,000	8,000	8,000
960	Education & Training	490	2,000	2,050	2,050	2,000	2,000	2,000
TOTAL		176,845	178,776	117,222	178,776	183,480	183,480	183,480

Personnel Worksheet

Job / Class Title	Actual <u>2009-2010</u>	Budgeted <u>2010-2011</u>	Requested <u>2011-2012</u>	Managers Rec. <u>2011-2012</u>	City Council <u>Approved</u>
Director of Information Technology	1	1	1	1	1
TOTAL	1	1	1	1	1

PERSONNEL COST SUMMARY
 FISCAL YEAR 2011-2012
 DEPARTMENT OF INFORMATION TECHNOLOGY

POSITION	PAY GRADE	REGULAR PAY	OVER TIME PAY	LONGEVITY PAY	OTHER PAY	DIRECT PAY TOTAL	WORKERS COMP.	RETIRE-MENT	DENTAL	HEALTH AD&D	LIFE	FICA / MEDICARE	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Information Technology	E	66,000	0	900	2,000	68,900	352	9,302	1,020	20,001	234	5,271	250	36,430	105,330
Total		66,000	0	900	2,000	68,900	352	9,302	1,020	20,001	234	5,271	250	36,430	105,330



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

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 for this and much more!

Online Property Tax Inquiry



Online Utility Inquiry



CITY OF OAK PARK

Department of Public Information

Overview

The Department of Public Information consists of two divisions, Print and Cable Operations. Their respective responsibilities include:

Print Division

- Publication of the City's quarterly newsletter, The Oak Park Report; the City's Annual Report/Calendar; the Family City Directory; and the Citizen Participation Handbook..
- Assistance to other departments in the production and publication of their own materials (for example, the two annual Recreation Brochures).
- Media relations, including the preparation and distribution of press releases publicizing City programs and special events.
- Providing scripting for special video programs produced by the Cable Operations Division.

Cable Operations Division

- Production and airing of regularly-scheduled municipal governmental programs on **OPTV 15**, such as live coverage and taped re-broadcasts of City Council Meetings. "The Oak Park Report Update" is aired on designated dates each month (the monthly schedule is published in each Oak Park Report).
- Production and airing of special programs on **OPTV 15**, such as Storytime, youth sports events, plus a variety of public service presentations. These are aired immediately prior to or following regularly-scheduled programs.
- Preparing and presenting hundreds of constantly updated Electronic Bulletin Board messages, featuring information provided by municipal departments, which residents can view whenever programs are not airing (Channel 15 cablecasts non-stop, 24 hours a day, every day).
- Operation of a satellite downlink which provides a teleconferencing system that various City departments use periodically through the year.

- Provision of a wide array of audio-visual equipment for use by other City departments upon request.

The central mission of the Public Information Department is to convey to Oak Park's residents – via both printed materials and video – as much information as possible about municipal services and events. As illustrated, the department's companion mission is to provide internal informational support and enhanced communications capability for all other municipal agencies.

REVENUE ASSUMPTIONS

The Department's revenue continues to be based primarily upon franchise fees and programming grants received from the City's cable television franchisee. Franchise fee income has increased substantially, thanks to provisions of the 15-year renewal agreement finalized in 1999 between the City of Oak Park and its franchisee. It is projected that this revenue will continue to increase, as the company aggressively markets new services.

PERFORMANCE OBJECTIVES

- To produce and air a greater variety of informational and promotional programming, including both regularly scheduled and "special" presentations.
- To continue publishing a comprehensive series of both regularly scheduled and "special" publications.
- Provide DVD's of OPTV programs. These will be available for loan at no charge through the City's library.
- To further establish the department as the primary provider to all other municipal departments of both external video services and audio-visual support resources.
- To implement additional technology and professional assistance required for constant improvement of services.
- Maintain/update the city website.

**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: PUBLIC INFORMATION		FUND: GENERAL	DEPT. NO.: 101-22-806	ACTIVITY: CABLE OPERATIONS, OAK PARK REPORT				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
702	Salaries & Wages	207,335	119,217	81,356	119,217	123,590	123,590	123,590
712	Employee Benefits	81,172	45,415	42,523	45,415	47,327	47,327	47,327
726	Materials & Supplies	16,023	6,000	1,467	6,000	6,000	6,000	6,000
818	Contractual Services	1,839	3,000	1,991	3,000	3,000	3,000	3,000
864	Conferences & Workshops	165	0	0	0	0	0	0
900	Printing & Publications	29,216	33,500	25,785	33,500	33,500	33,500	33,500
920	Utilities - Telephone	534	750	298	750	750	750	750
930	Repairs & Maintenance	3,000	3,000	1,147	3,000	3,000	3,000	3,000
940	Rentals	2,775	2,700	1,838	2,700	2,700	2,700	2,700
956	Miscellaneous	615	950	944	950	950	950	950
960	Education & Training	2,200	2,365	2,365	2,365	2,365	2,365	2,365
970	Capital Outlay							
TOTAL		344,874	216,897	159,714	216,897	223,182	223,182	223,182

DEPARTMENTAL REVENUE

676	Oak Park Report	1,660	1,500	0	0	1,500	1,500	1,500
683	Cable TV Franchise Fee	552,335	492,000	299,181	595,000	492,000	492,000	492,000
Total		553,995	493,500	299,181	595,000	493,500	493,500	493,500

Personnel Worksheet

Job/Class Title	Actual 2009-2010	Budgeted 2010-2011	Requested 2011-2012	Managers	
				Rec. 2011-2012	Council Approved
<u>FULL-TIME</u>					
Director of Public Information	1	1	1	1	1
Computer/Video Technician	1	1	1	1	1
Video Production Technician	1	1	1	1	1
Total Full Time	3.00	3.00	3.00	3.00	3.00

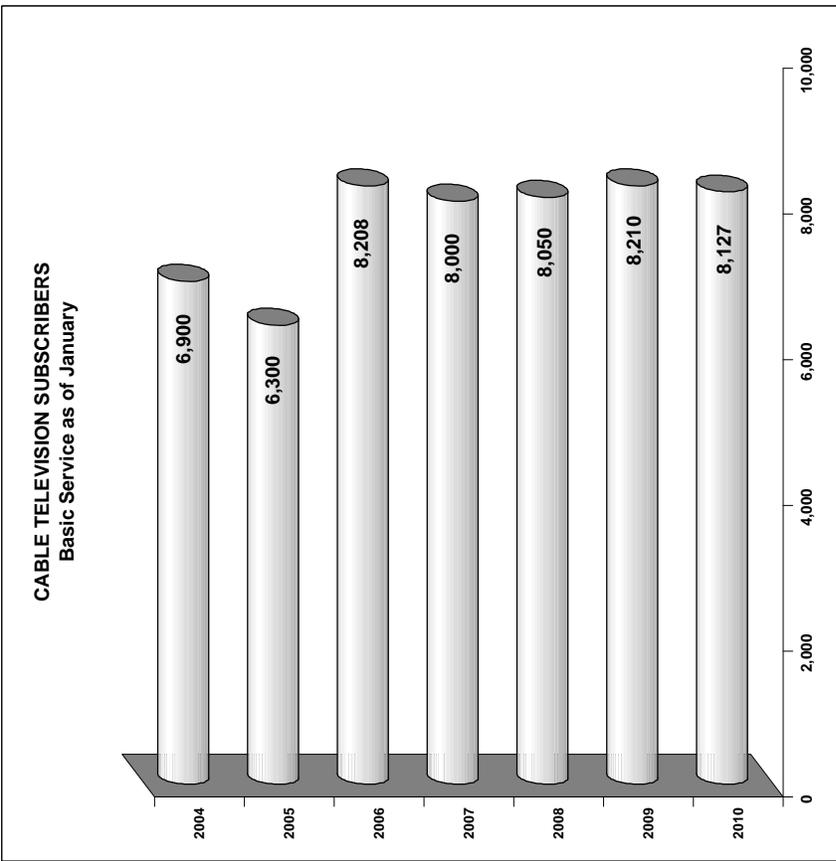
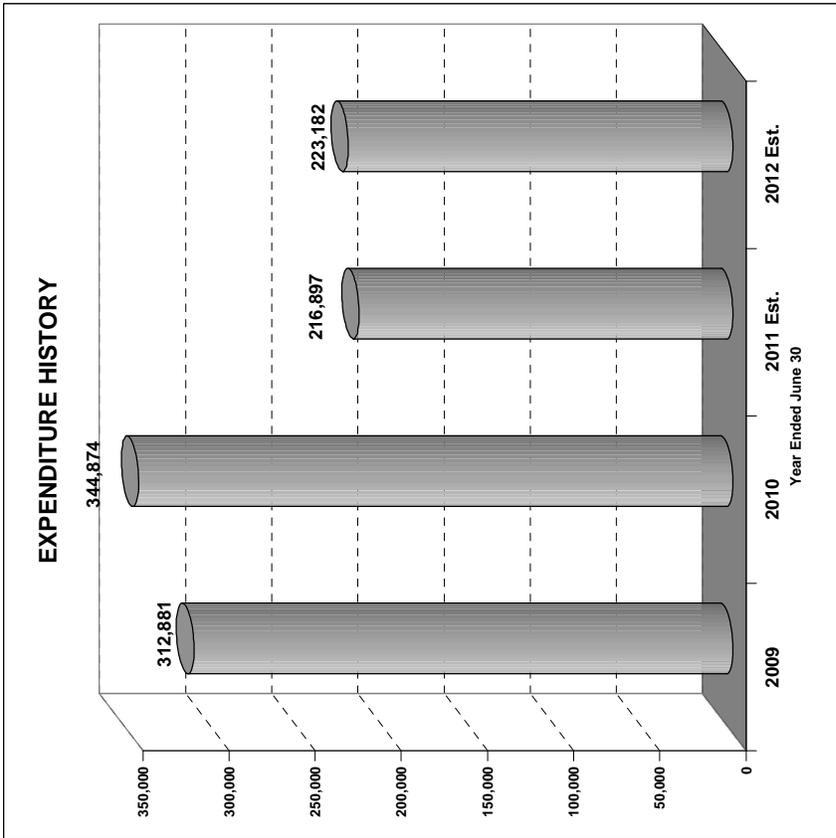
**ADVERTISE IN THE
OAK PARK REPORT!**

**Promote your business in
the community by placing an
ad in the City's special
advertising supplement.**

**Contact the Public
Information Department at
248/691-7589.**

**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
PUBLIC INFORMATION**

POSITION	PAY GRADE	REGULAR PAY	OVER TIME PAY	LONGEVITY PAY	OTHER PAY	DIRECT PAY TOTAL	WORKERS COMP.	RETIREMENT	DENTAL AD&D	HEALTH LIFE AD&D	FICA / MEDICARE	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Public Information	E	45,000	0	0	0	45,000	240	0	0	0	3,443	0	3,683	48,683
Cable/ IT Technician	A	35,142	1,500	450	1,515	38,607	195	5,212	1,020	0	2,953	250	9,864	48,471
Cable/ IT Coordinator	F	37,210	1,200	1,573	0	39,983	205	22,223	1,020	6,836	3,059	250	33,780	73,763
Total		117,352	2,700	2,023	1,515	123,590	640	27,435	2,040	6,836	9,455	500	47,327	170,917



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

RECREATION ON THE MOVE
TUESDAY, WEDNESDAY, FRIDAY, SATURDAY & SUNDAY

THE LIBRARY SHOWS
TUESDAY, WEDNESDAY, FRIDAY, SATURDAY & SUNDAY

CONSUMERS' CORNER
TUESDAY, WEDNESDAY, FRIDAY, SATURDAY & SUNDAY

THE JOB SHOW
TUESDAY, WEDNESDAY, FRIDAY, SATURDAY & SUNDAY

HOUSE MICHIGAN
TUESDAY, WEDNESDAY, FRIDAY, SATURDAY & SUNDAY

MICHIGAN'S ENERGY FUTURE FOR TODAY
TUESDAY, WEDNESDAY, FRIDAY, SATURDAY & SUNDAY

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

Please visit www.ci.oak-park.mi.us for up-to-date program information.



CITY OF OAK PARK

Non-Departmental

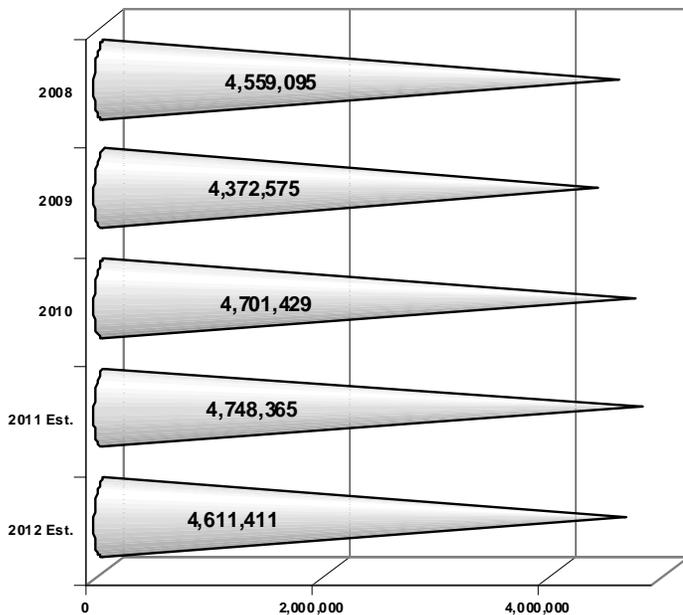
OVERVIEW

The Non-Departmental activity is used for expenditures which cannot be specifically related to a department but affect the City at large. Items included in this activity are: benefits for retired workers of the City, community promotion, membership dues for the various organizations which the City belongs, and refunds to taxpayers who have settlements granted by the Michigan Tax Tribunal or the Board of Review. This activity is also used to record transfers-out to other funds.

The City is currently insured with the Michigan Municipal League Liability & Property Pool. The cost for insurance has been moved to the Risk Management Fund and is financed by a transfer to that fund.

The City belongs to various organizations which are paid from the non-departmental activity. These organizations and their yearly dues are:

EXPENDITURE HISTORY



Beginning in FY 2007-2008, retiree's health care began to be totally funded by the City's General Fund. Also, in FY 2001-2002 the City implemented a Retiree Health Care Fund to pre-fund future retiree health care costs. Expenditures for retiree health care are anticipated to be \$2,527,935 for FY 2011-2012. During FY 2007-2008, the City partially self-insured its' health care plan for both retirees and active employees.

CITY MEMBERSHIPS

Eight Mile Blvd. Assoc.	1,980
Traffic Improvement Assoc. (TIA)	8,700
Southeast Michigan Council of Governments (SEMCOG)	3,560
Michigan Municipal League	9,433
TOTAL	<u>23,673</u>

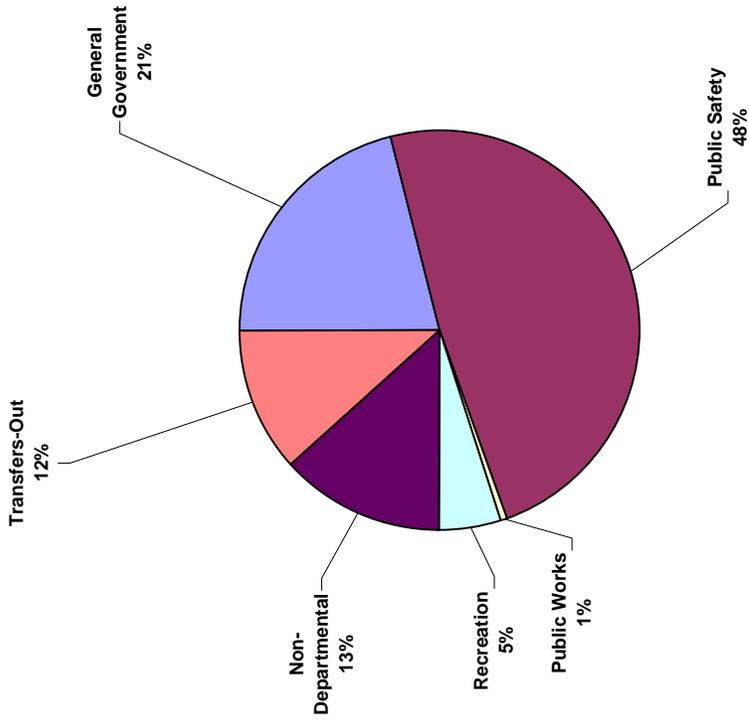
Transfers-out include transfers to the Central Services, Local Street, District Court, and Risk Management Funds. The transfer to the Risk Management Fund is \$110,000. Costs for the City's insurance have also been moved to offset this transfer.

Refunds and Rebates represent amounts refunded to taxpayers who have a reduction in their property taxes granted by the Board of Review, Michigan Tax Tribunal or Courts. The amount budgeted for FY 2011-2012 is the same allocation determined for the past Fiscal Year.

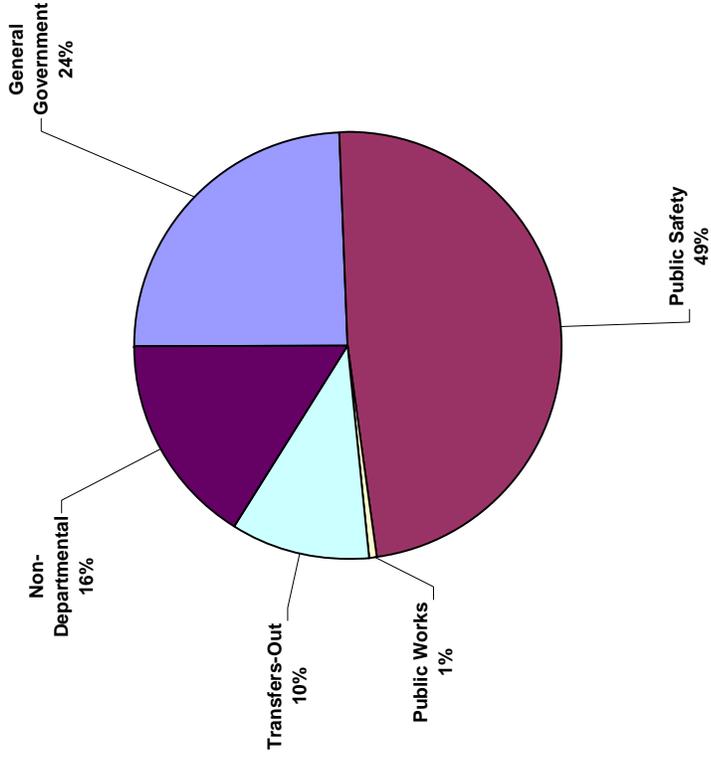
**CITY OF OAK PARK
2011-2012 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
NON-DEPARTMENTAL		GENERAL	101-21-890	VARIOUS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
712.001	Retirees Health Care	2,023,819	2,076,482	1,354,374	2,335,581	2,527,934	2,527,934	2,461,718
712.002	Retirees Life Insurance	2,265	2,304	1,739	2,304	2,304	2,304	2,304
712.003	Retirees Dental	92,330	90,000	50,857	90,000	90,000	90,000	90,000
712.004	Unemployment Compensation	37,822	38,500	0	38,500	38,500	38,500	38,500
880	Community Promotion	301	0	0	0	0	0	0
880.001	Fireworks	0	0	0	0	0	0	0
880.002	Employee Recognition Dinner	0	0	0	0	0	0	0
880.003	Boards & Commissions Dinner	0	0	0	0	0	0	0
881	Youth Assistance Program	2,000	0	0	0	0	0	0
920.001	Utilities - Telephone	3,719	7,000	5,541	7,000	7,000	7,000	7,000
956	Unforeseen Expense	16,726	10,000	4,807	10,000	10,000	10,000	10,000
958	Memberships & Dues	22,881	23,673	21,083	23,673	23,673	23,673	23,673
964	Refunds & Rebates	59,142	8,000	23,002	25,000	8,000	8,000	8,000
999.000	Transfer to Central Services	57,000	75,000	50,000	75,000	75,000	75,000	75,000
999.136	Transfer to District Court	1,886,424	1,615,357	1,076,905	1,761,307	1,675,000	1,675,000	1,675,000
999.677	Transfer to Risk Management	417,000	380,000	253,333	380,000	110,000	110,000	110,000
999.402	Transfer to City Owned Property	80,000	0	0	0	55,000	55,000	55,000
TOTAL		4,701,429	4,326,316	2,841,641	4,748,365	4,622,411	4,622,411	4,556,195

**CITY OF OAK PARK
BUDGETED EXPENDITURES BY CLASSIFICATION**



FY 2010-2011



FY 2011-2012

**CITY OF OAK PARK
TAX RATE FOR
AVERAGE TAXABLE HOME
2011 - 2012 BUDGET**

\$36,563 IS THE AVERAGE TAXABLE VALUE OF A HOME IN OAK PARK

	<u>MILLS</u>	<u>YEARLY TAX</u>
GENERAL FUND (INCLUDES PUBLIC SAFETY)	18.3563	\$671
LIBRARY	1.4914	55
RECREATION	0.5000	18
DEBT	4.4378	197
SOLID WASTE	<u>2.4531</u>	<u>90</u>
TOTAL	<u>27.2386</u>	<u>\$1,031</u>

HOW AN AVERAGE YEARLY TAX IS USED - GENERAL FUND

PUBLIC SAFETY			\$360
TECHNICAL AND PLANNING SERVICES			61
TRANSFER OUTS: DISTRICT COURT	59		
RISK MANAGEMENT	4		
CENTRAL SERVICES	3		
CITY OWNED PROPERTY	2		68
NON-DEPARTMENTAL			96
FINANCE AND ADMINISTRATIVE SERVICES			29
ADMINISTRATIVE			13
CITY CLERK			12
LEGAL			10
PUBLIC INFORMATION			8
INFORMATION TECHNOLOGY			7
LEGISLATIVE			4
PUBLIC WORKS			<u>3</u>
 TOTAL EXPENDITURES			 <u>\$671</u>

CITY OF OAK PARK

BROWNFIELD AUTHORITY

OVERVIEW

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.

To follow the progress of the project, a nine member Board was formed and is known as the Brownfield Redevelopment Authority (a.k.a the Economic Development Corporation). This committee is comprised of Oak Park residents, City Officials and City staff. This Board has ensured that the Oak Park community was actively involved in the initial proposal of the redevelopment and will monitor the project as it progresses. A list of the current membership is listed under the Boards and Commissions section of this budget document.

REVENUE ASSUMPTIONS

Revenue consists of property taxes captured within the Brownfield District. The City will capture 80% of all tax revenue provided by the increased taxable value of the property being developed. It is estimated the property will be responsible for all taxes after fifteen years or when total reimbursement has been made. It is estimated that all reimbursements should be fulfilled within seven years and taxes will be levied at 100% at this time (FY 2011 – 2012).

EXPENDITURES

The City will assist the project through tax relief by providing reimbursement for eligible costs to complete the project successfully. Eligible costs include the demolition of the armory structure, environmental clean-up and portions of new construction costs (i.e. streets and sewers).

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.

2011 – 2012 BUDGET Brownfield Authority

ACCT. NO.	FUND NO.: 112 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-11	ACTUAL AS OF 2/28/11 FY 2010-11	EST YEAR END FY 2010-11	DEPT. REQUEST FY 2011-12	MANAGERS REC. FY 2011-12	CITY COUNCIL APPROVED FY 2011-12
	REVENUES							
403	Property Taxes	109,417	104,000	47,962	47,962	48,000	48,000	48,000
	TOTAL REVENUE	109,417	104,000	47,962	47,962	48,000	48,000	48,000
	EXPENDITURES							
818	Payment to Developer	107,170	104,000	72,686	72,686	23,276	23,276	23,276
	TOTAL EXPENDITURES	107,170	104,000	72,686	72,686	23,276	23,276	23,276
	EXCESS DEFICIT	2,247	0	(24,724)	(24,724)	24,724	24,724	24,724
	Beginning Net Assets	(2,247)	0	0	0	(24,724)	(24,724)	(24,724)
	Ending Net Assets	0	0	(24,724)	(24,724)	0	0	0

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

Library

OVERVIEW

The City Librarian is responsible for the selection and purchase of books and other reference/reading materials to be placed in the library. The City Librarian also oversees all other matters pertaining to the operation and management of library services in the City.

The mission of the Library is to provide materials, services and information to the City's diverse community to meet their educational, informational, cultural, and recreational needs.

ANNUAL REPORT

Traditionally, public libraries experience increased demand for materials and services in a down economy. The number of items checked out of the Library by our patrons increased by 13% in FY 2008-2009 and by more than 6% in FY 2009-2010. Even with these reductions in service hours the number of items checked out of the Library remains almost the same as the previous fiscal year. In addition, there were more than 50,000 Internet sessions logged into by library users.

Due to reductions in the Library budget due to falling property values, Library hours were reduced by closing on Saturdays beginning July 2010. Full time staff hours were reduced from 40 to 32 to help offset the loss of revenue.

To help with the Library's budget this year, a ½ mill increase was passed by 60% of Oak Park voters in February, 2011. This additional millage will enable the Library maintain, and possibly expand, existing services, materials and open hours.

With funding received from an ARRA grant to the Library an improved Wi-Fi network was installed in the Library.

Forgotten Harvest, a charitable food distribution service located in Oak Park, has been providing one-on-one counseling with low income residents to assist them in obtaining free or reduced cost food. Volunteers with Forgotten Harvest use the Library for these meetings on Wednesday evenings and Thursday mornings. These sessions began in August 2010 and have continued through the FY.

The Library partnered with the University of Michigan Exhibit Museum of Natural History to present three workshops over three months for kids and adults on the topic of Discover Water! Also included was a free bus trip and admission to the Museum for 35 residents.

During the Summer of 2010 The MSU Extension Office once again presented their Book Buddies program, providing a rewarding summer reading experience for about 40 Oak Park children.

The Library is Oak Park's center of cultural and educational programming. A number of events took place this year, including;

- Two magic programs for children and their families by magician Tom Plunkard.
- Performance by Detroit's "Queen of the Blues" Alberta Adams.
- Performance by the nine piece big band ensemble Plant D Nonet, with funding provided by the Friends of the Library.
- Performance by Israeli musician Avraham Meir, accompanied by Oak Park residents Hannah & Jack Waterstone.
- Renowned photographer Marji Silk presented a program on how to turn your snapshots into works of art.

Other events hosted by the Library included:

- WSU professor Dr. Danielle McGuire speaking on her book "At the Dark End of the Street."
- Monthly family movie nights which attract up to 20 families per viewing.
- Lollapalooza Puppet show presented courtesy of the Friends of the Library.
- Two-part Ebay class with participants utilizing the Library's laptops.

PERFORMANCE OBJECTIVES

With the proceeds from an August 2010 bond issue passed by Oak Park voters the Library will undergo extensive renovations begin early in the new FY.

The Library & Recreation Departments will team together to share staff and services in the new FY. Recreation program registration will take place in the Library.

During the 2010-2011 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 programs. We will continue to work with the Library Board and City Council to improve planned giving to the Library and increase donations to the Library. We continue to look at potential cost savings and revenue enhancements as ways to mitigate revenue reductions while providing services and materials for our residents.

CITY OF OAK PARK

2011 - 2012 FISCAL YEAR BUDGET

LIBRARY

ACCT. NO.	ACCOUNT NO.: 111-20-790 ACCOUNT NAME	PRIOR	CURRENT	ACTUAL AS	ESTIMATED	DEPT.	CITY	CITY
		YEAR ACTUAL	BUDGET	of 2/28/2011	YEAR END	REQUEST	MANAGER RECOMMENDED	COUNCIL APPROVED
		FY 2009-2010	FY 2010-2011	FY 2010-2011	FY 2010-2011	FY 2011-2012	FY 2011-2012	FY 2011-2012
	REVENUES - LIBRARY							
403	Property Taxes	701,924	618,746	599,553	600,000	797,773	797,773	797,773
567	Libraries - State Aid	16,159	19,080	9,614	9,614	9,600	9,600	9,600
567.001	Libraries - Universal Service Fund (USF)	8,463	4,019	4,403	4,403	5,200	5,200	5,200
568	Libraries - Penal Fines	43,325	45,000	41,351	41,351	45,000	45,000	45,000
645	Library Rentals	99	0	257	300	300	300	300
646	Miscellaneous - Library	2,462	4,000	1,845	2,000	4,000	4,000	4,000
658	Library Book Fines	18,032	15,500	10,090	15,500	15,500	15,500	15,500
664	Interest	2,608	2,000	539	1,000	2,000	2,000	2,000
	Subtotal Library Revenue	793,072	708,345	667,652	674,168	879,373	879,373	879,373
	REVENUES - RECREATION							
403.000	Property Taxes	0	0	0	0	265,886	265,886	0
644.001	Administration - Miscellaneous	0	0	0	0	200	200	0
644.102	Rentals	0	0	0	0	42,000	42,000	0
644.108	Youth Athletics	0	0	0	0	38,000	38,000	0
644.111	Baseball Sponsor Fees	0	0	0	0	1,600	1,600	0
644.112	Mini-Golf	0	0	0	0	800	800	0
644.115	Adult Athletics	0	0	0	0	20,000	20,000	0
644.121	Day Camp	0	0	0	0	60,000	60,000	0
644.126	Youth Instructional	0	0	0	0	46,000	46,000	0
644.132	Adult Instructional	0	0	0	0	24,000	24,000	0
644.139	Funfest	0	0	0	0	3,000	3,000	0
644.141	Special Events	0	0	0	0	5,000	5,000	0
644.146	Municipal Pool	0	0	0	0	43,000	43,000	0
644.148	Seniors	0	0	0	0	48,000	48,000	0
644.153	Transportation	0	0	0	0	112,000	112,000	0
644.158	Ice Arena Rental	0	0	0	0	30,000	30,000	0
	Subtotal Recreation Revenue	0	0	0	0	739,486	739,486	0
	TOTAL REVENUE	793,072	708,345	667,652	674,168	1,618,859	1,618,859	879,373

CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET

LIBRARY

ACCT. NO.	ACCOUNT NO.: 111-20-790 ACCOUNT NAME	PRIOR	CURRENT	ACTUAL AS	ESTIMATED	DEPT. REQUEST	CITY	CITY
		YEAR ACTUAL FY 2009-2010	BUDGET FY 2010-2011	of 2/28/2011 FY 2010-2011	YEAR END FY 2010-2011		MANAGER RECOMMENDED FY 2011-2012	COUNCIL APPROVED FY 2011-2012
	<u>EXPENDITURES - LIBRARY</u>							
702	Salaries & Wages	514,731	370,143	221,974	370,143	398,598	343,648	345,197
712	Employee Benefits	224,359	152,910	94,317	152,910	177,322	133,277	172,385
712.001	Retirees Health Care	0	0	0	0	0	0	66,216
726	Materials & Supplies	9,874	10,000	3,902	8,000	10,000	9,000	9,000
727	Books	59,666	42,187	24,370	42,187	60,000	57,500	57,500
728	Periodicals & Papers	11,759	9,000	7,087	9,000	10,000	9,500	9,500
729	Digital Video Discs (DVD)	16,881	15,000	10,050	15,000	18,000	17,000	17,000
801	Professional Services	62,186	45,000	36,286	52,000	60,000	58,000	58,000
818	Contractual Services	826	800	504	800	800	800	800
860	Transportation	101	0	0	0	150	150	150
864	Conferences & Workshops	295	0	0	0	150	150	150
900	Printing & Publications	0	500	0	500	500	500	500
920	Utilities - Telephone	0	850	0	850	850	850	850
920.002	Utilities - Heating	0	0	0	0	0	0	15,676
920.004	Utilities - Electricity	0	0	0	0	0	0	39,601
930	Repairs & Maintenance	4,115	50,750	5,960	50,750	50,750	50,750	50,750
956	Miscellaneous	881	750	341	750	1,500	1,500	1,500
958	Memberships & Dues	250	750	890	890	750	750	750
964	Prior Year Tax Refunds	0	0	1,561	1,600	0	0	0
	Total Library Expenditures	905,924	698,640	407,242	705,380	789,370	683,375	845,525
	<u>EXPENDITURES - RECREATION</u>							
702	Salaries & Wages	0	0	0	0	521,733	500,100	0
712	Employee Benefits	0	0	0	0	242,243	239,899	0
726	Materials & Supplies	0	0	0	0	74,272	59,877	0
818	Contractual Services	0	0	0	0	99,704	81,342	0
860	Transportation	0	0	0	0	5,530	5,530	0
920	Utilities - Telephone	0	0	0	0	4,500	4,000	0
930	Repairs & Maintenance	0	0	0	0	8,400	8,100	0
940	Rentals	0	0	0	0	4,860	4,860	0
956	Miscellaneous	0	0	0	0	42,710	29,510	0
958	Memberships & Dues	0	0	0	0	1,300	900	0
960	Education & Training	0	0	0	0	525	525	0
	Total Recreation Expenditure	0	0	0	0	1,005,777	934,643	0
	TOTAL EXPENDITURES	905,924	698,640	407,242	705,380	1,795,147	1,618,018	845,525
	EXCESS / DEFICIT	(112,852)	9,705	260,410	(31,212)	(176,288)	841	33,848
	Beginning Fund Balance	98,282	76,646	(14,570)	(14,570)	(45,782)	(45,782)	(45,782)
	Reserved - Prepaid Expenditures	1,114	5,400	2,646	5,400	5,400	5,400	5,400
	Ending Unreserved Fund Balance	(15,684)	80,951	243,194	(51,182)	(227,470)	(50,341)	(17,334)

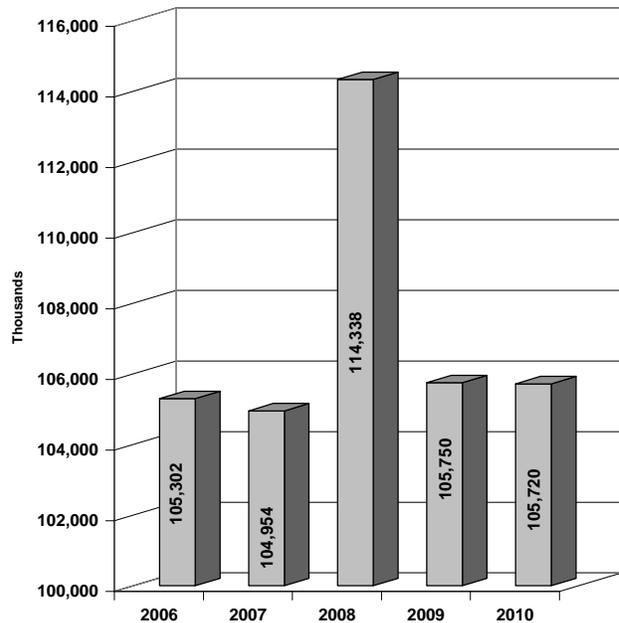
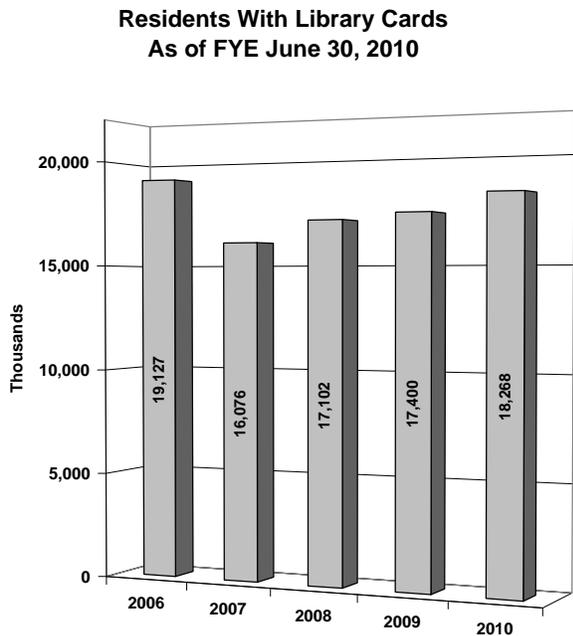
**CITY OF OAK PARK
2011-2012 BUDGET**

Personnel Worksheet - Library

Job / Class Title	Actual <u>2009-2010</u>	Budgeted <u>2010-2011</u>	Requested <u>2011-2012</u>	Managers Rec. <u>2011-2012</u>	City Council <u>Approved</u>
<u>FULL TIME</u>					
Library Director	1.00	1.00	1.00	1.00	1.00
Administrative Clerk II	2.00	2.00	3.00	1.00	1.00
Librarian	2.00	2.00	1.00	3.00	2.00
Library Section Coordinator	1.00	1.00	1.00	0.00	0.00
Sub-Total Full Time	6.00	6.00	6.00	5.00	4.00
<u>PART TIME</u>					
Monitors (1 Position)	0.50	0.50	0.50	0.50	0.50
Clerical (1 Position)	2.00	1.75	1.75	0.50	0.50
Librarians (5 Positions)	1.00	1.00	1.00	1.25	1.25
Pages (5 Positions)	1.00	0.50	0.50	0.50	0.50
Sub-Total Part Time	4.50	3.75	3.75	2.75	2.75
TOTAL	10.50	9.75	9.75	7.75	6.75

For the fiscal year ended June 30, 2010, 18,268 library cards have been issued to Oak Park residents. This number increased from 17,400 since June 30, 2009. The number of items available for check-out to residents for FY 2009-2010 was 105,720. There are a variety of items that suit any interest, young and old alike. Examples of some of the types of resources available for check-out include: videos, books on tape (and on CD) for both children and adults, compact disks and DVD's.

