

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN
ANNUAL BUDGET
FOR FISCAL YEAR 2012 – 2013

ADOPTED May 21, 2012

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Paul H. Levine, Council Member

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**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, 2011

Linda C. Dandow Jeffrey R. Egan

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, 2011. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

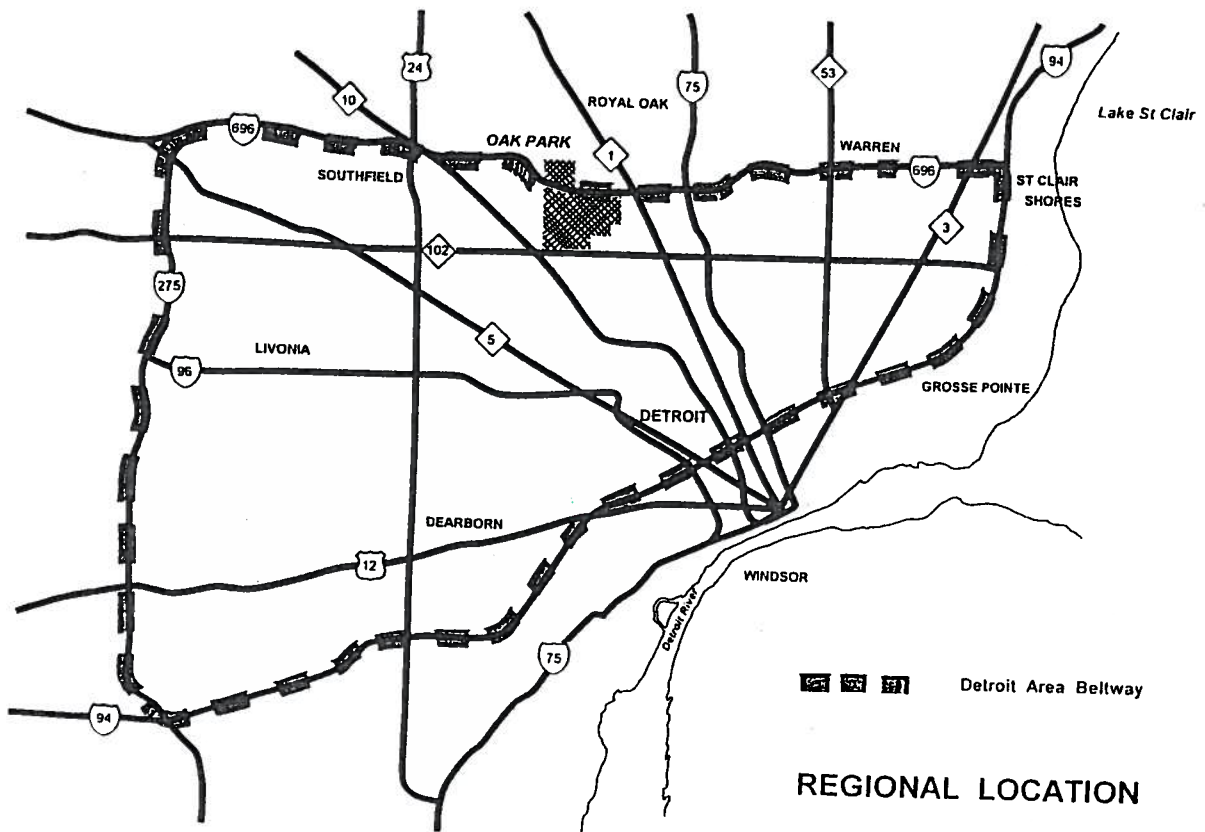
The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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 29,319 persons as reported by the U.S. Bureau of Census as of January 1, 2010. The City operates under the Council-Manager form of government as established in its Charter adopted on October 29, 1945. The City Council is comprised of a Mayor,

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



CITY OF OAK PARK

Introduction

BUDGETING CONTROLS

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

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

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

MASTER PLAN

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

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

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

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

CITY OF OAK PARK

Introduction

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

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

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

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

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

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

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

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

RECREATION PLAN

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

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

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

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

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

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

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

CITY OF OAK PARK

Introduction

FINANCIAL POLICIES

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

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

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

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

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

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

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

CAPITAL EXPENDITURES

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

BOARDS & COMMISSIONS

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

FISCAL YEAR 2012 - 2013 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

Marian McClellan

Mayor Pro Tem

Angela Diggs Jackson

Councilmember

Michael M. Seligson

Paul H. Levine

Emile J. Duplessis

DATE: April 23, 2012
TO: The Honorable Mayor and City Council
FROM: Richard Fox, City Manager

SUBJECT: TRANSMITTAL OF THE PROPOSED BUDGET FOR 2012/2013 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) 2012/2013, beginning July 1, 2012.

The FY 2012-2013 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 228 - 231 with expenditure explanations on page 231 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 212.

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 2012-2013 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 \$3.3 million with no changes to the requested budget.

The reasons for this shortfall can be summarized as follows:

In April of 2011 a proposed FY 2011-2012 General Fund operational budget was presented to City Council. The proposed Undesignated Fund Balance of \$1,573,929 was 8.94% of expenditures, below our policy of 10%. That budget included very little Capital Projects and reduced the work force by 15 Full Time Employees.

The housing crisis gripping the U.S. economy continues to affect 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 2012-2013 is less than estimated year end for FY 2011-2012 (\$538,377). This is due to an 11.74% reduction in taxable value. A request for an additional 1.1437 mills for Public Safety which amounts to \$543,226 will be on the May ballot and is included in this budget.

An amount of \$3,000 is budgeted in FY 2012-2013 in interest revenue. The City earned \$290,591 in interest revenue in FY 2006-2007 to illustrate how interest rates have fallen.

Ordinance Fines earned were \$1,646,567 in FY 2010-2011. An amount of \$1,675,000 was budgeted for FY 2011-2012 however an amount of \$1,375,000 is budgeted for FY 2012-2013. This is due to an anticipated decrease of 15 Public Safety officers.

Licenses and Permits are expected to be \$392,800 in FY 2012-2013 an increase of \$143,500 or 57.56% compared to the amount budgeted for FY 2011-2012. The primary reason for the increase is more building permits are expected to be issued.

State Revenue Sharing payments are made to Michigan cities based on a constitutional and a statutory formula. These payments distribute the sales tax collections made by the State. An amount of \$3,189,895 was budgeted for State Revenue Sharing in the FY 2011-2012 budget based on the State of Michigan's estimate. The amount budgeted for FY 2012-2013 is \$3,006,820, a 5.73% reduction. The main reason for this reduction was Royal Oak Township stopped making payments (\$219,732 budgeted in FY 2011-2012) due to the annexation. There is pending litigation to make the Township fulfill their contractual obligation.

State Revenue Sharing payments to Michigan cities are under constant pressure from the State. 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, 2011, the City closed its books and prepared the FY 2010-2011 Comprehensive Annual Financial Report. The Net Assets of the City of Oak Park's Employee Retirement System was \$58,042,127 in that report. The Net Assets reported in the preceding Fiscal Year was \$51,122,614. The retirement system had a gain of \$6,919,513. 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 decreased our payment \$318,641 for general employees (\$1,466,699 in FY 2011-2012 compared to \$1,148,058 in FY 2012-2013). The Public Safety contribution rate increased 3.84% (35.16% in FY 2011-2012 compared to 39.00% in FY 2012-2013).

In February, 2012 our health care consultants recommended increasing Blue Cross rates 15.42%. A 22% increase was absorbed last year. The amount budgeted for active full time employees in FY 2012-2013 is \$279,298 less than the amount budgeted in FY 2011-2012, due to the elimination of 32 full time positions. Health insurance costs for retirees would increase \$212,756 (\$2,554,022 in FY 2011-2012 compared to \$2,766,778 in FY 2012-2013). We are recommending reducing our rates by negotiating a different health plan with active employees.

The FY 2012-2013 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.

It is recommended that \$477,711 be added to fund balance in FY 2012-2013. This is to partially make up for the estimated use of fund balance in FY 2011-2012 of \$946,091. A balanced budget is when operating revenues equal operating expenditures. The recommendation leaves our fund balance at 6.48% of revenues. In order to achieve this, it is requested to reduce the full time work force thirty-two full time positions from last years budget. It is further recommended to maintain a hiring freeze.

It is clear that the City cannot maintain current services without 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. For Public Safety employees the defined benefit rate increased from 35.16% in FY 2011-2012 to 39.00% in FY 2012-2013 (up 3.84%). For General employees the defined benefit contribution decreased from \$1,466,699 in FY 2011-2012 to \$1,148,058 in FY 2012-2013 (down 21.72%). The decrease resulted from re-opening the defined benefit retirement system to employees.

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

There are no Capital requests recommended in the General Fund for the FY 2012-2013 budget.