**Library Items Available
as of FYE June 30, 2010**



**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
LIBRARY**

POSITION	PAY GRADE	REGULAR PAY	OVER TIME PAY	LONGEVITY PAY	OTHER PAY	DIRECT PAY TOTAL	WORKERS COMP.	RETIRE- MENT	DENTAL	HEALTH AD&D	LIFE & AD&D	FICA / MEDICARE	CLOTHING	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Library Director	A	39,305	0	0	0	39,305	209	5,306	1,020	6,135	94	3,007	195	190	16,156	55,461
Administrative Clerk II	A	29,733	0	1,500	0	31,233	158	17,359	1,020	6,135	94	2,389	195	190	27,540	58,773
Librarian	A	39,305	0	1,500	0	40,805	209	22,679	1,020	17,898	94	3,122	195	190	45,407	86,212
Librarian	A	39,305	0	900	2,400	42,605	209	23,680	1,020	0	94	3,259	195	190	28,647	71,252
Sub-Total Full Time		147,648	0	3,900	2,400	153,948	785	69,024	4,080	30,168	376	11,777	780	760	117,750	271,698
Part Time Librarian	PT	8,000	0	0	0	8,000	43	0	0	0	0	612	0	0	655	8,655
Part Time Librarian	PT	4,500	0	0	0	4,500	24	0	0	0	0	344	0	0	368	4,868
Administrative Clerk	A-pt	23,000	0	0	0	23,000	123	0	0	0	0	1,760	0	0	1,883	24,883
Part Time Librarian	A-pt	34,000	0	0	0	34,000	181	0	0	0	0	2,601	0	0	2,782	36,782
Part Time Librarian	A-pt	23,000	0	0	0	23,000	123	0	0	0	0	1,760	0	0	1,883	24,883
Page	PT	8,000	0	0	0	8,000	43	0	0	0	0	612	0	0	655	8,655
Page	PT	6,500	0	0	0	6,500	35	0	0	0	0	497	0	0	532	7,032
Page	PT	6,500	0	0	0	6,500	35	0	0	0	0	497	0	0	532	7,032
Page	PT	8,000	0	0	0	8,000	43	0	0	0	0	612	0	0	655	8,655
Monitor	PT	12,000	0	0	0	12,000	64	0	0	0	0	918	0	0	982	12,982
Part Time Librarian	PT	4,500	0	0	0	4,500	24	0	0	0	0	344	0	0	368	4,868
Page	PT	6,700	0	0	0	6,700	36	0	0	0	0	513	0	0	549	7,249
Sub-Total Part Time		144,700	0	0	0	144,700	774	0	0	0	0	11,070	0	0	11,844	156,544
Sub-Total		292,348	0	3,900	2,400	298,648	1,559	69,024	4,080	30,168	376	22,847	780	760	129,594	428,242

Other Wages and Benefits (see Recreation)

Total

46,549

172,385

89,340

517,582



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

ECONOMIC DEVELOPMENT CORPORATION / MUNICIPAL BUILDING AUTHORITY FUNDS

ECONOMIC DEVELOPMENT CORPORATION FUND

OVERVIEW

The purpose of the Economic Development Corporation Fund is to initiate and maintain industrial and commercial prosperity in the City. A nine member committee monitors the business environment to ensure economic success now and well into the future. This Board is also involved with the Brownfield Project which is currently redeveloping the Armory Property located on Eight Mile Road.

REVENUE ASSUMPTIONS

Interest income of \$15 is estimated to be earned in FY 2011-2012.

EXPENDITURES

No expenditures are anticipated for FY 2011-2012.

MUNICIPAL BUILDING AUTHORITY FUND

OVERVIEW

This fund manages buildings used by the City of Oak Park. Responsibilities include purchasing, maintaining and improving structures that the City uses in the course of providing services to its' residents and businesses.

REVENUE ASSUMPTIONS

The current form of revenue comes in the form of interest earned. This amount is expected to total \$375 during FY 2011-2012.

EXPENDITURES

Since there are no future plans that impact the use of monies from this fund, no expenditures are being allocated for FY 2011-2012.

Economic Development Corporation Fund 2011 -2012 Budget

ACCT. NO.	FUND NO.: 110 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009- 2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 02/28/11 FY 2010-2011	EST YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011--2012	CITY COUNCIL APPROVED FY 2011-2012
	<u>REVENUES</u>							
640	Miscellaneous Fees	12	25	7	11	15	15	15
	TOTAL REVENUE	12	25	7	11	15	15	15
	<u>EXPENDITURES</u>							
956	Miscellaneous	15	0	10	10	0	0	0
	TOTAL EXPENDITURES	15	0	10	10	0	0	0
	EXCESS DEFICIT	(3)	25	(3)	1	15	15	15
	Beginning Retained Earnings	11,798	11,809	11,795	11,795	11,796	11,796	11,796
	Ending Retained Earnings	11,795	11,834	11,792	11,796	11,811	11,811	11,811

Municipal Building Authority Fund 2011-2012 Budget

ACCT. NO.	FUND NO.: 113 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009- 2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 02/28/11 FY 2010-2011	EST YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	<u>REVENUES</u>							
664	Interest Income	357	500	123	185	375	375	375
	TOTAL REVENUE	357	500	123	185	375	375	375
	<u>EXPENDITURES</u>							
726	Supplies	0	0	0	0	0	0	0
970	Capital Outlay	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	0	0	0	0	0	0	0
	EXCESS DEFICIT	357	500	123	185	375	375	375
	Beginning Retained Earnings	9,555	10,030	9,912	9,912	10,097	10,097	10,097
	Ending Retained Earnings	9,912	10,530	10,035	10,097	10,472	10,472	10,472



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

Special Revenue Funds

OVERVIEW

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 budgeting purposes which recognizes revenue when it is both measurable and available. Expenditures are recognized as soon as a liability is incurred.

The Special Revenue Funds are subject to the budgetary requirements of Act 2 of the Public Acts of 1968 of the State of Michigan.

MAJOR STREET FUND

The Major Street Fund is used to finance the maintenance and construction of the City's major thorough-fares. These funds are restricted by State Statute.

LOCAL STREET FUND

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

SOLID WASTE FUND

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 and a user charge.

NARCOTIC FORFEITURE FUND

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.

CRIMINAL JUSTICE TRAINING FUND

This fund is used for training in the Public Safety Department and is financed by fines levied at the District

CRIMINAL JUSTICE TRAINING FUND (Cont.)

Court. These Funds are restricted by state law and must be used for training personnel.

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. These funds are restricted for disaster recovery.

CASEFLOW ASSISTANCE FUND

The Caseflow Assistance Fund generates revenues that are received from drunk driving fines and fees. Its purpose is to expedite drunk driving court cases at the municipal and district court levels.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

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

ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT FUND

The EECBG Grant Fund is financed by Federal American Recovery and Reinvestment funds and promotes energy efficiency and conservation.

COMMUNITY ORIENTED POLICING SERVICES GRANT FUND

The COPS Grant Fund is a Federal program that provides funding to improve cooperation between law enforcement and the community.

DISTRICT COURT 45-B FUND

The District Court 45-B fund is financed by a General Fund transfer-in and its uses are restricted to the operations of the District Court 45-B.



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

Major Street Fund

OVERVIEW

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 trunkline 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.

REVENUE ASSUMPTIONS

The proposed budget recommends revenues in the Major Street Fund of \$1,113,750 for FY 2011-2012. This is an increase of .77% from Fiscal Year 2010-2011.

State Grants - Street

The State of Michigan shares revenue that are collected for Gas and Weight taxes. The amount of \$1,000,000 is the same allocation made in FY 2010-2011.

The amount is computed using a formula based on population and Major Street Mileage.

Interest Income

\$15,000 of Interest Income is based on a 1.5% return on funds available for investment during the fiscal year.

The amount of Interest Earnings is expected to remain the same as FY 2010-2011.

EXPENDITURES

The total appropriation for the Major Street Fund is \$1,255,613. This is a decrease of \$14,398 over the estimated expenditures of \$1,270,011 in Fiscal Year 2010-2011. Expenditures are affected by any road projects that may be planned during the fiscal year.

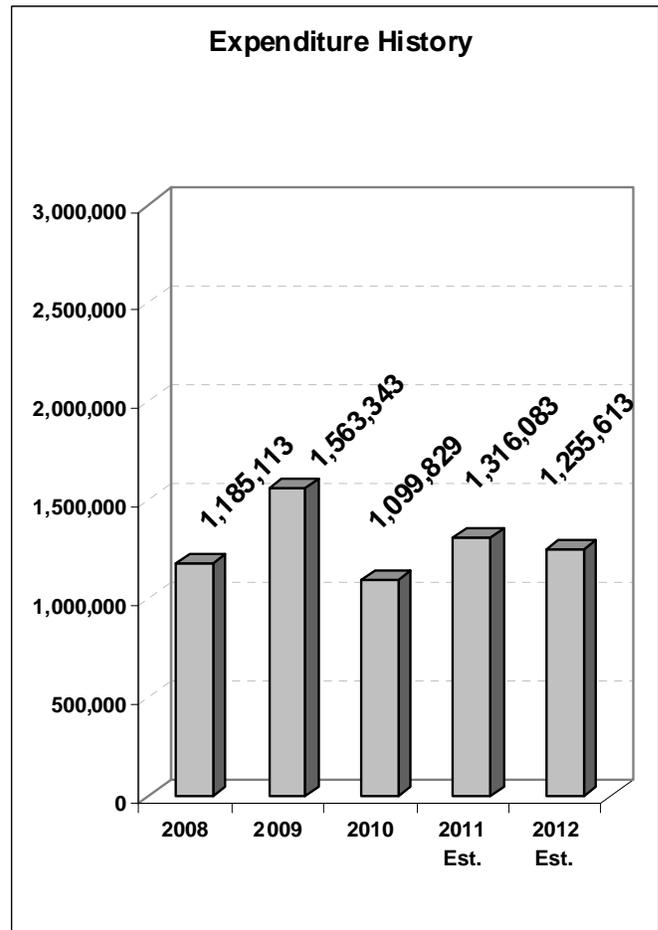
Rentals in this fund represent amounts paid to the Motor Pool Fund for equipment used on Major Streets.

FUND BALANCE

It is estimated that the City's Undesignated Major Street Fund Balance will be \$311,292 at the end of Fiscal Year 2011-2012. The Fund Balance has declined in the last two years because of planned expenditures over revenue to improve the City's Major Streets.

PERFORMANCE OBJECTIVES

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



**CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET**

MAJOR STREETS

ACCT. NO.	FUND NO.: 202 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS of 2/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGER RECOMMENDED FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	REVENUES							
546	State Grants - Streets	1,060,318	1,000,000	475,913	1,000,000	1,000,000	1,000,000	1,000,000
664	Interest Earnings	2,218	15,000	380	15,000	15,000	15,000	15,000
672.202	Special Assessments	114,277	90,243	98,726	98,750	98,750	98,750	98,750
	TOTAL REVENUE	1,176,813	1,105,243	575,019	1,113,750	1,113,750	1,113,750	1,113,750
	EXPENDITURES							
702	Salaries & Wages	246,310	240,446	143,996	238,804	235,473	235,473	235,473
712	Employee Benefits	144,397	184,797	118,056	210,011	218,140	218,140	218,140
726	Materials & Supplies	84,759	70,000	88,081	93,000	95,000	95,000	95,000
801	Professional Services	93,302	84,000	49,078	90,000	90,000	90,000	90,000
864	Conferences & Workshops	20	500	0	0	500	500	500
923	Utilities - Water	14,516	24,000	5,941	10,000	12,000	12,000	12,000
940	Rentals	55,798	48,000	22,507	56,000	54,000	54,000	54,000
958	Memberships & Dues	70	500	0	500	500	500	500
970	Capital Outlay	45,657	272,768	50,243	272,768	200,000	200,000	200,000
	TOTAL EXPENDITURES	684,829	925,011	477,902	971,083	905,613	905,613	905,613
	TRANSFERS-OUT							
999.101	Transfer Out-General Fund	75,000	75,000	50,000	75,000	80,000	80,000	80,000
999.203	Transfer Out-Local St.	250,000	270,000	180,000	270,000	270,000	270,000	270,000
	TOTAL TRANSFERS-OUT	325,000	345,000	230,000	345,000	350,000	350,000	350,000
	EXPENDITURES & TRANSFERS-OUT	1,009,829	1,270,011	707,902	1,316,083	1,255,613	1,255,613	1,255,613
	EXCESS / DEFICIT	166,984	(164,768)	(132,883)	(202,333)	(141,863)	(141,863)	(141,863)
	Beginning Fund Balance	492,004	553,247	658,988	658,988	456,655	456,655	456,655
	Ending Fund Balance	658,988	388,479	526,105	456,655	314,792	314,792	314,792
	Reserved Balance	2,617	3,500	3,500	3,500	3,500	3,500	3,500
	Unreserved Fund Balance	656,371	384,979	N/A	453,155	311,292	311,292	311,292

**CITY OF OAK PARK
MAJOR STREETS
2011 - 2012 FISCAL YEAR BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: TECH & PLAN			ACTIVITY: ADMINISTRATION			ACCOUNT NO.: 202-16-103		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	7,932	27,804	10,952	27,804	32,124	32,124	32,124
712	Employee Benefits	4,609	19,536	8,419	19,536	26,499	26,499	26,499
999.1	Transfer Out - General Fund	75,000	75,000	50,000	75,000	80,000	80,000	80,000
999.2	Transfer Out - Local Street	250,000	270,000	180,000	270,000	270,000	270,000	270,000
TOTALS		337,541	392,340	249,371	392,340	408,623	408,623	408,623

DEPARTMENT: TECH & PLAN			ACTIVITY: CONSTRUCTION			ACCOUNT NO.: 202-16-451		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
970	Capital Outlay	45,657	272,768	50,243	272,768	200,000	200,000	200,000
TOTALS		45,657	272,768	50,243	272,768	200,000	200,000	200,000

DEPARTMENT: PUBLIC WORKS			ACTIVITY: ROUTINE MAINTENANCE			ACCOUNT NO.: 202-18-463		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	89,209	78,213	42,690	50,000	0	0	0
712	Employee Benefits	52,362	57,140	27,212	47,000	0	0	0
726	Materials & Supplies	17,656	20,000	12,470	18,000	0	0	0
801	Professional Services	0	17,000	0	0	0	0	0
940	Rentals	6,847	7,000	1,138	2,000	0	0	0
TOTALS		166,074	179,353	83,510	117,000	0	0	0

DEPARTMENT: PUBLIC WORKS			ACTIVITY: TRAFFIC			ACCOUNT NO.: 202-18-474		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	43,488	41,551	23,187	35,000	39,735	39,735	39,735
712	Employee Benefits	24,973	26,666	25,929	33,000	30,923	30,923	30,923
726	Materials & Supplies	10,822	10,000	17,050	25,000	25,000	25,000	25,000
801	Professional Services	93,302	65,000	49,078	90,000	90,000	90,000	90,000
864	Conferences & Workshops	20	500	0	0	500	500	500
940	Rentals	15,234	10,000	7,527	15,000	15,000	15,000	15,000
958	Memberships & Dues	70	500	0	500	500	500	500
TOTALS		187,909	154,217	122,771	198,500	201,658	201,658	201,658

DEPARTMENT: PUBLIC WORKS			ACTIVITY: WINTER MAINTENANCE			ACCOUNT NO.: 202-18-478		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	27,064	43,995	23,391	36,000	42,072	42,072	42,072
712	Employee Benefits	14,337	30,475	15,627	30,475	35,340	35,340	35,340
726	Materials & Supplies	56,281	40,000	58,561	50,000	50,000	50,000	50,000
940	Rentals	20,155	22,000	9,118	28,000	25,000	25,000	25,000
TOTALS		117,837	136,470	106,697	144,475	152,412	152,412	152,412

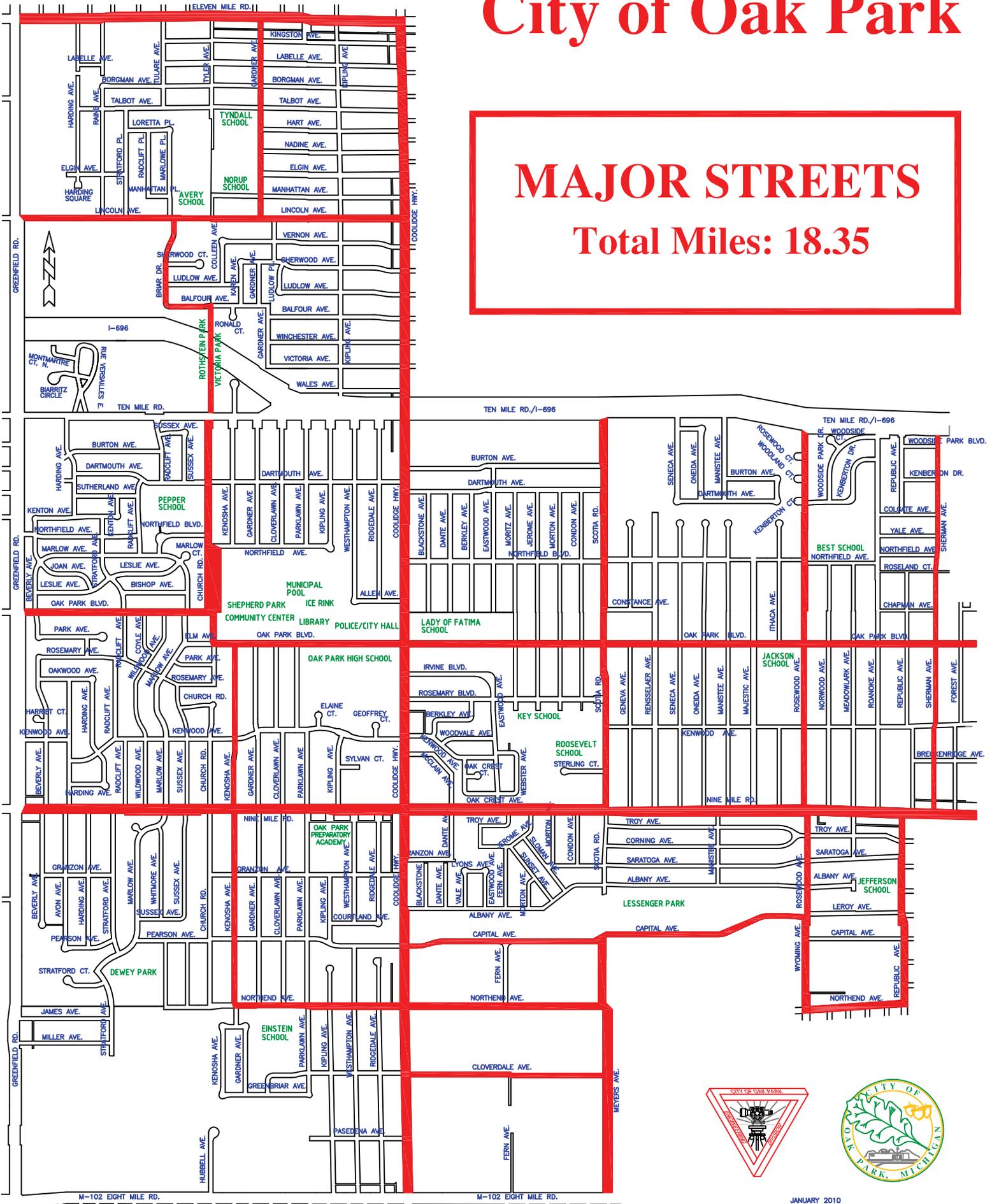
DEPARTMENT: PUBLIC WORKS			ACTIVITY: RIGHTS OF WAY			ACCOUNT NO.: 202-18-479		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	78,617	48,883	43,776	90,000	121,542	121,542	121,542
712	Employee Benefits	48,116	50,980	40,869	80,000	125,378	125,378	125,378
726	Materials & Supplies	0	0	0	0	20,000	20,000	20,000
810	Professional services	0	2,000	0	0	0	0	0
923	Utilities - Water	14,516	24,000	5,941	10,000	12,000	12,000	12,000
940	Rentals	13,562	9,000	4,724	11,000	14,000	14,000	14,000
TOTALS		154,811	134,863	95,310	191,000	292,920	292,920	292,920

GRAND TOTAL:		1,009,829	1,270,011	707,902	1,316,083	1,255,613	1,255,613	1,255,613
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City of Oak Park

MAJOR STREETS

Total Miles: 18.35



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



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

Local Street Fund

OVERVIEW

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.

REVENUE ASSUMPTIONS

The proposed budget recommends revenues in the Local Street Fund of \$674,000. This is the same projection used in FY 2010-2011.

State Grants - Street

The State of Michigan shares revenue dollars that are collected for Gas and Weight taxes. These are expected to amount to \$400,000. This is the same allocation made in FY 2010-2011.

Contributions From Other Funds

Contributions from the Major Street Fund for FY 2011-2012 are assumed to be \$270,000, which was the budgeted amount for 2010-2011.

Interest Income

Interest Income is based on a 1.00% return on funds available for investment during the fiscal year. The expected amount is \$4,000 which was the same recommendation made for FY 2010-2011.

EXPENDITURES

The total appropriation for the Local Street Fund is \$624,368, a decrease of \$47,983 from the estimated expenditures of \$672,351 in Fiscal Year 2010-2011.

There will be no Capital Outlay allocation for Fiscal Year 2011-2012.

Rentals in this fund represent amounts paid to the Motor Pool Fund for equipment used on Local Streets.

FUND BALANCE

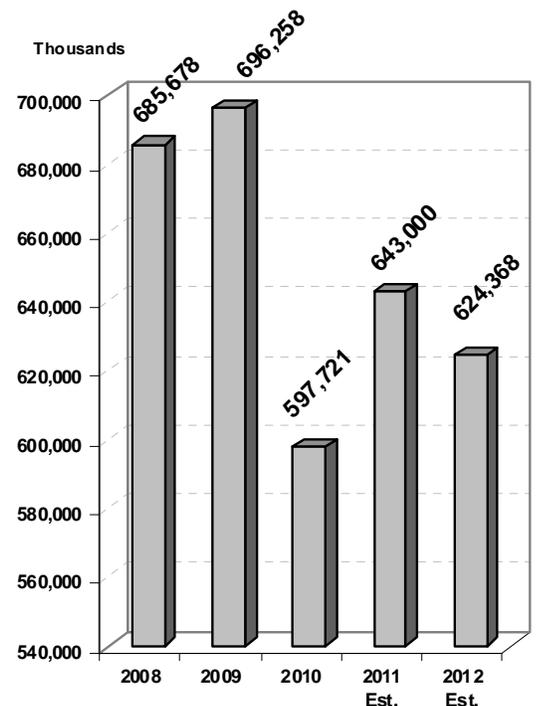
It is estimated that the City's Undesignated Local Street Fund Balance is estimated to be \$277,252 at the end of FY 2011-2012. This is projected to be 41.14% of operating revenues.

PERFORMANCE OBJECTIVES

To increase the Undesignated Fund Balance to at least 10% of operating revenues and to at least 8.33% (one month) of operating expenditures.

To complete construction projects within scheduled number of days.

Expenditure History



CITY OF OAK PARK

2011 - 2012 FISCAL YEAR BUDGET

LOCAL STREETS

ACCT. NO.	FUND NO.: 203 ACCOUNT NAME	PRIOR	CURRENT	ACTUAL AS	ESTIMATED	DEPT. REQUEST	CITY	CITY
		YEAR ACTUAL FY 2009-2010	BUDGET FY 2010-2011	OF 2/28/2011 FY 2010-2011	YEAR END FY 2010-2011		MANAGER RECOMMENDED FY 2011-2012	COUNCIL APPROVED FY 2011-2012
	REVENUES							
546	State Grants - Streets	416,467	400,000	263,001	400,000	400,000	400,000	400,000
664	Interest Earnings	816	4,000	293	4,000	4,000	4,000	4,000
699.202	Contribution from Major Streets	250,000	270,000	180,000	270,000	270,000	270,000	270,000
	TOTAL REVENUE	667,283	674,000	443,294	674,000	674,000	674,000	674,000
	EXPENDITURES							
702	Salaries & Wages	247,583	217,191	134,182	219,000	195,307	195,307	195,307
712	Employee Benefits	142,940	166,160	109,301	204,000	184,061	184,061	184,061
726	Materials & Supplies	42,817	52,000	11,521	50,000	60,000	60,000	60,000
930	Repairs & Maintenance	18,799	0	0	0	0	0	0
940	Rentals	101,952	167,000	48,426	100,000	110,000	110,000	110,000
970	Capital Outlay	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	554,091	602,351	303,430	573,000	549,368	549,368	549,368
	TRANSFERS-OUT							
999.101	Transfer Out-General Fund	43,630	70,000	46,667	70,000	75,000	75,000	75,000
	TOTAL TRANSFERS-OUT	43,630	70,000	46,667	70,000	75,000	75,000	75,000
	EXPENDITURES & TRANSFERS-OUT	597,721	672,351	350,097	643,000	624,368	624,368	624,368
	EXCESS / DEFICIT	69,562	1,649	93,197	31,000	49,632	49,632	49,632
	Beginning Fund Balance	127,058	42,909	196,620	196,620	227,620	227,620	227,620
	Ending Fund Balance	196,620	44,558	289,817	227,620	277,252	277,252	277,252
	Reserved - Prepaid Expenditures	4,359	0	0	0	0	0	0
	Unreserved Fund Balance	192,261	44,558	N/A	227,620	277,252	277,252	277,252

CITY OF OAK PARK
LOCAL STREETS
2011 - 2012 FISCAL YEAR BUDGET
EXPENDITURE SUMMARY

DEPARTMENT: TECH & PLAN			ACTIVITY: ADMINISTRATION			ACCOUNT NO.: 203-16-103		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	7,669	0	6,676	7,000	0	0	0
712	Employee Benefits	4,379	0	5,440	6,000	0	0	0
999.101	Transfer Out-General Fund	43,630	70,000	46,667	70,000	75,000	75,000	75,000
TOTALS		55,678	70,000	58,783	83,000	75,000	75,000	75,000

DEPARTMENT: TECH & PLAN			ACTIVITY: CONSTRUCTION			ACCOUNT NO.: 203-16-451		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	230	0	0	0	0	0	0
712	Employee Benefits	189	0	0	0	0	0	0
TOTALS		419	0	0	0	0	0	0

DEPARTMENT: PUBLIC WORKS			ACTIVITY: ROUTINE MAINTENANCE			ACCOUNT NO.: 203-18-463		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	66,193	78,701	27,839	47,000	0	0	0
712	Employee Benefits	40,469	60,210	26,896	44,000	0	0	0
726	Materials & Supplies	5,809	12,000	3,080	10,000	0	0	0
930	Repairs & Maintenance	18,799	0		0	0	0	0
940	Rentals	0	60,000	4,420	10,000	0	0	0
TOTALS		131,270	210,911	62,235	111,000	0	0	0

DEPARTMENT: PUBLIC WORKS			ACTIVITY: TRAFFIC			ACCOUNT NO.: 203-18-474		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	25,152	32,635	12,601	25,000	29,347	29,347	29,347
712	Employee Benefits	13,951	24,967	9,269	22,000	27,657	27,657	27,657
726	Materials & Supplies	3,851	4,000	3,312	4,000	10,000	10,000	10,000
940	Rentals	18,396	27,000	5,104	10,000	15,000	15,000	15,000
TOTALS		61,350	88,602	30,286	61,000	82,004	82,004	82,004

DEPARTMENT: PUBLIC WORKS			ACTIVITY: WINTER MAINTENANCE			ACCOUNT NO.: 203-18-478		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	24,339	41,840	33,340	45,000	37,624	37,624	37,624
712	Employee Benefits	13,569	32,009	22,367	42,000	35,457	35,457	35,457
726	Materials & Supplies	33,157	35,000	5,129	35,000	35,000	35,000	35,000
940	Rentals	17,480	15,000	9,821	30,000	30,000	30,000	30,000
TOTALS		88,545	123,849	70,657	152,000	138,081	138,081	138,081

DEPARTMENT: PUBLIC WORKS			ACTIVITY: RIGHTS OF WAY			ACCOUNT NO.: 203-18-479		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YR. END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	124,000	64,015	53,726	95,000	128,336	128,336	128,336
712	Employee Benefits	70,383	48,974	45,329	90,000	120,947	120,947	120,947
726	Materials & Supplies	0	1,000	0	1,000	15,000	15,000	15,000
940	Rentals	66,076	65,000	29,081	50,000	65,000	65,000	65,000
TOTALS		260,459	178,989	128,136	236,000	329,283	329,283	329,283

GRAND TOTAL:		597,721	672,351	350,097	643,000	624,368	624,368	624,368
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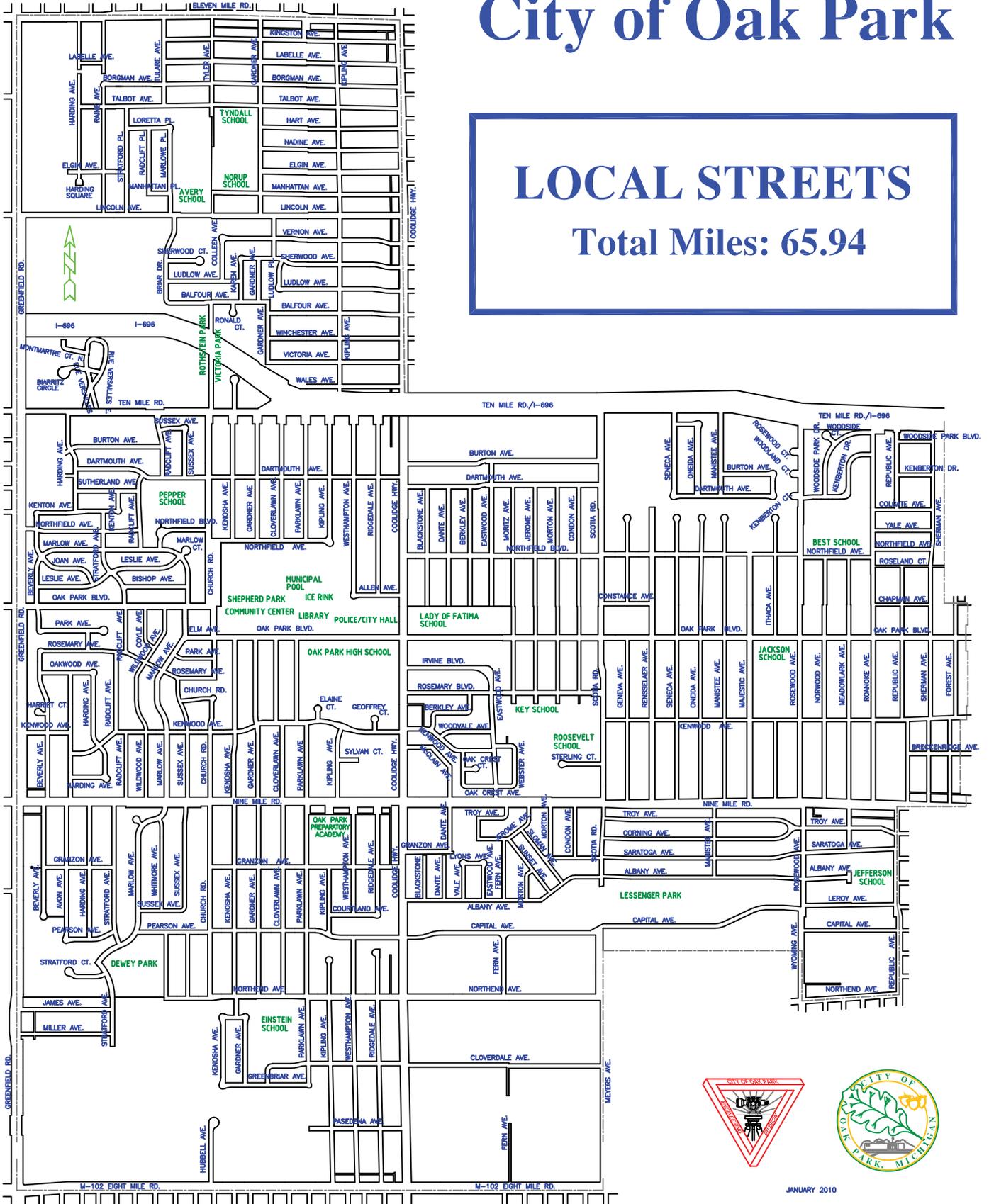
CITY OF OAK PARK

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

LOCAL STREETS
Total Miles: 65.94



JANUARY 2010



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

SOLID WASTE FUND

OVERVIEW

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 SOCRRA (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.

The Committee is comprised of 14 citizens who volunteer their time to help Oak Park strengthen its waste reduction programs. Committee meetings are held about 6 times a year, and provide a forum to review proposed changes in curbside collection programs and education strategies.

Within a one year-period, the City's target goal was achieved, at least 60% of households city-wide actively participate in recycling. The graph on the following page reflects the recycling tonnage's from Oak Park households as reported by SOCRRA.

REVENUE ASSUMPTIONS

The main source of funding is attributed to a tax levy on property of 2.4531 mills for FY 2011-2012. This is the same rate that was charged during FY 2010-2011. It is also funded by a service charge included on water bills. The 2011-2012 fee is \$14.44 per month. This accounts for the cost of picking up litter in the City.

An appropriation of \$2,450,340 is proposed. This is a decrease of \$18,708 over the FY 2010-2011 appropriation.

EXPENDITURES

An appropriation of \$2,446,600 is proposed. This is a decrease of \$21,474 over the FY 2010-2011 appropriation. This reflects an anticipated decrease in refuse disposal costs.

FUND BALANCE

It is estimated that the City's Undesignated Solid Waste Fund Balance will be \$265,783 at the end of FY 2011-2012. This is projected to be 12.44% of total expenditures.

PERFORMANCE OBJECTIVES

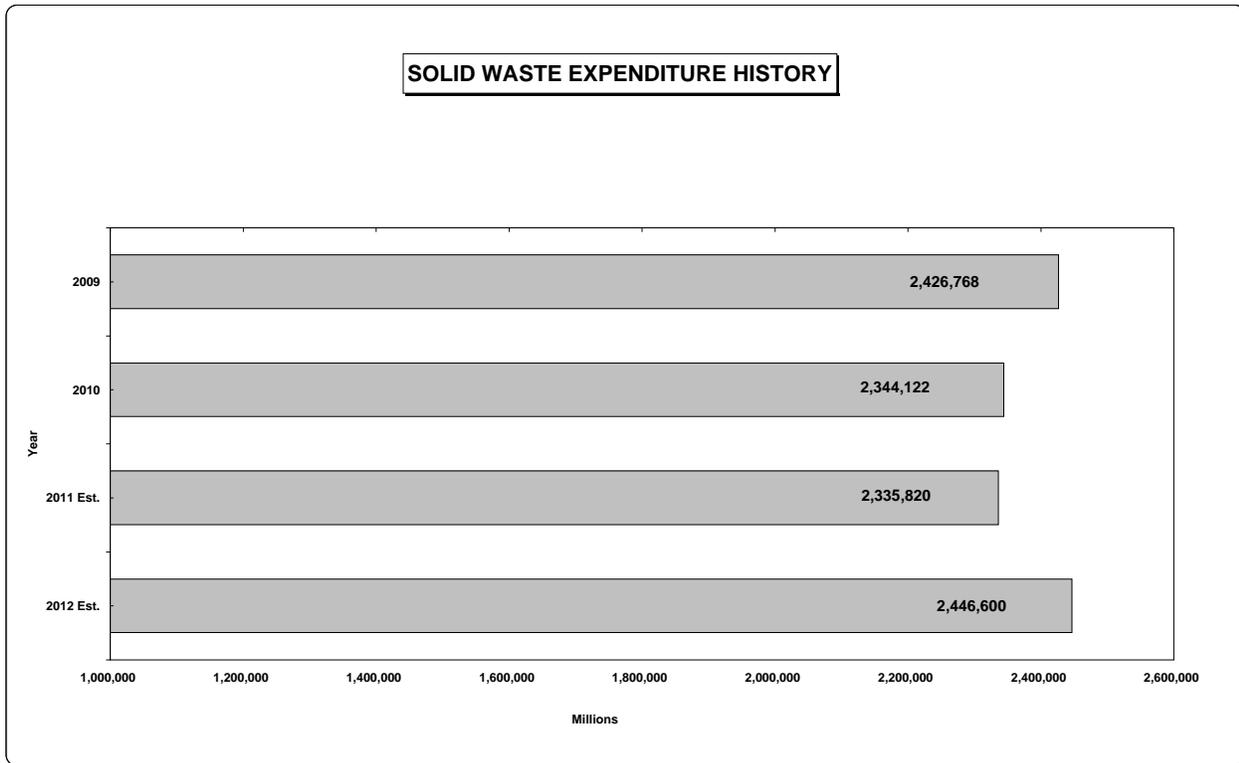
To continue to monitor trends and move forward with education and information for recycling so our participation will continue to increase in all neighborhoods of the city.

WE RECYCLE!



**CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET
SOLID WASTE**

ACCT. NO.	FUND NO.:226 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGERS RECOMMEND. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
REVENUES								
403	Property Taxes	1,746,894	1,531,014	1,483,745	1,500,000	1,302,340	1,302,340	1,302,340
664	Interest Earnings	4,246	5,000	1,004	2,000	2,000	2,000	2,000
674	Miscellaneous Fees	590,663	838,034	492,034	838,000	838,000	1,146,000	1,146,000
674.003	Charges To Other Governments	49,683	95,000	0	0	0	0	0
TOTAL REVENUE		2,391,486	2,469,048	1,976,783	2,340,000	2,142,340	2,450,340	2,450,340
EXPENDITURES								
702	Salaries & Wages	273,732	199,754	100,869	160,000	196,456	196,456	196,456
712	Employee Benefits	134,857	152,820	84,830	152,820	185,144	185,144	185,144
726	Supplies	5,419	5,000	3,198	5,000	5,000	5,000	5,000
801	Professional Services	4,510	12,500	174	5,000	7,000	7,000	7,000
807	Refuse Collection & Disposal	1,476,416	1,550,000	939,861	1,550,000	1,590,000	1,590,000	1,590,000
818	Contractual Services	9,839	10,000	34,943	50,000	50,000	50,000	50,000
930	Rentals	119,742	225,000	55,923	100,000	100,000	100,000	100,000
964	Refunds & Rebates	9,607	3,000	3,530	3,000	3,000	3,000	3,000
TOTAL EXPENDITURES		2,034,122	2,158,074	1,223,328	2,025,820	2,136,600	2,136,600	2,136,600
TRANSFERS-OUT								
999.101	Transfer Out - General Fund	260,000	260,000	173,333	260,000	260,000	260,000	260,000
999.592	Transfer Out - Water & Sewer	50,000	50,000	33,333	50,000	50,000	50,000	50,000
TOTAL TRANSFERS-OUT		310,000	310,000	206,666	310,000	310,000	310,000	310,000
EXPENDITURES & TRANSFERS-OUT		2,344,122	2,468,074	1,429,994	2,335,820	2,446,600	2,446,600	2,446,600
EXCESS/DEFICIT		47,364	974	546,789	4,180	(304,260)	3,740	3,740
Beginning Fund Balance		210,499	169,985	257,863	257,863	262,043	262,043	262,043
Ending Fund Balance		257,863	170,959	804,652	262,043	(42,217)	265,783	265,783



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

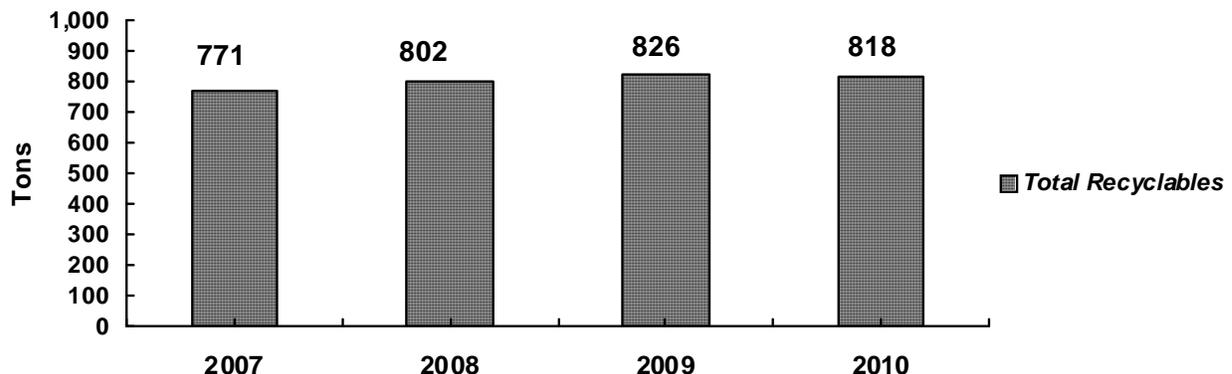
SPECIAL HOUSEHOLD HAZARDOUS WASTE DISPOSAL

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.

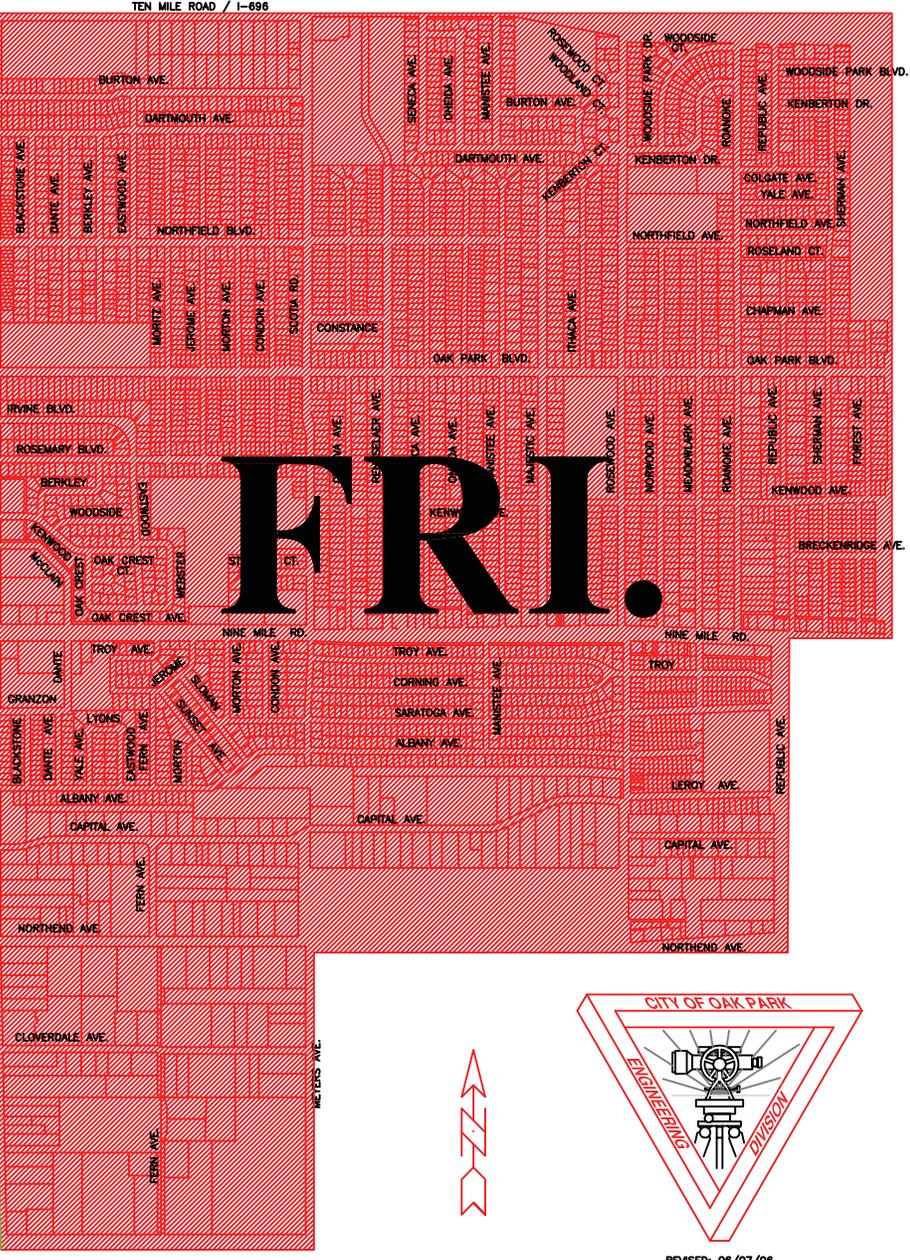
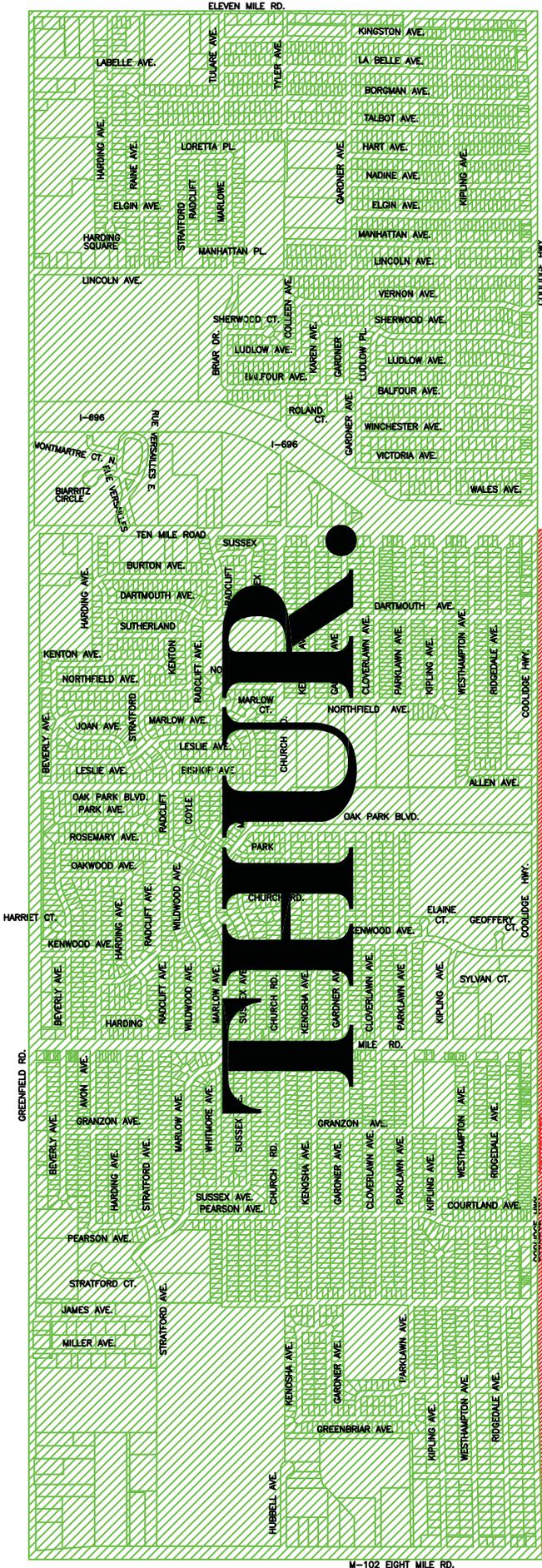
Household hazardous waste times include: paints, garden chemicals, household cleaners, solvents, oils, fluorescent light bulbs and insulin syringes.

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



REVISED: 06/07/06

CITY OF OAK PARK

NARCOTIC FORFEITURE / CRIMINAL JUSTICE / DISASTER CONTINGENCY FUNDS

NARCOTIC FORFEITURE FUND

OVERVIEW

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.

REVENUE ASSUMPTIONS

An amount of \$15,000 is proposed for forfeitures in FY 2011-2012. This is the same allocation as the FY 2010-2011 appropriation.

Due to such low rates of return, no Interest Income is anticipated for the 2011-2012 Fiscal Year.

EXPENDITURES

An amount of \$15,000 is proposed for FY 2011-2012. This is the same estimate of that was used for the FY 2010-2011 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.

CRIMINAL JUSTICE TRAINING FUND

OVERVIEW

This fund is used for training in the Public Safety Department and is financed by fines levied at the 45-B District Court. These Funds are restricted by State law and must be used for training personnel.

REVENUE ASSUMPTIONS

The amount of funds provided from fines for training are expected to be \$15,130.

EXPENDITURES

Expenditures for Training are estimated to be \$15,000 during fiscal year 2011-2012.

DISASTER CONTINGENCY FUND

OVERVIEW

The Disaster Contingency Fund was established in prior years for the accounting and financing of natural disasters occurring within the City limits. These funds are restricted for disaster recovery. The Disaster Recovery Fund has no expected revenues other than interest income and has no expected expenditures.

CASEFLOW ASSISTANCE FUND

OVERVIEW

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.

REVENUE ASSUMPTIONS

Revenues are received through drivers license reinstatement fees paid by those convicted of drunk driving. It is estimated that \$25,700 will be collected for this fund during FY 2011-2012.

EXPENDITURES

No expenditures are anticipated for FY 2011-2012.

**CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET**

NARCOTIC FORFEITURE

ACCT. NO.	FUND & ACTIVITY NO.: 253-74-333 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 02/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGERS RECOMMEND. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	REVENUES							
663	Fines & Forfeitures	23,606	15,000	7,074	15,000	15,000	15,000	15,000
664	Interest	337	0	41	0	0	0	0
	TOTAL REVENUE	23,943	15,000	7,115	15,000	15,000	15,000	15,000
	EXPENDITURES							
726	Supplies	50,573	15,000	500	15,000	15,000	15,000	15,000
	TOTAL EXPENDITURES	50,573	15,000	500	15,000	15,000	15,000	15,000
	EXCESS/DEFICIT	(26,630)	0	6,615	0	0	0	0
	Beginning Fund Balance	82,896	47,895	56,266	56,266	56,266	56,266	56,266
	Ending Fund Balance	56,266	47,895	62,881	56,266	56,266	56,266	56,266

CRIMINAL JUSTICE TRAINING

ACCT. NO.	FUND & ACTIVITY NO.: 254-75-320 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 02/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGERS RECOMMEND. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	REVENUES							
546	State Grants	12,822	15,000	6,112	15,000	15,000	15,000	15,000
664	Interest	45	130	13	130	130	130	130
	TOTAL REVENUE	12,867	15,130	6,125	15,130	15,130	15,130	15,130
	EXPENDITURES							
960	Education & Training	7,718	15,000	4,970	15,000	15,000	15,000	15,000
	TOTAL EXPENDITURES	7,718	15,000	4,970	15,000	15,000	15,000	15,000
	EXCESS/DEFICIT	5,149	130	1,155	130	130	130	130
	Beginning Fund Balance	8,156	8,286	13,305	13,305	13,435	13,435	13,435
	Ending Fund Balance	13,305	8,416	14,460	13,435	13,565	13,565	13,565

DISASTER CONTINGENCY

ACCT. NO.	FUND & ACTIVITY NO.: 255-17-345 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 02/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGERS RECOMMEND. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	REVENUES							
664	Interest	20	25	2	25	25	25	25
	TOTAL REVENUE	20	25	2	25	25	25	25
	EXPENDITURES							
956	Miscellaneous	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	0	0	0	0	0	0	0
	EXCESS/DEFICIT	20	25	2	25	25	25	25
	Beginning Fund Balance	3,554	3,579	3,574	3,574	3,599	3,599	3,599
	Ending Fund Balance	3,574	3,604	3,576	3,599	3,624	3,624	3,624

CASEFLOW ASSISTANCE FUND

ACCT. NO.	FUND & ACTIVITY NO.: 256-50-136 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 02/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGERS RECOMMEND. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	REVENUES							
544	State Drunk Driving Fund	23,124	24,000	54	24,000	24,000	24,000	24,000
664	Interest	445	1,700	0	1,700	1,700	1,700	1,700
	TOTAL REVENUE	23,569	25,700	54	25,700	25,700	25,700	25,700
	EXPENDITURES							
956	Miscellaneous	1,063	25,002	0	25,002	7,000	7,000	7,000
	TOTAL EXPENDITURES	1,063	25,002	0	25,002	7,000	7,000	7,000
	EXCESS/DEFICIT	22,506	698	54	698	18,700	18,700	18,700
	Beginning Fund Balance	77,251	97,951	99,757	99,757	100,455	100,455	100,455
	Ending Fund Balance	99,757	98,649	99,811	100,455	119,155	119,155	119,155

CITY OF OAK PARK

Community Development Block Grant Fund

OVERVIEW

The Community Development Block Grant fund is financed by grants received from the federal government and is administered through the United States Department of Housing and Urban Development. Funds are restricted for use by the economically disadvantaged citizens of the City. The Community Development Act allows local communities the opportunity to structure the program to their own specific needs. The program has been in existence since 1974 and is comprised of various programs, which are explained below.

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.

Minor Home Repair Program - Provides a city-wide minor home improvement program for low to moderate income residents.

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.

REVENUE ASSUMPTIONS

An appropriation of \$139,941 is proposed, which is a \$7,266 increase from the amount requested for FY 2010-2011. CDBG funding will vary each year. Amounts received are based on the City's population and the number of low and moderate income residents.

EXPENDITURES

An appropriation in the amount of \$83,941 has been requested in Salaries and Wages, for the Code Assistance activity during FY 2011-2012.

An appropriation of \$17,500 has been requested for FY 2011-2012 in Contractual Services for the Minor Home Repair activity.

An allocation in Contractual Services of \$38,500 has been requested during FY 2011-2012 for the Public Services Program (formerly known as Home Chore). This activity has been divided into two categories: Safety & Repair and Yard Services. The allocation for Safety & Repair will be \$2,500 and Yard Services will be \$36,000.

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 provided through the City's Code Enforcement, Minor Home Repair and Public Service programs in eligible areas. Funding also prevents blight and pre-slum conditions.

In previous program years the installation of ADA access and paths in City buildings and parks has benefited people with disabilities and allowed the City to conform with ADA regulations.

CITY OF OAK PARK CDBG REMAINING BALANCES AS OF FEBRUARY 28, 2011

Project Name	Grant Year 2008	Grant Year 2009	Grant Year 2010
Code Enforcement	-0-	-0-	68,238
Minor Home Repair	-0-	3,610	14,000
Safety & Repair	1,074	2,500	2,500
Yard Services	-0-	20,858	39,000
Totals	1,074	26,968	123,738

**CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET
COMMUNITY DEVELOPMENT BLOCK GRANTS**

ACCT. NO.	FUND NO.: 275 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
REVENUES								
502	Federal Grants	103,680	132,675	67,444	138,775	139,491	139,491	139,491
	TOTAL REVENUE	103,680	132,675	67,444	138,775	139,491	139,491	139,491
EXPENDITURES								
702	Salaries & Wages	76,044	82,175	37,461	83,275	83,491	83,491	83,491
818	Contractual Services	27,636	50,500	29,983	55,500	56,000	56,000	56,000
	TOTAL EXPENDITURES	103,680	132,675	67,444	138,775	139,491	139,491	139,491
	EXCESS/DEFICIT	0	0	0	0	0	0	0
	Beginning Fund Balance	0	0	0	0	0	0	0
	Ending Fund Balance	0	0	0	0	0	0	0

EXPENDITURE SUMMARY

FY 2010-2011

FY 2011-2012 REQUESTS

DEPARTMENT: RECREATION - PUBLIC SERVICES			
ACTIVITY NO.: 731665		ACTIVITY: SAFETY & REPAIR	
Acct. No.	Account Name	Current Budget FY 2010-2011	Est. Year End FY 2010-2011
818	Contractual Servcies	2,500	2,500
	Total	2,500	2,500

DEPARTMENT: RECREATION - PUBLIC SERVICES		
ACTIVITY NO.: 731665		ACTIVITY: SAFETY & REPAIR
Acct. No.	Account Name	Amount
818	Contractual Servcies	2,500
	Total	2,500

DEPARTMENT: RECREATION - PUBLIC SERVICES			
ACTIVITY NO.: 732170		ACTIVITY: YARD SERVICES	
Acct. No.	Account Name	Current Budget FY 2010-2011	Est. Year End FY 2010-2011
818	Contractual Servcies	39,000	39,000
	Total	39,000	39,000

DEPARTMENT: RECREATION - PUBLIC SERVICES		
ACTIVITY NO.: 732170		ACTIVITY: YARD SERVICES
Acct. No.	Account Name	Amount
818	Contractual Servcies	36,000
	Total	36,000

DEPARTMENT: TECHNICAL & PLANNING			
ACTIVITY NO.: 730310		ACTIVITY: CODE ASSISTANCE	
Acct. No.	Account Name	Current Budget FY 2010-2011	Est. Year End FY 2010-2011
702	Salaries & Wages	83,275	83,275
	Total	83,275	83,275

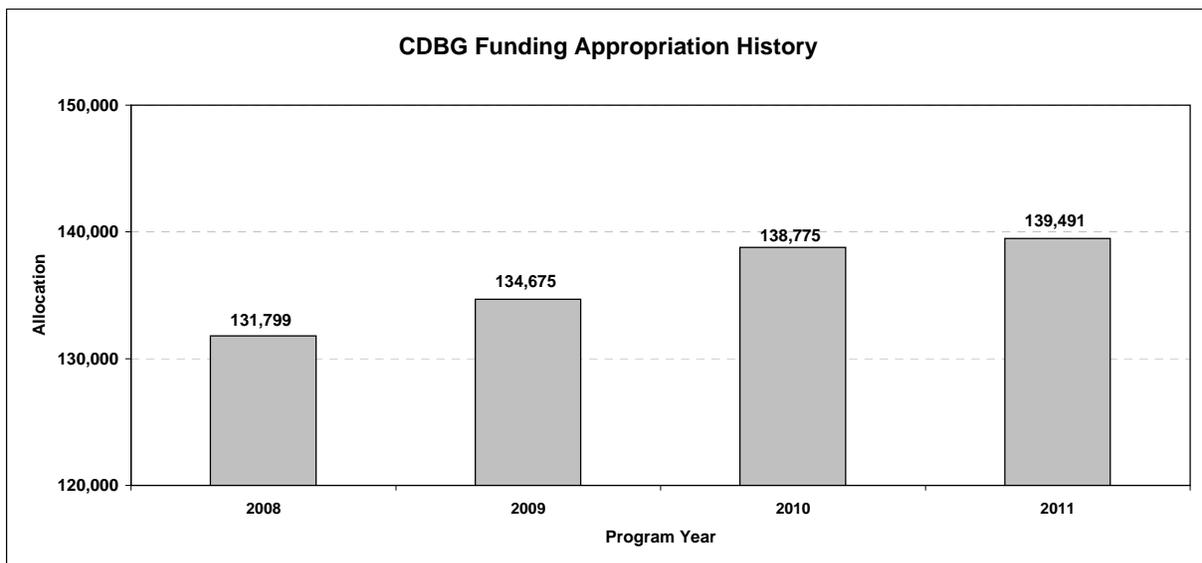
DEPARTMENT: TECHNICAL & PLANNING		
ACTIVITY NO.: 730310		ACTIVITY: CODE ASSISTANCE
Acct. No.	Account Name	Amount
702	Salaries & Wages	83,491
	Total	83,491

DEPARTMENT: TECHNICAL & PLANNING			
ACTIVITY NO.: 731227		ACTIVITY: MINOR HOME REPAIR	
Acct. No.	Account Name	Current Budget FY 2010-2011	Est. Year End FY 2010-2011
818	Contractual Servcies	14,000	14,000
	Total	14,000	14,000

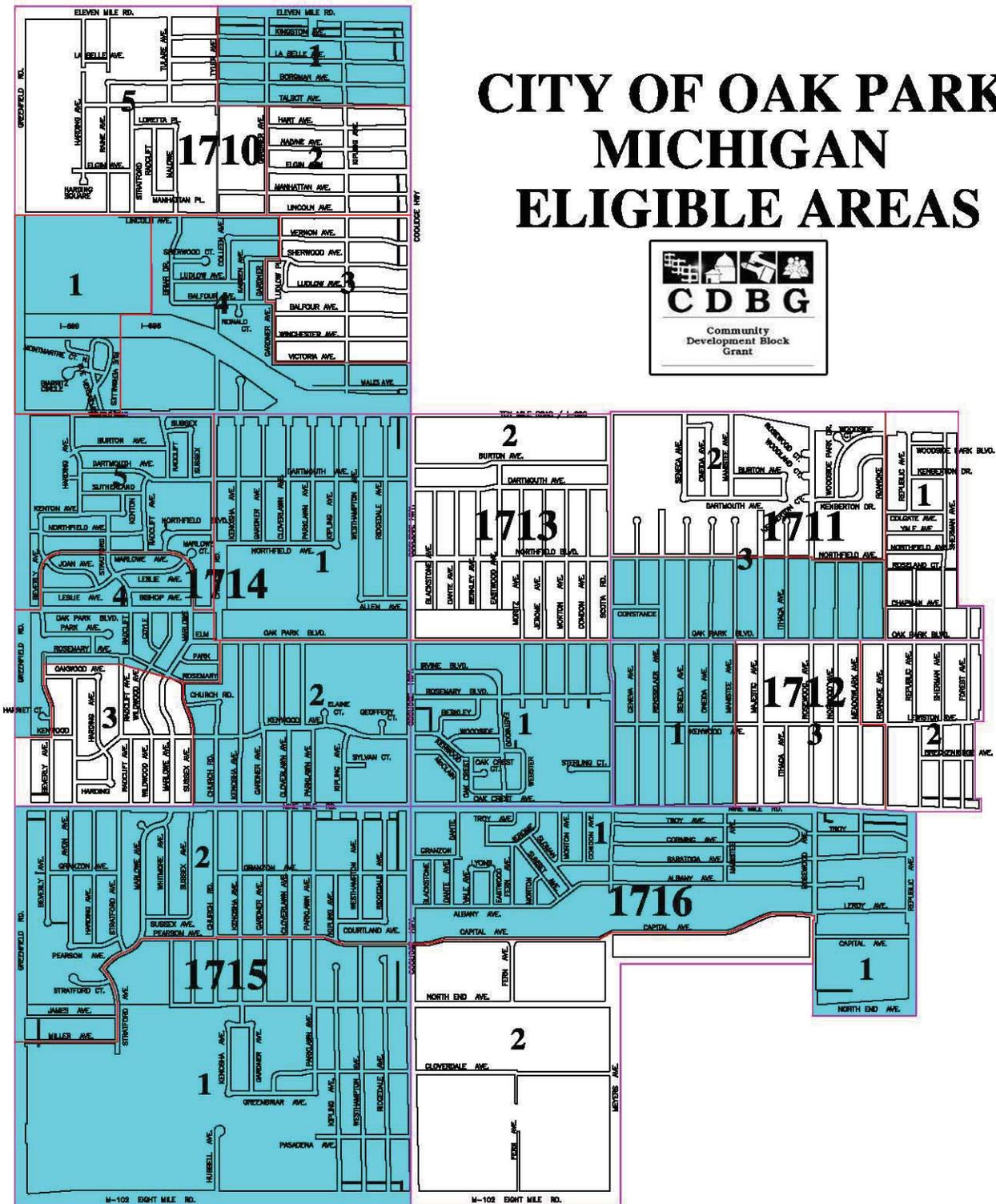
DEPARTMENT: TECHNICAL & PLANNING		
ACTIVITY NO.: 731227		ACTIVITY: MINOR HOME REPAIR
Acct. No.	Account Name	Amount
818	Contractual Services	17,500
	Total	17,500

GRAND TOTAL:	138,775	138,775
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GRAND TOTAL:	139,491
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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
180

CITY OF OAK PARK

COMMUNITY ORIENTED POLICING SERVICES (COPS) GRANT FUND

OVERVIEW

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.

REVENUE ASSUMPTIONS

Revenues are available through the American Recovery and Reinvestment Act of 2009. The City was awarded \$852,084 in July of FY 2009-2010. These funds will

cover three full-time police officer positions over a three year period. Currently, this is not a renewable grant, and it is not known if future revenues will be available.

EXPENDITURES

All Expenditures are equal to the amount received from the grant. Funding is on behalf of the Federal Government and is based on a reimbursement system.

PERFORMANCE OBJECTIVES

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.

This can be accomplished by identifying various problems, following up on the causes, providing long-term solutions and determining how successful the strategies to prevent crime have affected the community.

By working together, residents and police can make the City of Oak Park safer and more enjoyable for residents of all ages.

2011-2012 Budget

ACCT. NO.	FUND NO.: 281 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 02/28/11 FY 2010-2011	EST YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	<u>REVENUES</u>							
543	Federal Grants	55,821	294,419	167,067	250,601	268,571	268,571	268,571
	TOTAL REVENUE	55,821	294,419	167,067	250,601	268,571	268,571	268,571
	<u>EXPENDITURES</u>							
702	Wages	42,203	171,157	112,035	167,903	178,641	178,641	178,641
712	Employee Benefits	13,618	123,262	55,032	82,698	89,930	89,930	89,930
	TOTAL EXPENDITURES	55,821	294,419	167,067	250,601	268,571	268,571	268,571
	EXCESS DEFICIT	0	0	0	0	0	0	0
	Beginning Retained Earnings	0	0	0	0	0	0	0
	Ending Retained Earnings	0	0	0	0	0	0	0

CITY OF OAK PARK

Energy Efficiency and Conservation Block Grant (EECBG) FUND

OVERVIEW

The Energy Efficiency and Conservation Block Grant (EECBG) Fund is a program that is funded through the American Recovery and Reinvestment Act of 2009. The purpose of this Grant is to assist communities to lower fossil fuel emissions while becoming more energy efficient. As a result, this will allow for greater energy independence and directly address the issues of climate change.

This Grant award will allow the City to replace the air conditioning unit in the Library. As part of this project, various HVAC units and compressors will be totally replaced. The current air conditioning system is out-dated and needs to be brought up to modern day standards. A new unit will allow for a significant decrease in the use of natural gas and electricity. Savings will also be seen in the reduction of repair costs.

REVENUE ASSUMPTIONS

Revenues are available through the American Recovery and Reinvestment Act of 2009. The City was awarded \$127,148 in February FY 2009-2010. These funds will cover costs of the replacement of the Library's air conditioning system. The funding will allow for \$34,148 in contractual services costs and \$93,000 for equipment.

EXPENDITURES

The City must provide a local match of \$54,942. This will cover wages and fringes of City staff that will need to be trained to operate the new system. An additional amount of \$9,896 will be provided for the remainder of equipment costs. Funding is on behalf of the Federal Government and is based on a reimbursement system.

PERFORMANCE OBJECTIVES

To promote energy conservation and efficiency. Along with other jurisdictions that have received, grant funding, a long term commitment to positive energy management can be established, not only in our community, but throughout the nation was well.

It is anticipated that these improvements will set a standard for future steps to improve and maintain responsible energy use. This will not only benefit the environment but provide cost savings as well. The City hopes that these trends will continue and as new technologies are developed, we can contribute to a cleaner environment and allow for greater energy independence, not only for our generation but for those to come.

2011-2012 Budget

ACCT. NO.	FUND NO.: 279 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 02/28/11 FY 2010-2011	EST YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	<u>REVENUES</u>							
543	Federal Grants	0	87,148	108,076	127,148	0	0	0
699.101	Local Match	0	54,942	76,425	64,838	0	0	0
	TOTAL REVENUE	0	142,090	184,501	191,986	0	0	0
	<u>EXPENDITURES</u>							
702	Wages	0	0	7,510	12,063	0	0	0
712	Employee Benefits	0	0	6,190	9,122	0	0	0
801	Professional Services	0	142,090	170,801	170,801	0	0	0
	TOTAL EXPENDITURES	0	142,090	184,501	191,986	0	0	0
	EXCESS DEFICIT	0	0	0	0	0	0	0
	Beginning Retained Earnings	0	0	0	0	0	0	0
	Ending Retained Earnings	0	0	0	0	0	0	0



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

DISTRICT COURT 45-B

OVERVIEW

The 45-B District Court is a third class district court serving the communities of Oak Park, Huntington Woods, Royal Oak Township, and Pleasant Ridge.

The 45-B District Court has two elected judges who hear traffic, criminal, civil, landlord/tenant and small claims cases. There are also three 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.

REVENUE ASSUMPTIONS

The District Court 45-B fund is financed by a General Fund transfer-in, Fines Charged for specific purposes and probation charges for services.

State Drunk Driving Fund

The State of Michigan provides funds for drunk driving case flow assistance. These funds were previously budgeted in the District Court 45-B Fund but have been moved to the Caseload Assistance Fund.

Charges For Services

Fees are charged for probation services and traffic school provided to clients. These fees are anticipated to be \$195,173, which reflects a decrease over 2010-2011.

Transfer - In General Fund

Transfer-In from the General Fund of \$1,675,000 anticipated for FY 2011-2012, while \$1,615,357 was recommended for Fiscal Year 2010-2011. This is a \$59,643 increase from the previous year.

EXPENDITURES

The Court is anticipating a decrease in expenditures from \$2,033,287 in FY 2010-2011 to \$1,964,075 in FY 2011-2012.

FUND BALANCE

Fund Balance in the District Court 45-B fund is transferred to the General Fund and the 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.

PROGRAMS

- *The Student Intern / Co-op* consists of high school and college students who obtain experience and earn credit for community service toward their high school diploma or credits toward their college degree. The interns and co-op students work closely with the employees of the 45B District Court for one semester to observe and learn the court's role in the criminal justice system.
- *Teen Court* – The 45B District Court is proud to have been a participating court in the program since its beginning in 2001. The Oakland County Prosecutor's Office introduced this program to the court and has had great success since its inception. Teen Court is a juvenile diversion program aimed at keeping juveniles out of the court system. The teen defendant is brought to court with their peers (students who volunteer from the Oak Park community) serving as the prosecutor, defense attorneys and jury in their case. The program is designed around the philosophy that a jury of one's peers is more influential in dealing with behavioral problems than any other method. The idea is that peer pressure can be used to create a positive as well as negative action. Teen Court relies upon the positive nature of peer pressure to deter defendants from becoming repeat offenders. In the Teen Court, proceedings confidentiality is stressed very heavily. Everyone in the courtroom takes an oath of confidentiality to insure the rights and privacy of the defendant are maintained. The offenses that may be resolved in Teen Court vary at each session. Some of the offenses are Alcohol/Drug Offenses, Retail Fraud, Illegal Entry, and traffic offenses. Some of the sentencing options include Teen Court Jury Duty, Oral/Written apologies, Community Service, Random Drug Screening, Restitution and in some cases, counseling. The goal of the Teen Court program is for all the participants to come away with a positive feeling about Teen Court.

CITY OF OAK PARK

DISTRICT COURT 45-B

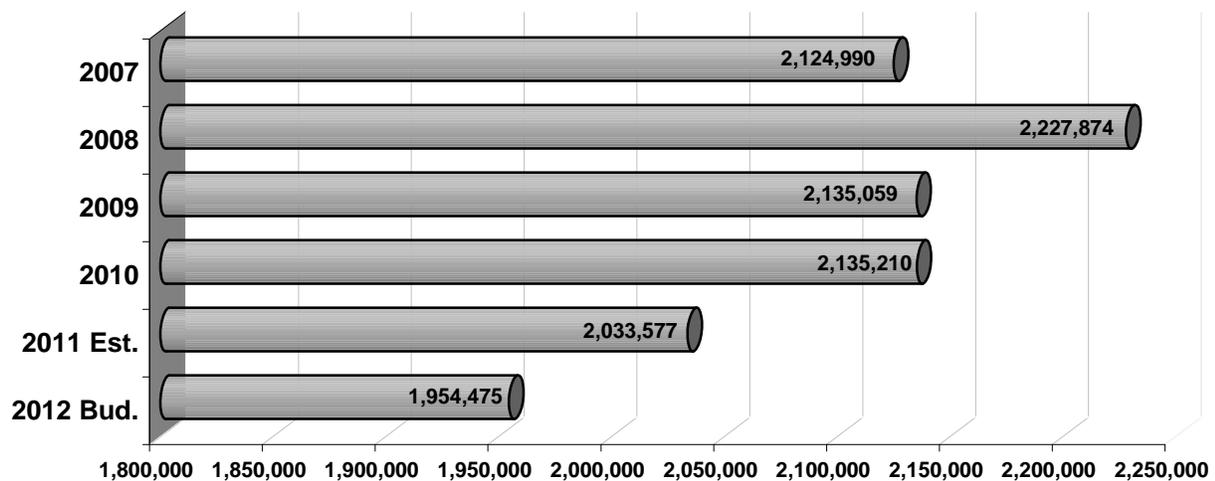
45-B District Court Probation Department

The 45-B District Court Probation Department staff consists of four full-time probation officers and one part-time clerk. The probation department staff has a combined work experience of more than 70 years in district court probation department settings. All of the probation department staff (including the probation clerk) is either a Masters or Bachelors level degreed professional, with backgrounds in addiction counseling, psychology and criminal justice. In addition, the probation department staff maintains professional certifications from the Michigan Certification Board for Addiction Professionals.

During 2010, the 45-B District Court Probation Department monitored 1,050 offenders, which is a 5.4% decrease of offenders monitored since 2009. In addition, the probation department staff conducted pre-sentence investigation interviews with 425 offenders and an additional 575 substance abuse screening-assessment evaluation interviews. Beginning in 2006, to better serve the communities, the 45-B District Court implemented these very significant programs:

- *The Domestic Violence Court* closely monitors 118 offenders and offers a specialized probation supervision system to reduce recidivism.
- *The Volunteer Probation Officer Program* utilizes six to ten 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.
- *The DPW Clean-up Program* - In 2005, the 45-B District Court DPW Clean-up Program was created to provide a supervised community service work program that directly benefits the City of Oak Park and its residents. The work program utilizes probationers to perform specialized clean-up projects within the community. In 2010 a total of 2812 work hours were performed by the probationers. A total of 11,328 work hours have been performed since the program began.