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

The effort to prefund retiree's health care is put on hold with a recommendation not to transfer any funds from the General Fund to the Retirees Health Care Fund. Retiree's health care has been funded on a "pay as you go" basis in the past. The unfunded liability for General and Public Safety members was estimated to be \$85 million based on an actuarial study on June 30, 2010. Future costs have not been funded. The unfunded liability for District Court members was estimated to be \$8.2 million. The annual required contribution is \$5.4 million.

The proposed budget for the forthcoming FY 2012-2013 for all funds total \$53,657,571 as compared with \$55,128,062 for FY 2011-2012. The General Fund decreased \$1,470,491 due mainly to reducing the full time work force by 32 positions. The Water and Sewer Fund increased \$322,714. A breakdown of expenditures by fund can be found on page 22.

The proposed budget includes an overall tax levy of 29.8398 mills, an increase from 27.2386 mills in FY 2011-2012. Debt millage is increased (.9575) because of higher debt payments due to the Municipal Complex bonds issued in 2010 and lower taxable value of property. The operating tax levy is projected to increase by 1.1437 mills and the solid waste tax levy is projected to increase by .5 mills which will appear on the ballot for the May election. 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 \$47,052 (\$27,632 in FY 2011-2012) will have to be paid no matter how much water is purchased. The rate for consumption went from \$5.76 per million cubic feet (MCF) to \$4.95 MCF. This equates to an increase of 9% to 17%, depending on how much water is consumed. It is anticipated that the increase from Oakland County for sewage disposal of approximately \$200,000 over the prior year. Revenue will be available to make the debt payments for the Twelve Town's Drain and provides \$600,000 for repair of damaged sewers and \$275,000 for water mains. Though the proposed budget did not include a rate increase, a modified proposal is presented recommending that the anticipated increases of \$165,000 for water purchases and \$200,000 for sewage disposal be recovered from user fees. This change results in an overall increase in charges, inclusive of Solid Waste fees, of 2.6%.

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	\$ 31.20	\$ 32.66	\$ 1.46
Sewer	59.00	60.79	1.79
Solid Waste	29.30	29.30	no change
Meter Charge	<u>4.74</u>	<u>4.74</u>	<u>no change</u>
	<u>\$ 124.24</u>	<u>\$127.49</u>	\$3.25 or 2.6% increase

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

Highway & Streets:	\$ 1,260,000
Water & Sewer:	\$ 275,000
Motor Pool:	\$ 32,500
Municipal Building Complex:	\$ 12,591,647
Sidewalk Program:	\$ 350,000

GENERAL FUND

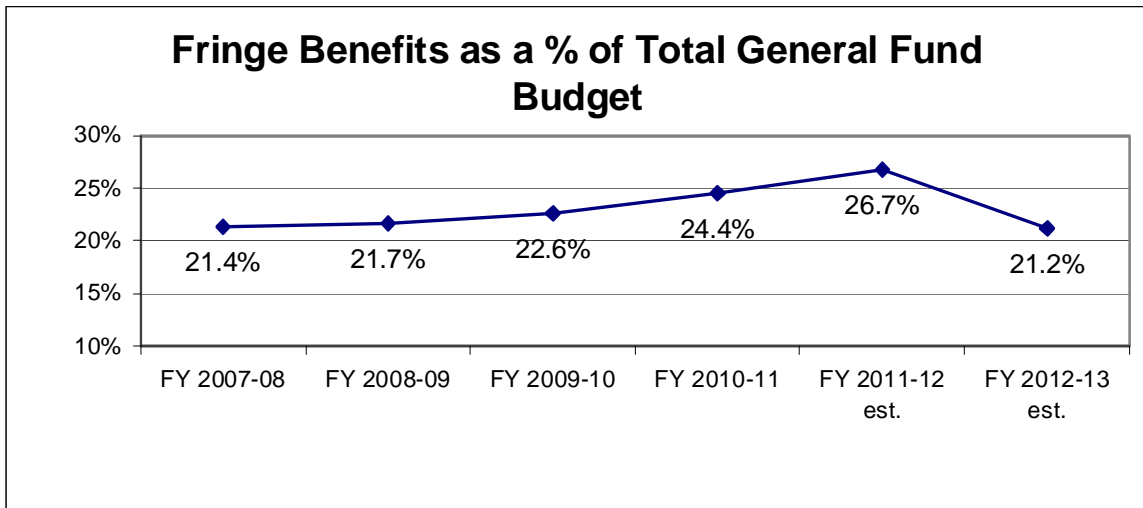
The City's General Fund contains the budgetary and financial controls for all the City's activities and functions, which are not, accounted for in other specialized funds, which contain restrictions on the usage of the fund's assets, mandated by City Charter, State Statute or bond covenants. This fund contains budgets for all Operating Departments except Library. 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 \$16,712,372 – a decrease of \$909,592 or 5.2% over the current budget appropriation of \$17,621,964. The chart on page 39 shows the increases and decreases by department.

It is recommended that the workforce be reduced by 32 full time employees for FY 2012-2013. This includes 15 Public Safety officers, 4 District Court employees and 13 General employees.

The total proposed revenue for the General Fund is \$17,190,083, a decrease of \$431,881 or 2.5% under current budgeted revenues of \$17,621,964. The estimated Undesignated Fund Balance of \$1,113,359 at the end of FY 2012-2013 is expected to be 6.5% of revenues, which is below our minimum goal of 10%.

The most notable changes in the line item budget are decreases of \$1,072,057, or 16.2%, in salaries and wages and \$570,248, or 13.9%, in employee benefits. These were accomplished by the elimination of thirty-two full time positions. In FY 2012-2013 fringe benefits account for 21.2% of the budgeted expenditures. The following chart illustrates fringe benefit costs as a percentage of total General Fund expenditures over the past 6 fiscal years:



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

REVENUE – Tax related revenue is projected to be \$615,606, or 5.8%, less than in Fiscal 2011-2012. Though it includes projected revenue from millage increases requested for approval in a May 2012 special election, the revenue generated by the additional millage only partially offsets that lost as the result of an 11.7% decrease in the taxable value of housing.

The Special assessment for Street Lighting is expected to increase revenue by \$300,000 in FY 2012-2013.

Licenses and Permits are expected to be \$392,800 in an increase of \$143,500 or 57.56% from FY 2011-2012 reflecting an increase in building permits.

Fines and Forfeits are expected to decrease by \$300,000, from \$1,675,000 to \$1,375,000, both because of lower fees currently being collected and losses anticipated because of the reduction in Public Safety officers.

The Water Supply System transfer to the General fund will increase \$45,000 in FY 2012-2013.

FINANCE & ADMINISTRATIVE SERVICES – The Recommended Budget includes the elimination of the Assistant Director of Finance, Finance Clerk and the Assessing Clerk. The City Assessor has voluntarily taken a reduction in pay and elimination of fringe benefits to help maintain the assessing function.

TECHNICAL & PLANNING – The Recommended Budget includes the elimination of the

Director of Technical & Planning Services, Office Coordinator, Administrative Clerk II and Building Maintenance Repairer. The full time Director position will be replaced with a part-time position with no benefits.

PUBLIC SAFETY – The Recommended Budget includes the elimination of 14 Public Safety Officer I positions and 1 Investigations Sergeant position and the addition of 1 Civil Records Supervisor position. The City is requesting a 1.1437 mill increase in the operating millage this year without which the City will need to eliminate at least 5 additional positions in Public Safety.

RECREATION – The Recommended Budget includes the elimination of the positions of Deputy Director of Recreation, Administrative Clerk II, 1 Recreation Coordinator and the Assistant Senior Citizen Service Coordinator.

PUBLIC INFORMATION – The Recommended Budget includes the elimination of the Director of Public Information.

DISTRICT COURT - The Recommended Budget includes the elimination of the positions of Senior Traffic Clerk, 2 Court Clerks and 1 Probation Officer.

NON-DEPARTMENTAL - It is recommended to increase the appropriation for retiree's health care 8.7% or \$213,330 due to an increase in premiums.

A \$300,000 decrease in the transfer to the District Court is also recommended.

AUTHORITIES

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

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

SPECIAL REVENUE FUNDS

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

MAJOR STREETS:

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

The Major Street Fund has a proposed appropriation of \$1,197,589 for FY 2012-2013.

Construction of \$135,000 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 \$607,276 for FY 2012-2013. Fund balance is estimated to be \$468,179 at the end of the fiscal year. This is 77.1% of expenditures.

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

SOLID WASTE:

The Solid Waste Fund is used to finance the collection, recycling and disposal of the City's garbage and refuse. It is funded by a tax levy on property of 2.9531 mills for FY 2012-2013, an

increase of 0.5000 mills over FY 2011-2012. It is also funded by a service charge included on water bills. It is recommended that the charge remain at \$29.30 per quarter.

An appropriation of \$2,549,641 is proposed. This is an increase of \$99,301 over the FY 2011-2012 appropriation. This fund balance is estimated to be \$317,597 which is 12.34% 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 \$1,250.

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 2012-2013.

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 FY 2012-2013.

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 \$111,701 is proposed for the FY 2012-2013 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 \$235,000 is recommended.