EXPENDITURE SUMMARY



**CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET
DISTRICT COURT 45-B / PROBATION**

ACCT. NO.	FUND NO.: 276 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
REVENUES								
569	Reimbursement-Judges Salary	91,448	91,448	45,724	91,448	91,448	91,448	91,448
664	Interest Income	664	2,454	(176)	2,454	2,454	2,454	2,454
674	Charges for Services - Probation	163,424	324,028	118,912	178,368	195,173	195,173	195,173
699.101	Transfers-in General Fund	1,886,424	1,615,357	1,076,905	1,761,307	1,675,000	1,675,000	1,665,400
TOTAL REVENUE		2,141,960	2,033,287	1,241,365	2,033,577	1,964,075	1,964,075	1,954,475
EXPENDITURES								
702	Salaries & Wages	1,186,408	1,079,343	722,423	1,079,343	1,116,000	1,125,644	1,116,044
712	Employee Benefits	530,377	538,336	361,663	538,336	473,000	481,208	481,208
726	Materials & Supplies	135,043	121,700	48,352	121,700	95,000	85,400	85,400
801	Professional Services	36,464	32,501	29,173	32,501	32,501	32,501	32,501
818	Contractual Services	150,382	151,100	118,246	151,100	163,000	154,748	154,748
864	Conferences & Workshops	2,049	5,050	925	5,050	2,500	2,500	2,500
910	Insurance & Bonds	4,059	6,774	6,334	6,774	6,454	6,454	6,454
930	Repairs & Maintenance	43,607	48,882	30,392	48,882	42,000	42,000	42,000
956	Miscellaneous	7,241	12,194	6,278	12,194	11,000	11,000	11,000
960	Education & Training	2,173	0	290	290	2,620	2,620	2,620
TOTAL EXPENDITURES		2,097,803	1,995,880	1,324,076	1,996,170	1,944,075	1,944,075	1,934,475
TRANSFERS-OUT								
999.101	Transfer to Retirees Health Care	37,407	37,407	24,938	37,407	20,000	20,000	20,000
EXPENDITURES & TRANSFERS-OUT		2,135,210	2,033,287	1,349,014	2,033,577	1,964,075	1,964,075	1,954,475
EXCESS / DEFICIT		6,750	0	(107,649)	0	0	0	0
Beginning Fund Balance		57,804	45,000	45,000	45,000	45,000	45,000	45,000
Reserve for Prepaid Expenditures		19,554	0	0	0	0	0	0
Reserve for Capital Purchases		45,000	45,000	45,000	45,000	45,000	45,000	45,000
Ending Unreserved Fund Balance		0	0	(107,649)	0	0	0	0

**UNBUDGETED TRANSFERS BY DISTRICT COURT 45-B
FISCAL YEAR 2009-2010**

The District Court 45-B operates as a court for three cities and one township. Fines are also levied for the State of Michigan and Oakland County. Fees are collected for the Judges Retirement and Warrant Charges. These charges are collected by the District Court 45-B and transferred to the proper jurisdiction. Although these amounts are not budgeted, they represent a significant part of the District Court's operation by providing revenue to all involved jurisdictions.

CITY OF OAK PARK	1,604,015
CITY OF HUNTINGTON WOODS	99,107
PLEASANT RIDGE	52,104
ROYAL OAK TOWNSHIP	13,749
MICHIGAN STATE JUDGMENT FEES	736,164
MICHIGAN DEPT. OF STATE	53,429
OAKLAND COUNTY PENAL FINES	32,215
PROBATION FEES	163,424
DISTRICT CT. HEALTH CARE SURCHARGE	125,745
DISTRICT COURT CONSTRUCTION FUND	173,393

\$3,053,345

**CITY OF OAK PARK
2011-2012 BUDGET**

Personnel Worksheet For District Court 45-B and Probation

Job / Class Title	Actual 2009-2010	Budgeted 2010-2011	Requested 2011-2012	Managers Rec. 2011-2012	City Council Approved
<u>FULL TIME</u>					
Judge	2.0	2.0	2.0	2.0	2.0
Court Administrator	1.0	1.0	1.0	1.0	1.0
Magistrate	1.0	1.0	0.0	0.0	0.0
Judicial Secretary	2.0	2.0	2.0	2.0	2.0
Civil Supervisor	1.0	1.0	1.0	1.0	1.0
Assistant Traffic Supervisor	0.0	1.0	1.0	1.0	1.0
Finance Deputy Clerk	1.0	1.0	1.0	1.0	1.0
Senior Clerk - Collections	1.0	1.0	1.0	1.0	1.0
Senior Traffic Clerk	1.0	1.0	1.0	1.0	1.0
Court Clerk	9.0	8.0	6.0	6.0	6.0
Court Officer	4.0	4.0	3.0	3.0	3.0
Chief Probation Officer	1.0	1.0	1.0	1.0	1.0
Probation Officer	3.0	3.0	3.0	3.0	3.0
Sub-Total Full Time	27.0	27.0	23.0	23.0	23.0
<u>PART TIME</u>					
Court Clerk	0.7	0.7	1.7	1.7	1.7
TOTAL	27.7	27.7	24.7	24.7	24.7



Judges of the 45B District Court



Chief Judge of the 45B District Court, the Honorable Michelle Friedman Appel took the bench in 2003 and was re-elected in 2008. Judge Friedman Appel is a graduate of the University of Michigan and the University of Detroit Law School and was admitted to the State Bar of Michigan in 1981. She was a practicing attorney for over 20 years, regularly appearing in the Circuit and Probate Courts in Wayne, Oakland, Macomb and Livingston Counties. Prior to her election to the bench, from 1999-2002 Judge Friedman Appel also served as an Oakland County Commissioner representing Oak Park, Huntington Woods, and Pleasant Ridge. Currently Judge Friedman Appel is a member of and is past president of Oakland County District Judges Association, she serves on the Board of Directors Oak Park Business Education Alliance, is a Junior Achievement Volunteer for Oak Park School District, she participates with the Tri-Community Coalition, the drug prevention coalition serving the cities of Oak Park, Huntington Woods and Berkley, is a member of the Michigan District Judges Association Legislative and Judicial Response Committee, and maintains a membership in NAACP, South Oakland Chapter and the Oak Park/ROT Optimist Club. Included in the programs that have been established at the 45 B District Court, since her election, is the Domestic Violence Court, the Volunteer Probation Officers Program, the Teen Court Program that is run in partnership with the school districts and the Oakland County Prosecutor's office and the University of Detroit Mercy Law School Urban Law.

Chief Judge Pro Tem of the 45B District Court, the Honorable David M. Gubow was first elected to the District Court in 2002 and was re-elected in 2008. Judge David Gubow earned his A.B. Degree and a varsity letter from the University of Michigan and received his J.D. from the University Of Detroit School School Of Law. Judge Gubow served as Chief Judge of the 45B District Court from 2003-2007 and as Chief Judge Pro Tem from 2008-Present. Judge Gubow represented our community for seven terms in the Michigan Legislature as our State Representative from 1985-1998 and was the Assistant Clerk of the Michigan House of Representatives from 1999-2002. Judge David Gubow has been an attorney for more than 34 years and while in the private practice of law served as a mediator for Circuit, District and Small Claims cases. He is an Adjunct Professor at the University of Detroit-Mercy School of Law, a member of the American Judges Association, Michigan District Judges Association, State Bar of Michigan, Oakland County Bar Association, and is active with a variety of other community, religious, and civic organizations. Judge David Gubow has also been a lecturer for the Institute of Continuing Legal Education and has served as a Public Administrator and Member of the Oakland County Building Authority.

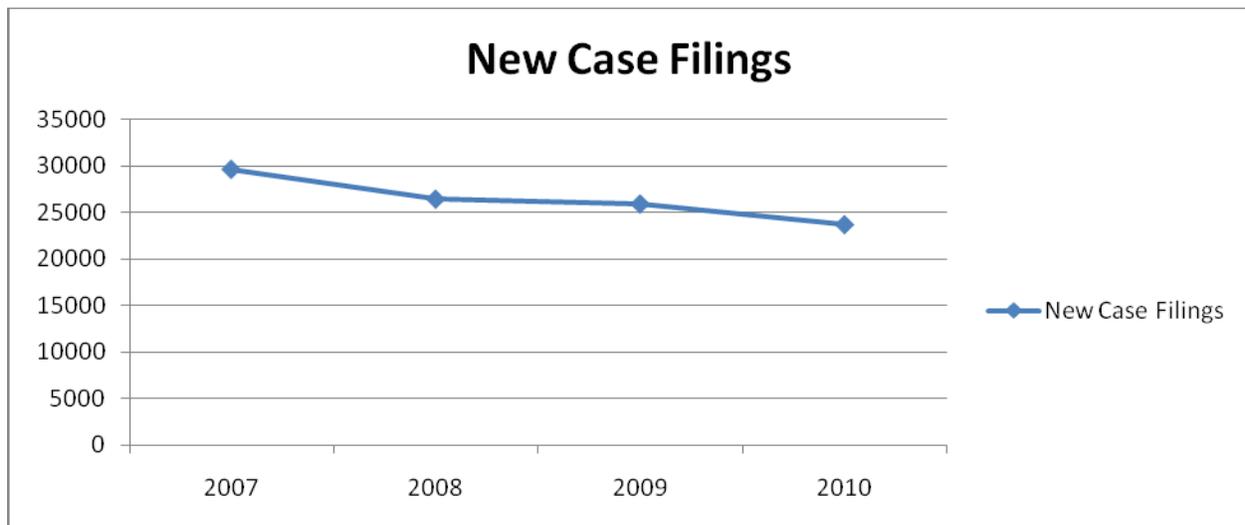
**PERSONNEL COST SUMMARY
FISCAL YEAR 2011-2012
DISTRICT COURT**

POSITION	PAY GRADE	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIRE-MENT	DENTAL	HEALTH AD&D	FICA / MEDICARE	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Chief Judge	C	45,724	0	4,607	0	50,331	244	0	1,020	19,497	234	250	21,245	71,576	
Chief Pro Tem District Judge	C	45,724	0	4,607	2,520	52,851	244	0	1,020	0	234	250	1,748	54,599	
Court Administrator	C	85,000	0	587	0	85,587	453	8,987	1,020	6,669	187	250	24,113	109,700	
Senior Clerk - Collections	C	38,438	0	1,087	0	39,525	205	3,557	1,020	19,497	94	190	27,587	67,112	
Senior Traffic Clerk	C	40,252	0	2,084	0	42,336	215	4,445	1,020	19,497	94	190	28,700	71,036	
Civil Supervisor	C	52,000	0	4,061	0	56,061	277	4,205	1,020	6,669	94	190	16,744	72,805	
Court Clerk	C	31,905	0	175	0	32,080	170	2,887	1,020	6,669	94	190	13,484	45,564	
Court Clerk	C	51,169	0	6,481	0	57,650	273	6,053	1,020	6,669	94	190	18,709	76,359	
Court Clerk	C	42,000	0	770	0	42,770	224	4,491	1,020	15,648	94	190	24,939	67,709	
Court Clerk	C	38,432	0	3,343	0	41,775	205	3,133	1,020	15,648	94	190	23,486	65,261	
Court Clerk	C	29,120	0	159	0	29,279	155	2,635	1,020	19,497	94	190	25,831	55,110	
Court Clerk	C	32,760	400	242	0	33,402	177	3,507	1,020	6,669	94	190	14,212	47,614	
Assistant Traffic Supervisor	C	42,133	500	2,006	0	44,639	227	4,687	1,020	19,497	94	190	29,130	73,769	
Court Officer	C	39,349	0	1,253	0	40,602	1,248	4,263	1,020	0	94	190	9,921	50,523	
Court Officer	C	34,999	0	302	0	35,301	1,110	3,354	1,020	0	94	190	8,469	43,770	
Court Officer	C	29,120	500	250	2,520	32,390	940	2,915	1,020	0	94	190	7,637	40,027	
Judicial Secretary	C	47,277	0	2,762	0	50,039	252	3,753	1,020	15,648	94	190	24,785	74,824	
Judicial Secretary	C	39,558	0	895	0	40,453	211	3,439	1,020	15,648	94	190	23,697	64,150	
Financial Deputy Clerk	C	34,580	0	420	0	35,000	184	2,625	1,020	6,669	94	190	13,460	48,460	
Sub-Total District Court		799,540	1,400	36,091	5,040	842,071	7,014	68,936	19,380	200,091	2,159	3,790	357,897	1,199,968	
PROBATION															
Probation Officer	C	48,426	0	4,182	0	52,608	258	5,524	1,020	19,497	94	190	30,608	83,216	
Probation Officer	C	48,426	0	1,084	0	49,510	258	4,703	1,020	19,497	94	190	29,550	79,060	
Probation Officer	C	48,426	0	1,845	0	50,271	258	5,278	1,020	15,648	94	190	26,334	76,605	
Chief Probation Officer	C	48,532	0	1,040	0	49,572	259	3,718	1,020	19,497	94	190	28,570	78,142	
PART TIME															
Probation Clerk	C	21,840	0	0	0	21,840	116	1,720	0	0	0	0	3,507	25,347	
Court Clerk	C	21,060	0	0	0	21,060	112	0	0	0	0	0	1,723	22,783	
Court Officer	C	14,140	0	0	0	14,140	449	0	0	0	0	0	1,531	15,671	
Court Officer	C	9,980	0	0	0	9,980	317	0	0	0	0	0	763	11,060	
Student Intern	C	2,496	0	0	0	2,496	13	0	0	0	0	0	204	2,700	
Student Intern	C	2,496	0	0	0	2,496	13	0	0	0	0	0	204	2,700	
Total		1,065,362	1,400	44,242	5,040	1,116,044	9,067	89,879	23,460	274,230	2,535	4,550	481,208	1,597,252	

45B District Court Caseload/Workload Overview

Filings -- There were 23,091 new cases filed in the 45-B District Court in 2010. This represents a -15% decrease in the past 4 years, and a -3% decrease last year. There have been significant decreases in civil infractions, misdemeanor other traffic, and misdemeanor non-traffic over the past four years.

	2007	2008	2009	2010	1 Year Change		4 Year Change	
Civil Infractions	16587	16805	15720	15040	-680	5%	-1547	-10%
Misdemeanor Drunk Driving	405	363	348	335	-13	-4%	-70	-21%
Misdemeanor Other Traffic	2493	2301	1764	1626	-138	-8%	-867	-53%
Misdemeanor Non-Traffic	1574	1230	1275	1213	-62	-5%	-361	-30%
Felonies	327	371	332	297	-35	-12%	-30	-10%
Parking	740	558	635	765	130	17%	25	3%
General Civil	2214	2298	1928	1791	-137	-8%	-423	-24%
Landlord-Tenant Summary Proceedings	1952	1842	1587	1913	326	17%	-39	-2%
Small Claims	150	148	101	111	10	8%	-39	-35%
TOTALS	26442	25916	23690	23091	-599	-3%	-3351	-15%



Pending and Disposed Cases -- As of January 1, 2010 there were 2,987 cases pending. During the year, there were 23,091 new case filed, 2,292 cases reopened and 25,637 cases disposed, resulting in an ending pending caseload of 2,733 as of December 31, 2010.

	Beginning Pending	New Filings	Reopened Cases	Disposed Cases	Pending
Total Caseload	2,987	23,091	2,292	25,637	2,733

New Filings Trends by Broad Grouping, 2007-2010 Comparison of 45B District Court, Region 1, and Statewide

All Civil Infractions

	2007	2008	2009	2010
45B District Court	17327	17363	16355	15805
Region 1	1857426	1543820	1435718	1359991
Statewide	2666146	2301709	2162314	2030689

All Felony

	2007	2008	2009	2010
45B District Court	327	371	332	297
Region 1	42285	42481	37723	35445
Statewide	87767	87200	80570	76442

Civil, Small Claims, Summary

	2007	2008	2009	2010
45B District Court	4316	4288	3616	3815
Region 1	405773	403507	359263	345173
Statewide	693568	695629	623711	595439

Non-Traffic Misdemeanors

	2007	2008	2009	2010
45B District Court	1979	1593	1623	1548
Region 1	176946	166386	155347	151973
Statewide	324357	307321	290671	277401

Traffic Misdemeanors

	2007	2008	2009	2010
45B District Court	2493	2301	1764	1626
Region 1	190173	180003	170682	178627
Statewide	299879	282232	269075	272828



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

Debt Service Funds

OVERVIEW

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 budgetary purposes. The modified accrual basis of accounting recognizes revenue when it is both measurable and available. Expenditures are recognized as soon as a liability is incurred.

These funds are subject to the budgetary requirements of Act 2 of the Public Acts of 1968, as amended. All debt issues are supported by voter approved tax millages therefore expenditures in this fund do not affect the general fund or other operations of the City. The approved tax rate for debt retirement is demonstrated by the graph on this page.

State Law limits the City in the amount of debt it can levy. This limit is set at 10% of the total assessed value. The legal debt margin as of June 30, 2010 can be computed as follows:

Assessed Value	<u>\$ 644,199,820</u>
Legal Debt Limit (10% of assessed value)	64,419,982
Net Indebtedness	<u>21,574,317</u>
Legal Debt Margin	<u>\$42,845,665</u>

The City's Net Bonded Debt as a percentage of Assessed Value is 3.35%.

The City currently has the following issues outstanding:

<u>Issue</u>	<u>Moody's Rating</u>
2003 Street Improvement Bonds	A3
2003 Refunding Bonds	A3
2006 Street Improvement Bonds	A3
2010 Municipal Facility Bond	A1

It is the goal of the City to maintain this excellent bond rating and pursue an upgrade through sound financial practices.

On February 5, 1996 City Council officially adopted a Debt Management Policy (CM-02-66096) which, "... helps accurately 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".

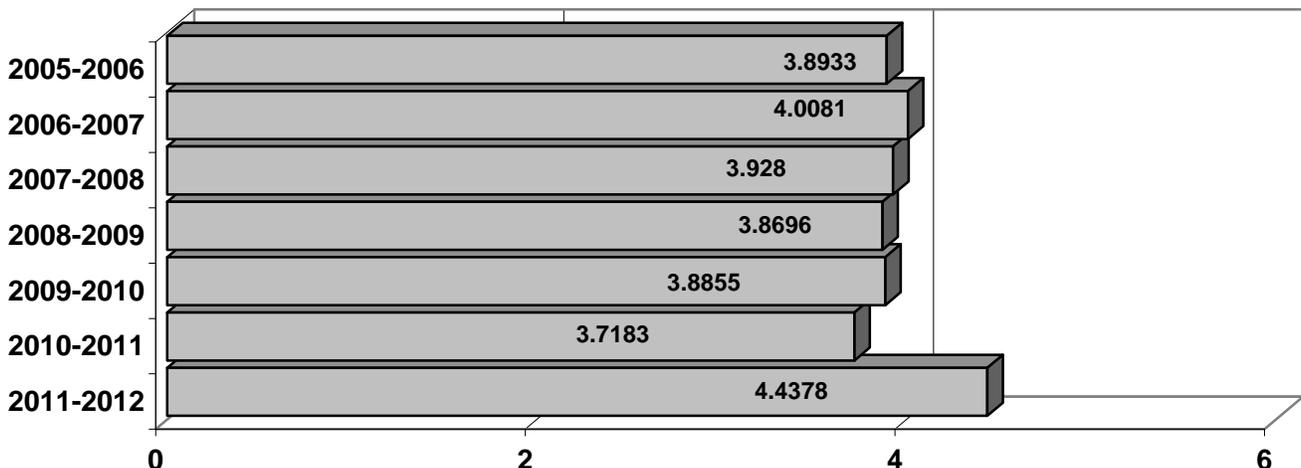
In March 2003 the City refunded its 1993 Refunding Bonds at a savings of over \$1 million dollars for the next ten years.

In March 2003 (\$11.5 million) and April 2006 (\$11 million), debt was issued for road improvements. These bonds will be paid off in May of 2030.

In August, 2010 voters approved a bond proposal for the construction of a new municipal complex. The bonds were sold on November 1, 2010 for \$13,425,000. The last payment will be made May 1st, 2036.

The City intends to use fund balance to pay debt for the 2010 bonds instead of raising taxes. This will be done for one year.

Mills Required For Debt Retirement



**CITY OF OAK PARK
2011-2012 BUDGET
DEBT SERVICE REQUIREMENTS - SUMMARY**

	<u>Mills</u>	<u>Amount</u>	<u>Total</u>
<u>APPROPRIATED REVENUES</u>			
\$530,895,450 Taxable Value	4.43780	\$2,341,755	
\$632,180 IFT Roll - Half	2.21890	\$1,402	
General Obligation Bonds - General Tax Levy			\$2,343,157
Transfer In			511,872
Interest Income			\$1,038
TOTAL REVENUES			<u>\$2,856,067</u>
<u>APPROPRIATED EXPENDITURES</u>			
Street Improvement Bonds - 2003		723,571	
Street Improvement Bonds - 2006		700,068	
Refunding Bonds - 2003		920,276	
Municipal Facility Bond - 2010		512,152	
			\$2,856,067
TOTAL DEBT SERVICE APPROPRIATION			<u>\$2,856,067</u>

**CITY OF OAK PARK
2011-2012 BUDGET**

DEBT RETIREMENT FUND - SUMMARY

ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
REVENUES								
403	Property Taxes	2,774,761	2,306,751	2,251,408	2,312,000	2,855,029	2,855,029	2,343,157
664	Interest Income	14,668	6,253	4,295	1,004	1,037	1,037	1,037
699	Transfer-In	0	0	0	231,076	0	0	511,872
TOTAL REVENUES		2,789,429	2,313,004	2,255,703	2,544,080	2,856,066	2,856,066	2,856,066
EXPENDITURES								
991	Debt Principal Payments	1,700,000	1,295,000	0	1,295,000	1,420,000	1,420,000	1,420,000
995	Interest & Agent Fees	1,022,247	969,004	484,502	1,200,080	1,386,905	1,386,905	1,386,905
964	Miscellaneous - Prior Years Refunds	16,072	49,000	7,875	49,000	49,161	49,161	49,161
999	Transfer-Out	0	0	0	231,076	0	0	511,872
TOTAL EXPENDITURES		2,738,319	2,313,004	492,377	2,775,156	2,856,066	2,856,066	3,367,938
REVENUES OVER (UNDER) EXPENDITURES		51,110	0	1,763,326	(231,076)	0	0	(511,872)
BEGINNING FUND BALANCE		774,661	797,243	825,771	825,771	594,695	594,695	594,695
ENDING FUND BALANCE		825,771	797,243	N/A	594,695	594,695	594,695	82,823

SUMMARY OF FISCAL YEAR 2011 - 2012 REQUIREMENTS

ACCT. NO.	ACCOUNT CLASSIFICATION	2003 Street Improvement Bond	2003 Refunding Bond	2006 Street Improvement Bond	2010 Municipal Facility Bond	CITY COUNCIL APPROVED 2011-2012
REVENUES						
403	Property Taxes	723,321	920,054	699,782	0	2,343,157
664	Interest Income	250	221	286	280	1,037
699	Transfer-In	0	0	0	511,872	511,872
TOTAL REVENUES		723,571	920,275	700,068	512,152	2,856,066
EXPENDITURES						
991	Debt Principal Payments	280,000	865,000	225,000	50,000	1,420,000
995	Interest & Agent Fees	431,410	30,275	463,068	462,152	1,386,905
964	Miscellaneous - Prior Years Refunds	12,161	25,000	12,000	0	49,161
999	Transfer-out	111,872	275,000	125,000	0	511,872
TOTAL EXPENDITURES		723,571	920,275	700,068	512,152	2,856,066
REVENUES OVER (UNDER) EXPENDITURES		0	0	0	0	0

DEBT RETIREMENT FUND - 2003 STREET IMPROVEMENT BOND

ACCT. NO.	FUND 304 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
REVENUES								
403	Property Taxes	619,838	715,383	696,651	717,000	723,321	723,321	723,321
664	Interest Income	5,400	2,303	2,393	686	250	250	250
TOTAL REVENUES		625,238	717,686	699,044	717,686	723,571	723,571	723,571
EXPENDITURES								
991	Debt Principal Payments	165,000	265,000	0	265,000	280,000	280,000	280,000
995	Interest & Agent Fees	446,130	440,686	220,343	440,686	431,410	431,410	431,410
964	Miscellaneous - Prior Years Refunds	3,663	12,000	2,040	12,000	12,161	12,161	12,161
999	Transfer-out	0	0	0	231,076	0	0	111,872
TOTAL EXPENDITURES		614,793	717,686	222,383	948,762	723,571	723,571	835,443
REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES		10,445	0	476,661	(231,076)	0	0	(111,872)
BEGINNING FUND BALANCE		392,784	392,784	403,229	403,229	172,153	172,153	172,153
ENDING FUND BALANCE		403,229	392,784	N/A	172,153	172,153	172,153	60,281

The 2003 General Obligation Unlimited Street Improvement Bonds were sold March 27, 2003 for the purpose of paying all or any part of the costs of paving, grading, resurfacing or reconstructing certain streets and drive approaches in the City, including curbs, gutters, drainage, and acquisition of necessary rights in land. Stauder, Barch & Associates were the financial advisors. Shifman and Carlson were used as bond counsel.

The General Obligation Bonding Proposition was approved November 5, 2002. The vote was: Yes 4,478; No 4,232. An amount of \$22,500,000 was approved with \$11,500,000 issued in 2003.

These Bonds are rated A3 by Moody's Investor Service and A+ by Standard & Poors.

The final payment is May 1, 2028.

**CITY OF OAK PARK
2011-2012 BUDGET
DEBT RETIREMENT FUND - 2003 REFUNDING BOND**

ACCT. NO.	FUND 309 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
	REVENUES							
403	Property Taxes	1,478,361	909,392	877,307	912,000	920,054	920,054	920,054
664	Interest Income	5,912	2,858	476	250	221	221	221
	TOTAL REVENUES	1,484,273	912,250	877,783	912,250	920,275	920,275	920,275
	EXPENDITURES							
991	Debt Principal Payments	1,360,000	830,000	0	830,000	865,000	865,000	865,000
995	Interest & Agent Fees	98,050	57,250	28,625	57,250	30,275	30,275	30,275
964	Miscellaneous - Prior Years Refunds	8,206	25,000	2,079	25,000	25,000	25,000	25,000
999	Transfer-out	0	0	0	0	0	0	275,000
	TOTAL EXPENDITURES	1,466,256	912,250	30,704	912,250	920,275	920,275	1,195,275
	REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	18,017	0	847,079	0	0	0	(275,000)
	BEGINNING FUND BALANCE	267,017	275,467	285,034	285,034	285,034	285,034	285,034
	ENDING FUND BALANCE	285,034	275,467	N/A	285,034	285,034	285,034	10,034

The 2003 Refunding bonds were sold March 27, 2003 to refund the 1993 Refunding Bonds. Shifman & Carlson were used as Bond Counsel.

The sale of these bonds was approved by City Council Resolution at a regular city council meeting February 3, 2003.

These Bonds are rated A3 by Moody's Investor Service and insured as to principal and interest by AMBAC Indemnity Co.

An amount of \$11,875,000 was originally borrowed with \$11,875,000 outstanding as of July 1, 2003. The final payment will be made May 1, 201

DEBT RETIREMENT FUND - 2006 STREET IMPROVEMENT BONDS

ACCT. NO.	FUND 307 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
	REVENUES							
403	Property Taxes	676,562	681,976	677,450	683,000	699,782	699,782	699,782
664	Interest Income	3,356	1,092	1,426	68	286	286	286
699	Transfer-In	0	0	0	0	0	0	0
	TOTAL REVENUES	679,918	683,068	678,876	683,068	700,068	700,068	700,068
	EXPENDITURES							
991	Debt Principal Payments	175,000	200,000	0	200,000	225,000	225,000	225,000
995	Interest & Agent Fees	478,067	471,068	235,534	471,068	463,068	463,068	463,068
964	Miscellaneous - Prior Years Refunds	4,203	12,000	3,756	12,000	12,000	12,000	12,000
999	Transfer-out	0	0	0	0	0	0	125,000
	TOTAL EXPENDITURES	657,270	683,068	239,290	683,068	700,068	700,068	825,068
	REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	22,648	0	439,586	0	0	0	(125,000)
	BEGINNING FUND BALANCE	114,860	128,992	137,508	137,508	137,508	137,508	137,508
	ENDING FUND BALANCE	137,508	128,992	N/A	137,508	137,508	137,508	12,508

The 2006 General Obligation Unlimited Street Improvement Bonds were sold April 20, 2006 for the purpose of paying all or any part of the costs of paving, grading, resurfacing or reconstructing certain streets and drive approaches in the City, including curbs, gutters, drainage, and acquisition of necessary rights in land. Stauder, Barch & Associates were the financial advisors. Shifman and Carlson were used as bond counsel.

The General Obligation Bonding Proposition was approved November 5, 2002. The vote was: Yes 4,478; No 4,232. An amount of \$22,500,000 was approved with \$11,500,000 issued in 2003 and \$11,000,000 in 2006.

These Bonds are rated A3 by Moody's Investor Service and A+ by Standard & Pools.

The final payment is May 1, 2030.

**CITY OF OAK PARK
2011-2012 BUDGET
DEBT RETIREMENT FUND - 2010 MUNICIPAL FACILITY BOND**

ACCT. NO.	FUND 304 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
	REVENUES							
403	Property Taxes	0	0	0	0	511,872	511,872	0
664	Interest Income	0	0	0	0	280	280	280
699	Transfer-In	0	0	0	231,076	0	0	511,872
	TOTAL REVENUES	0	0	0	231,076	512,152	512,152	512,152
	EXPENDITURES							
991	Debt Principal Payments	0	0	0	0	50,000	50,000	50,000
995	Interest & Agent Fees	0	0	0	231,076	462,152	462,152	462,152
964	Miscellaneous - Prior Years Refunds	0	0	0	0	0	0	0
999	Transfer-out	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	0	0	0	231,076	512,152	512,152	512,152
	REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	0	0	0	0	0	0	0
	BEGINNING FUND BALANCE	0	0	0	0	0	0	0
	ENDING FUND BALANCE	0	0	N/A	0	0	0	0

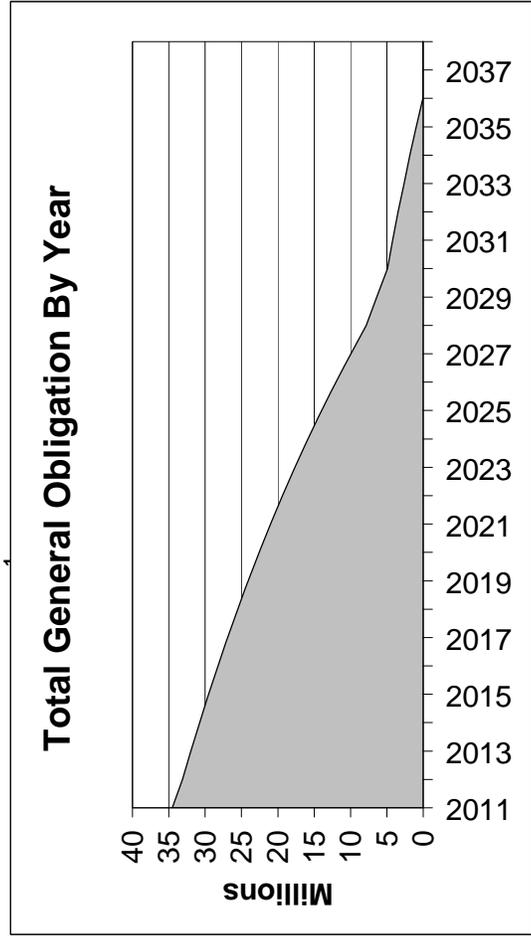
The 2010 General Obligation Municipal Facility Bonds were sold November 1, 2010 to construct, reconstruct, remodel, add to, furnish and equip a city hall, a public safety building, a library building, a community and jobs placement center, and playground structures in the City of Oak Park. Municipal Financial Consultants, Inc. were the financial advisors. Shifman and Carlson were used as bond counsel. The General Obligation Bonding Proposition was approved August 3, 2010. The vote was: Yes 2,774; No 1,147. An amount of \$13,425,000 was approved. These Bonds are rated A1 by Moody's Investor Service and A+ by Standard & Poor's. The final payment is May 1, 2036.

**CITY OF OAK PARK
DEBT SCHEDULES
2011 - 2012 BUDGET**

Total G.O.		2003 G.O. - Refunding Bonds			2003 G.O. - Street Improvement Bonds			2006 G.O. - Street Improvement Bonds			2010 G.O. - Facility Bonds				
Fiscal Year Ending June 30	Principal	Interest	Total	Fiscal Year Ending June 30	Principal	Interest	Total	Fiscal Year Ending June 30	Principal	Interest	Total	Fiscal Year Ending June 30	Principal	Interest	Total
2012	\$ 1,420,000	\$ 1,386,905	\$ 2,806,905	11/01/11	\$ 280,000	\$ 215,705	\$ 495,705	11/01/11	\$ 225,000	\$ 231,534	\$ 456,534	2012	\$ 50,000	\$ 231,076	\$ 281,076
2013	1,160,000	1,335,742	2,495,742	05/01/12	210,105	215,705	425,810	11/01/12	227,034	231,534	458,568	2013	50,000	230,732	280,732
2014	1,195,000	1,297,566	2,492,566	05/01/13	210,105	210,105	420,210	05/01/13	400,000	227,034	627,034	2014	350,000	230,732	580,732
2015	1,230,000	1,257,028	2,487,028	11/1/2013	201,905	201,905	403,810	11/1/2013	420,000	219,034	639,034	2015	350,000	227,844	577,844
2016	1,295,000	1,214,130	2,509,130	5/1/2014	425,000	201,905	626,905	5/1/2014	420,000	219,034	639,034	2016	350,000	224,475	574,475
2017	1,330,000	1,168,048	2,498,048	11/1/2014	455,000	193,405	648,405	11/1/2014	425,000	210,634	635,634	2017	350,000	220,626	570,626
2018	1,395,000	1,119,172	2,514,172	5/1/2015	485,000	184,305	669,305	5/1/2015	435,000	202,134	637,134	2018	375,000	220,626	595,626
2019	1,440,000	1,066,560	2,506,560	11/1/2015	485,000	184,305	669,305	11/1/2015	435,000	202,134	637,134	2019	400,000	211,087	611,087
2020	1,510,000	1,011,186	2,521,186	5/1/2016	515,000	174,605	689,605	5/1/2016	455,000	193,434	648,434	2020	400,000	211,087	611,087
2021	1,585,000	951,288	2,536,288	11/1/2016	540,000	164,305	704,305	11/1/2016	455,000	193,434	648,434	2021	400,000	205,587	605,587
2022	1,635,000	884,720	2,519,720	5/1/2017	565,000	153,168	718,168	5/1/2017	475,000	174,525	649,525	2022	425,000	198,977	623,977
2023	1,715,000	812,110	2,527,110	11/1/2017	590,000	141,303	731,303	11/1/2017	495,000	164,313	659,313	2023	450,000	193,841	643,841
2024	1,795,000	736,002	2,531,002	5/1/2018	615,000	128,618	743,618	5/1/2018	520,000	153,175	673,175	2024	450,000	185,797	635,797
2025	1,880,000	659,852	2,539,852	11/1/2018	640,000	115,088	755,088	11/1/2018	545,000	141,475	686,475	2025	475,000	177,754	652,754
2026	1,965,000	580,106	2,545,106	5/1/2019	665,000	99,088	764,088	5/1/2019	575,000	129,213	704,213	2026	500,000	169,263	669,263
2027	2,055,000	496,012	2,551,012	11/1/2019	690,000	82,463	772,463	11/1/2019	605,000	116,275	721,275	2027	525,000	160,325	685,325
2028	2,110,000	408,066	2,518,066	5/1/2020	715,000	66,938	781,938	5/1/2020	640,000	102,663	742,663	2028	550,000	150,940	700,940
2029	1,450,000	317,842	1,767,842	11/1/2020	740,000	50,850	790,850	11/1/2020	675,000	88,263	763,263	2029	575,000	140,731	715,731
2030	1,475,000	253,708	1,728,708	5/1/2021	760,000	34,200	794,200	5/1/2021	720,000	73,075	793,075	2030	600,000	130,058	730,058
2031	725,000	188,650	913,650	11/1/2021	760,000	17,100	777,100	11/1/2021	750,000	56,875	806,875	2031	675,000	106,854	781,854
2032	750,000	160,738	910,738	5/1/2022	760,000	17,100	777,100	5/1/2022	750,000	56,875	806,875	2032	725,000	94,325	819,325
2033	800,000	131,862	931,862	11/1/2022	760,000	17,100	777,100	11/1/2022	750,000	56,875	806,875	2033	750,000	80,369	830,369
2034	825,000	101,062	926,062	5/1/2023	760,000	17,100	777,100	5/1/2023	750,000	56,875	806,875	2034	800,000	65,931	865,931
2035	875,000	69,300	944,300	11/1/2023	760,000	17,100	777,100	11/1/2023	750,000	56,875	806,875	2035	825,000	50,531	875,531
2036	925,000	35,612	960,612	5/1/2024	760,000	17,100	777,100	5/1/2024	750,000	56,875	806,875	2036	875,000	34,650	909,650
	\$ 34,540,000	\$ 17,643,247	\$ 52,183,247		\$ 865,000	\$ 30,275	\$ 895,275		\$ 10,400,000	\$ 4,557,700	\$ 14,957,700		\$ 13,425,000	\$ 7,690,970	\$ 21,115,970

**CITY OF OAK PARK
DEBT RETIREMENT SCHEDULE
GENERAL OBLIGATION BONDS
FISCAL YEAR 2011 - 2012 BUDGET**

Name Of Bond	Date Due	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2028	Total Due
2003 Street Improvement Bonds	Principal	280,000	410,000	425,000	455,000	485,000	515,000	540,000	6,740,000	9,850,000
	Interest	431,410	420,210	403,810	386,810	368,610	349,210	328,610	1,777,632	4,466,302
2006 Street Improvement Bonds	Principal	225,000	400,000	420,000	425,000	435,000	440,000	455,000	7,600,000	10,400,000
	Interest	463,068	454,068	438,068	421,268	404,268	386,868	368,388	2,519,704	5,455,700
2003 Street Improvement Refunding Bonds	Principal	865,000	0	0	0	0	0	0	0	865,000
	Interest	30,275	0	0	0	0	0	0	0	30,275
2010 Facility Bonds	Principal	50,000	350,000	350,000	350,000	375,000	375,000	400,000	11,175,000	13,425,000
	Interest	462,152	461,464	455,688	448,950	441,252	431,970	422,174	4,567,320	7,690,970
Total Principal		1,420,000	1,160,000	1,195,000	1,230,000	1,295,000	1,330,000	1,395,000	25,515,000	34,540,000
Total Interest		1,386,905	1,335,742	1,297,566	1,257,028	1,214,130	1,168,048	1,119,172	8,864,656	17,643,247
Total Requirements		2,806,905	2,495,742	2,492,566	2,487,028	2,509,130	2,498,048	2,514,172	34,379,656	52,183,247



The City's total debt obligation is \$34,540,000 as of July 1, 2011 and will decline until all debt will be paid by May 1, 2036. Principal payments range from a high of \$2,110,000 in Fiscal Year 2027-2028 to a low of \$725,000 in Fiscal Year 2030-2031.

**CITY OF OAK PARK
2011-2012 BUDGET
RATIO OF NET GENERAL BONDED DEBT
TO ASSESSED VALUE AND NET BONDED DEBT PER CAPITA
LAST TEN FISCAL YEARS**

Fiscal Year Ending <u>June 30</u>	<u>Population</u>	<u>Assessed Value For Operations</u>	<u>Gross Bonded Debt</u>	<u>Amount Available in Debt Service Fund</u>	<u>Net Bonded Debt</u>	<u>Net Bonded Debt To Assessed Value</u>	<u>Net Bonded Debt Per Capita</u>
2001	29,793	714,748,380	15,495,000	932,779	14,562,221	2.04	488.78
2002	29,793	760,624,500	13,765,000	873,971	12,891,029	1.69	432.69
2003	30,865	806,112,830	23,375,000	274,921	23,100,079	2.87	748.42
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

CITY OF OAK PARK

WATER AND SEWER FUND

OVERVIEW

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.

REVENUE ASSUMPTIONS

The FY 2011-2012 budget recommends revenues in the Water and Sewer Fund of \$10,990,019. This is the same estimate used for FY 2011-2012.

Water and Sewer Sales

Residential and commercial water sales are expected to remain flat in FY 2011-2012. This is a reflection of overall water consumption compared to previous years. Sales are expected to total \$3,537,896 for FY 2011-2012.

The proposed FY 2011-2012 sewage disposal sales are also expected remain the same compared to Fiscal Year 2010-2011. Sales are expected to total \$6,456,996 for FY 2011-2012.

Interest Income

Interest income is expected to be \$20,000 for Fiscal Year 2011-2012. This is the same estimate allocated for Fiscal Year 2010-2011.

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.

REVENUE ASSUMPTIONS

Miscellaneous Revenue

Based on the prior year's history of late charges and disconnection fees, \$565,396 in miscellaneous water revenue is expected to remain the same for FY 2011-2012.

EXPENDITURES

The total appropriation for the Water and Sewer Fund is \$10,746,313, a decrease of \$46,220 or .04% from Fiscal Year 2010-2011.

Water & Sewage Disposal

The City of Oak Park is in an agreement to purchase water from the City of Detroit. The current retail water rate will increase from \$30.27/1,000 cubic feet in FY 2009-2010 to \$31.20/1,000 cubic feet or 2.9%.

It is projected that the retail sewer rate for FY 2011-2012 will increase by 2.9% to \$57.29/1,000 cubic feet from \$59.00/1,000 cubic feet during FY 2010-2011. A portion of the sewer rate increase supplements the payment of the drainage bond. Payments toward the construction of the George W. Kuhn Drain will total \$1,154,212 for FY 2011-2012.

Capital Outlay

An appropriation of \$315,000 is recommended, which is the same proposal for FY 2010-2011, for the purchase of capital improvements. For the detail of the recommendations, please refer to the Capital Improvement schedule in the Capital Projects Funds section of this document.

PERFORMANCE OBJECTIVES

To continue to maintain radio meter reading devices so as to improve meter reading efficiency.

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.

To continue in the repair and replacement of fire hydrants and the upgrade of pump stations and reservoirs.

To reduce the accounts receivable balance by improved collection methods through a more efficient shut-off program.

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.

**CITY OF OAK PARK
2011-2012 FISCAL YEAR BUDGET**

WATER AND SEWER FUND

ACCT. NO.	FUND NO.: 592 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGER RECOMMEND FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
REVENUES								
642.001	Residential - Water	2,100,867	2,653,422	1,488,158	2,653,422	2,653,422	2,653,422	2,653,422
642.002	Residential - Sewer	3,828,432	4,842,747	2,770,156	4,842,747	4,842,747	4,842,747	4,842,747
643.001	Commercial - Water	777,778	884,474	706,321	884,474	884,474	884,474	884,474
643.002	Commercial - Sewer	1,411,480	1,614,249	1,320,639	1,614,249	1,614,249	1,614,249	1,614,249
643.003	Non-Residential - Sewer	166,615	149,272	107,132	149,272	149,272	149,272	149,272
643.005	Residential Meter Charge	189,503	178,610	120,807	178,610	178,610	178,610	178,610
643.006	Commercial Meter Charge	21,414	22,129	13,964	22,129	22,129	22,129	22,129
643.008	High S Service Charge	0	120	0	120	120	120	120
649	Miscellaneous Water	649,431	565,396	541,585	565,396	565,396	565,396	565,396
650.001	Service Connection - Water	2,491	3,600	2,000	3,600	3,600	3,600	3,600
650.002	Service Connection - Sewer	84	6,000	0	6,000	6,000	6,000	6,000
664	Interest Earnings	93,647	20,000	972	20,000	20,000	20,000	20,000
699.226	Transfer from Solid Waste	50,000	50,000	33,333	50,000	50,000	50,000	50,000
TOTAL REVENUE		9,291,742	10,990,019	7,105,067	10,990,019	10,990,019	10,990,019	10,990,019
EXPENSES								
702	Salaries & Wages	810,550	724,281	417,735	672,809	703,019	703,019	703,019
712	Employee Benefits	512,483	578,123	333,004	536,773	609,110	609,110	609,110
726	Materials & Supplies	62,690	96,500	24,785	66,500	81,500	81,500	81,500
730	Water Meters	6,030	100,000	4,057	100,000	130,000	130,000	130,000
801	Professional Services	95,870	96,000	25,246	95,080	90,000	90,000	90,000
818	Contractual Services	35,085	32,000	27,056	40,000	45,000	45,000	45,000
900	Printing & Publications	9,998	9,000	4,872	9,000	9,000	9,000	9,000
901	Newspaper Posting	0	1,000	0	1,000	1,000	1,000	1,000
910	Insurance Bonds	89,577	90,000	83,912	84,000	84,000	84,000	84,000
920	Utilities - Telephone	615	5,700	0	5,700	5,700	5,700	5,700
922	Utilities - Heating	9,601	10,000	7,866	11,000	8,000	8,000	8,000
923	Utilities - Water	879,749	1,100,000	573,491	1,000,000	1,100,000	1,100,000	1,100,000
921	Utilities - Electricity	143,302	120,000	48,857	120,000	120,000	120,000	120,000
922	Sewage Disposal	3,775,116	4,123,770	2,586,871	4,123,770	4,500,000	4,500,000	4,500,000
923	Non-Residential IWC	179,302	149,272	81,481	149,272	149,272	149,272	149,272
930	Repairs & Maintenance	1,214,679	975,500	199,775	775,500	875,500	875,500	875,500
940	Rentals	130,428	241,000	51,574	98,000	133,000	133,000	133,000
956	Miscellaneous	0	1,000	7,939	500	1,000	1,000	1,000
958	Memberships & Dues	165	250	165	250	250	250	250
960	Education & Training	9,331	9,000	2	4,500	9,000	9,000	9,000
968	Depreciation	259,818	315,000	210,000	315,000	315,000	315,000	315,000
970	Capital Outlay	0	325,000	228,121	250,000	100,000	100,000	100,000
991	Principal	0	1,148,046	402,596	1,148,046	1,166,921	1,166,921	1,166,921
992	Debt Service	93	1,000	74	1,000	1,000	1,000	1,000
995	Interest	442,115	411,091	385,474	413,099	374,041	374,041	374,041
TOTAL EXPENSES		8,666,597	10,662,533	5,704,953	10,020,799	10,611,313	10,611,313	10,611,313
TRANSFERS-OUT								
999	Transfer Out	130,000	130,000	86,667	130,000	135,000	135,000	135,000
TOTAL TRANSFERS-OUT		130,000	130,000	86,667	130,000	135,000	135,000	135,000
EXPENSES & TRANSFERS-OUT		8,796,597	10,792,533	5,791,620	10,150,799	10,746,313	10,746,313	10,746,313
EXCESS/DEFICIT		495,145	197,486	1,313,447	839,220	243,706	243,706	243,706
Total Net Assets - Beginning Balance		16,788,191	16,527,548	17,283,336	17,283,336	18,122,556	18,122,556	18,122,556
Total Net Assets - Ending Balance		17,283,336	16,725,034	18,596,783	18,122,556	18,366,262	18,366,262	18,366,262

CITY OF OAK PARK
WATER AND SEWER
2011-2012 FISCAL YEAR BUDGET

EXPENSE SUMMARY

DEPARTMENT: FINANCE			ACTIVITY: BILLING & COLLECTION			ACCOUNT NO.: 592-15-536		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YEAR END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	227,905	168,165	99,347	149,021	140,612	140,612	140,612
712	Employee Benefits	165,223	151,239	71,240	106,860	96,227	96,227	96,227
726	Material & Supplies	7,056	15,000	0	15,000	15,000	15,000	15,000
818	Contractual Services	4,424	0	18,551	25,000	25,000	25,000	25,000
900	Printing & Publications	9,998	8,800	4,872	8,800	8,800	8,800	8,800
920	Utilities - Telephone	615	700	0	700	700	700	700
930	Repairs & Maintenance	43	500	43	500	500	500	500
940	Rentals	0	3,000	0	3,000	3,000	3,000	3,000
958	Memberships & Dues	165	250	165	250	250	250	250
960	Education & Training	1,248	2,000	0	2,000	2,000	2,000	2,000
	TOTALS	416,677	349,654	194,218	311,131	292,089	292,089	292,089

DEPARTMENT: PUBLIC WORKS			ACTIVITY: ADMINISTRATION			ACCOUNT NO.: 592-18-537		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YEAR END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	37,591	48,681	30,155	48,681	47,097	47,097	47,097
712	Employee Benefits	5,863	25,451	21,848	42,000	29,501	29,501	29,501
726	Material & Supplies	1,000	1,500	0	1,500	1,500	1,500	1,500
801	Professional Services	793	1,000	80	80	0	0	0
818	Contractual Services	30,661	32,000	8,505	15,000	20,000	20,000	20,000
900	Printing & Publications	0	200	0	200	200	200	200
901	Newspaper Posting	0	1,000	0	1,000	1,000	1,000	1,000
910	Insurance & Bonds	89,577	90,000	83,912	84,000	84,000	84,000	84,000
922	Utilities - Heating	4,812	6,000	2,835	4,000	4,000	4,000	4,000
956	Miscellaneous	0	1,000	7,939	500	1,000	1,000	1,000
968	Depreciation	234,336	275,000	183,333	275,000	275,000	275,000	275,000
999	Transfer Out	130,000	130,000	86,667	130,000	130,000	130,000	130,000
	TOTALS	534,633	611,832	425,274	601,961	593,298	593,298	593,298

CITY OF OAK PARK
WATER AND SEWER
2011-2012 FISCAL YEAR BUDGET
EXPENSE SUMMARY CONT'D

DEPARTMENT: PUBLIC WORKS		ACTIVITY: TRANSMISSION & DISTRIBUTION				ACCOUNT NO.: 592-18-538		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YEAR END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	293,601	256,000	159,483	256,000	247,668	247,668	247,668
712	Employee Benefits	204,418	220,238	142,228	220,238	255,291	255,291	255,291
726	Materials & Supplies	45,997	60,000	21,225	40,000	50,000	50,000	50,000
730	Water Meters	6,030	100,000	4,057	100,000	130,000	130,000	130,000
801	Professional Services	48,316	25,000	10,033	25,000	20,000	20,000	20,000
923	Utilities - Water	879,749	1,100,000	573,491	1,000,000	1,100,000	1,100,000	1,100,000
930	Repair & Maintenance	76,336	150,000	50	150,000	50,000	50,000	50,000
940	Rentals	115,129	200,000	50,724	90,000	120,000	120,000	120,000
960	Education & Training	8,083	7,000	2	2,500	7,000	7,000	7,000
970	Capital Outlay	0	325,000	228,121	250,000	100,000	100,000	100,000
991	Principal	0	350,000	0	350,000	350,000	350,000	350,000
995	Interest	69,209	55,250	27,625	55,250	37,750	37,750	37,750
TOTALS		1,746,868	2,848,488	1,217,039	2,538,988	2,467,709	2,467,709	2,467,709

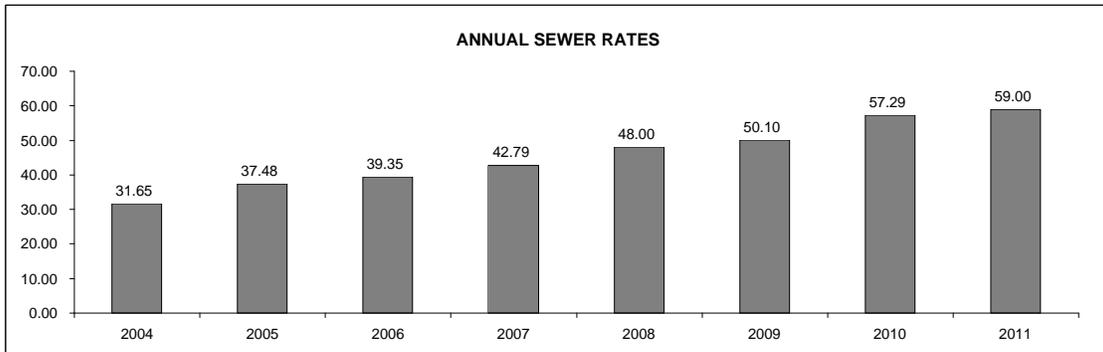
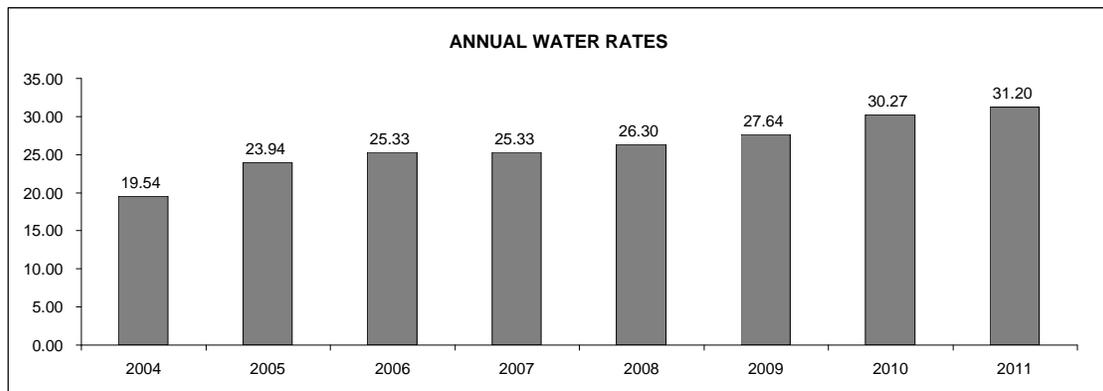
DEPARTMENT: PUBLIC WORKS		ACTIVITY: PUMP OPERATIONS				ACCOUNT NO.: 592-18-540		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YEAR END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
702	Salaries & Wages	42,252	33,574	17,332	33,574	32,481	32,481	32,481
712	Employee Benefits	24,780	24,471	14,085	24,471	28,366	28,366	28,366
726	Materials & Supplies	93	5,000	2,703	5,000	5,000	5,000	5,000
801	Professional Services	25,695	65,000	12,910	65,000	65,000	65,000	65,000
920	Utilities - Telephone	0	5,000	0	5,000	5,000	5,000	5,000
922	Utilities - Heating	4,789	4,000	5,031	7,000	4,000	4,000	4,000
921	Utilities - Electricity	143,302	120,000	48,857	120,000	120,000	120,000	120,000
930	Repairs & Maintenance	1,182	25,000	836	25,000	25,000	25,000	25,000
TOTALS		242,093	282,045	101,754	285,045	284,847	284,847	284,847

**CITY OF OAK PARK
WATER AND SEWER
2011-2012 FISCAL YEAR BUDGET
EXPENSE SUMMARY CONT'D**

DEPARTMENT: PUBLIC WORKS			ACTIVITY: MAINTENANCE & REPAIR				ACCOUNT NO.: 592-18-550		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YEAR END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012	
702	Salaries & Wages	83,307	92,328	40,989	60,000	89,323	89,323	89,323	
712	Employee Benefits	45,431	68,520	33,796	55,000	79,426	79,426	79,426	
726	Materials & Supplies	8,544	15,000	857	5,000	10,000	10,000	10,000	
801	Professional Services	21,066	5,000	2,223	5,000	5,000	5,000	5,000	
924	Sewage Disposal	3,775,116	4,123,770	2,586,871	4,123,770	4,500,000	4,500,000	4,500,000	
925	Non-Residential IWC	179,302	149,272	81,481	149,272	149,272	149,272	149,272	
930	Repairs & Maintenance	1,137,118	800,000	198,846	600,000	800,000	800,000	800,000	
940	Rentals	15,299	38,000	850	5,000	10,000	10,000	10,000	
968	Depreciation	25,482	40,000	26,667	40,000	40,000	40,000	40,000	
991	Principal	0	798,046	402,596	798,046	816,921	816,921	816,921	
992	Debt Service	93	1,000	74	1,000	1,000	1,000	1,000	
995	Interest	372,906	355,841	357,849	357,849	336,291	336,291	336,291	
TOTALS		5,663,664	6,486,777	3,733,099	6,199,937	6,837,233	6,837,233	6,837,233	

DEPARTMENT: TECHNICAL AND PLANNING SERVICES			ACTIVITY: ENGINEERING				ACCOUNT NO.: 592-16-550		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YEAR END ESTIMATE FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGER REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012	
702	Salaries & Wages	125,894	125,533	70,429	125,533	145,838	145,838	145,838	
712	Employee Benefits	66,768	88,204	49,807	88,204	120,299	120,299	120,299	
TOTALS		192,662	213,737	120,236	213,737	266,137	266,137	266,137	

GRAND TOTAL:		8,796,597	10,792,533	5,791,620	10,150,799	10,741,313	10,741,313	10,741,313
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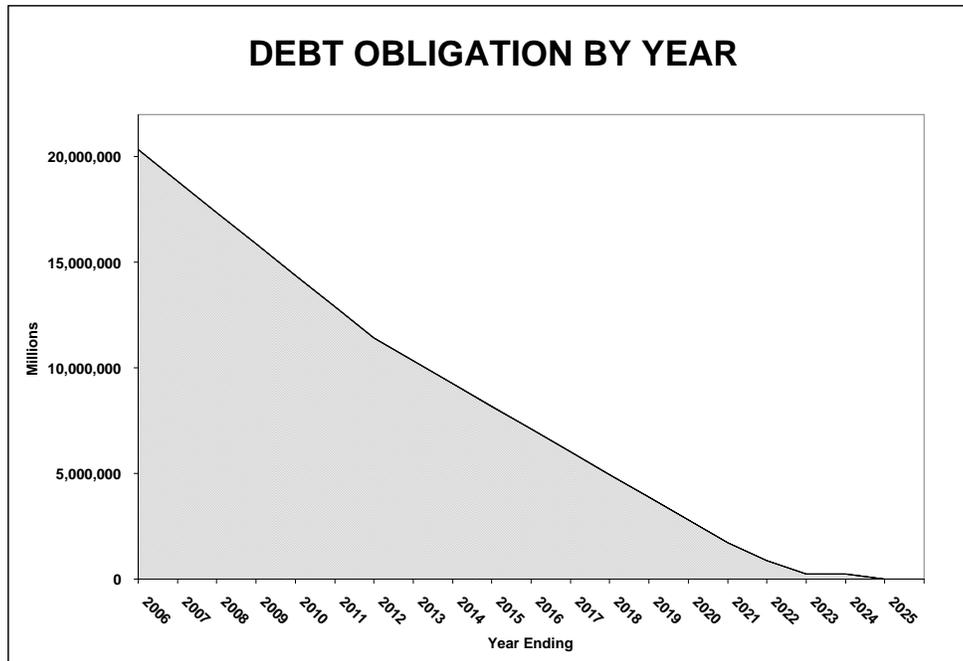


WATER & SEWER DEBT RETIREMENT SCHEDULE

	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	YEAR END ESTIMATE FY 2010-2011	DEPT REQUEST FY 2011-2012	CITY MANAGER RECOMMEND FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
2004 WATER REVENUE BOND							
Principal	335,000	350,000	0	350,000	370,000	370,000	370,000
Interest	69,209	55,250	27,625	55,250	37,750	37,750	37,750
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	404,209	405,250	27,625	405,250	407,750	407,750	407,750
2001 DRAINAGE BOND (A)							
Principal	111,845	115,214	115,214	115,214	117,909	117,909	117,909
Interest	41,748	39,651	39,651	39,651	36,771	36,771	36,771
Debt Service Fee	93	0	74	74	1,000	1,000	1,000
TOTAL	153,686	154,865	154,939	154,939	155,680	155,680	155,680
2002 DRAINAGE BOND (C)							
Principal	490,500	502,628	502,628	502,628	515,429	515,429	515,429
Interest	216,868	207,671	207,671	207,671	195,105	195,105	195,105
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	707,368	710,299	710,299	710,299	710,534	710,534	710,534
2002 DRAINAGE BOND (D)							
Principal	12,801	14,149	14,149	14,149	13,475	13,475	13,475
Interest	4,942	5,534	5,534	5,534	5,180	5,180	5,180
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	17,743	19,683	19,683	19,683	18,655	18,655	18,655
2002 DRAINAGE BOND (E)							
Principal	53,901	53,901	53,901	53,901	57,270	57,270	57,270
Interest	6,879	5,060	5,060	5,060	2,634	2,634	2,634
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	60,780	58,961	58,961	58,961	59,904	59,904	59,904
2005 DRAINAGE BOND (F)							
Principal	9,582	9,582	9,582	9,582	9,582	9,582	9,582
Interest	2,707	2,756	2,756	2,756	2,601	2,601	2,601
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	12,289	12,338	12,338	12,338	12,183	12,183	12,183
2007 DRAINAGE BOND REFUNDING							
Principal	45,816	49,185	49,185	49,185	49,185	49,185	49,185
Interest	69,925	68,464	68,465	68,465	66,374	66,374	66,374
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	115,741	117,649	117,650	117,650	115,559	115,559	115,559
2007 DRAINAGE BOND (G)							
Principal	10,267	10,951	10,951	10,951	10,951	10,951	10,951
Interest	3,694	3,569	3,582	3,582	3,414	3,414	3,414
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	13,961	14,520	14,533	14,533	14,365	14,365	14,365
2008 DRAINAGE BOND (H)							
Principal	41,067	42,436	42,436	42,436	43,120	43,120	43,120
Interest	26,143	23,136	25,130	25,130	24,212	24,212	24,212
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	67,210	65,572	67,566	67,566	67,332	67,332	67,332

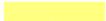
Total Sewer Debt

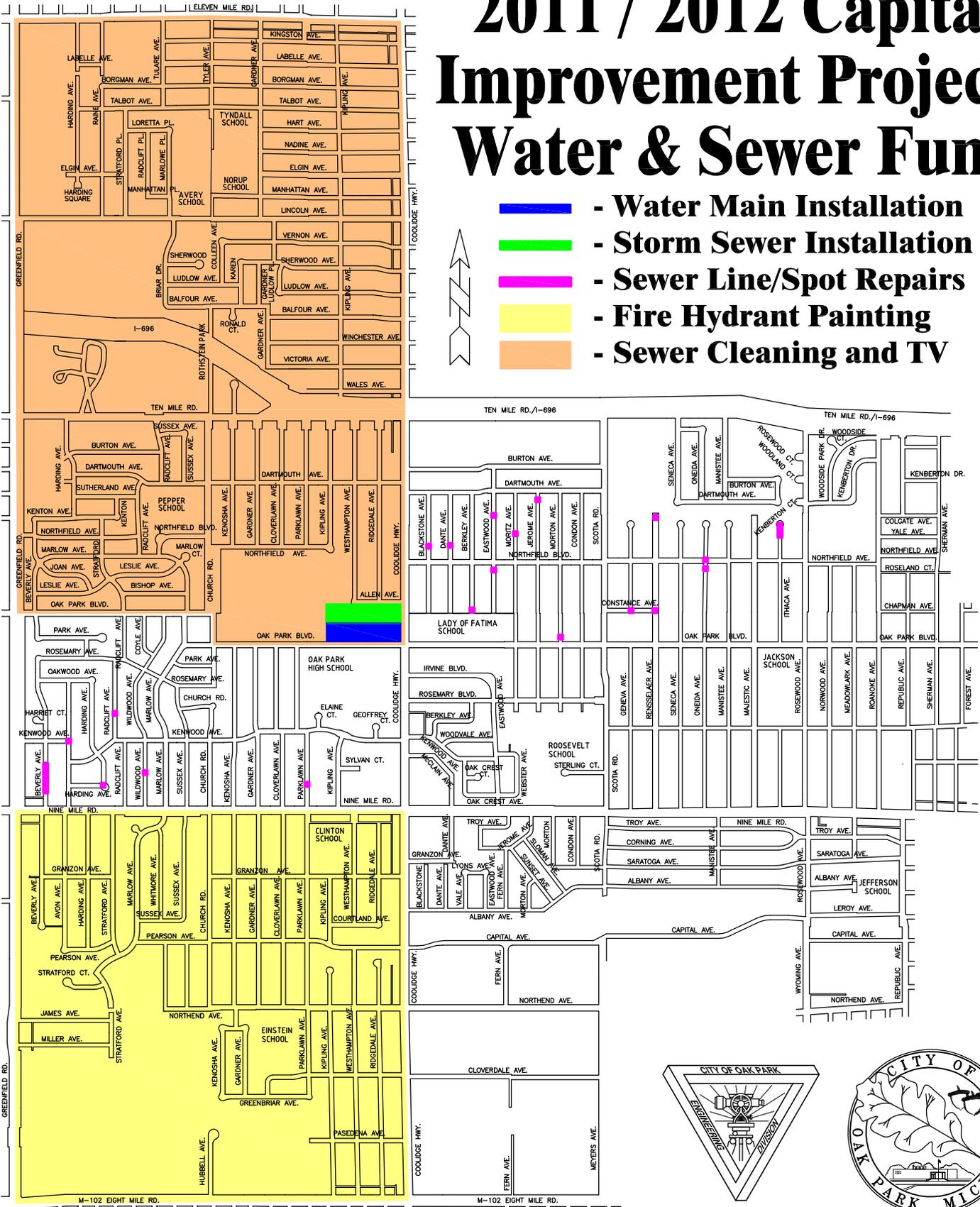
Principal	775,779	798,046	798,046	798,046	816,921	816,921	816,921
Interest	372,906	355,841	357,849	357,849	336,291	336,291	336,291
Debt Service Fee	93	0	74	74	1,000	1,000	1,000
TOTAL	1,148,778	1,153,887	1,155,969	1,155,969	1,154,212	1,154,212	1,154,212



City of Oak Park

2011 / 2012 Capital Improvement Projects Water & Sewer Fund

-  - Water Main Installation
-  - Storm Sewer Installation
-  - Sewer Line/Spot Repairs
-  - Fire Hydrant Painting
-  - Sewer Cleaning and TV

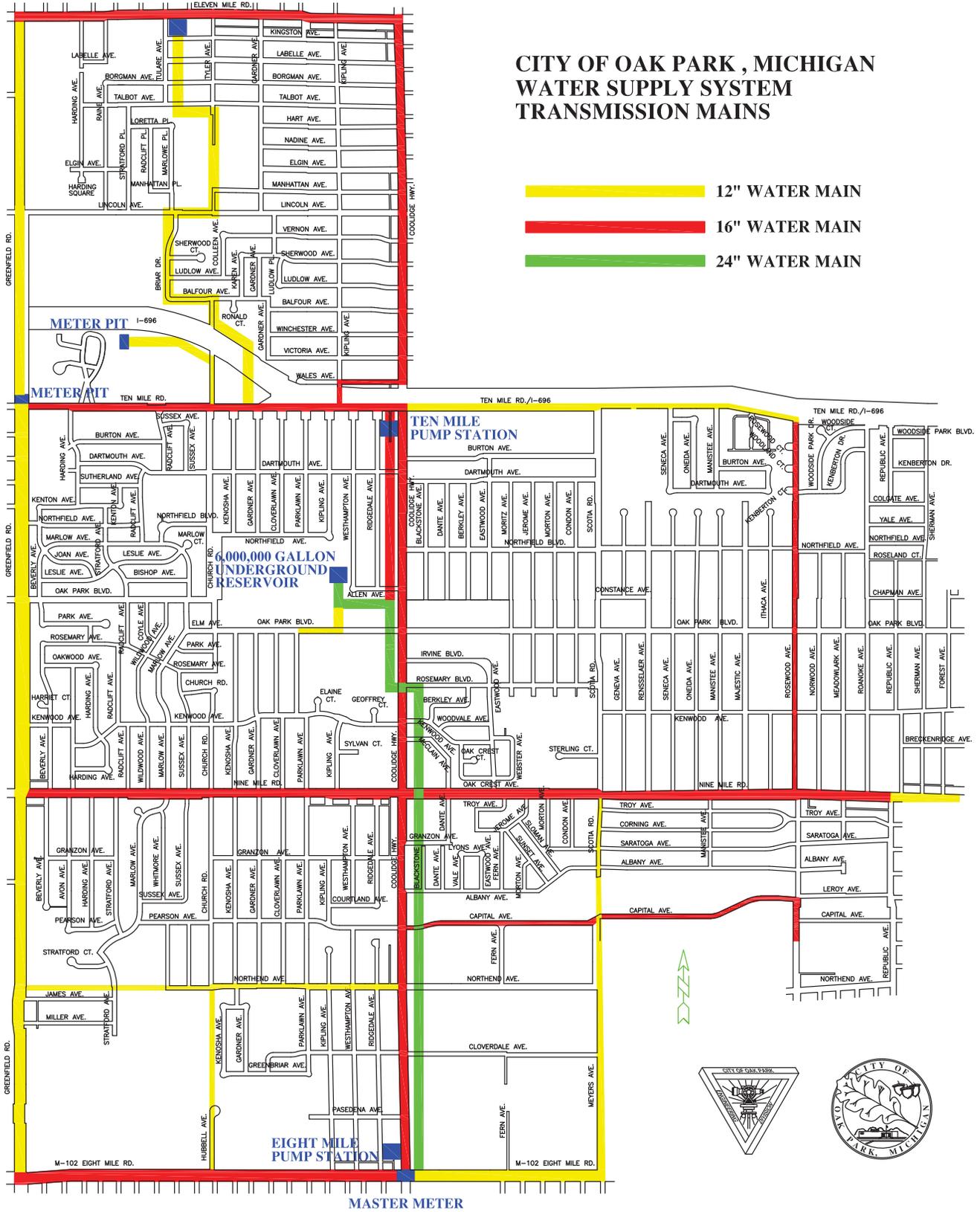


REVISED: MARCH 2011

250,000 GALLON ELEVATED WATER STORAGE TANK

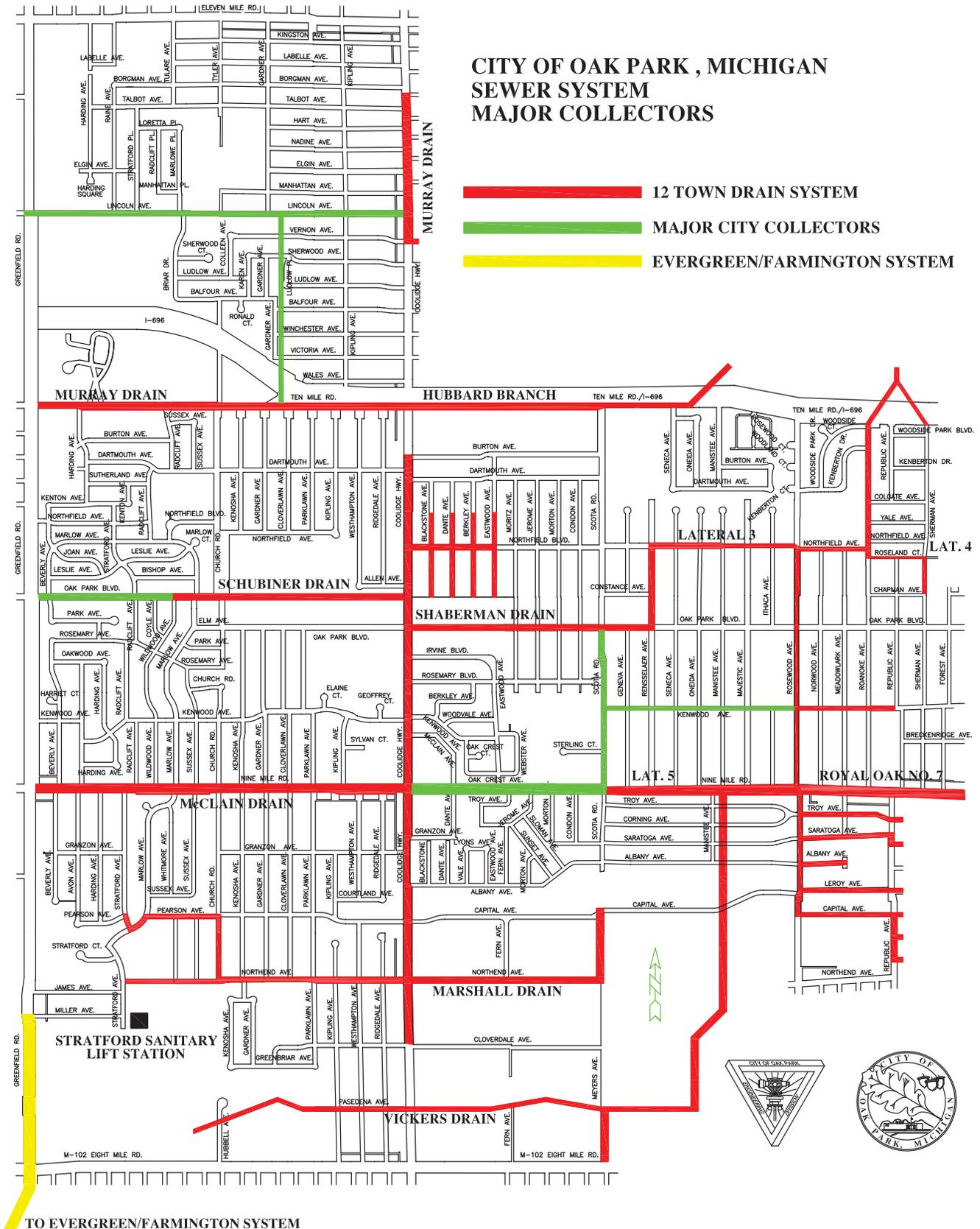
**CITY OF OAK PARK, MICHIGAN
WATER SUPPLY SYSTEM
TRANSMISSION MAINS**

-  12" WATER MAIN
-  16" WATER MAIN
-  24" WATER MAIN



CITY OF OAK PARK, MICHIGAN SEWER SYSTEM MAJOR COLLECTORS

-  12 TOWN DRAIN SYSTEM
-  MAJOR CITY COLLECTORS
-  EVERGREEN/FARMINGTON SYSTEM



TO EVERGREEN/FARMINGTON SYSTEM

City of Oak Park Water Line Loss Analysis FY 2008 - 2009

Cubic feet of Water purchased from the City of Detroit

Less - Metered Water Measured in Cubic feet by City of Oak Park

Difference = Line Loss (expressed as a percentage)

Line loss is a measure of unmetered water use. Unmetered water use can be attributed to the following:

1. Fire training
2. Firefighting
3. Flushing of sewers and mains
4. Hydrant flushing
5. Water main breaks
6. Installation of new service
7. Street Sweeping
8. Hydrant usage
9. Capital Improvement Construction.

FY 08/09 Month	Cubic Feet Billed By Detroit	Cubic Feet Billed* By Oak Park	Difference	Line Loss
July	11,972,300	10,875,780	1,096,520	9.16%
August	12,660,870	10,927,517	1,733,353	13.69%
September	10,215,230	10,095,718	119,512	1.17%
October	9,529,200	9,471,411	57,789	0.61%
November**	8,522,700	8,566,727	(44,027)	-0.52%
December	9,293,400	8,739,461	553,939	5.96%
January	9,666,400	9,039,838	626,562	6.48%
February	8,584,400	8,184,995	399,405	4.65%
March	9,443,300	8,607,782	835,518	8.85%
April	9,004,900	8,419,729	585,171	6.50%
May**	8,931,200	9,068,044	(136,844)	-1.53%
June**	9,230,400	9,406,560	(176,160)	-1.91%
Year Total:	117,054,300	111,403,562	5,650,738	4.83%
			National Average	15.00%
			AWWA Standard	10.00%

***Cubic Feet Billed** includes water billed to the Royal Oak Township Annex, and all regular, special and final bills.

****Negative line loss** results indicate that a portion of the total consumption billed had been estimated. Once a subsequent reading is obtained -- usually during the following billing period -- the system will self-correct for any estimated consumption.

Statistics for Unmetered Water

Fire Department:

Incidents that actually require the use of water occur on average every other month. Since fire vehicles hold 20 units of water it is reasonable to expect a minimum yearly consumption of 120 units per year. This unmetered consumption or line loss accounts for 12,000 cubic feet of water.

Fire Hydrant Use:

Above the actual consumption of water in a firefight, 1400 fire hydrants are also flushed once per year.

Water Main Breaks:

July	3	January	6
August	0	February	8
September	1	March	1
October	1	April	0
November	4	May	0
December	7	June	1

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.

2011 - 2012 WATER RATE PER UNIT: \$3.12

SEE BELOW FOR USAGE AMOUNTS (PER GALLON/UNIT) AND HOW EACH ACTIVITY AFFECTS YOUR WATER BILL!