45TH DISTRICT COURT:

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

The 45TH District Court fund proposes an appropriation of \$1,639,995. It is also recommended to transfer \$103,953 to 45TH 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 2030.

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 2012-2013:

	2011-2012 Requirement	2012-2013 Requirement	Decrease
General Obligation			
Bonds	\$ 2,856,067	\$2,701,704	\$ 154,363

All debt issues are supported by voter approved tax millages. It will require 5.3953 mills for G.O. debt. This is a 0.9575 increase from FY 2011-2012 (4.4378 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 \$11,069,027, an increase of \$322,714 over the FY 2011-2012 appropriation. This budget includes a proposed increase in Water rates of 4.7%. Sewer disposal rates are requested to increase from \$59.00 per 1,000 cubic feet to \$60.79 per 1,000 cubic feet. This increase is necessary due to an estimated 4.4% increase in the wholesale sewage rate from Oakland County.

Recommended in the Water & Sewer Fund is \$275,000 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 \$1,156,184 in FY 2012-2013.

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 \$484,135, a decrease of \$87,692 from FY 2011-2012 budget. The decrease is due to smaller workers compensation premiums and a reduced work force.

RETIREE HEALTH CARE:

The Retiree Health Care Funds consist of two parts: the costs of health care for retirees of the 45TH District Court and the costs of health care for all other retirees.

This 45TH District Court 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 \$103,953 from the District Court Fund to avoid a deficit in this fund. An appropriation of \$246,350 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 2011-2012 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 \$615,960, a decrease of \$32,349 from the FY 2011-2012 appropriation. It is recommended to purchase one police vehicle. There were two new vehicles in the FY 2011-2012 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 \$350,000 is proposed for the Sidewalk Program in the FY 2012-2013 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 \$19,600 is for the upkeep of this property.

NEIGHBORHOOD STABILIZATION PROGRAM (NSP) FUND:

The City has purchased twenty-three homes to date. Seventeen homes have been sold. Five

homes have been demolished, while one property was rebuilt and sold to an eligible purchaser. The remaining parcels will not be developed unless additional funding becomes available.

The City is eligible for \$400,000 in the Neighborhood Stabilization Program (NSP) provided by the federal government. An appropriation of \$400,000 is recommended for FY 2012 – 2013 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 \$1,125,000 is recommended for FY 2012-2013 to pave parking lots in our parks and 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 appropriation of \$40,000 is recommended for FY 2012-2013 for Court consolidation and new entry doors.

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 2012-2013 is recommended to be \$12,591,647. It is anticipated that the construction will be complete in 2013.

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.

For Public Safety employees, the contribution rate decreased from 36.92% in FY 2011-2012 to 35.16% in FY 2012-2013. For General employees, the contribution decreased from \$1,460,000 in FY 2011-2012 to \$1,148,058 in FY 2012-2013.

The proposed contribution for the City to the retirement systems for FY 2012-2013 is \$2,769,869.

TAX RATE

The proposed tax rate can be summarized as follow:

	<u>2010-2011</u>	<u>2011-2012</u>	(Proposed) <u>2012-2013</u>
General Tax Levy	16.3563	16.3563	16.3563
Library	.9914	1.4914	1.4914
Recreation	0	.5000	.5000
Public Safety	1.000	2.0000	3.1437
Debt Retirement	3.7183	4.4378	5.3953
Solid Waste	<u>2.4531</u>	<u>2.4531</u>	<u>2.9531</u>
 Total	 24.5191	 27.2386	 29.8398

The tax rate represents the maximum allowed by Headlee for both the General Tax Levy and the solid waste fund. See page 28 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 2012-2013 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 former Finance Director, James Ghedotte, current Finance Director Sandra Crawford, Administrative Assistant Karen Bryant, and the finance staff for their production of the budget document. In a difficult, transitional year, this year's presentation meets the high standards for comprehensive information and clarity we have come to expect.

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

Respectfully submitted,

Richard Fox
City Manager

CITY OF OAK PARK
2012 - 2013
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

2012 - 2013

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 2012 - 2013 BUDGET CALENDAR

<u>INTERNAL PORTION</u>	<u>DATE</u>
Instructions to departments	2/15/2012
Personnel Cost Summaries Back to Finance	2/22/2012
Completed Personnel Cost Summaries to Dept.	2/28/2012
Budget Requests to Finance	3/01/2012
Departmental Requests to City Manager	3/15/2012
Revenue Estimates to City Manager	3/19/2012
Budget Hearing with Departments	03/26/2012 – 03/29/12
<u>PUBLIC PORTION</u>	
City Managers Recommendation to Council	4/16/2012
City Council Approves Budget Sessions	4/16/2012
City Council Budget Sessions	4/16/2011 - 4/19/2012
Budget Hearing - Approve Notice	5/2/2012
Publish Notice	5/9/2012
Presentation to Planning Commission	5/14/2012
Budget Public Hearing	5/21/2012
Final Budget and Millage Rate Adoption	5/21/2012

**CITY OF OAK PARK
FISCAL YEAR 2012-2013 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

**GENERAL APPROPRIATIONS ACT RESOLUTION: 2012/2013 GENERAL FUND AND
SPECIAL FUND BUDGETS:**

Motion by , seconded by , CARRIED UNANIMOUSLY:

To approve the following General Appropriations Act Resolution outlining anticipated revenues and expenditures for the fiscal year beginning July 1, 2012, in accordance with Section 9.5 of the City Charter and State Act 621:

WHEREAS, the City Manager heretofore submitted to this Council annual budgets for the ensuing year, as required by the City Charter of this City, and Michigan Public Act 621 of 1978 the Uniform Budgeting and Accounting Act, and

WHEREAS, the general appropriations act requires that City Council shall set forth the total number of mills of ad valorem property taxes to be levied and the purposes for which that millage is to be levied; and

WHEREAS, a Public Hearing was held on the said budget after publication of notice thereof; and

WHEREAS, the Council has carefully considered each and every item of the budget separately; and

WHEREAS, the amount of revenue required to be raised by taxes for General Fund Operating purposes is \$9,461,623

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, 2012 and ending June 30, 2013 as follows:

	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
GENERAL FUND			
<u>REVENUES:</u>			
TAXES, PENALTIES & INTEREST	11,334,465	10,548,000	9,972,663
LICENSES AND PERMITS	324,819	392,800	392,800
STATE GRANTS	3,445,384	3,006,820	3,006,820
INTEREST INCOME	8,206	3,000	3,000
SERVICE CHARGES	537,083	516,200	529,600
CONTRIBUTIONS - OTHER FUNDS	535,000	550,000	595,000
FINES AND FORFEITS	1,646,567	1,650,000	1,375,000
MISCELLANEOUS INCOME	883,612	790,200	1,080,200
TOTAL REVENUE	18,715,136	17,457,020	16,955,083
<u>EXPENDITURES:</u>			
LEGISLATIVE	104,121	123,466	100,815
ADMINISTRATIVE	317,856	310,896	328,769
INFORMATION TECHNOLOGY	179,388	183,523	182,315
CITY ATTORNEY	148,720	170,000	170,000
PROSECUTING ATTORNEY	100,303	94,402	94,999
LABOR ATTORNEY	72,000	65,000	55,000
ELECTIONS	192,890	184,307	140,783
CITY CLERK	137,136	144,613	125,588
FINANCE AND ADMINISTRATIVE SERVICES	813,893	834,660	615,102
PUBLIC INFORMATION	233,008	223,182	174,964
TECHNICAL & PLANNING SERVICES	1,848,250	1,598,445	1,524,262
PUBLIC SAFETY	9,432,641	8,930,920	7,172,509
PUBLIC WORKS	112,409	64,354	309,865
RECREATION	918,526	845,300	634,635
NON-DEPARTMENTAL	2,276,639	2,715,043	3,195,951
TRANSFER OUTS	2,222,494	1,915,000	1,694,623
TOTAL EXPENDITURES	19,110,274	18,403,111	16,520,180
FUND BALANCE BEGINNING OF YEAR	2,176,877	1,781,739	835,648
RESERVED FOR PREPAID EXPENSE	232,479	200,000	200,000
UNRESERVED FUND BALANCE JUNE 30TH	1,549,260	635,648	1,070,551

**CITY OF OAK PARK
FISCAL YEAR 2012-2013 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
BROWNFIELD AUTHORITY			
<u>REVENUES:</u>			
PROPERTY TAXES	48,684	48,000	48,000
TOTAL REVENUES	<u>48,684</u>	<u>48,000</u>	<u>48,000</u>
<u>EXPENDITURES:</u>			
SALARIES AND WAGES			
EMPLOYEE BENEFITS			
PROFESSIONAL SERVICES			
PAYMENT TO DEVELOPER	72,686	0	0
TOTAL EXPENDITURES	<u>72,686</u>	<u>0</u>	<u>0</u>
FUND BALANCE BEGINNING OF YEAR	0	(24,002)	23,998
FUND BALANCE JUNE 30TH	<u>(24,002)</u>	<u>23,998</u>	<u>71,998</u>