**BASED ON A 3 MONTH HOUSEHOLD BILLING CYCLE.

	<u>GALLONS USED</u>	<u>UNITS USED</u>	<u>COST</u>
TOILET (DAILY USE)	1,692	2.24	\$6.98
SHOWER (ONE PER DAY)	1,044	1.38	\$4.31
BATHTUB (ONE PER DAY)	2,160	2.86	\$8.91
DISHWASHER (PER PERSON/PER DAY)	90	0.12	\$0.37
WASHING MACHINE (PER PERSON/DAILY USE)	1,350	1.79	\$5.57
KITCHEN/BATHROOM FAUCET (AVERAGE DAILY USE)	981	1.30	\$4.05
CAR WASH W/ GARDEN HOSE (10 MINUTES - ONCE PER WEEK)	1,200	1.59	\$4.95
WEEKLY WATERING OF A 10,000 SQUARE FOOT LAWN (NO RAIN)	74,796	98.94	\$308.68

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

Internal Service Funds

OVERVIEW

The City's 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 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 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.

RISK MANAGEMENT FUND

The Risk Management Fund is used to accumulate resources from other funds which utilize labor to pay workers compensation premiums to the Michigan Municipal League's Workers Compensation Pool. It is also used for the City's property and liability insurance.

RETIREE'S HEALTH CARE FUND DISTRICT COURT

The Retiree's Health Care Fund – District Court is used to accumulate resources to fund medical benefits for retiree's of the District Court

45-B. The revenues are provided by a \$10.00 per ticket charge added on to violation fees.

RETIREE'S HEALTH CARE FUND OAK PARK RETIREES

The Retiree's Health Care Fund – Oak Park Retirees is used to accumulate resources to fund medical benefits for retiree's of the City of Oak Park. Funds are invested for retiree health care for City retirees.

CENTRAL SERVICES FUND

The Central Services Fund is used to account for Printing, Duplicating, and Mail services performed for the City's departments.

MOTOR POOL FUND

The Motor Pool Fund is used for the purchase and maintenance of the City's fleet. Its revenues come from rental charges for equipment to other funds.





“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

RISK MANAGEMENT

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.

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. The chart below provides the actual payroll detailed by the workers' compensation classification codes for the past three fiscal years.

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 ASSUMPTIONS

Revenues of \$653,788 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

The proposed appropriation of \$631,128 reflects a decrease of \$14,635 from FY 2010-2011. This is due to lower 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.

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.

TOTAL WORKERS COMPENSATION PAYROLL BY CLASSIFICATION CODE

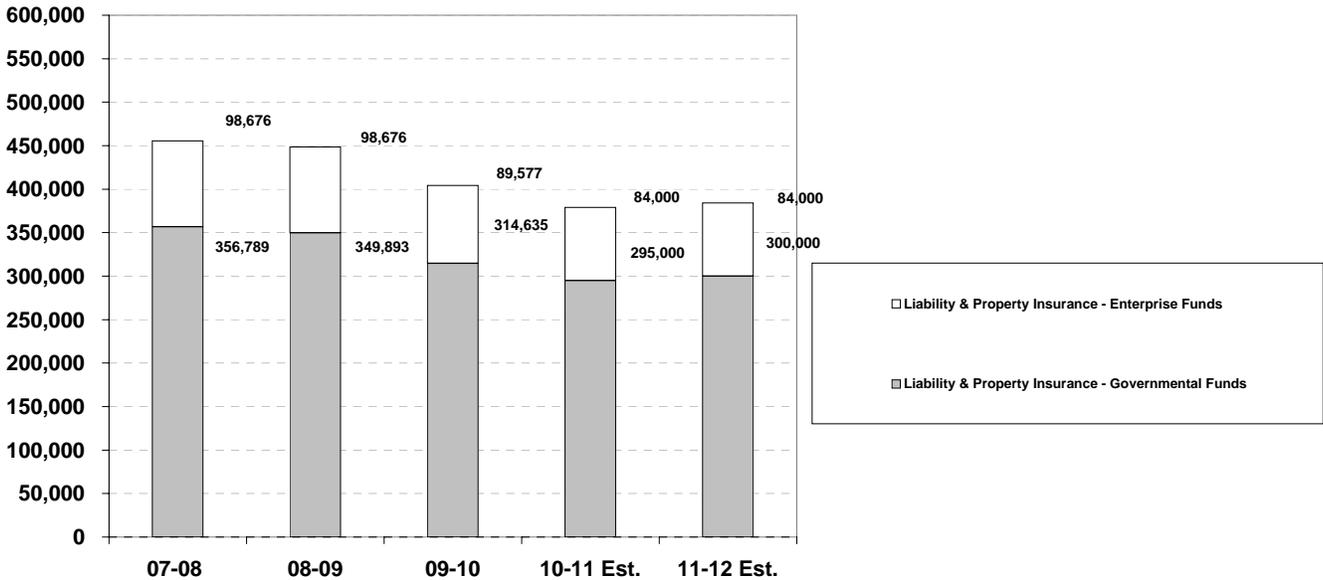
Class Code	Classification Name	Actual Payroll FY 2007-2008	Actual Payroll FY 2008-2009	Actual Payroll FY 2009-2010
5509	Street Maintenance	1,218,816	1,178,746	1,111,986
7380	Drivers	10,000	-0-	-0-
7382	Transit Bus Drivers	39,133	6,849	8,796
7520	Water Department	47,941	48,963	43,212
7610	Radio/TV	175,844	175,085	178,192
7704	Public Safety	5,313,715	5,724,673	5,505,753
7720	Police Officers (Previously Included w/ Public Safety)	128,576	164,124	116,158
8395	Auto Garages	109,800	111,931	87,159
8810-1	Clerical-Office	2,954,273	2,792,353	2,498,913
8810-2	Elected Officials	26,810	26,810	25,044
8810-3	Libraries-Professional Employees	417,305	462,063	519,430
8820	Attorney	235,238	187,089	187,879
8831	Animal Shelter	35,630	38,860	39,684
8835	Public Health	23,236	-0-	-0-
9015	Building Maintenance	147,507	114,779	97,428
9102	Parks & Recreation	524,766	513,114	449,999
9103	Crossing Guards	69,828	69,086	68,613
9104	Lifeguards (Previously Included w/ Parks & Recreation)	25,040	38,916	30,431
9410	Municipal Employees	900,630	853,979	974,811
	TOTALS	12,404,088	12,507,420	11,943,488

**CITY OF OAK PARK
2011-2012 BUDGET**

RISK MANAGEMENT

ACCT. NO.	FUND NO.: 677-42-871 ACCOUNT NAME	PRIOR YEAR ACTUAL 2009-2010	CURRENT BUDGET 2010-2011	ACTUAL AS OF 2/28/2011 2010-2011	EST. YEAR END 2010-2011	DEPT. REQUEST 2011-2012	CITY MANAGERS REC. 2011-2012	CITY COUNCIL APPROVED 2011-2012
REVENUES								
664	Interest Income	562	125	22	125	125	125	125
674	Miscellaneous Fees	0	100	0	100	100	100	100
699	Charges to Other Funds-Workers Compensation	268,115	275,844	242,461	337,250	260,849	260,849	260,849
699.101	Transfer from General Fund	417,000	380,000	253,333	380,000	110,000	110,000	110,000
TOTAL REVENUE		685,677	656,069	495,816	717,475	371,074	371,074	371,074
EXPENDITURES								
910	Insurance - Workers Compensation	285,191	329,628	277,004	300,000	270,327	270,327	270,327
910	Insurance - Public Liability	314,635	314,635	294,738	295,000	300,000	300,000	300,000
910.001	Insurance Claims	0	1,500	0	1,500	1,500	1,500	1,500
TOTAL EXPENDITURES		599,826	645,763	571,742	596,500	571,827	571,827	571,827
EXCESS/DEFICIT		85,851	10,306	(75,926)	120,975	(200,753)	(200,753)	(200,753)
Beginning Net Assets		114,458	183,602	200,309	200,309	321,284	321,284	321,284
Ending Net Assets		200,309	193,908	124,383	321,284	120,531	120,531	120,531

PROPERTY AND LIABILITY INSURANCE HISTORY



	07-08	08-09	09-10	10-11 Est.	11-12 Est.
Liability & Property Insurance - Governmental Funds	356,789	349,893	314,635	295,000	300,000
Liability & Property Insurance - Enterprise Funds	98,676	98,676	89,577	84,000	84,000
Total	455,465	448,569	404,212	379,000	384,000

CITY OF OAK PARK

RETIREES HEALTH CARE

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 45-B District Court. Health Care benefits for City of Oak Park Retirees are also being exhibited. An actuarial study has been approved in FY 2009-2010 to determine the liability of this commitment. This study will be compiled using data from the City's June 30, 2010 actuarial valuation. The computation techniques used in this study will be calculated using similar methods as those used to determine pension benefits. This Health Care Valuation is calculated on a bi-annual basis.

REVENUE ASSUMPTIONS

For 45-B Court, funding comes from the collection of a \$15.00 per ticket assessment for civil infractions. 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.

EXPENDITURES

There currently are 15 Court retirees and 232 City retirees receiving health care benefits. During FY 2007-2008 the City became partially self-insured. It is anticipated that this alternative will help the City offset constantly increasing health care premiums that are associated with a fully insured plan design.

2011 – 2012 BUDGET DISTRICT COURT 45-B

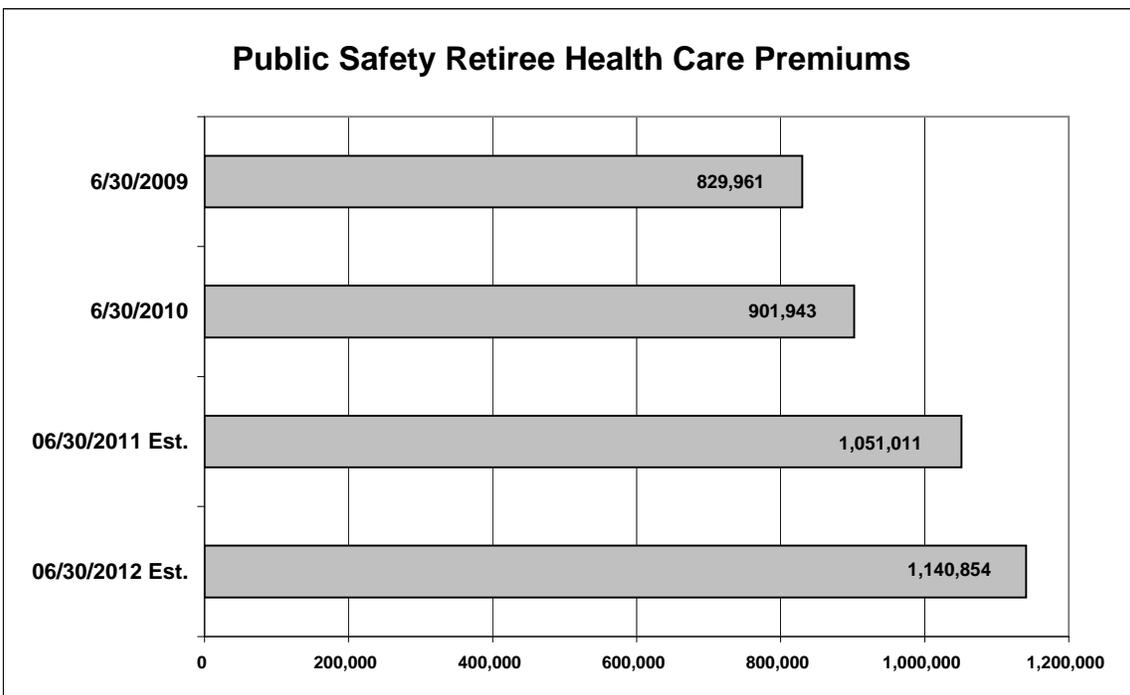
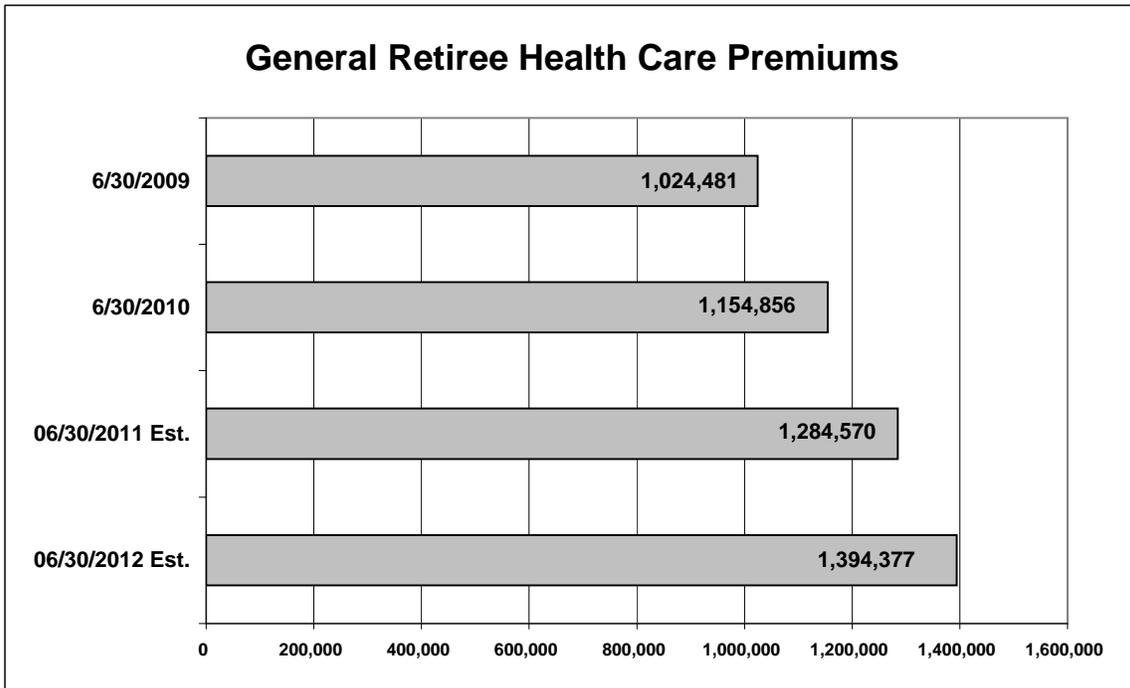
ACCT. NO.	FUND NO.: 678 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-11	ACTUAL AS OF 02/28/11 FY 2010-11	EST YEAR END FY 2010-11	DEPT. REQUEST FY 2011-12	MANAGERS REC. FY 2011-12	CITY COUNCIL APPROVED FY 2011-12
	REVENUES							
664	Interest Income	654	75	26	40	75	75	75
659	Ordinance Fines	125,745	140,000	76,130	128,000	188,617	188,617	188,617
699	Transfer-In	37,407	37,407	24,938	37,407	20,000	20,000	20,000
	TOTAL REVENUE	163,806	177,482	101,094	165,447	208,692	208,692	208,692
	EXPENDITURES							
712.001	Retirees Health Care	189,911	238,582	126,687	179,876	211,582	211,582	211,582
712.001	Retirees Dental	9,940	9,800	5,824	8,736	9,800	9,800	9,800
712.002	Retirees Life Insurance	176	190	150	217	220	220	220
801	Professional Services	0	3,500	0	3,500	0	0	0
	TOTAL EXPENDITURES	200,027	252,072	132,661	192,329	221,602	221,602	221,602
	EXCESS DEFICIT	(36,221)	(74,590)	(31,567)	(26,882)	(12,910)	(12,910)	(12,910)
	Beginning Net Assets	157,732	108,409	121,511	121,511	94,629	94,629	94,629
	Ending Net Assets	121,511	33,819	89,944	94,629	81,719	81,719	81,719

CITY OF OAK PARK RETIREES

ACCT. NO.	FUND NO.: 680 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-11	ACTUAL AS OF 02/28/11 FY 2010-11	EST YEAR END FY 2010-11	DEPT. REQUEST FY 2011-12	MANAGERS REC. FY 2011-12	CITY COUNCIL APPROVED FY 2011-12
	REVENUES							
664	Interest Income	434	500	42	65	250	250	250
669	Gain on Investments	34,585	40,000	63,775	85,500	75,000	75,000	75,000
	TOTAL REVENUE	35,019	40,500	63,817	85,565	75,250	75,250	75,250
	EXPENDITURES							
801	Professional Services	0	10,000	0	10,000	0	0	0
830	Loss on Investments	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	0	10,000	0	10,000	0	0	0
	EXCESS DEFICIT	35,019	30,500	63,817	75,565	75,250	75,250	75,250
	Beginning Net Assets	317,864	383,164	352,883	352,883	428,448	428,448	428,448
	Ending Net Assets	352,883	413,664	416,700	428,448	503,698	503,698	503,698

CITY OF OAK PARK

One of the largest expenditures that the City must manage is Retiree Health Care. The graphs below distinguish between premiums paid for the General and Public Safety divisions. During fiscal year 2007-2008, the City became partially self-insured for medical, prescription drug and dental coverage. This change was made with the intent of lowering costs by paying expenditures based on actual claims filed rather than paying a fixed premium amount.



CITY OF OAK PARK

MOTOR POOL

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. 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. A listing of Motor Pool acquisitions and disposals for FY 2008-2009 can be located at the on the final page of the Motor Pool section of this budget.

For a complete listing of all vehicle and equipment descriptions and quantities, please refer to the Vehicle and Equipment Assignment Schedule on the following pages. This schedule includes a five year plan to be used as a guide only, to insure vehicles and equipment will be replaced as deemed appropriate. Vehicles and equipment are approved on a yearly basis and in no way does this schedule represent a commitment of future funds.

REVENUE ASSUMPTIONS

The proposed 2011-2012 budget recommends revenues of \$439,255 from rents charged to other funds, sales of fixed assets, and interest income. This is a \$367,000 decrease from the assumption that was made for FY 2010-2011 of \$806,255.

EXPENDITURES

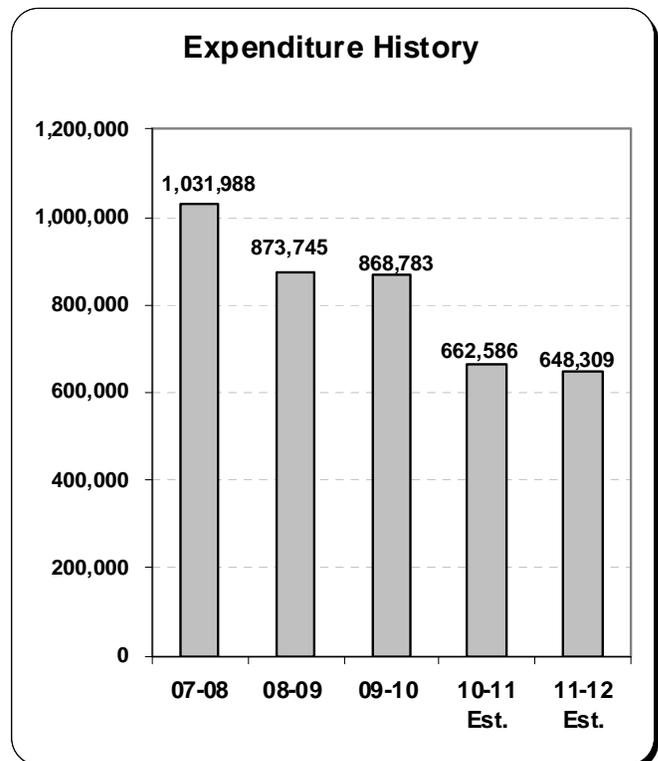
A total appropriation of \$648,309 is recommended for FY 2011-2012, a decrease of \$28,077 from FY 2010-2011. This is mainly attributable to the fact that fewer vehicles will be purchased in FY 2011-2012 than in the previous fiscal year.

For FY 2011-2012 it is being recommended that \$65,000 be allocated in Capital Outlay for motor vehicles and equipment, while \$100,000 was appropriated for FY 2010-2011.

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.

Develop criteria for prioritizing capital purchases in the Motor Pool Fund.



**CITY OF OAK PARK
2011-2012 BUDGET
MOTOR POOL**

ACCT. NO.	FUND NO. 654-18-875 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
REVENUES								
664	Interest	3,468	200	68	140	200	200	200
673	Sale of Fixed Assets	51,411	34,000	5,532	10,000	34,000	34,000	34,000
699.101	Rents - General Fund	231,598	0	6,136	9,200	5,000	5,000	5,000
699.202	Rents - Major Streets	55,798	124,000	22,506	56,000	54,000	54,000	54,000
699.203	Rents - Local Streets	120,457	167,000	48,426	100,000	110,000	110,000	110,000
699.226	Rents - Solid Waste	119,734	225,000	55,923	100,000	100,000	100,000	100,000
699.402	Rents - City Owned Property	128	55	29	55	55	55	55
699.403	Rents - Neighborhood Stabilization Program	18,577	2,500	10,803	11,000	2,500	2,500	2,500
699.451	Rents - Special Assessments	5,181	500	1,151	2,500	500	500	500
699.592	Rents - Water & Sewer	130,393	253,000	51,574	98,000	133,000	133,000	133,000
TOTAL REVENUE		736,745	806,255	202,148	386,895	439,255	439,255	439,255
EXPENDITURES								
702	Salaries & Wages	105,975	106,958	49,894	82,000	100,755	100,755	100,755
712	Employee Benefits	90,231	81,828	48,395	75,000	94,954	94,954	94,954
726	Materials & Supplies	205,459	180,000	147,953	200,000	180,000	180,000	180,000
801	Professional Services	976	9,000	1,362	5,000	9,000	9,000	9,000
860	Transportation	158,869	195,000	95,635	185,000	195,000	195,000	195,000
861	Fleet Collision Repairs	938	2,500	0	4,000	2,500	2,500	2,500
958	Memberships & Dues	0	100	0	100	100	100	100
960	Education and Training	0	1,000	0	1,000	1,000	1,000	1,000
968	Depreciation	306,335	0	0	0	0	0	0
970	Capital Outlay	0	100,000	110,486	110,486	110,000	65,000	65,000
TOTAL EXPENDITURES		868,783	676,386	453,725	662,586	693,309	648,309	648,309
EXCESS / DEFICIT		(132,038)	129,869	(251,577)	(275,691)	(254,054)	(209,054)	(209,054)
Retained Earnings - Beginning of Year		2,321,455	2,450,438	2,189,417	2,189,417	1,913,726	1,913,726	1,913,726
Retained Earnings - End of Year		2,189,417	2,580,307	1,937,840	1,913,726	1,659,672	1,704,672	1,704,672

MOTOR POOL REQUESTS

ITEM	VEHICLE NO.	PRIOR YEAR ACTUAL FY 2009-2010	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
Motor Pool Fund						
Police Cars - 2 Marked				60,000	30,000	30,000
Police Evidence Vehicle - Marked Tahoe				35,000	35,000	35,000
Ford Fusion				15,000	0	0
GMC Sierra	618	46,294				
Pick-up Sierra GMC 4 with snowplow	626	25,879				
Police Cars - 3 Marked			110,486			
Sub-total Governmental Funds		72,173	110,486	110,000	65,000	65,000
Water & Sewer Fund						
Sub-Total Water & Sewer		0	0	0	0	0
TOTAL		72,173	110,486	110,000	65,000	65,000

CITY OF OAK PARK
FISCAL YEAR 2011-2012 BUDGET
GENERAL FUND

No.	Vehicle	Assignment	Historical Cost	Current Budget FY 2010-11	Department Request FY 2011-12	City Manager Recommended FY 2011-12	City Council Approved FY 2011-12	Future Years					Beyond 5 Years	Expected Life	Old City #
								FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17			
101	2006 GMC Sierra Pickup	Motor Pool	28,428											5	
110	1991 Chevrolet Van	Cable	SOLD											555	
117	2005 Dodge Durango	City Manager	SOLD											266	
120	1995 Laine Brake Van - Norman	Tech. & Plan.	6,606											5	
218	2001 Ford 4 Door Crown Victoria	Public Safety	21,288											5	
218 OLD	2000 Ford 4 Door Crown Victoria	Tech. & Plan	SOLD											5	117 & 261
240	2006 GMC Canyon Pickup	Tech. & Plan	19,648											5	
243	2007 GMC Sierra	Tech. & Plan	21,539											5	
250	2008 Ford 4 Door Crown Victoria	Public Safety	SOLD	25,000										3	
251	2006 Ford 4 Door Crown Victoria	Public Safety	20,856					25,000						3	
252	2008 Ford 4 Door Crown Victoria	Public Safety	20,566											3	
252 OLD	2006 Ford 4 Door Crown Victoria	Public Safety	SOLD											3	
253	2008 Ford 4 Door Crown Victoria	Public Safety	20,834	25,000										3	
253 OLD	2006 Ford 4 Door Crown Victoria	Public Safety	20,856					25,000						3	
254	2004 Ford 4 Door Crown Victoria	Public Safety	20,747											3	
255	2006 Ford 4 Door Crown Victoria	Public Safety	20,856	25,000				25,000						3	
256	2007 Ford 4 Door Crown Victoria	Public Safety	20,856	25,000				25,000						3	
257	2007 Ford 4 Door Crown Victoria	Public Safety	20,856											3	
257 OLD	2004 Ford 4 Door Crown Victoria	Public Safety	SOLD											3	
258	2009 Ford 4 Door Crown Victoria	Public Safety	20,568											3	
258 OLD	2002 Ford 4 Door Crown Victoria	Public Safety	SOLD					25,000						3	
259	2009 Ford 4 Door Crown Victoria	Public Safety	20,568					25,000						3	
260	2009 Ford Taurus SEL	Public Safety	20,787					25,000						3	
260 OLD	2002 Ford 4 Door Crown Victoria	Public Safety	SOLD											117	
262	2006 Pontiac Grand Prix	Public Safety	16,775											5	
263	2008 Ford Explorer	Public Safety	22,125	35,000				35,000						269	
263 OLD	2000 Ford 4 Door Crown Victoria	Public Safety	21,073											269	
265	2008 Ford 4 Door Crown Victoria	Public Safety	20,562	30,000				30,000						5	118
266	2006 Dodge Grand Caravan	Public Safety	17,089											5	118
267	2006 Dodge Charger	Public Safety	17,609	15,000										5	
268	Dodge Charger SE	Public Safety	17,903											3	
269	2007 Ford 500	Public Safety	21,884											5	
270	2007 GMC Sierra	Public Safety	35,355											5	
271	2008 Ford 4 Door Crown Victoria	Public Safety	20,834											5	
275	1992 GMC Cargo Van	Public Safety	5,500											5	
280	2007 Ford 4 Door Crown Victoria	Public Safety	20,856										Extended	5	
281	2008 Ford 4 Door Crown Victoria	Public Safety	20,834										Extended	3	
281 OLD	2005 Ford 4 Door Crown Victoria	Public Safety	SOLD	30,000									Extended	3	
282	Harley Davidson Cycle	Public Safety	14,500											258	
305	2004 Elgin Felician P Series Street Sweeper	DPW	128,743									18,000		12	
307	1999 Leader John Deere	DPW	113,047											15	
321	2001 Elgin Street Sweeper	DPW	91,000								120,000			20	
346	2002 Traffic Line Remover	DPW	5,214											10	
362	1991 AMVAC 300 Vacuum Leaf Loader	DPW	11,739											15	303L
364	2006 Old Dominion Brush Leaf Collector	DPW	15,747											15	
368	2002 American Leaf Loader	DPW	32,800											15	
386	1991 Swenson EV Series V-Box Hyd Salt Spreader	DPW	4,701											15	304S
400	2010 Ford Fusion	Tech. & Plan.	14,927											3	
400 OLD	2005 Dodge Durango	Tech. & Plan.	SOLD					18,000						3	260 & 269
401	1999 GMC Savana Van	Tech. & Plan.	17,790											5	

CITY OF OAK PARK
FISCAL YEAR 2011-2012 BUDGET
GENERAL FUND

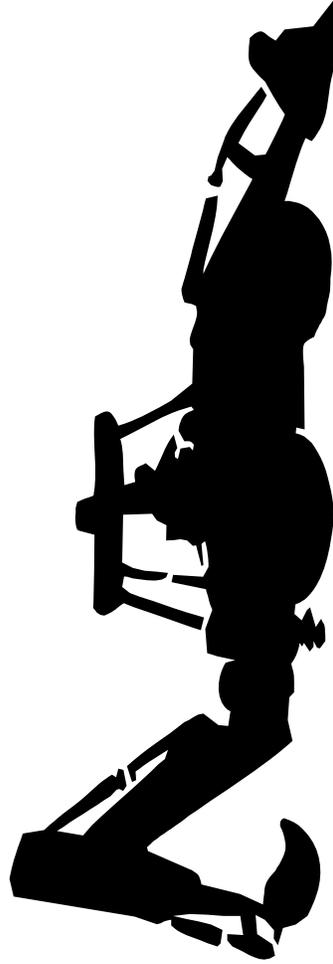
No.	Vehicle	Assignment	Historical Cost	Current Budget FY 2010-11	Department Request FY 2011-12	City Manager Recommended FY 2011-12	City Council Approved FY 2011-12	VEHICLE AND EQUIPMENT ASSIGNMENT AND ESTIMATED YEAR OF REPLACEMENT - MOTOR POOL					Beyond 5 Years	Expected Life	Old City #
								FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17			
417	2002 Ford 4 Door Crown Victoria	Tech. & Plan.	21,285					25,000						5	117 & 400
419	2004 Ford 4 Door Crown Victoria	Tech. & Plan.	20,747					25,000						3	252
419 OLD	1989 Ford 4 Door Crown Victoria	Tech. & Plan.	SOLD											5	530
441	1986 Chevrolet Pickup	Tech. & Plan.	15,487											5	530
442	1997 Annual Control Box/1998 GMC Truck Body	Tech. & Plan.	9,985											5	530
445	1991 GMC Sierra Special Pick Up Truck	Tech. & Plan.	SOLD											5	530
450	2002 GMC Van	Tech. & Plan.	19,514											10	325
500	1986 International 2654 6x4 Cab & Chassis	Tech. & Plan.	74,490											3	303
518	2002 GMC Stake Truck	DPW	27,421					40,000						To Be Replaced	10
522	2006 Sterling Dump Truck	DPW	87,190					40,000						10	301
523	2007 GMC 3/4 Ton Pick Up (Mobile)	DPW	24,808											10	301
525	2006 Sterling Dump Truck	DPW	95,921					40,000						10	301
528	2002 Chevy Dump Truck	DPW	31,124											10	301
529	2002 GMC Dump	DPW	66,761											10	301
530	2005 Ford 4 Door Crown Victoria	DPW	SOLD											3	250 OLD
530 OLD	1997 Ford Crown Victoria	DPW	SOLD											3	250 OLD
531	1988 Ford F150 Pick Up	DPW	15,412											5	261
532	1988 Pickup 4x4 (green)	DPW	18,810											5	300
533	2005 Chevrolet 3500 Dump Truck	DPW	35,973											To Be Replaced	302
534	2006 GMC 1 1/2 Yd Dump w/ DPT Arrow	DPW	35,592					40,000						15	313
535	2002 International Truck Cab/Chassis	DPW	100,941											15	304
536	1982 Chevrolet Conventional Truck Cab/Chassis	DPW	25,156									Extended		10	
537	2007 GMC Sierra	DPW	22,670					25,000						15	
538	2001 57 Yd. Dump Truck	DPW	74,410											15	
539	2001 Pontiac Bonneville	DPW	SOLD												
541	American LaFrance Eagle Aerial Fire Engine	Public Safety	573,760									Extended			
542	2008 American LaFrance Pumper	Public Safety	334,161									Extended		25	
543	1987 Quality Fire Engine	Public Safety	155,926									Extended		25	
544	1987 Fire Engine Pierce Dash Pumper	Public Safety	250,326									Extended		25	
551	2006 GMC Sierra	Public Safety	22,261									Extended		5	
606	1986 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	19,588					30,000				Extended		10	
611	2006 GMC Crew Cab Pickup	DPW	21,975									Extended		5	
612	1988 Ford F350 Pickup	DPW	25,944									Extended		10	
613	1997 Chevrolet 1 Ton Pickup/Crew Cab	DPW	18,734									Extended		10	
615	1981 Ford Tractor 3600 - Diesel	DPW	790					20,000				Extended		15	
616	1984 Ford Tractor 3800	DPW	3,918									Extended		15	
617	2006 Bobcat 5900 Tractor	DPW	46,004									Extended		10	
618	2010 GMC Sierra	DPW	46,294									55,000			
618 OLD	1997 Chevrolet 1 1/2 Yard Dump Truck	DPW	SOLD												
619	1988 Giant Vac-4000 Leaf Blower	DPW	675									Extended		10	
620	1989 Chipper Brush Bandit	DPW	23,984									Extended		15	
621	2004 Rayco Stump Cutter RG 1672-DXH	DPW	30,881					35,000				Extended		5	
622	2006 GMC Sierra	DPW	24,449									Extended		5	
***	2007 John Deere Mowing Tractor	DPW	15,305									Extended		5	
623	2001 John Deere Mowing Tractor	DPW	14,054									Extended		5	
624	2005 Husler Turn Zero Mower	DPW	7,718									Extended		5	
626	2010 GMC Sierra Pick Up with Snow Plow	DPW	25,879									32,000			
626 OLD	1986 GMC 4x4 Pick-up	DPW	SOLD												

CITY OF OAK PARK
FISCAL YEAR 2011-2012 BUDGET
GENERAL FUND

No.	Vehicle	Assignment	Historical Cost	Current Budget FY 2010-11	Department Request FY 2011-12	City Manager Recommended FY 2011-12	City Council Approved FY 2011-12	Future Years					Beyond 5 Years	Expected Life	Old City #
								FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17			
627	2006 Husler Zero Turn Mower	DPW	7,721												5
627	1995 John Deere Mowing Tractor	DPW	9,619												
830G OLD	1996 Prentice Logging Tractor	DPW	11,180									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 Tractor	DPW	3,542									Extended			10
634	1991 Utility Trailer UHDT-12THFR-EG	DPW	2,469												10
636	1996 Silva Utility Tractor	DPW	3,542									Extended			10
639	1992 STHL 020AV Chain Saw	DPW	167												5
643	2002 Blowing Mower	DPW	9,689					15,000							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 STHL 020AV Chain Saw (6)	DPW	80												3
715	2005 Buntion ZTR Riding Mower	DPW	7,484												3
729BLO	1995 Salisco Debris Blower #317	DPW	750												3
729BLO	1995 Salisco Debris Blower #317	DPW	750												3
727	2002 Textron-Burton Mower	DPW	5,250												3
733	1993 Shindaiwa T25 Line Trimmer (2)	DPW	96												3
743	1993 Rally 20 Inch 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
801	1997 Champion 21 Passenger Bus	Recreation	SOLD												
806	2005 Ford 4 Door Crown Victoria	Recreation	20,593												259
806 OLD	1999 Ford 4 Door Crown Victoria	Recreation	SOLD												265
807	1992 Ford Ranger 4 Wheel Drive Pickup	Recreation	5,046												240
829	2005 Ford 4 Door Crown Victoria	Recreation	20,593									Extended			3
*****	2008 Leaf Claw	DPW	14,600					15,000							3
	Peabody-Gallon 402L Dump Body & Access.	Motor Pool	12,820												15
	MD80 Mower Deck	DPW	3,154												10
	45 Watt WHF GM300 Radios 1995	Motor Pool	4,125												3
	1995 Equipment to be Converted - PSD	Public Safety	3,327												3
	1993 Mobile Car Telephones - 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 EO 5VEH	Motor Pool	6,448												3
	1998 Vehicle Lift	Motor Pool	15,400												20
	Total General		3,982,452	100,000	1,10,000	65,000	65,000	170,000	385,000	188,000	18,000	87,000			

CITY OF OAK PARK
 FISCAL YEAR 2011-2012 BUDGET
 WATER AND SEWER FUND
 VEHICLE AND EQUIPMENT ASSIGNMENT AND ESTIMATED YEAR OF REPLACEMENT - MOTOR POOL

No.	Vehicle	Assignment	Historical Cost	Current Budget FY 2010-11	Department Request FY 2011-12	City Manager Recommended FY 2011-12	City Council Approved FY 2011-12	Future Years					Beyond 5 Years To Be Sold	Expected Life	Old City #
								FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17			
287 OLD	1998 Ford 4 Door Crown Victoria	Water	0					25,000						3	
500	1998 International 10' yard Dump Truck	Water	72,354											10	
503	2008 GMC 112' yard Dump Truck		42,735												
507	1999 Ford Crown Victoria	Finance	20,291						25,000					7	251
508	1999 Ford Crown Victoria	Finance	20,291											254	
509	1998 Generator Trailer	Water	N/A											20	
511	1982 Stanley Compressor	Water	14,625											12	
514	1989 Breaker Allied Mounted	Water	16,809						18,000					10	518BR
516	1999 Backhoe/Loader John Deere 710D	Water	99,500											Extended	
517	1989 John Deere Tractor/Loader/Bucket	Water	70,600											Extended	15
527	2001 Truck Sterling Vector Model 2110J	Water	186,000					25,000							15
537 - OLD	2001 Ford Crown Victoria	DPW	0											Extended	
551	1998 Pickup GMC 4x4 (green)	Water Foreman	20610										60,000	10	509
552	1993 GMC Safari Extended Van	Water	12,700											Extended	10
553	1997 Pickup GMC contractors crane truck	Water	50,005						50,000					10	
554	2006 Freightliner Van	Water	48,869											Extended	
554 OLD	1993 Chevrolet Van	Water	23,388					25,000						To Be Sold	10
555	2002 Chevrolet Van 1500	Water	19,643						5,000					10	506
558	1982 Deitz Target Arrow Trailer Mid **	Water	2,222											25	
NEW	Mini Excavator & Trailer	Water	0												
576	Plate compactor	Water	0												
359	Air Compressor	Water	10,249					25,000	5,000	75,000	43,000	60,000			553
Total Water & Sewer								0	0	150,000	86,000	120,000			



**CITY OF OAK PARK
FISCAL YEAR 2011-2012 BUDGET
GENERAL FUND
VEHICLE ACQUISITIONS AND DISPOSALS**

Vehicle No.	Model Year	Vehicle Description	Acquisitions	Disposals
251	2011	Ford Crown Victoria	21,746	
256	2011	Ford Crown Victoria	21,746	
257	2011	Ford Crown Victoria	21,746	
280	2011	Ford Crown Victoria	21,746	
255	2012	Ford Crown Victoria	23,502	
263 OLD	2000	Ford Crown Victoria		(4,468)
419	2004	Ford Crown Victoria		(4,041)
Est. Acquisitions and Disposals FY 2010-2011			110,486	(8,509)

Motor Pool Fund Value of 6/30/10	3,982,452
Less Accumulated Depreciation	(1,611,967)
Fixed Assets Net of Accumulated Depreciation 06/30/10	<u>2,370,485</u>

Motor Pool Fund Value as of 6/30/10	3,982,452
Estimated Acquisitions FY 2010-2011	110,486
Estimated Disposals FY 2010-2011	(8,509)
Estimated Value 06/30/11	<u>4,084,429</u>
Estimated Acquisitions FY 2011-2012	65,000
Estimated Disposals FY 2011-2012	(34,000)
Estimated Motor Pool Fund Value as of 06/30/12	<u>4,115,429</u>

MOTOR POOL VEHICLE & EQUIPMENT ASSIGNMENT CLASSIFIED BY DEPARTMENT	
<u>DEPARTMENT</u>	<u>HISTORICAL COST</u>
PUBLIC WORKS	1,711,081
PUBLIC SAFETY	1,865,052
RECREATION	96,332
TECHNICAL & PLANNING	242,028
MOTOR POOL/MISC ASSIGNMENTS	67,959
TOTAL HISTORICAL COST 06/30/08	<u>3,982,452</u>



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

CENTRAL SERVICES

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. 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.