LIBRARY AUTHORITY

<u>REVENUES:</u>			
PROPERTY TAXES	616,625	784,000	699,601
LIBRARIES - STATE AID	15,738	9,600	9,600
LIBRARIES - STATE AID	4,403	5,200	5,200
LIBRARIES - PENAL FINES	41,351	40,000	40,000
LIBRARY RENTALS	330	300	300
MISCELLANEOUS - LIBRARY	3,266	2,000	2,000
LIBRARY BOOK FINES	14,880	5,000	5,000
INTEREST	755	500	500
TOTAL REVENUES	<u>697,348</u>	<u>846,600</u>	<u>762,201</u>
<u>EXPENDITURES:</u>			
SALARIES AND WAGES	362,988	337,250	295,911
EMPLOYEE BENEFITS	140,557	173,000	140,505
RETIREES HEALTH CARE	0	65,957	73,031
MATERIALS AND SUPPLIES	7,075	7,000	5,000
BOOKS	46,759	46,000	40,000
PERIODICALS AND PAPERS	8,820	9,000	7,000
DIGITAL VIDEO DISCS (DVD)	15,779	5,000	5,000
PROFESSIONAL SERVICES	56,445	58,000	58,000
CONTRACTUAL SERVICES	973	800	800
TRANSPORTATION	0	150	150
CONFERENCES AND WORKSHOPS	0	0	0
PRINTING AND PUBLICATIONS	0	0	0
UTILITIES - TELEPHONE	0	0	0
UTILITIES - HEATING	0	15,000	15,000
UTILITIES - ELECTRICITY	0	25,000	25,000
REPAIRS AND MAINTENANCE	71,132	380	380
MISCELLANEOUS	1,359	1,400	900
MEMBERSHIPS AND DUES	250	250	250
PRIOR YEAR TAX REFUNDS	0	11,000	11,000
TRANSFER TO DEBT SERVICE	0	50,000	75,000
TOTAL EXPENDITURES	<u>715,626</u>	<u>805,187</u>	<u>752,927</u>
FUND BALANCE BEGINNING OF YEAR	(12,807)	(32,848)	8,565
RESERVED FOR ENCUMBRANCES	1,763	5,400	5,400
UNRESERVED FUND BALANCE JUNE 30TH	<u>(32,848)</u>	<u>3,165</u>	<u>12,439</u>

**CITY OF OAK PARK
FISCAL YEAR 2012-2013 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
ECONOMIC DEVELOPMENT CORPORATION			
<u>REVENUES:</u>			
MISCELLANEOUS FEES	11	11	15
TOTAL REVENUES	<u>11</u>	<u>11</u>	<u>15</u>
<u>EXPENDITURES:</u>			
MISCELLANEOUS	10	10	10
TOTAL EXPENDITURES	<u>10</u>	<u>10</u>	<u>10</u>
FUND BALANCE BEGINNING OF YEAR	11,795	11,796	11,797
FUND BALANCE JUNE 30TH	<u>11,796</u>	<u>11,797</u>	<u>11,802</u>

MUNICIPAL BUILDING AUTHORITY

<u>REVENUES:</u>			
INTEREST INCOME	124	100	100
TOTAL REVENUES	<u>124</u>	<u>100</u>	<u>100</u>
<u>EXPENDITURES:</u>			
SUPPLIES	0	0	0
TOTAL EXPENDITURES	<u>0</u>	<u>0</u>	<u>0</u>
FUND BALANCE BEGINNING OF YEAR	9,912	10,036	10,136
FUND BALANCE JUNE 30TH	<u>10,036</u>	<u>10,136</u>	<u>10,236</u>

MAJOR STREETS

<u>REVENUES:</u>			
STATE SHARED REVENUE	1,021,404	1,000,000	1,000,000
OTHER INCOME	811	800	800
INTEREST INCOME	142,158	126,400	126,000
TOTAL REVENUES	<u>1,164,373</u>	<u>1,127,200</u>	<u>1,126,800</u>
<u>EXPENDITURES:</u>			
MAINTENANCE	833,190	801,273	858,714
TRANSFER OUT TO GENERAL FUND	75,000	80,000	80,000
TRANSFER TO LOCAL STREETS	270,000	270,000	270,000
TOTAL EXPENDITURES	<u>1,178,190</u>	<u>1,151,273</u>	<u>1,208,714</u>
FUND BALANCE BEGINNING OF YEAR	658,988	645,171	621,098
FUND BALANCE JUNE 30TH	<u>645,171</u>	<u>621,098</u>	<u>539,184</u>

LOCAL STREETS

<u>REVENUES:</u>			
STATE SHARED REVENUE	477,304	400,000	400,000
INTEREST INCOME	507	4,000	4,000
TRANSFER FROM MAJOR STREETS	270,000	270,000	270,000
TOTAL REVENUES	<u>747,811</u>	<u>674,000</u>	<u>674,000</u>
<u>EXPENDITURES:</u>			
MAINTENANCE	532,751	539,225	532,276
TRANSFER OUT - GENERAL FUND	70,000	75,000	75,000
TOTAL EXPENDITURES	<u>602,751</u>	<u>614,225</u>	<u>607,276</u>
FUND BALANCE BEGINNING OF YEAR	196,620	341,680	401,455
FUND BALANCE JUNE 30TH	<u>341,680</u>	<u>401,455</u>	<u>468,179</u>

**CITY OF OAK PARK
FISCAL YEAR 2012-2013 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
SOLID WASTE			
<u>REVENUES:</u>			
TAXES	1,525,100	1,300,000	1,402,641
INTEREST INCOME	1,400	2,000	1,000
FEE CHARGES	834,142	1,146,000	1,146,000
TOTAL REVENUES	<u>2,360,642</u>	<u>2,448,000</u>	<u>2,549,641</u>
<u>EXPENDITURES:</u>			
EXPENDITURES	1,912,903	2,191,300	2,264,346
TRANSFER OUT TO GENERAL FUND	260,000	260,000	260,000
TRANSFER TO WATER & SEWER	50,000	50,000	50,000
TOTAL EXPENDITURES	<u>2,222,903</u>	<u>2,501,300</u>	<u>2,574,346</u>
FUND BALANCE BEGINNING OF YEAR	<u>257,863</u>	<u>395,602</u>	<u>342,302</u>
FUND BALANCE JUNE 30TH	<u>395,602</u>	<u>342,302</u>	<u>317,597</u>
NARCOTICS FORFEITURE FUND			
<u>REVENUES:</u>			
MISCELLANEOUS	10,981	15,092	15,092
TOTAL REVENUES	<u>10,981</u>	<u>15,092</u>	<u>15,092</u>
<u>EXPENDITURES:</u>			
PUBLIC SAFETY			
ADDITIONS TO EQUIPMENT	1,250	1,250	1,250
TOTAL EXPENDITURES	<u>1,250</u>	<u>1,250</u>	<u>1,250</u>
FUND BALANCE BEGINNING OF YEAR	<u>56,266</u>	<u>65,997</u>	<u>79,839</u>
FUND BALANCE JUNE 30TH	<u>65,997</u>	<u>79,839</u>	<u>93,681</u>
CRIMINAL JUSTICE TRAINING			
<u>REVENUES:</u>			
MISCELLANEOUS	11,857	15,021	15,024
TOTAL REVENUES	<u>11,857</u>	<u>15,021</u>	<u>15,024</u>
<u>EXPENDITURES:</u>			
EDUCATION & TRAINING	10,820	15,000	15,000
TOTAL EXPENDITURES:	<u>10,820</u>	<u>15,000</u>	<u>15,000</u>
FUND BALANCE BEGINNING OF YEAR	<u>13,305</u>	<u>14,342</u>	<u>14,363</u>
FUND BALANCE JUNE 30TH	<u>14,342</u>	<u>14,363</u>	<u>14,387</u>
DISASTER CONTINGENCY			
<u>REVENUES:</u>			
MISCELLANEOUS	4	5	25
TOTAL REVENUES	<u>4</u>	<u>5</u>	<u>25</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	0	0	0
FUND BALANCE BEGINNING OF YEAR	<u>3,574</u>	<u>3,578</u>	<u>3,583</u>
FUND BALANCE JUNE 30TH	<u>3,578</u>	<u>3,583</u>	<u>3,608</u>

**CITY OF OAK PARK
FISCAL YEAR 2012-2013 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
CASE FLOW ASSISTANCE FUND			
<u>REVENUES:</u>			
STATE FUNDS	25,462	24,000	25,500
INTEREST	146	157	250
TOTAL REVENUES	25,608	24,157	25,750

<u>EXPENDITURES:</u>			
MISCELLANEOUS	0	7,000	26,137
TOTAL EXPENDITURES:	0	7,000	26,137
FUND BALANCE BEGINNING OF YEAR	99,757	125,365	142,522
FUND BALANCE JUNE 30TH	125,365	142,522	142,135