REVENUE ASSUMPTIONS

Transfer - In General Fund

Transfer-In from the General Fund is \$75,000 for FY 2011-2012. This is the same allocation that was made for FY 2010-2011.

Interest

For FY 2011-2012, \$550 of Interest Revenue is projected. This was the amount also estimated for FY 2010-2011.

EXPENDITURES

The Central Services fund proposes an appropriation of \$74,400 for FY 2011-2012, which remains unchanged from FY 2010-2011.

Materials and Supplies are expected to remain the same. The allocation is \$2,500 for both FY 2011-2012 and for FY 2010-2011.

Expenditures of \$11,800 for Professional Services are anticipated during FY 2011-2012. This appropriation amount will fund printing costs.

The \$59,700 allocation amount for postage will be the same as FY 2010-2011. This account covers the cost of postage & delivery charges for UPS and regular mail.

FUND BALANCE

Fund Balance in the Central Services Fund is projected to be \$7,542 as of June 30, 2012.

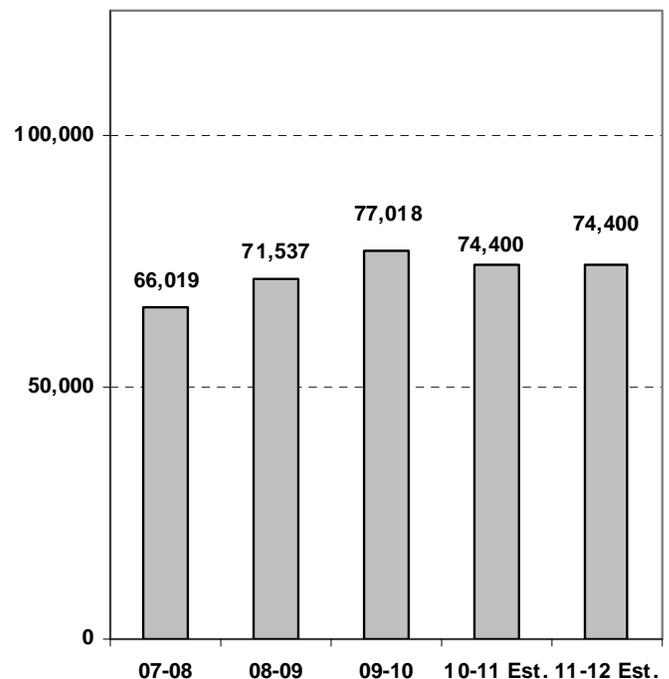
PERFORMANCE OBJECTIVES

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.

The City has adopted a paperless recordkeeping procedure. Scanned copies of documents are available on computer rather than storing hard copies of records. This policy will save storage space, which is in extremely short supply.

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.

Expenditure History



CITY OF OAK PARK

2011-2012 BUDGET

CENTRAL SERVICES

ACCT. NO.	FUND NO.: 653 ACCOUNT CLASSIFICATION	PRIOR	CURRENT	ACTUAL	ESTIMATED	DEPARTMENT		CITY
		YEAR ACTUAL FY 2009-2010	BUDGET FY 2010-2011	AS OF 2/28/2011 FY 2010-2011	YEAR END FY 2010-2011	REQUEST FY 2011-2012	MANAGERS RECOMMENDED FY 2011-2012	COUNCIL APPROVED FY 2011-2012
	<u>REVENUES</u>							
664	Interest	56	550	(4)	550	550	550	550
699.101	Transfers-In - General Fund	57,000	75,000	50,000	75,000	75,000	75,000	75,000
	TOTAL REVENUE	57,056	75,550	49,996	75,550	75,550	75,550	75,550
	<u>EXPENDITURES</u>							
726	Materials & Supplies	2,127	2,500	1,022	2,500	2,500	2,500	2,500
801	Professional Services	8,399	11,800	3,851	11,800	11,800	11,800	11,800
860	Transportation	324	400	0	400	400	400	400
903	Postage	66,168	59,700	57,638	59,700	59,700	59,700	59,700
	TOTAL EXPENDITURES	77,018	74,400	62,511	74,400	74,400	74,400	74,400
	EXCESS / DEFICIT	(19,962)	1,150	(12,515)	1,150	1,150	1,150	1,150
	Total Net Assets - Beginning	25,204	8,354	5,242	5,242	6,392	6,392	6,392
	Total Net Assets - Ending	5,242	9,504	(7,273)	6,392	7,542	7,542	7,542

CITY OF OAK PARK

Capital Projects 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 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. The most significant project proposed in the near future is the construction of a new municipal building that will house the City's administrative offices, the department of Public Safety, and the 45-B District Court.

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 2011-2012. However interest earnings are anticipated to total \$100.

EXPENDITURES

There will be no anticipated expenditures for the Public Improvement Fund for FY 2011-2012.

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. \$55,000 will be transferred from the General Fund during FY 2011-2012.

CITY OWNED PROPERTY (Cont'd)

EXPENDITURES

Expenditures consist of any repairs that need to be completed, as well as fees for professional services. There will be appropriations of \$18,698 recommended for FY 2011-2012.

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 no replacement projects planned for Fiscal Year 2011-2012.

REVENUE ASSUMPTIONS

Special assessments of \$40,000 will be recommended for FY 2011-2012. This fund is expected to earn interest in the amount of \$500.

EXPENDITURES

Expenditures of \$35,000 are anticipated during FY 2011-2012 for professional services.

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.

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.

CITY OF OAK PARK

Capital Projects Funds

Municipal Building Construction (Cont'd)

REVENUE ASSUMPTIONS

Revenues come from a \$5.00 per ticket charge levied by the 45-B District Court and from interest income due from pooled investments. An appropriation for FY 2011-2012 of \$142,590 is anticipated. Interest earned is expected to total \$1,000.

EXPENDITURES

\$33,270 in planned expenditures are being allocated to this fund during FY 2011-2012.

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 FUND

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. Interest received is expected to total \$1,500 for FY 2011-2012.

EXPENDITURES

Expenditures for planned projects during FY 2010-2011 will total \$600,000.

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

Neighborhood Stabilization Project (Cont'd)

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 rebuilt and then sold to those who qualify according to HUD's income limitations.

REVENUE ASSUMPTIONS

Funds are received on a reimbursement basis. \$1,028,145 is expected to be received during FY 2011-2012. This is a temporary program, so future funding is not guaranteed.

EXPENDITURES

Rehabilitation reimbursements totaling \$1,028,145 are expected during FY 2011-2012.

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.

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

Funds are received through General Obligation Bond proceeds of \$13,326,647. Interest proceeds of \$2,000 are anticipated for FY 2011-2012.

EXPENDITURES

Construction and improvement costs of \$12,591,647 are planned for FY 2011-2012.

PERFORMANCE OBJECTIVES

To reconstruct and improve the City's current municipal complex.

**CITY OF OAK PARK
2011-2012 BUDGET
CAPITAL PROJECT FUNDS**

PUBLIC IMPROVEMENT FUND

ACCT. NO.	FUND NO.: 401 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	REVENUES							
664	Interest Income	299	25	29	100	100	100	100
	TOTAL REVENUE	299	25	29	100	100	100	100
	EXPENDITURES							
801	Professional Services	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	0	0	0	0	0	0	0
	EXCESS/DEFICIT	299	25	29	100	100	100	100
	Beginning Fund Balance	53,634	53,660	53,933	53,933	54,033	54,033	54,033
	Ending Fund Balance	53,933	53,685	N/A	54,033	54,133	54,133	54,133

CITY OWNED PROPERTY

ACCT. NO.	FUND NO.: 402 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	REVENUES							
673	Sale of Property	3,136	0	34,379	34,379	0	0	0
664	Interest Income	476	100	0	0	0	0	0
699.101	Transfer-In - General Fund	80,000	0	0	0	55,000	55,000	55,000
	TOTAL REVENUE	83,612	100	34,379	34,379	55,000	55,000	55,000
	EXPENDITURES							
702	Salaries & Wages	254	0	39	40	9,626	9,626	9,626
712	Fringe Benefits	154	0	42	50	9,072	9,072	9,072
726	Materials & Supplies	102	200	0	0	0	0	0
801	Professional Services	10,067	4,500	142,024	150,000	0	0	0
956	Miscellaneous	881	300	598	600	0	0	0
	TOTAL EXPENDITURES	11,458	5,000	142,703	150,690	18,698	18,698	18,698
	EXCESS/DEFICIT	72,154	(4,900)	(108,324)	(116,311)	36,302	36,302	36,302
	Beginning Fund Balance	14,146	89,246	86,300	86,300	(30,011)	(30,011)	(30,011)
	Ending Fund Balance	86,300	84,346	N/A	(30,011)	6,291	6,291	6,291

SIDEWALK PROGRAM

ACCT. NO.	FUND NO.: 451 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	REVENUES							
628	Weeds	47,327	5,000	18,327	19,000	5,000	5,000	5,000
653	Sidewalk	19,851	250,000	272,856	273,000	10,000	10,000	10,000
664	Interest Income	7,905	500	2,684	2,700	500	500	500
674	Special Services	9,792	35,000	3,370	5,000	35,000	35,000	35,000
	TOTAL REVENUE	84,875	290,500	297,237	299,700	50,500	50,500	50,500
	EXPENDITURES							
702	Salaries & Wages	14,421	11,652	5,994	6,000	0	0	0
712	Employee Benefits	8,250	8,915	5,395	6,000	0	0	0
940	Rentals	5,180	2,500	1,150	2,500	2,500	2,500	2,500
801	Professional Services	9,254	5,000	5,639	7,000	35,000	35,000	35,000
818.001	Graffiti	0	500	0	0	0	0	0
818.003	Weed Mowing	138	5,000	0	0	0	0	0
818.006	Snow Removal	0	2,500	0	0	0	0	0
970.000	Sidewalks	20,998	250,000	293,330	294,000	0	0	0
	TOTAL EXPENDITURES	58,241	286,067	311,508	315,500	37,500	37,500	37,500
	EXCESS/DEFICIT	26,634	4,433	(14,271)	(15,800)	13,000	13,000	13,000
	Beginning Fund Balance	119,309	121,209	145,943	145,943	130,143	130,143	130,143
	Ending Fund Balance	145,943	125,642	N/A	130,143	143,143	143,143	143,143

**CITY OF OAK PARK
2011-2012 BUDGET
CAPITAL PROJECT FUNDS**

ROAD CONSTRUCTION FUND

ACCT. NO.	FUND NO.: 450-16 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
REVENUES								
502	Federal Grants	1,022,489	0	0	0	0	0	0
664	Interest Income	8,998	1,500	(929)	1,500	1,500	1,500	1,500
TOTAL REVENUE		1,031,487	1,500	(929)	1,500	1,500	1,500	1,500
EXPENDITURES								
Eleven Mile Road								
702	Salaries & Wages	1,173	0	0	0	0	0	0
712	Fringe Benefits	736	0	0	0	0	0	0
801	Professional Services	523,500	0	198,813	200,000	0	0	0
Harding Avenue								
801	Professional Services	362,774	0	0	0	0	0	0
City Parks - Parking Lots								
801	Professional Services	0	0	0	0	200,000	200,000	200,000
Nine Mile								
702	Salaries & Wages	1,033	0	0	0	0	0	0
712	Fringe Benefits	690	0	0	0	0	0	0
801	Professional Services	3,220	0	967,058	968,000	0	0	0
Coolidge & Nine Mile								
702	Salaries & Wages	10,001	0	2,633	3,000	0	0	0
712	Fringe Benefits	4,316	0	1,723	2,000	0	0	0
801	Professional Services	3,247	0	0	0	0	0	0
Miscellaneous								
801	Professional Services	0	0	0	0	400,000	400,000	400,000
Total								
	Salaries & Wages	12,207	0	2,633	3,000	0	0	0
	Fringe Benefits	5,742	0	1,723	2,000	0	0	0
	Professional Services	892,741	0	1,165,871	1,168,000	600,000	600,000	600,000
TOTAL EXPENDITURES		910,690	-	1,170,227	1,173,000	600,000	600,000	600,000
EXCESS/DEFICIT		120,797	1,500	(1,171,156)	(1,171,500)	(598,500)	(598,500)	(598,500)
Beginning Fund Balance		1,745,000	220,001	1,865,797	1,865,797	694,297	694,297	694,297
Ending Fund Balance		1,865,797	221,501	694,641	694,297	95,797	95,797	95,797

MUNICIPAL BUILDING CONSTRUCTION FUND

ACCT. NO.	FUND NO.: 470 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
REVENUES								
659	Ordinance Fines	173,393	172,000	95,060	142,590	236,280	236,280	236,280
664	Interest	3,798	5,000	493	1,000	1,000	1,000	1,000
TOTAL REVENUE		177,191	177,000	95,553	143,590	237,280	237,280	237,280
EXPENDITURES								
801	Professional Services	0	0	100	100	0	0	0
970	Capital Outlay	0	0	0	0	25,000	0	0
TOTAL EXPENDITURES		0	0	100	100	25,000	0	0
EXCESS/DEFICIT		177,191	177,000	95,453	143,490	212,280	237,280	237,280
Beginning Fund Balance		522,316	699,315	699,507	699,507	842,997	842,997	842,997
Ending Fund Balance		699,507	876,315	N/A	842,997	1,055,277	1,080,277	1,080,277

NEIGHBORHOOD STABILIZATION PROGRAM (NSP) FUND

ACCT. NO.	FUND NO.: 403 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
REVENUES								
502	Federal Grants	1,485,253	857,048	201,916	943,831	1,028,145	1,028,145	1,028,145
TOTAL REVENUE		1,485,253	857,048	201,916	943,831	1,028,145	1,028,145	1,028,145
EXPENDITURES								
702	Salaries & Wages	103,386	27,889	73,023	100,000	22,167	22,167	22,167
712	Fringe Benefits	32,178	10,084	33,169	45,000	5,978	5,978	5,978
726	Materials & Supplies	165	0	0	0	0	0	0
801	Professional Services	911,014	819,075	895,463	1,200,000	1,000,000	1,000,000	1,000,000
956	Miscellaneous	172	0	0	0	0	0	0
TOTAL EXPENDITURES		1,046,915	857,048	1,001,655	1,345,000	1,028,145	1,028,145	1,028,145
EXCESS/DEFICIT		438,338	0	(799,739)	(401,169)	0	0	0
Beginning Fund Balance		(37,169)	0	401,169	401,169	0	0	0
Ending Fund Balance		401,169	0	N/A	0	0	0	0

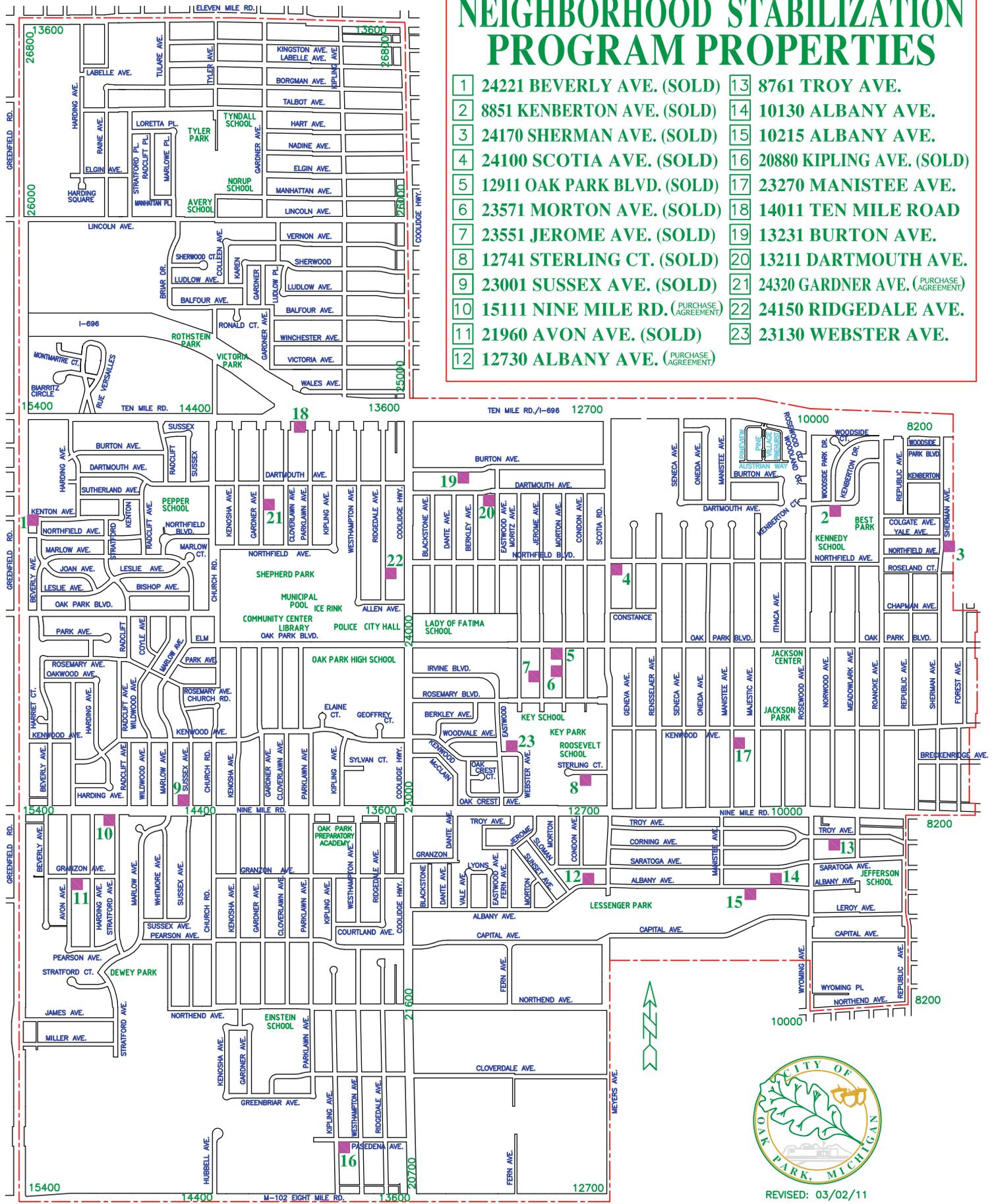
MUNICIPAL COMPLEX FACILITY FUND

ACCT. NO.	FUND NO.: 452 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	EST. YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	MANAGERS REC. FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
REVENUES								
659	Bond Proceeds	0	0	13,326,647	13,326,647	0	0	0
664	Interest	0	0	12,624	13,000	2,000	2,000	2,000
TOTAL REVENUE		0	0	13,339,271	13,339,647	2,000	2,000	2,000
EXPENDITURES								
801	Professional Services	0	0	458,904	750,000	12,591,647	12,591,647	12,591,647
TOTAL EXPENDITURES		0	0	458,904	750,000	12,591,647	12,591,647	12,591,647
EXCESS/DEFICIT		0	0	12,880,367	12,589,647	(12,589,647)	(12,589,647)	(12,589,647)
Beginning Fund Balance		0	0	0	0	12,589,647	12,589,647	12,589,647
Ending Fund Balance		0	0	N/A	12,589,647	0	0	0

City of Oak Park

NEIGHBORHOOD STABILIZATION PROGRAM PROPERTIES

- | | | | |
|----|--|----|---|
| 1 | 24221 BEVERLY AVE. (SOLD) | 13 | 8761 TROY AVE. |
| 2 | 8851 KENBERTON AVE. (SOLD) | 14 | 10130 ALBANY AVE. |
| 3 | 24170 SHERMAN AVE. (SOLD) | 15 | 10215 ALBANY AVE. |
| 4 | 24100 SCOTIA AVE. (SOLD) | 16 | 20880 KIPLING AVE. (SOLD) |
| 5 | 12911 OAK PARK BLVD. (SOLD) | 17 | 23270 MANISTEE AVE. |
| 6 | 23571 MORTON AVE. (SOLD) | 18 | 14011 TEN MILE ROAD |
| 7 | 23551 JEROME AVE. (SOLD) | 19 | 13231 BURTON AVE. |
| 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. (PURCHASE AGREEMENT) | 22 | 24150 RIDGEDALE AVE. |
| 11 | 21960 AVON AVE. (SOLD) | 23 | 23130 WEBSTER AVE. |
| 12 | 12730 ALBANY AVE. (PURCHASE AGREEMENT) | | |



REVISED: 03/02/11

CITY OF OAK PARK
CAPITAL IMPROVEMENT PROGRAM
FY 2011-2012 BUDGET

Project Description General Fund	Fund	Current Budget FY 2010-2011	Estimated Year End FY 2010-2011	Department Request FY 2011-2012	City Manager Recommended FY 2011-2012	City Council Approved FY 2011-2012	Future Years				7 Year Total		
							FY 2012-2013	FY 2013-2014	FY 2014-2015	FY 2015-2016		FY 2016-2017	
Buildings													
Replace HVAC Unit - Court Room #1													
Remove/Replace Roof of PSD - Police Garage to Administration													
PSD Paint Fire Hall & Floor													
PSD Men's Locker Replacement & Locker Room Painting													
Removal & Replacement of Library Roof													
Renovate Library Bathrooms													
Replace one rooftop HVAC Unit - Recreation and Community Center													
Alarm System Installation - Community Center													
Removal of Room Dividers - Activity Room C													
Removal & Replacement of Community Center Flooring													
Total Buildings	General	0	0	0	0	0	50,000	50,000	50,000	50,000	50,000	250,000	250,000
Parks													
New Tennis Court Light Poles													
Swimming Pool Repairs - Water Heater Alteration & Mechanical Room													
Swimming Pool Repairs - Marclie & Pebble													
New Pool Lockers													
Paint Pool Locker Room Floors													
Playground Equipment													
Total Parks	General	10,000	0	10,000	10,000	10,000	75,000	75,000	75,000	75,000	75,000	385,000	385,000
Equipment - Public Safety	General	10,000	0	10,000	10,000	10,000	75,000	75,000	75,000	75,000	75,000	375,000	375,000
Total General Fund		10,000	0	10,000	10,000	10,000	200,000	200,000	200,000	200,000	200,000	1,010,000	1,010,000
Major Street Fund													
Gardner - Eleven Mile to Hart	Major Streets	43,666	43,666										43,666
Ten Mile & Coolidge	Major Streets	4,102	4,102										4,102
Eight Mile Bridge Deck	Major Streets	125,000	125,000										125,000
Joint Sealing	Major Streets	100,000	100,000	200,000	200,000	200,000	14,000	14,000	14,000	14,000	14,000	70,000	70,000
Miscellaneous Concrete	Major Streets												
Tri-County Funds	Major Streets												
Total Major Street Fund		272,768	272,768	200,000	200,000	200,000	14,000	14,000	14,000	14,000	14,000	538,666	538,666
Local Street Fund													
No Planned Projects	Local Streets	0	0	0	0	0	0	0	0	0	0	0	0
Total Local Street Fund		0	0	0	0	0	0	0	0	0	0	0	0
45-B District Court/Probation													
Equipment	45-B District Court	0	0	0	0	0	0	0	0	0	0	0	0
Total 45-B District Court/Probation		0	0	0	0	0	0	0	0	0	0	0	0
Public Improvement Fund													
No Planned Projects	Public Improvement	0	0	0	0	0	0	0	0	0	0	0	0
Total Public Improvement Fund		0	0	0	0	0	0	0	0	0	0	0	0
Sidewalk Program													
Sidewalks	Special Assessments	250,000	294,000				0	250,000	250,000	250,000	250,000	794,000	794,000
Total Sidewalk Program		250,000	294,000	0	0	0	0	250,000	250,000	250,000	250,000	794,000	794,000
Road Construction Fund													
Wales - Coolidge West to End	Road Construction												
Ithaca - Oak Park Blvd. to Northfield	Road Construction												
Winchester - Gardner to Coolidge	Road Construction												
Coolidge Hwy. - Eight Mile to Ten Mile	Road Construction												
Scotia - Oak Park Blvd. to Nine Mile Rd.	Road Construction												
Coolidge Hwy. - Eight to Ten Mile Rds.	Road Construction												
Nine Mile Rd. - Greenfield to East Limits	Road Construction												
Joint & Crack Sealing	Road Construction												
Eleven Mile Road - Greenfield to Coolidge	Road Construction												
Coolidge Hwy. & Nine Mile Rd.	Road Construction												
Miscellaneous Intersection Reconstruction & Road Patches	Road Construction												
Parking Lots - City Parks (Dewey & Key Parks)	Road Construction												
Total Road Construction Fund		0	1,173,000	600,000	600,000	600,000	7,310,400	1,383,200	800,000	600,000	600,000	12,466,600	12,466,600
Municipal Building Construction Fund													
Court Room Prew Repair & Replacement	45-B District Court	33,270	0	0	0	0	0	0	0	0	0	0	0
Total Municipal Building Construction Fund		33,270	0	0	0	0	0	0	0	0	0	0	0

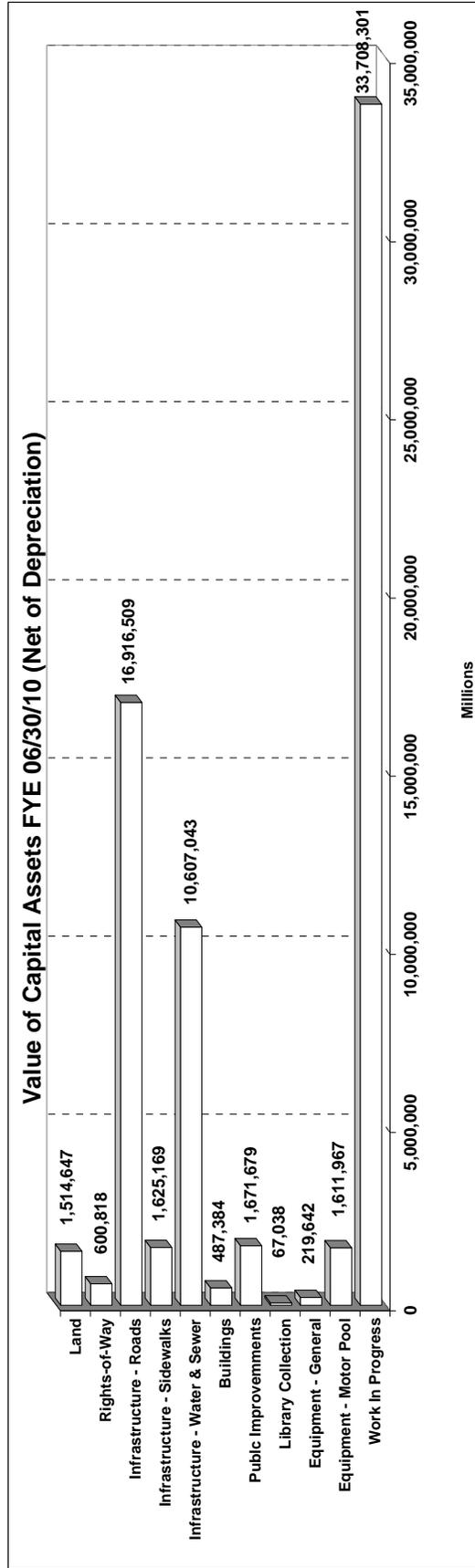
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CITY OF OAK PARK
CAPITAL IMPROVEMENT PROGRAM
FY 2011-2012 BUDGET

Project Description	Fund	Current Budget FY 2010-2011	Estimated Year End FY 2010-2011	Department Request FY 2011-2012	City Manager Recommended FY 2011-2012	City Council Approved FY 2011-2012	Future Years			7 Year Total
							FY 2012-2013	FY 2013-2014	FY 2014-2015	
City Hall Site Improvement Project	Public Improvement	0	750,000	12,591,647	12,591,647	12,591,647	0	0	0	0
Total Municipal Complex Facility Fund										
Municipal Complex Facility Fund										
Motor Pool Fund										
Total Motor Pool Fund										
Water & Sewer Fund										
Motor Pool		100,000	110,486	110,000	65,000	65,000	229,000	532,000	424,500	1,760,986
Total Water & Sewer Fund										
Water & Sewer		325,000	250,000	100,000	100,000	100,000	200,000	200,000	200,000	1,100,000
Water & Sewer							250,000	25,000	25,000	250,000
Water & Sewer							450,000	225,000	225,000	1,725,000
GRAND TOTAL		991,038	2,850,254	13,611,647	13,566,647	13,566,647	7,974,400	1,771,000	1,713,500	18,295,252

SUMMARY OF CAPITAL IMPROVEMENTS

Project Description	Current Budget FY 2010-2011	Estimated Year End FY 2010-2011	Department Request FY 2011-2012	City Manager Recommended FY 2011-2012	City Council Approved FY 2011-2012	Future Years			7 Year Total	
						FY 2012-2013	FY 2013-2014	FY 2014-2015		
Highways & Streets	522,768	1,739,768	800,000	800,000	800,000	7,324,400	1,647,200	814,000	13,799,266	
Water & Sewer System	325,000	250,000	100,000	100,000	100,000	200,000	200,000	200,000	1,350,000	
Buildings	33,270	750,000	12,591,647	12,591,647	12,591,647	50,000	50,000	50,000	250,000	
Parks	10,000	0	10,000	10,000	10,000	75,000	75,000	75,000	385,000	
Equipment	100,000	110,486	110,000	65,000	65,000	325,000	354,000	632,000	2,510,986	
Total Improvements	991,038	2,850,254	13,611,647	13,566,647	13,566,647	7,974,400	2,326,200	1,771,000	1,439,000	18,295,252



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 2011-2012 and their impact on this and future years budgets.

EQUIPMENT

An amount of \$65,000 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 a small dump truck, and one pick-up truck.

SIDEWALKS

There are no sidewalk improvements planned for the 2011-2012 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

An amount of \$10,000 is recommended for park improvements. To accomplish one of 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 \$800,000 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 2011-2012 are: parking lot

replacement for Dewey and Key parks (\$200,000) and miscellaneous concrete repair due to water main breaks or general deterioration (\$600,000).

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

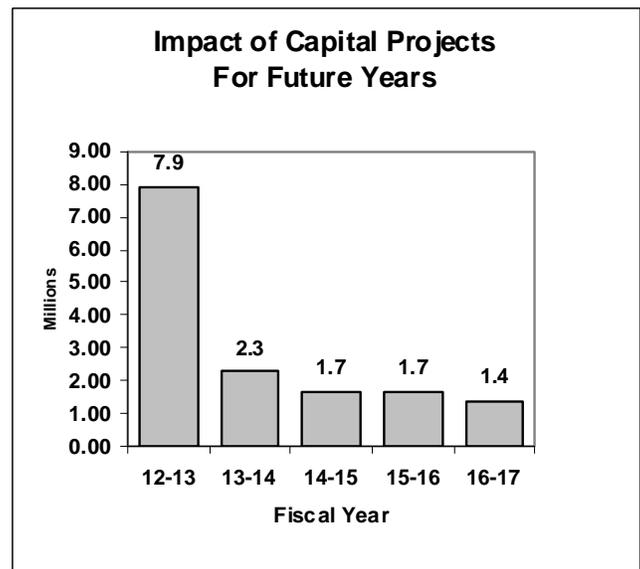
The Capital requests for the Water and Sewer Fund (excluding equipment) will be used for the installation of new storm sewer lines and catch basins as part of municipal complex construction. These repairs are estimated to cost approximately \$100,000. .

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 for the Municipal Complex Facility Fund during FY 2011-2012 will total \$12,591,647. In August, 2010 voters approved General Obligation Bonds to fund the construction of a new City Hall and Public Safety Facility.

Costs savings can be appreciated through the construction of modern, energy efficient buildings.

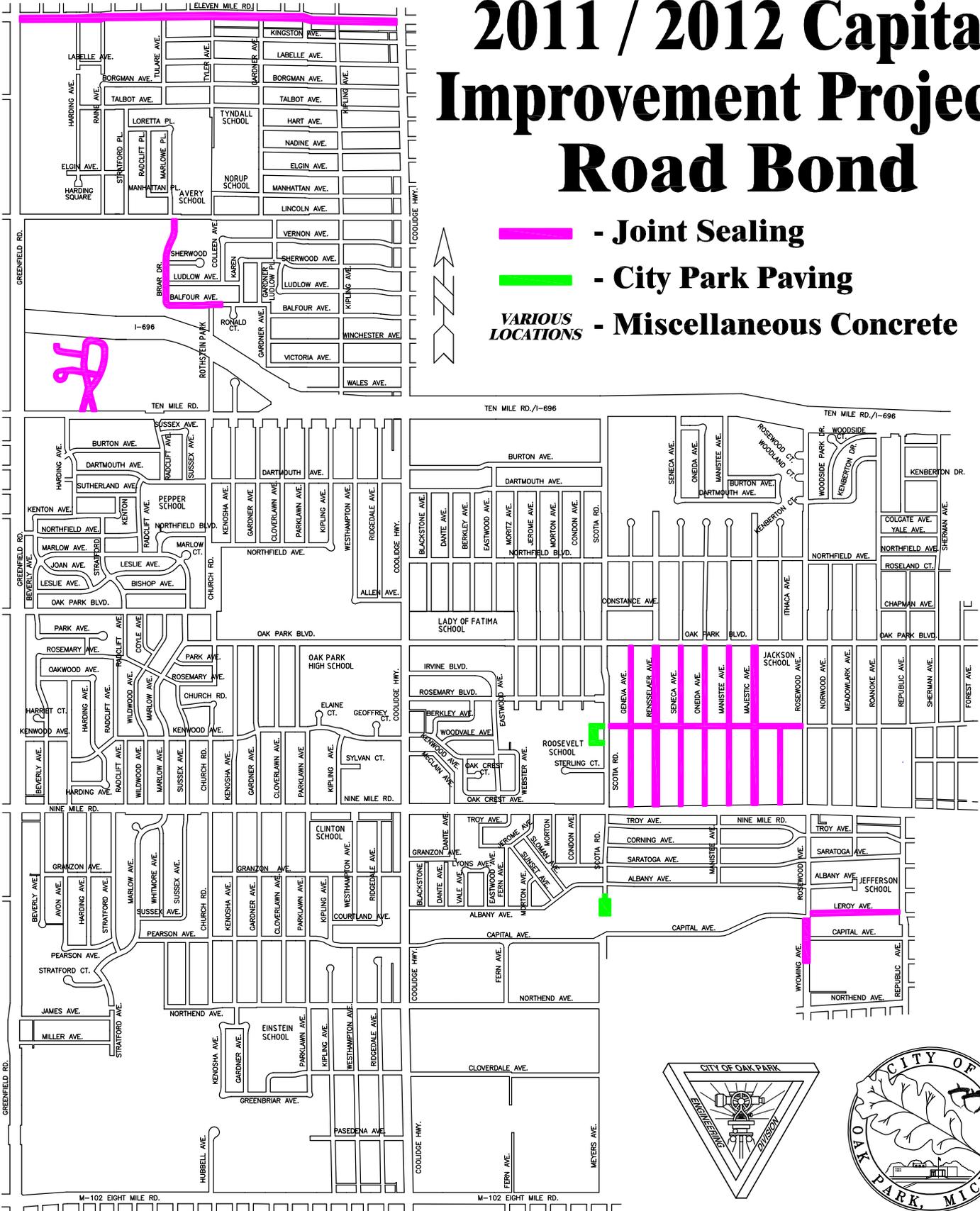


**Please refer to pages 231-232 for a detailed explanation of the above graph.

City of Oak Park

2011 / 2012 Capital Improvement Projects Road Bond

-  - Joint Sealing
-  - City Park Paving
- VARIOUS LOCATIONS* - Miscellaneous Concrete



REVISED: MARCH 2011



“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

FIDUCIARY FUND

OVERVIEW

Governments often hold or manage financial resources in an agent or fiduciary capacity. A single trust and agency fund type is used for a governments 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 one fiduciary fund: The City of Oak Park Retirement System.

CITY OF OAK PARK EMPLOYEES RETIREMENT SYSTEM:

The Oak Park Employees Retirement System is a pension trust fund that uses the flow of economic resources measurement focus and the full accrual basis of accounting for budgeting purposes.





“The Family City”

**Fiscal Year July 1, 2011
through June 30, 2012**

Annual Budget

CITY OF OAK PARK

EMPLOYEE'S RETIREMENT SYSTEM

OVERVIEW

The Employees Retirement System was established on July 1, 1951 to enable the creation of a sound and efficient means of providing retirement allowances for the employees of the City. The retirement system is administered by a board of trustees, consisting of five board members: A member of the council to be selected by the council; a citizen who is an elector of the city and who is not a member of, or eligible to receive benefits from the retirement system; the city manager; and two employee members, one elected by the General membership and one elected from the Public Safety membership.

The board authorizes the granting of all annuities, retirement allowances and other benefits payable by the system. The retirement system began paying a portion of the health insurance premiums for retired persons during the year ended June 30, 1986 and discontinued this practice beginning Fiscal Year 2007-2008.

The board has appointed an actuary to perform the actuarial services required in the operation of the retirement system and also employs an outside investment firm to manage the acquisition and disposition of the system's investments, as well as a banking service for the issuance and disbursing of the monthly retirement allowances and withholdings.

The board holds quarterly meetings on the last Monday of the month following the end of each quarter.

The retirement system has been funded by the contributions from the City together with the contributions made by employees. The City's contribution rate is a percentage of payroll wages determined annually by the City's actuary. The City contribution rate in FY 2011-2012 for the General employee membership is 53.65% and 36.92% for Public Safety employees. A schedule of the City's contribution percentages for the past 5 years follows:

Computed Contributions Expressed as a Percent of Payroll

<u>Fiscal Year</u>	<u>General Employees</u>	<u>Public Safety Employees</u>
2006-07	35.70%	51.199%
2007-08	25.66%	32.02%
2008-09	25.66%	32.43%
2009-10	49.00%	35.34%
2010-11	53.65%	36.92%

As of June 30, 2010 there were 232 members receiving retirement benefits. The following are retiree group averages between General and Public Safety beneficiaries as of June 30, 2010:

<u>Category</u>	<u>General</u>	<u>Public Safety</u>
Age	46.9	37.5
Service Years	11.00	11.0
Annual Pay	\$50,130	\$88,209

The market value of assets in the fund as of June 30, 2010 total \$51,122,614, compared to \$49,058,283 for FY 2008-2010. This was an increase of \$2,064,331 or 4.04%

The following chart provides the percentage of the Unfunded Accrued Liabilities of the fund, by showing the relationship between assets, actuarial accrued liabilities and reserves for the last 5 years:

History of Unfunded Accrued Liabilities

<u>Year</u>	<u>Value of Assets</u>	<u>Accrued Liabilities</u>	<u>%</u>
2006	\$60,994,024	\$81,367,579	75.0%
2007	\$63,630,687	\$85,262,647	74.6%
2008	\$63,911,633	\$87,748,045	72.8%
2009	\$63,351,769	\$91,730,860	69.1%
2010	\$62,448,140	\$93,857,647	66.5%

**CITY OF OAK PARK
2011 - 2012 FISCAL YEAR BUDGET**

EMPLOYEES RETIREMENT SYSTEM

ACCT. NO.	FUND NO.: 731 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2009-2010	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 2/28/2011 FY 2010-2011	ESTIMATED YEAR END FY 2010-2011	DEPT. REQUEST FY 2011-2012	CITY MANAGERS RECOMMENDED FY 2011-2012	CITY COUNCIL APPROVED FY 2011-2012
	OPERATING REVENUES							
593	Employee Contributions - General	43,750	45,522	43,271	45,522	45,522	45,522	45,522
594	Employee Contributions - Public Safety	309,282	312,930	211,340	312,930	312,930	312,930	312,930
664	Interest Earnings	405	7,102	227	7,102	7,102	7,102	7,102
665	Bond & Note Interest	861,512	629,319	481,513	629,319	629,319	629,319	629,319
666	Dividend Income	664,779	384,066	523,636	524,000	384,066	384,066	384,066
696	Contribution from City - Public Safety	1,897,031	1,842,713	1,089,330	1,842,713	1,842,713	1,842,713	1,842,713
697	Contribution from City - General	1,210,442	1,460,000	818,490	1,460,000	1,460,000	1,460,000	1,460,000
	TOTAL OPERATING REVENUES	4,987,201	4,681,652	3,167,807	4,821,586	4,681,652	4,681,652	4,681,652
	NONOPERATING REVENUES							
665	Gain on Investment	4,352,268	1,789,571	7,544,238	7,544,238	1,800,000	1,800,000	1,800,000
	TOTAL NONOPERATING REVENUE	4,352,268	1,789,571	7,544,238	7,544,238	1,800,000	1,800,000	1,800,000
	TOTAL REVENUES	9,339,469	6,471,223	10,712,045	12,365,824	6,481,652	6,481,652	6,481,652
	OPERATING EXPENSES							
801	Professional Services	175,557	202,000	112,385	202,000	202,000	202,000	202,000
874	Benefit Payments	6,398,762	6,100,000	3,854,263	6,100,000	6,100,000	6,100,000	6,100,000
964.001	Refunds and Rebates - General	13,599	6,244	879	6,244	6,244	6,244	6,244
964.002	Refunds and Rebates - PSD	19,552	292	0	292	292	292	292
	TOTAL OPERATING EXPENSES	6,607,470	6,308,536	3,967,527	6,308,536	6,308,536	6,308,536	6,308,536
	NONOPERATING EXPENSES							
830	Loss on investments	667,668	162,687	37,310	162,687	162,687	162,687	162,687
	TOTAL NONOPERATING EXPENSES	667,668	162,687	37,310	162,687	162,687	162,687	162,687
	TOTAL EXPENSES	7,275,138	6,471,223	4,004,837	6,471,223	6,471,223	6,471,223	6,471,223
	NET INCOME	2,064,331	0	6,707,208	5,894,601	10,429	10,429	10,429
	BEGINNING FUND BALANCE	49,058,283	53,079,810	51,122,614	51,122,614	57,017,215	57,017,215	57,017,215
	ENDING FUND BALANCE	51,122,614	53,079,810	57,829,822	57,017,215	57,027,644	57,027,644	57,027,644

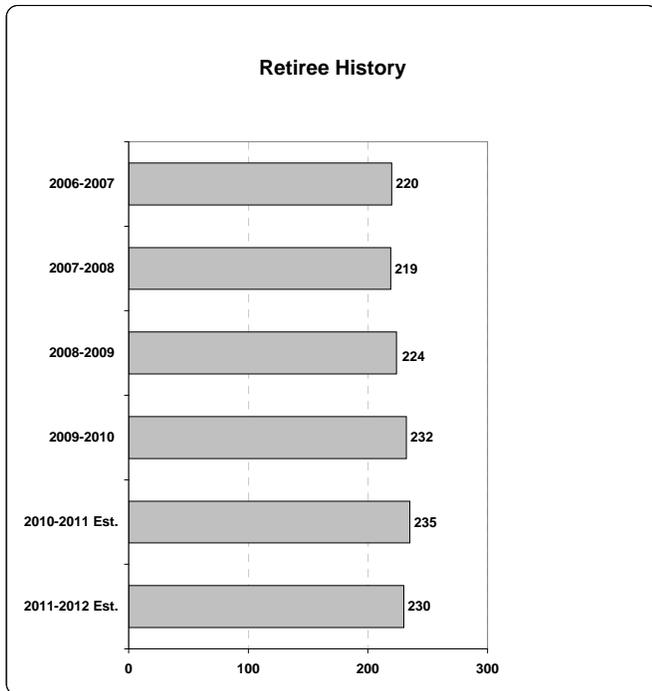
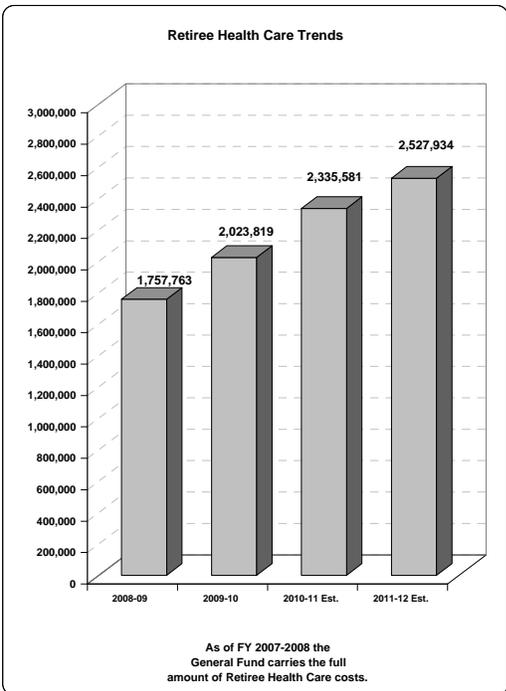


TABLE A - AFSCME

JOB CLASSIFICATION AND WAGE STRUCTURE

AS OF JULY 1, 2011

SALARY GRADE	JOB TITLE	MINIMUM	6 month	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
1	Receptionist	25,360	26,657	27,979	29,277	30,573	30,573		
	Service Aide	12.19	12.82	13.45	14.08	14.70	14.70		
2	Administrative Clerk	26,412	27,759	29,130	30,575	31,995	31,995		
	Records Clerk	12.70	13.35	14.00	14.70	15.38	15.38		
	Water Meter Reader								
	Bus Driver Janitor								
3	Administrative Clerk II	28,713	30,134	31,651	33,218	34,907	34,980		
	Assessing Clerk	13.80	14.49	15.22	15.97	16.78	16.82		
	Finance Clerk								
	Senior Citizen Outreach Provider								
	Senior Janitor								
	Bus Driver / Asst. to Senior Citizen Coordinator								
4	Property Clerk	29,962	31,456	33,022	34,687	36,400	36,571		
		14.40	15.12	15.88	16.68	17.49	17.58		
5	Administrative Secretary	31,259	32,851	34,491	36,205	38,015	38,285		
	Finance Clerk II	15.03	15.79	16.58	17.41	18.28	18.41		
	Appraiser I Library Computer Specialist								
6	Meter Reader/Repairer	31,439	33,020	34,650	36,407	38,214	40,121		
		15.11	15.88	16.66	17.50	18.37	19.29		
7	Office Coordinator	34,149	35,886	37,697	39,509	41,491	42,054		
		16.42	17.25	18.12	18.99	19.95	20.22		

TABLE A - AFSCME
JOB CLASSIFICATION AND WAGE STRUCTURE
AS OF JULY 1, 2011

SALARY GRADE	JOB TITLE	MINIMUM	6 month	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
8	Animal Control / Code Assistance	34,687	36,400	38,236	40,145	42,153	42,765		
	Officer	16.68	17.50	18.38	19.30	20.27	20.56		
	Technical Assistant								
9	Building Maintenance Repairer	35,764	37,501	39,286	41,344	43,425	44,087		
	Recreation Coordinator	17.19	18.03	18.89	19.88	20.88	21.20		
10	Public Service Worker I	31,161	32,851	34,564	36,326	38,236	40,292	42,398	44,673
		14.98	15.79	16.62	17.46	18.38	19.37	20.38	21.48
11	Public Service Worker II	32,239	35,764	35,667	36,523	39,338	41,369	43,474	45,751
		15.50	17.19	17.15	17.56	18.91	19.89	20.87	22.00
12	Librarian	37,380	39,624	41,223	43,279	45,433	46,241		
	Engineering Technician	17.97	18.88	19.82	20.81	21.84	22.23		
13	Master Mechanic Assistant	37,869	39,705	41,442	43,279	45,090	46,901		
		18.21	19.09	19.92	20.81	21.68	22.55		
14	Code Inspector	37,795	40,855	42,496	44,184	45,898	47,562		
	Mechanical Inspector	18.17	19.64	20.43	21.24	22.07	22.87		
15	Library Section Coordinator	41,052	43,108	45,237	47,514	49,912	51,014		
	Master Mechanic	19.74	20.73	21.75	22.84	24.00	24.53		
	Senior Systems Analyst								
	Building Inspector								
	Engineering Technician II								

**TABLE C
COURT EMPLOYEES
JOB CLASSIFICATION AND WAGE STRUCTURE**

CLASSIFICATION		CURRENT	
<u>DISTRICT COURT 45-B</u>			
Magistrate	Per Diem	250.00	10,000
Magistrate	Salary		25,129
Judge	(Local Portion)		45,724
Judicial Secretary			37,618 - 45,141
Court Clerk		10.00 - 20.96	18,200 - 38,143
Supervisor			42,000 - 52,000
Senior Court Clerk			38,000 - 42,000
Financial Deputy			34,580 - 38,143
Court Administrator			85,000 - 92,070
Records Clerk - Vacant	Part-Time/20 Hours	8.00 - 10.00	8,320 - 10,400
<u>PROBATION</u>			
Chief Probation Officer			48,533 - 52,179
Probation Officer			38,000 - 48,426
Probation Clerk	Part-Time	10.00 - 14.00	13,000 - 18,200
<u>COURT OFFICER</u>			
Court Officer I		15.00 - 19.00	27,300 - 34,580
Court Officer II		19.00 - 22.00	34,580 - 40,040

The District Court personnel are compensated based upon a 35 hour work week. The District Court hours are 8am - 5pm, Monday - Friday. Employees are scheduled on a flex-time basis to insure that the Clerk's office is staffed from 8am - 5pm.

**TABLE L
LEGISLATIVE
JOB CLASSIFICATION AND WAGE STRUCTURE**

CLASSIFICATION	AMOUNT
Councilperson	4,675
Mayor Pro Tem	5,009
Mayor	6,010

**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**

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**

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 M
PUBLIC SAFETY - COAM**

JULY 1, 2010 - JUNE 30, 2011

	<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, 2009 - JUNE 30, 2010**

	<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, 2009 - JUNE 30, 2010**

	<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

2011 - 2012 BUDGET

Fringe Benefits

Worker's Compensation

<u>Job Classification</u>	<u>Code</u>	<u>Rate</u>
Street Maintenance	5509	7.241%
Drivers	7382	5.291%
Water Department	7520	4.147%
Public Safety	7704-3	3.172%
Auto Garages	8395	3.744%
Clerical Offices	8810-1	.0533%
Attorney	8820	.0351%
Animal Shelters	8831	3.094%
Building Maintenance	9015	4.134%
Park & Recreation	9102	3.185%
Crossing Guards	9103	3.965%
Municipal Employees	9410	1.521%

Retirement Contributions

	<u>Employers Share</u>	<u>Employees Share</u>
Public Safety	36.92%	5.55% or 7.5%
Defined Contribution	7.5% to 10.5%	-0- to 3%
Defined Contribution - HSP	3%	-0-
General Non-Union	56.89%	3.0%
Dispatch	56.89%	-0-
General Part-Time	56.89%	-0-
General Union	56.89%	3.0%
Court – Defined Contribution	7.5% to 10.5%	-0- to 3%

CITY OF OAK PARK

2011 – 2012 BUDGET

Fringe Benefits

Retirement Benefits

Public Safety

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.

AFSCME – Hired Prior to July 1, 2006

Non-Union Employees- Hired Prior to August 1, 2004

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.

AFSCME – Hired After July 1, 2006

Non-Union Employees- Hired After August 1, 2004

- a) Retirement Benefit – Participation in Defined Contribution Plan.
- b) Option to enroll in the City's Health Savings Plan (HSP).
- c) Life Insurance in the amount of \$3,000.00.

CITY OF OAK PARK

2011 - 2012 BUDGET

Fringe Benefits

Retirement Benefits (Continued)

Dispatch Hired After July 1, 2007

- a) Retirement Benefit - Participation in Defined Contribution Plan.
- b) Monetary benefits resulting from participation in the City's Health Savings Plan (HSP).
- 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

Meal Allowance - AFSCME - \$ 5.00 for 8 hours overtime worked in a 24 hour period.

Life Insurance and Accidental Death & Dismemberment (2010/2011 rates)

<u>Group</u>	<u>Face Amount</u>	<u>Annual Premium</u>
AFSCME & Court Employees	\$20,000	\$94
POAM	\$35,000	\$164
COAM, Court Adm., Administrative, Supervisory, & Dispatch	\$40,000	\$187
Exempt, Judges & Legislative	\$50,000	\$ 234

CITY OF OAK PARK

2011 - 2012 BUDGET

Fringe Benefits

Disability Insurance (2010/2011 rates)

<u>Group</u>	<u>Monthly Limit Amount</u>	<u>Annual Premium</u>
AFSCME/Court Employees	\$4,500	\$123
Administrative/Supervisory	\$7,500	\$204
COAM & POAM	\$6,750	\$228

Health Insurance (2011/2012 Rates)

	<u>Coverage</u>	<u>Annual Premium</u>	<u>Vision Rider Annual Premium</u>
<u>Blue Cross Blue Community Blue - PPO COAM</u>	Single	\$5,912	\$30
	Two Person	\$13,833	\$73
	Family	\$17,229	\$92
POAM	Single	\$6,146	\$28
	Two Person	\$14,395	\$68
	Family	\$17,930	\$85
AFSCME	Single	\$6,135	\$30
	Two Person	\$14,369	\$73
	Family	\$17,898	\$92
Dispatch	Single	\$7,087	\$30
	Two Person	\$16,653	\$73
	Family	\$20,753	\$92
Administration	Single	\$6,836	\$30
	Two Person	\$16,051	\$73
	Family	\$20,001	\$92
Court	Single	\$6,669	\$28
	Two Person	\$15,648	\$68
	Family	\$19,497	\$85

CITY OF OAK PARK

2011 - 2012 BUDGET

Fringe Benefits

Delta Dental Insurance (2011 Rate)

All full time employees.

Yearly Premium	\$998
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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 4.20% (.0420) 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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Longevity Pay (computed as of November 1)

AFSCME

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.)

CITY OF OAK PARK

2011 - 2012 BUDGET

Special Pay

Public Safety

Employees with up 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

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 7-1-1999: \$ 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 7-1-1999: \$ 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 7-1-1999: \$ 3,400.00

Note: Judges get longevity based on formula above times twice their base pay.

Payment In Lieu of Medical Benefits

AFSCME

Coverage	Annual Amount
Single	\$675
Two Person	\$1,515
Family	\$1,695

Public Safety, Supervisory, Exempt, Dispatch and Administrative

Two Person	\$2,400
Family	\$2,520

CITY OF OAK PARK

2011 - 2012 BUDGET

Special Pay

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

Union 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. Nonunion employees may roll over the five days.

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 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)

CITY OF OAK PARK

2011 - 2012 BUDGET

Special Pay

City Provided Vehicles and Vehicle Allowance (Continued)

The following employees receive a vehicle allowance:

- City Manager (\$4,800 per year)
- Director of Finance and Administrative Services (\$2,000 per year)
- Director of Recreation (\$2,000 per year)
- Director of Technical & Planning Services (\$2,000)
- Director of Information Technology (\$2,000)
- Library Director (\$2,000)
- Director of Public Information (\$2,000)

Leave Time

Vacation

AFSCME, Exempt, Supervisory, Dispatch and Administrative

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

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.

Holidays

Thirteen days (13) are recognized as paid holidays as follows:

New Year's Day	Day after Thanksgiving Day
Good Friday	Christmas Eve
Memorial Day	Christmas Day
Independence Day	Employee's Birthday
Labor Day	New Years Eve
Thanksgiving Day	2 Unidentified Days (Floating)

CITY OF OAK PARK

2011 - 2012 BUDGET

Leave Time

Personal

Employees are granted three (3) personal leave days 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.

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	District Court 45-B
278	Drug Free Community Support Program
279	Library of Michigan Grant
281	Anti-Drug Abuse (PUSH) Grant - Program Year 1999-2000
283	Bill & Melinda Gates Foundation Grant
284	Anti-Drug Abuse (PUSH) Grant - Program Year 2003-2004
287	Justice Assistance Grant - Program Year 2002-2004
288	Justice Assistance Grant - Program Year 2003-2005
289	Justice Assistance Grant - Program Year 2004-2006
301	Debt Retirement Fund
303	1987 Street Improvement Debt Fund
304	2003 Street Improvement Debt Fund
305	1990 Street Improvement Debt Fund
306	1991 Street Improvement Debt Fund
307	1993 Street Refunding Debt Fund
309	2003 Street Refunding Debt Fund
401	Public Improvement Fund
402	City Owned Property
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	Employees Retirement System
<u>Trust Funds</u>	
701	Trust and Agency
703	Current Tax Collections
704	Other Trust Deposits
705	Employee Flexible Spending Account
727	ICMA - Deferred Compensation
732	PEBSCO - Deferred Compensation
750	Imprest Payroll Fund
760	District Court Trust Fund
900	General Fixed Assets
950	General Long-Term Debt

*Justice Assistance Grant Funds 287, 288 & 289 are combined for financial reporting purposes.

**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

Activity No.	Activity Name	Activity No.	Activity Name
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	ROYAL OAK TOWNSHIP WATER SALES	644.155	RECREATION - ADMINISTRATION
452	BURGALAR ALARM PERMITS	643.004	RESIDENTIAL METER CHARGE	644.156	COMPLUWARE ARENA RENTAL
453	EMERGENCY RESPONSE FEES	643.005	COMMERCIAL METER CHARGE	645	LIBRARY RENTALS
477	ANIMAL LICENSES	643.006	ROYAL OAK TOWNSHIP METER	646	NON-RESIDENTIAL LIBRARY CARDS
478	SIDEWALK PERMITS	643.007	SPECIAL EVENTS - RECREATION	647	COMMUNITY SERVICE FEES
479	BUILDING PERMITS	644	ADMIN. MISCELLANEOUS REVENUE	648	SALE OF SCRAP METAL
480	AIR CONDITIONING PERMITS	644.101	COMMUNITY CENTER RENTALS	649	MISCELLANEOUS WATER SALES
481	ELECTRICAL PERMITS	644.102	PARK SHELTER RENTAL	650	SERVICE CONNECTION
482	HEATING PERMITS	644.103	CONCESSION RENTAL	651	LOOK-BACK ADJUSTMENT
483	PLUMBING PERMITS	644.104	AMUSEMENT PARK TICKETS	653.940	SIDEWALK BILLINGS 1994
484	ZONING PERMITS & FEES	644.105	AREA AGENCY ON AGING	653.950	SIDEWALK BILLINGS 1995
485	OTHER NON-BUSINESS LICENSES	644.106	SENIOR REC. DUES	653.960	SIDEWALK BILLINGS 1996
486	BICYCLE REGISTRATIONS	644.107	YOUTH ATHLETIC - MISC.	655	FINES AND FORFEITS
501	TOTAL FEDERAL GRANTS	644.108	BASEBALL & SOFTBALL	658	LIBRARY BOOK FINES
502	FEDERAL GRANTS	644.109	BASKETBALL	659	ORDINANCE FINES
505	CIVIL DEFENSE	644.110	KIWANIS DONATIONS	663	MISCELLANEOUS FINES & FORFEITS
523	FEDERAL GRANT LIBRARY	644.111	MINI-GOLF	664	INTEREST INCOME
544	STATE DRUNK DRIVING FUND	644.112	COMMUNITY CENTER	665	BOND AND NOTE INTEREST
545	LIQUOR LICENSES	644.113	SENIOR INSTRUCTION	666	DIVIDEND INCOME
546	STATE GRANTS - MOTOR VEH. HIGHWAY REVENUE	644.114	SENIOR SOFTBALL	672	SPECIAL ASSESSMENTS
552	GRANTS/REFUNDS	644.115	SENIOR BASKETBALL	672.499	SPECIAL ASSESSMENT 499
567	LIBRARIES-STATE AID	644.116	ATHLETIC FIELD RENTAL	672.509	SPECIAL ASSESSMENT 509
568	LIBRARIES-PENAL FINES	644.117	ATHLETIC ACTIVITIES	672.510	SPECIAL ASSESSMENT 510
569	REIMBURSEMENT-JUDGES SALARY	644.118	OUTDOOR ACTIVITIES - MISC.	672.511	SPECIAL ASSESSMENT 511
570	REIMBURSEMENT - ELECTIONS	644.119	DAY CAMP	672.512	SPECIAL ASSESSMENT 512
574	STATE REVENUE SHARING	644.120	TOT-LOT	672.513	SPECIAL ASSESSMENT 513
574.1	STATE REVENUE - SALES TAX	644.121	VACATION CAMP	672.514	SPECIAL ASSESSMENT 514
574.2	STATE REVENUE - SINGLE BUSINESS TAX	644.122	OAKLAND COUNTY SPORTS CAMP	673	SALE OF FIXED ASSETS
574.3	STATE REVENUE - INCOME TAX	644.123	EXTENDED HOURS	674	MISCELLANEOUS FEES
574.4	STATE REVENUE - INTANGIBLES TAX	644.124	INSTRUCTIONAL MISC.	674.1	CHARGES TO OUTSIDE SOURCE
574.5	STATE REVENUE - HOMESTEAD TAX	644.125	SCHOOL YEAR LEARN TO SWIM	674.2	CHARGES FOR POSTAGE
575	UNDERGROUND STORAGE TANKS	644.126	SUMMER LEARN TO SWIM	674.3	CHARGES TO OTHER FUNDS
593	EMPLOYEE CONTRIBUTIONS - GENERAL	644.127	THERAPEUTICS	676	REIMB.-ICE RINK UTILITIES
594	EMPLOYEE CONTRIBUTIONS - PUBLIC SAFETY	644.128	DAY CARE	677	REIMB. BLUE CROSS INSURANCE
600	CHARGES FOR SERVICES	644.129	DANCE & AEROBICS CLASSES	677.001	REIMB. WORK'S COMP INS PREMIUM
601	PROBATION COSTS & OVERSIGHTS	644.130	SPORTS	683	FRANCHISE FEE
602	WEDDING CEREMONIES	644.131	ARTS & CRAFTS	695	OTHER FINANCING SOURCES
603	ART OVER THE INTERSTATE	644.132	FAMILY TRIPS	696	CONTRIBUTION FROM CITY - PUBLIC SAFETY
603.001	WEEDS	644.133	DANCES	697	CONTRIBUTION FROM CITY - GENERAL
629	DOG POUND FEES	644.134	WINTER CONCERTS	699	CHARGES TO OTHER FUNDS
632.001	APARTMENT INSPECTION FEE	644.135	MUSIC IN THE PARK SOCIETY	699.101	TRANSFER IN- GENERAL
630	ELECTRICAL FEES-OTHER	644.136	SPECIAL EVENTS - MISCELLANEOUS	699.202	TRANSFER IN- MAJOR STREET
631	REIMB. SERVICE-CODE ASSISTANCE	644.137	MUNICIPAL POOL - MISCELLANEOUS	699.203	TRANSFER IN- LOCAL STREET
632	HOUSING INSPECTIONS	644.138	RENTALS	699.226	TRANSFER IN- SOLID WASTE FUND
633	CAR POUND FEES	644.139	ID. CARDS	699.251	TRANSFER IN- CABLE FUND
634	POLICE ALARM FEES	644.140		699.252	TRANSFER IN- MOTOR POOL
635	POLICE REPORTS	644.141		699.276	TRANSFER IN- DISTRICT COURT
636	DATA PROCESSING FEES	644.142		699.592	TRANSFER IN- WATER & SEWER
637	WATER BILL PREPARATION	644.143		699.661	OTHER FUNDS
		644.144		699.677	TRANSFER IN- RISK MANAGEMENT

**CITY OF OAK PARK
CHART OF ACCOUNTS**

Listing of Expenditure Accounts by Number

Account No.	Expenditure Account Name	Account No.	Expenditure Account Name
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.

AFSCME

American Federation of State, County and Municipal Employees - The bargaining unit that represents regular, full-time hourly, and salaried office clerical, professional/technical, and regular, part-time employees.

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 OUTLAY

A disbursement of money which results in the acquisition of or addition to fixed assets. The item must have a purchase price greater than \$500 to be a capital item.

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.

GLOSSARY OF KEY CONCEPTS

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.

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.

GLOSSARY OF KEY CONCEPTS

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.

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.

GLOSSARY OF KEY CONCEPTS

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.

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.

GLOSSARY OF KEY CONCEPTS

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.

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.

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.



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.

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.

712 - EMPLOYEE BENEFITS

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.

726 - MATERIALS & SUPPLIES

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 or Repairs and Maintenance classifications. 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.

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.

GLOSSARY FOR EXPENDITURE ACCOUNTS

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).

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).

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.

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.

881 - YOUTH ASSISTANCE PROGRAM

This account exists strictly for the charges of this specific program.

GLOSSARY FOR EXPENDITURE ACCOUNTS

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.

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.

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.

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) .

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.

GLOSSARY FOR EXPENDITURE ACCOUNTS

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 this 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.

961 - CONTINGENCIES

This account is used strictly by the Solid Waste Fund for items such as hazardous waste disposal, private hauler for sweepings and excavated material, roll off of leaves, etc..

964 - REFUNDS AND REBATES

This account is used for settlement of Tax Tribunal decisions.

965 - INCOME COMPENSATION

This account is used in the Risk Management Fund to report income compensation payments made to claimants for workers compensation.

968 - DEPRECIATION

This account is used for the depreciation of fixed assets in the Enterprise and Internal Service Funds.

969 - CONTRIBUTIONS

This account is to be used for City grants to other programs with local units.

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.

975 - BOND REDEMPTION

This account represents the interest and principal payment for the District Court renovation loan.

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.

999 - TRANSFERS

This classification is used to provide for transfers between funds.

Oak Park

A community you can LIVE in!

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	
Gerald E. Naftaly	(248) 691-7400
Manager	
Rick Fox	(248) 691-7410
Clerk	
Angela Brunke	(248) 691-7540
www.oakpark-mi.com/	

Public School Enrollment

Does not include public school academies

School District	Year	Enrollment
Berkley	2008 - 2009	4,438
Ferndale	2008 - 2009	4,283
Oak Park	2008 - 2009	3,784

2009 Tax Rates

School District	Homestead	Non Homestead
Berkley	\$45.19	\$63.19
Ferndale	\$47.98	\$65.98
Oak Park	\$47.95	\$65.95

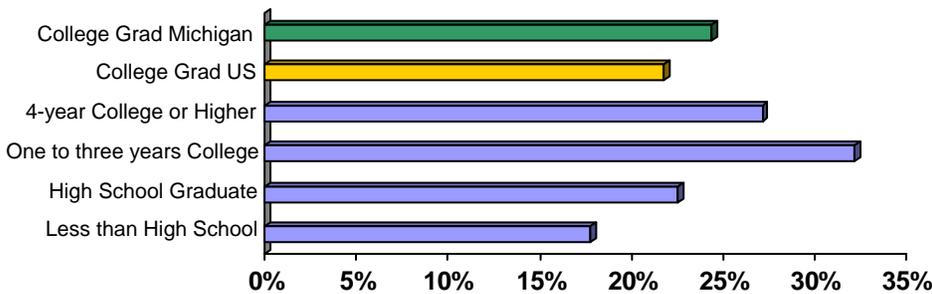
Private Schools

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

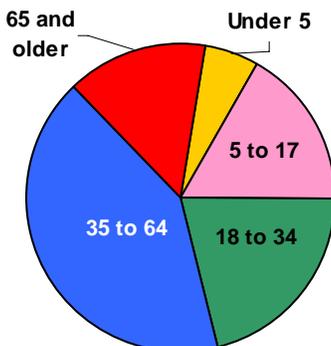
Colleges and Universities

None

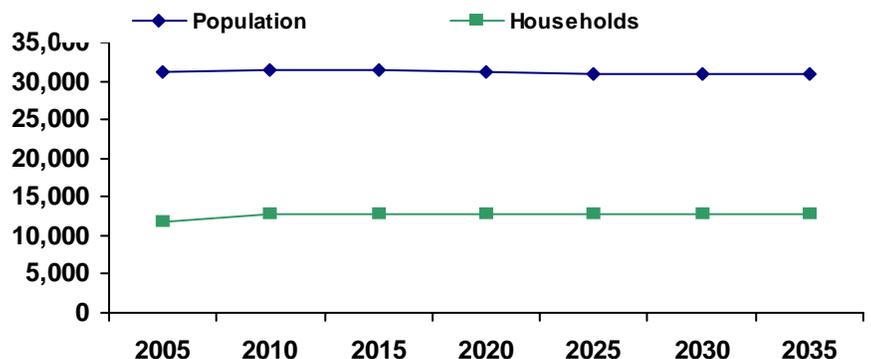
Educational Attainment of People Over 25 Years of Age



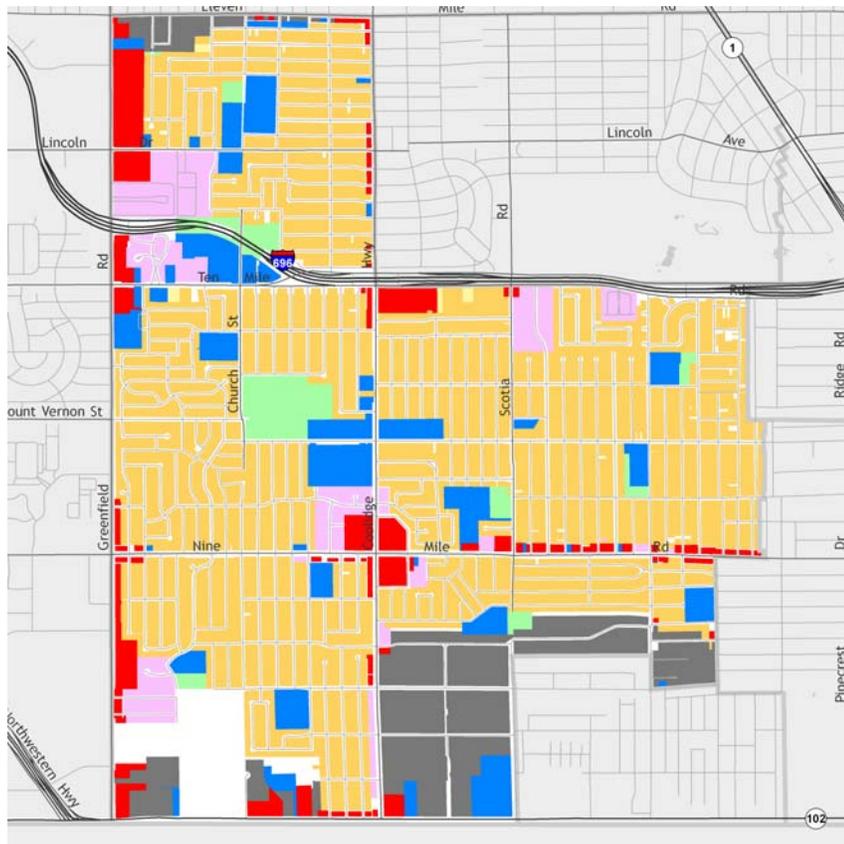
Population by Age



Population and Household Growth

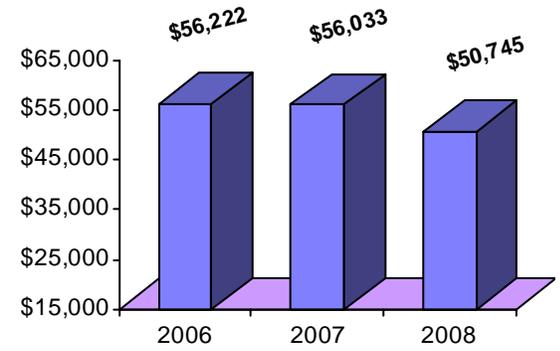


Oak Park



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

2010 # of Sales	149
2010 Median Sales \$	\$35,200
2010 Avg DOM	82
2009 # of Sales	549
2009 Median Sale \$	\$35,000
2009 Avg DOM	81
2008 # of Sales	410
2008 Median Sale \$	\$47,000
2008 Avg DOM	90

Realcomp (2010 through April only)

Top Employers

Rank	Company Name	Industry
1	Oak Park School District	Primary and secondary education
2	City of Oak Park	Government services
3	Aarmco Inc.	Security guards and patrol services
4	Berkley School District	Primary education
5	Hagopian World of Rugs, Inc.	Floor covering stores
6	Barton-Malow Rigging Co. Inc.	Installing building equipment
7	K-mart Corporation	Discount department stores
8	Ferndale School District	Primary education and support services
9	Visiting Nurse Association	Home health care services
10	Bullseye Telecom, Inc.	Telephone communications
11	GTN Inc.	Motion picture services

Manufactured Housing

Year	# of Parks	# of Units
2005	0	0
2007	0	0
2003	0	0

Source: SEMCOG



CITY OF OAK PARK
2011 - 2012 BUDGET
MISCELLANEOUS STATISTICS

City Charter Adopted		October 29, 1945
Form of Government		Council / Manager
Number of full-time employees		167
Legislative	5	
Exempt	10	
Supervisory	13	
Administrative	4	
Command Officers	13	
Public Safety Officers	45	
Dispatch	5	
AFSCME	45	
District Court	27	
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		14,253
Total Employed		11,618
Total Unemployed		2,635
Percent Unemployment		18.50%

Source: Michigan Department of Labor & Economic Growth - December, 2010

LIBRARY CONSTRUCTION, CIRCA 1956



PRESENT DAY



NEW CONSTRUCTION