COMMUNITY DEVELOPMENT BLOCK GRANT

<u>REVENUES:</u>			
FEDERAL GRANTS	97,333	120,651	111,701
TOTAL REVENUES	97,333	120,651	111,701

<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES	97,333	120,651	111,701
FUND BALANCE BEGINNING OF YEAR	0	0	0
FUND BALANCE JUNE 30TH	0	0	0

COMMUNITY ORIENTED POLICING SERVICES GRANT

<u>REVENUES:</u>			
FEDERAL GRANTS	245,277	295,445	235,000
TOTAL REVENUES	245,277	295,445	235,000

<u>EXPENDITURES:</u>			
WAGES			
EMPLOYEE BENEFITS	245,277	295,445	235,000
TOTAL EXPENDITURES	245,277	295,445	235,000
FUND BALANCE BEGINNING OF YEAR	0	0	0
FUND BALANCE JUNE 30TH	0	0	0

**CITY OF OAK PARK
FISCAL YEAR 2012-2013 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
45th DISTRICT COURT			
<u>REVENUES:</u>			
STATE GRANT	91,448	91,448	91,448
INTEREST INCOME	0	500	500
CHARGES FOR SERVICES	196,851	195,173	277,000
TRANSFERS IN - GENERAL FUND	1,767,494	1,691,099	1,375,000
TOTAL REVENUES	<u>2,055,793</u>	<u>1,978,220</u>	<u>1,743,948</u>
<u>EXPENDITURES:</u>			
SALARIES & WAGES	1,142,028	1,120,844	951,533
EMPLOYEE BENEFITS	495,451	481,208	395,500
MATERIALS & SUPPLIES	83,716	85,400	68,375
PROFESSIONAL SERVICES	52,638	53,000	37,841
CONTRACTUAL SERVICES	187,766	154,748	124,804
CONFERENCES & WORKSHOPS	925	1,000	1,550
INSURANCE & BONDS	6,334	8,000	7,315
REPAIRS & MAINTENANCE	42,806	42,000	45,957
MISCELLANEOUS	11,133	11,000	6,100
EDUCATION & TRAINING	290	1,020	1,020
CAPITAL OUTLAY	0	0	0
TRANSFER TO RETIREE HEALTH CARE	37,407	20,000	103,953
TOTAL EXPENDITURES	<u>2,060,494</u>	<u>1,978,220</u>	<u>1,743,948</u>
FUND BALANCE BEGINNING OF YEAR	64,554	45,000	45,000
EXPENDITURE RESERVE	59,853	45,000	45,000
FUND BALANCE JUNE 30TH	<u>0</u>	<u>0</u>	<u>0</u>
DEBT RETIREMENT FUND			
<u>REVENUES:</u>			
TAXES	2,317,358	2,344,512	2,547,081
INTEREST INCOME	7,608	2,900	0
TRANSFER IN	232,126	512,152	154,623
TOTAL REVENUES	<u>2,557,092</u>	<u>2,859,564</u>	<u>2,701,704</u>
<u>EXPENDITURES:</u>			
DEBT PRINCIPAL PAYMENTS	1,295,000	1,420,000	1,230,000
INTEREST & PAYING AGENT FEES	1,201,853	1,387,155	1,420,365
MISCELLANEOUS	9,521	44,000	51,339
TRANSFER OUT	232,126	512,152	0
TOTAL EXPENDITURES	<u>2,738,500</u>	<u>3,363,307</u>	<u>2,701,704</u>
FUND BALANCE BEGINNING OF YEAR	825,770	644,362	140,619
FUND BALANCE JUNE 30TH	<u>644,362</u>	<u>140,619</u>	<u>140,619</u>
WATER AND SEWER			
<u>REVENUES:</u>			
METERED WATER, PENALTIES AND DELINQUENT CHARGES	4,143,909	4,284,772	4,406,496
SEWER CHARGES	6,327,375	6,612,268	6,812,268
METER SERVICES CHARGES	205,597	200,859	200,859
MISCELLANEOUS	0	0	0
TRANSFER FROM SOLID WASTE	50,000	50,000	50,000
INTEREST INCOME	24,277	20,000	20,000
TOTAL REVENUES	<u>10,751,158</u>	<u>11,167,899</u>	<u>11,489,623</u>
<u>EXPENDITURES:</u>			
BOND & INTEREST EXPENSE	405,368	374,116	333,236
TRANSFER OUT	130,000	130,000	135,000
CAPITAL OUTLAY	0	100,000	275,000
OTHER	8,186,145	10,163,836	10,327,850
TOTAL EXPENDITURES	<u>8,721,513</u>	<u>10,767,952</u>	<u>11,071,086</u>
NET ASSETS - BEGINNING OF YR	17,283,336	19,312,981	19,712,928
NET ASSETS AS OF JUNE 30TH	<u>19,312,981</u>	<u>19,712,928</u>	<u>20,131,465</u>

**CITY OF OAK PARK
FISCAL YEAR 2012-2013 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
RISK MANAGEMENT			
<u>REVENUES:</u>			
CHARGES TO OTHER FUNDS	356,108	260,000	207,284
INTEREST INCOME	283	500	200
MISCELLANEOUS FEES	0	141,349	0
TRANSFER-IN	380,000	110,000	110,000
TOTAL REVENUES	736,391	511,849	317,484

<u>EXPENDITURES:</u>			
INSURANCE	571,742	539,580	539,580
TOTAL EXPENDITURES	571,742	539,580	539,580
NET ASSETS - BEGINNING OF YR	200,309	364,958	337,227
NET ASSETS AS OF JUNE 30TH	364,958	337,227	115,131

RETIREES HEALTH CARE - DISTRICT COURT

<u>REVENUES:</u>			
INTEREST INCOME	103	80	100
ORDINANCE FINES	117,428	129,715	136,000
TRANSFER FROM COURT	37,407	20,000	103,953
TOTAL REVENUES	154,938	149,795	240,053

<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	190,005	219,675	246,350
NET ASSETS - BEGINNING OF YR	121,511	86,444	16,564
NET ASSETS AS OF JUNE 30TH	86,444	16,564	10,267

RETIREES HEALTH CARE - CITY OF OAK PARK RETIREES

<u>REVENUES:</u>			
INTEREST INCOME	104	104	175
GAIN ON INVESTMENT	84,091	70,000	75,000
TOTAL REVENUES	84,195	70,104	75,175

<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	10,400	55,000	10,700
NET ASSETS - BEGINNING OF YR	352,883	426,678	441,782
NET ASSETS AS OF JUNE 30TH	426,678	441,782	506,257

CENTRAL SERVICES

<u>REVENUES:</u>			
INTEREST	7	35	100
CHARGES FOR POSTAGE	0	0	0
TRANSFER-IN - GENERAL FUND	75,000	75,000	75,000
TOTAL REVENUES	75,007	75,035	75,100

<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES	60,704	74,400	74,400
NET ASSETS - BEGINNING OF YR	5,242	19,545	20,180
NET ASSETS AS OF JUNE 30TH	19,545	20,180	20,880

**CITY OF OAK PARK
FISCAL YEAR 2012-2013 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
MOTOR POOL			
REVENUES:			
FEDERAL GRANTS	0	0	0
INTEREST INCOME	322	200	200
RENTS - OTHER FUNDS	364,606	389,555	586,055
SALE OF FIXED ASSETS	5,632	34,000	34,000
TOTAL REVENUES	370,560	423,755	620,255

EXPENDITURES:			
TOTAL EXPENDITURES	821,397	642,087	615,960
RETAINED EARNINGS BEGINNING OF YEAR	2,189,417	1,738,580	1,520,248
RETAINED EARNINGS JUNE 30TH	1,738,580	1,520,248	1,524,543

PUBLIC IMPROVEMENT FUND

REVENUES:			
INTEREST INCOME	73	100	100
TOTAL REVENUES	73	100	100

EXPENDITURES:			
TOTAL EXPENDITURES	0	0	0
FUND BALANCE BEGINNING OF YEAR	53,933	54,006	54,106
FUND BALANCE JUNE 30TH	54,006	54,106	54,206

CITY OWNED PROPERTY

REVENUES:			
SALE OF PROPERTY	34,379	800	0
INTEREST INCOME	0	50	0
TRANSFER IN - GENERAL FUND	0	55,000	55,000
TOTAL REVENUES	34,379	55,850	55,000

EXPENDITURES:			
TOTAL EXPENDITURES	144,453	7,700	19,600
FUND BALANCE BEGINNING OF YEAR	86,300	(23,774)	24,376
FUND BALANCE JUNE 30TH	(23,774)	24,376	59,776

NEIGHBORHOOD STABILIZATION PROGRAM FUND

REVENUES:			
FEDERAL GRANTS	1,406,727	510,000	400,000
INTEREST INCOME	0	0	0
TOTAL REVENUES	1,406,727	510,000	400,000

EXPENDITURES:			
TOTAL EXPENDITURES	1,076,077	510,000	400,000
FUND BALANCE BEGINNING OF YEAR	401,169	731,819	731,819
FUND BALANCE JUNE 30TH	731,819	731,819	731,819

SIDEWALK PROGRAM

REVENUES:			
SPECIAL ASSESSMENTS	326,034	65,000	360,000
INTEREST INCOME	20,974	4,000	4,000
TOTAL REVENUES	347,008	69,000	364,000

EXPENDITURES:			
TOTAL EXPENDITURES	340,245	46,500	350,000
FUND BALANCE BEGINNING OF YEAR	145,943	152,706	175,206
FUND BALANCE JUNE 30TH	152,706	175,206	189,206

ROAD CONSTRUCTION FUND

REVENUES:			
FEDERAL GRANTS	92,184	0	0
INTEREST INCOME	0	2,500	0
TOTAL REVENUES	92,184	2,500	0

EXPENDITURES:			
TOTAL EXPENDITURES:	31,135	500,000	1,125,000
FUND BALANCE BEGINNING OF YEAR	1,865,797	1,926,846	1,429,346
FUND BALANCE JUNE 30TH	1,926,846	1,429,346	304,346

**CITY OF OAK PARK
FISCAL YEAR 2012-2013 GENERAL AND SPECIAL FUND BUDGET
BUDGET RESOLUTION**

	ACTUAL 2010-2011	ESTIMATED 2011-2012	APPROVED 2012-2013
MUNICIPAL BUILDING CONSTRUCTION FUND			
<u>REVENUES:</u>			
INTEREST	1,163	500	1,000
ORDINANCE FINES	150,644	180,000	191,652
TOTAL REVENUES	<u>151,807</u>	<u>180,500</u>	<u>192,652</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	<u>0</u>	<u>0</u>	<u>40,000</u>
FUND BALANCE BEGINNING OF YEAR	699,507	851,314	1,031,814
FUND BALANCE JUNE 30TH	<u>851,314</u>	<u>1,031,814</u>	<u>1,184,466</u>

MUNICIPAL COMPLEX FACILITY FUND			
<u>REVENUES:</u>			
INTEREST	20,868	15,000	5,000
BOND PROCEEDS	13,326,647	0	0
TOTAL REVENUES	<u>13,347,515</u>	<u>15,000</u>	<u>5,000</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENDITURES:	<u>801,944</u>	<u>12,591,647</u>	<u>12,591,647</u>
FUND BALANCE BEGINNING OF YEAR	0	12,545,571	(31,076)
FUND BALANCE JUNE 30TH	<u>12,545,571</u>	<u>(31,076)</u>	<u>(12,617,723)</u>

EMPLOYEES RETIREMENT SYSTEM			
<u>REVENUES:</u>			
INTEREST INCOME	1,673,421	1,202,250	1,150,800
CONTRIBUTION	3,670,853	3,674,143	3,114,869
GAIN ON INVESTMENTS	8,604,559	1,250,000	1,800,000
TOTAL REVENUES	<u>13,948,833</u>	<u>6,126,393</u>	<u>6,065,669</u>
<u>EXPENDITURES:</u>			
TOTAL EXPENSES:	<u>7,029,320</u>	<u>7,025,560</u>	<u>7,052,000</u>
FUND BALANCE BEGINNING OF YEAR	51,122,614	58,042,127	57,142,960
FUND BALANCE JUNE 30TH	<u>58,042,127</u>	<u>57,142,960</u>	<u>56,156,629</u>

BE IT FURTHER RESOLVED, that the detailed budget document submitted to Council on April 16, 2012 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 \$474,972,590 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
5.3953	PER \$1,000 TAXABLE VALUATION FOR DEBT RETIREMENT
1.1437	PER \$1,000 TAXABLE VALUATION FOR HEADLEE OVERRIDE
2.9531	PER \$1,000 TAXABLE VALUATION FOR SOLID WASTE

TOTAL: \$29.8398 PER \$1,000 EQUALIZED VALUATION

ROLL CALL VOTE: Yes

No, None

Absent, None

PUBLISH: Tonni Bartholomew

**CITY OF OAK PARK
NOTICE OF PUBLIC HEARING ON
2012 –2013 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, 2012 through June 30, 2013. The public hearing will be held on Monday, May 21, 2012 at 7:30 o'clock in the evening, at the Council Chambers, 13600 Oak Park Boulevard, Oak Park, Michigan.

Last Fiscal Year (July 1, 2011 through June 30, 2012), the City of Oak Park levied 16.3563 mills for operating purposes, 1.4914 mills for library purposes, .50000 of a mill for Recreation purposes, 2.0000 mills for Public Safety, 2.4531 mills for Solid Waste and a proposed millage of 5.5014 for Retirement of Debt. The proposed FY 2012-2013 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, 2.9531 mills for Solid Waste and 5.3953 for the Retirement of debt. A millage of 1.1437 is proposed for Headlee Override.

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 PROPOSED BUDGET WILL BE A SUBJECT OF THIS HEARING.

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

TONNI BARTHOLOMEW, CITY CLERK

**CITY OF OAK PARK
2012 - 2013 BUDGET
REVENUES AND EXPENDITURES
INCLUDING TRANSFERS-IN AND TRANSFERS-OUT
OVERVIEW - ALL FUNDS**

FUND NO.	FUND	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
REVENUES								
101	General Fund	18,715,136	17,621,964	13,856,060	17,457,020	17,190,083	17,190,083	16,955,083
110	Economic Development Corporation	11	15	5	11	15	15	15
111	Library Authority	697,348	879,373	842,293	846,600	762,201	762,201	762,201
112	Brownfield Authority	48,684	48,000	46,090	48,000	48,000	48,000	48,000
113	Municipal Building Authority	124	375	49	100	100	100	100
202	Major Streets	1,164,373	1,113,750	590,123	1,127,200	1,126,800	1,126,800	1,126,800
203	Local Streets	747,811	674,000	361,297	674,000	674,000	674,000	674,000
226	Solid Waste	2,360,642	2,450,340	1,838,578	2,448,000	2,549,641	2,549,641	2,549,641
253	Narcotic Forfeiture	10,981	15,000	3,452	15,092	15,092	15,092	15,092
254	Criminal Justice Training	11,857	15,130	5,787	15,021	15,024	15,024	15,024
255	Disaster Contingency	4	25	3	5	25	25	25
256	Caseflow Assistance Fund	25,608	25,700	104	24,157	25,750	25,750	25,750
275	Community Development Block Grant	97,333	139,491	39,907	120,651	111,701	111,701	111,701
276	45th District Court	2,055,793	1,954,475	1,305,888	1,978,220	1,764,148	1,743,948	1,743,948
281	COPS Grant Fund	245,277	268,571	167,681	295,445	235,000	235,000	235,000
301	Debt Retirement Fund	2,557,092	2,856,066	2,577,422	2,859,564	2,701,704	2,701,704	2,701,704
401	Public Improvement Fund	73	100	45	100	100	100	100
402	City Owned Property	34,379	55,000	55,824	55,850	55,000	55,000	55,000
403	Neighborhood Stabilization Program	1,406,727	1,028,145	128,159	510,000	400,000	400,000	400,000
450	Road Construction Fund	92,184	1,500	1,962	2,500	0	0	0
451	Sidewalk Program	347,008	50,500	25,641	69,000	364,000	364,000	364,000
452	Municipal Complex Facility Fund	13,347,515	2,000	12,049	15,000	5,000	5,000	5,000
470	Municipal Building Construction Fund	151,807	237,280	146,009	180,500	192,652	192,652	192,652
592	Water & Sewer	10,751,158	10,990,019	6,209,802	11,167,899	11,124,623	11,124,623	11,489,623
653	Central Services	75,007	75,550	50,017	75,035	75,100	75,100	75,100
654	Motor Pool	370,560	439,255	280,317	423,755	620,255	620,255	620,255
677	Risk Management	736,391	371,074	450,020	511,849	317,484	317,484	317,484
678	Retiree Health Care - District Court	154,938	208,692	99,863	149,795	100,100	100,100	240,053
680	Retiree Health Care - General	84,195	75,250	36,506	70,104	75,175	75,175	75,175
TOTAL REVENUE		56,290,016	41,596,640	29,130,953	41,140,473	40,548,773	40,528,573	40,798,526
EXPENDITURES								
101	General Fund	19,110,274	17,621,964	11,959,047	18,403,111	16,732,572	16,745,180	16,520,180
110	Economic Development Corporation	10	0	0	10	10	10	10
111	Library Authority	715,626	845,525	513,943	805,187	761,949	752,927	752,927
112	Brownfield Authority	72,686	23,276	0	0	0	0	0
113	Municipal Building Authority	0	0	0	0	0	0	0
202	Major Streets	1,178,190	1,255,613	581,482	1,151,273	1,197,589	1,208,714	1,208,714
203	Local Streets	602,751	624,368	368,195	614,225	607,276	607,276	607,276
226	Solid Waste	2,222,903	2,446,600	1,694,488	2,501,300	2,574,346	2,574,346	2,574,346
253	Narcotic Forfeiture	1,250	15,000	0	1,250	1,250	1,250	1,250
254	Criminal Justice Training	10,820	15,000	9,401	15,000	15,000	15,000	15,000
255	Disaster Contingency	0	0	0	0	0	0	0
256	Caseflow Assistance Fund	0	7,000	2,607	7,000	26,137	26,137	26,137
275	Community Development Block Grant	97,333	139,491	50,452	120,651	111,701	111,701	111,701
276	45th District Court	2,060,494	1,954,475	1,322,585	1,978,220	1,764,148	1,743,948	1,743,948
281	COPS Grant Fund	245,277	268,571	167,681	295,445	235,000	235,000	235,000
301	Debt Retirement Fund	2,738,500	3,367,938	956,521	3,363,307	2,701,704	2,701,704	2,701,704
401	Public Improvement Fund	0	0	0	0	0	0	0
402	City Owned Property	144,453	18,698	24	7,700	19,600	19,600	19,600
403	Neighborhood Stabilization Program	1,076,077	1,028,145	341,690	510,000	400,000	400,000	400,000
450	Road Construction Fund	31,135	600,000	123,057	500,000	1,125,000	1,125,000	1,125,000
451	Sidewalk Program	340,245	37,500	13,400	46,500	350,000	350,000	350,000
452	Municipal Complex Facility Fund	801,944	12,591,647	316,340	12,591,647	12,591,647	12,591,647	12,591,647
470	Municipal Building Construction Fund	0	0	0	0	40,000	40,000	40,000
592	Water & Sewer	8,721,513	10,746,313	6,609,792	10,767,952	11,069,027	11,071,086	11,071,086
653	Central Services	60,704	74,400	52,161	74,400	74,400	74,400	74,400
654	Motor Pool	821,397	648,309	371,356	642,087	648,460	615,960	615,960
677	Risk Management	571,742	571,827	538,384	539,580	539,580	539,580	539,580
678	Retiree Health Care - District Court	190,005	221,602	146,755	219,675	246,350	246,350	246,350
678	Retiree Health Care - General	10,400	0	49,792	55,000	10,700	10,700	10,700
TOTAL EXPENDITURES		41,825,729	55,123,262	26,189,153	55,210,520	53,843,446	53,807,516	53,582,516

**CITY OF OAK PARK
2012 - 2013 BUDGET
ENDING UNRESERVED FUND BALANCE AND NET ASSETS AS OF JUNE 30
OVERVIEW - ALL FUNDS**

FUND NO.	FUND	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	EST. YEAR END 2011-2012	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
	<u>FUND BALANCE</u>					
101	General Fund	1,549,260	1,560,031	635,648	1,080,551	1,070,551
110	Economic Development Corporation	11,796	11,811	11,797	11,802	11,802
111	Library Authority	(32,848)	(17,334)	3,165	12,439	12,439
112	Brownfield Authority	(24,002)	0	23,998	23,998	71,998
113	Municipal Building Authority	10,036	10,472	10,136	10,236	10,236
202	Major Streets	642,867	311,292	617,598	535,684	535,684
203	Local Streets	337,184	277,252	401,455	468,179	468,179
226	Solid Waste	395,602	265,783	342,302	317,597	317,597
253	Narcotic Forfeiture	65,997	56,266	79,839	93,681	93,681
254	Criminal Justice Training	14,342	13,565	14,363	14,387	14,387
255	Disaster Contingency	3,578	3,624	3,583	3,608	3,608
256	Caseflow Assistance Fund	125,365	119,155	142,522	142,135	142,135
275	Community Development Block Grant	0	0	0	0	0
276	45th District Court	0	0	0	0	0
281	COPS Grant Fund	0	0	0	0	0
301	Debt Retirement Fund	644,362	82,823	140,619	140,619	140,619
401	Public Improvement Fund	54,006	54,133	54,106	54,206	54,206
402	City Owned Property	(23,774)	6,291	24,376	59,776	59,776
403	Neighborhood Stabilization Program	731,819	0	731,819	731,819	731,819
450	Road Construction Fund	1,926,846	95,797	1,429,346	304,346	304,346
451	Sidewalk Program	152,706	143,143	175,206	189,206	189,206
452	Municipal Complex Facility Fund	12,545,571	0	(31,076)	(12,617,723)	(12,617,723)
470	Municipal Building Construction Fund	851,314	1,080,277	1,031,814	1,184,466	1,184,466
	<u>NET ASSETS</u>					
592	Water & Sewer	19,312,981	18,366,262	19,712,928	19,766,465	20,131,465
653	Central Services	19,545	7,542	20,180	20,880	20,880
654	Motor Pool	1,738,580	1,704,672	1,520,248	1,524,543	1,524,543
677	Risk Management	364,958	120,531	337,227	115,131	115,131
678	Retiree Health Care - District Court	86,444	81,719	16,564	(129,686)	10,267
680	Retiree Health Care - General	426,678	503,698	441,782	506,257	506,257
	TOTAL	41,931,213	24,858,805	27,891,545	14,564,602	15,107,555

CITY OF OAK PARK
2012 - 2013 BUDGET
OVERVIEW - ALL FUNDS

FUND NO.	FUND	REVENUES	TRANSFERS-IN	FUND BALANCE APPROPRIATION	TOTAL	EXPENDITURES	TRANSFERS-OUT	FUND BALANCE INCREASE	TOTAL
101	GENERAL FUND	16,360,083	595,000		16,955,083	14,825,557	1,684,623	434,903	16,955,083
110	ECONOMIC DEVELOPMENT CORPORATION	15			15	10		5	15
111	LIBRARY AUTHORITY	762,201			762,201	752,927		9,274	762,201
112	BROWNFIELD AUTHORITY	48,000			48,000	0		48,000	48,000
113	MUNICIPAL BUILDING AUTHORITY	100			100	0		100	100
202	MAJOR STREETS	1,126,800		81,914	1,208,714	888,714	350,000	66,724	1,208,714
203	LOCAL STREETS	404,000	270,000		674,000	532,276	75,000	66,724	674,000
226	SOLID WASTE	2,549,641			2,549,641	2,264,346	310,000	(24,705)	2,549,641
253	NARCOTIC FORFEITURE	15,092			15,092	1,250		13,842	15,092
254	CRIMINAL JUSTICE TRAINING	15,024			15,024	15,000		24	15,024
255	DISASTER CONTINGENCY	25			25	0		25	25
256	CASEFLOW ASSISTANCE	25,750			25,750	26,137		(387)	25,750
275	COMMUNITY DEVELOPMENT BLOCK GRANT	111,701			111,701	111,701			111,701
276	45th DISTRICT COURT	388,948	1,375,000	0	1,743,948	1,639,995	103,953		1,743,948
281	COPS GRANT FUND	235,000			235,000	235,000			235,000
301	DEBT RETIREMENT FUND	2,189,832	511,872	0	2,701,704	2,189,832	511,872		2,701,704
401	PUBLIC IMPROVEMENT FUND	100			100	0		100	100
402	CITY OWNED PROPERTY	0	55,000		55,000	19,600		35,400	55,000
403	NEIGHBORHOOD STABILIZATION PROGRAM	400,000			400,000	400,000			400,000
450	ROAD CONSTRUCTION FUND	0		1,125,000	1,125,000	1,125,000			1,125,000
451	SIDEWALK PROGRAM	364,000			364,000	350,000		14,000	364,000
452	MUNICIPAL COMPLEX FACILITY FUND	5,000		0	5,000	12,591,847		(12,586,847)	5,000
470	MUNICIPAL BUILDING CONSTRUCTION FUND	192,652			192,652	40,000		152,652	192,652
592	WATER & SEWER	11,439,623	50,000		11,489,623	10,936,086	135,000	418,537	11,489,623
653	CENTRAL SERVICES	100	75,000		75,100	74,400		700	75,100
654	MOTOR POOL	620,255		(4,295)	615,960	615,960			615,960
677	RISK MANAGEMENT	207,484	110,000	222,096	539,580	539,580			539,580
678	RETIREE HEALTH CARE - DISTRICT COURT	136,100	103,953	6,297	246,350	246,350		0	246,350
678	RETIREE HEALTH CARE - GENERAL	75,175			75,175	10,700		64,475	75,175
	TOTAL	37,652,701	3,145,825	1,431,012	42,229,538	50,402,068	3,180,448	(11,352,978)	42,229,538

ANALYSIS OF TRANSFERS-IN AND TRANSFERS-OUT	
	TRANSFERS-OUT
GENERAL FUND	
MAJOR STREETS	80,000
LOCAL STREETS	75,000
SOLID WASTE	260,000
WATER & SEWER	180,000
	CITY OWNED PROPERTY
	45th DISTRICT COURT
	RISK MANAGEMENT
	CENTRAL SERVICES
	DEBT SERVICE
MAJOR STREETS	GENERAL FUND
	LOCAL STREETS
LOCAL STREETS	MAJOR STREETS
	GENERAL FUND
SOLID WASTE	GENERAL FUND
	WATER & SEWER
CITY OWNED PROPERTY	GENERAL FUND
DEBT SERVICE FUND	DEBT SERVICE FUND
	511,872
ROAD CONSTRUCTION	GENERAL FUND
45th DISTRICT COURT	GENERAL FUND
	1,375,000
WATER & SEWER	SOLID WASTE
	50,000
CENTRAL SERVICES	GENERAL FUND
	75,000
RISK MANAGEMENT	GENERAL FUND
	110,000
RETIREES HEALTH CARE	45th DISTRICT COURT
	103,953
TOTAL	3,145,825

3,180,448

CITY OF OAK PARK
2012 - 2013 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
<u>GENERAL FUND</u>						
City Clerk & Elections	101-14-191 900,000			1,000	10,000	11,000
Printing & Publications						
Public Safety	101-17-345 702,000			4,208,743	(160,800)	4,047,943
Salaries & Wages	101-17-345 712,000			2,719,805	(74,200)	2,645,605
Employee Benefits						
<u>NON DEPARTMENTAL</u>						
Transfer out - District Court		1,395,200	(20,200)	1,375,000		
<u>LIBRARY AUTHORITY</u>						
Salaries & Wages - Library	111-20-790 702,000	307,422	(11,511)	295,911		
Employee Benefits	111-20-790 712,000	138,016	2,489	140,505		
<u>DISTRICT COURT</u>						
Salaries & Wages	276-50-136-702,000	951,636	(103)	951,533		
<u>WATER & SEWER</u>						
Residential - Water	592-000 642,001			2,653,422	123,750	2,777,172
Residential - Sewer	592-000 642,002			4,842,747	146,611	4,989,358
Commercial - Water	592-000 643,001			884,474	41,250	925,724
Commercial - Sewer	592-000 643,002			1,614,249	48,870	1,663,119
Non-Residential - Sewer	592-000 643,003			149,272	4,519	153,791
<u>MOTOR POOL</u>						
Capital Outlay	654-18-875 970,000	648,460	(32,500)	615,960		
<u>45th District Court Retiree Health Care</u>						
Transfer In - District Court	678-000 699,000	124,050	(20,097)	103,953		
TOTAL		3,564,784	(81,922)	20,556,574	140,000	17,213,712

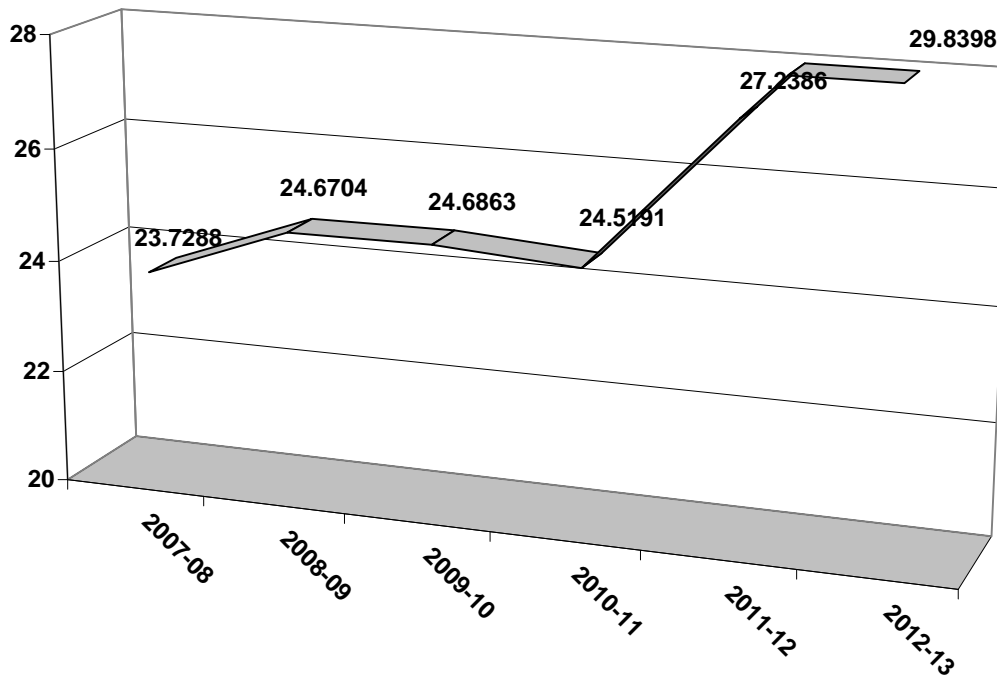
The table on this page provides a summary of changes made by the City Manager to the Departmental requests and changes made to the City Manager's proposed budget by the City Council.

The City Managers Recommended Budget decreased the transfer from the General Fund to the 45th District Court. Adjustments were also made to salaries and fringe benefits for the Library Authority and District Court. The Motor Pool Fund requested two new police cars and were only granted one. The 45th District Court Retiree Health Care transfer from the General fund was also decreased. The City Council increased the City Clerk's budget to allow for election materials. Public Safety was adjusted to take into account monies received from COPS Grant funding. Water and Sewer revenues reflect an increase in rates.

**CITY OF OAK PARK
SIX YEAR TAX RATE SUMMARY
2012-2013 BUDGET**

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
General Tax Levy	16.3563	16.3563	16.3563	16.3563	16.3563	16.3563
Library	0.9914	0.9914	0.9914	0.9914	1.4914	1.4914
Recreation	0.0000	0.0000	0.0000	0.0000	0.5000	0.5000
Public Safety	0.0000	1.0000	1.0000	1.0000	2.0000	2.0000
Debt Retirement	3.9280	3.8696	3.8855	3.7183	4.4378	5.3953
Headlee Override	0.0000	0.0000	0.0000	0.0000	0.0000	1.1437
Solid Waste	2.4531	2.4531	2.4531	2.4531	2.4531	2.9531
	23.7288	24.6704	24.6863	24.5191	27.2386	29.8398

SIX YEAR TAX RATE



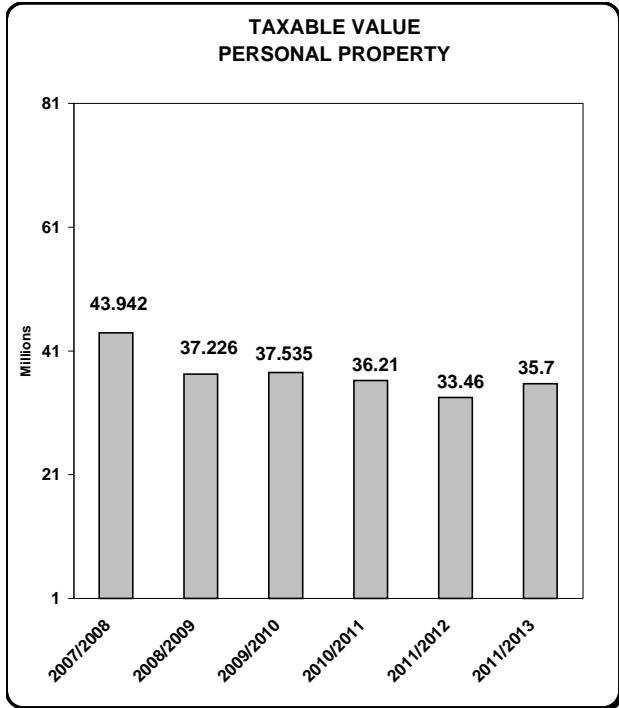
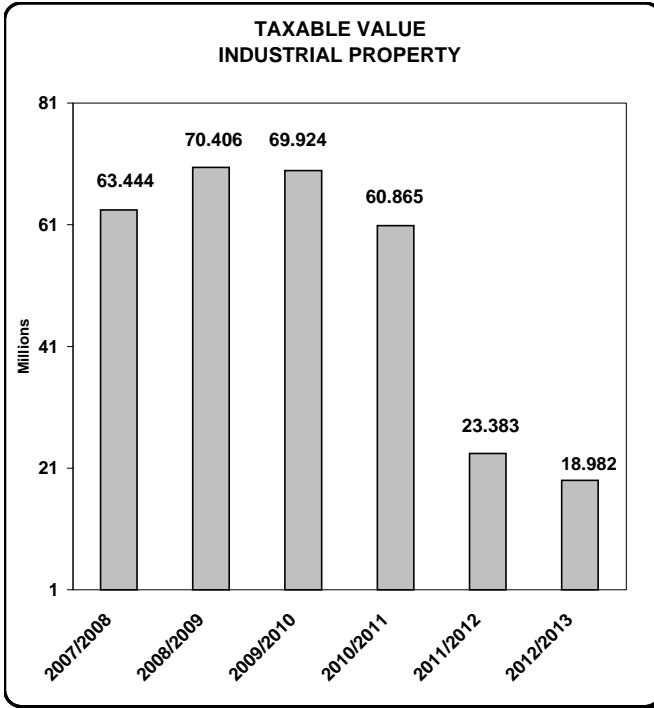
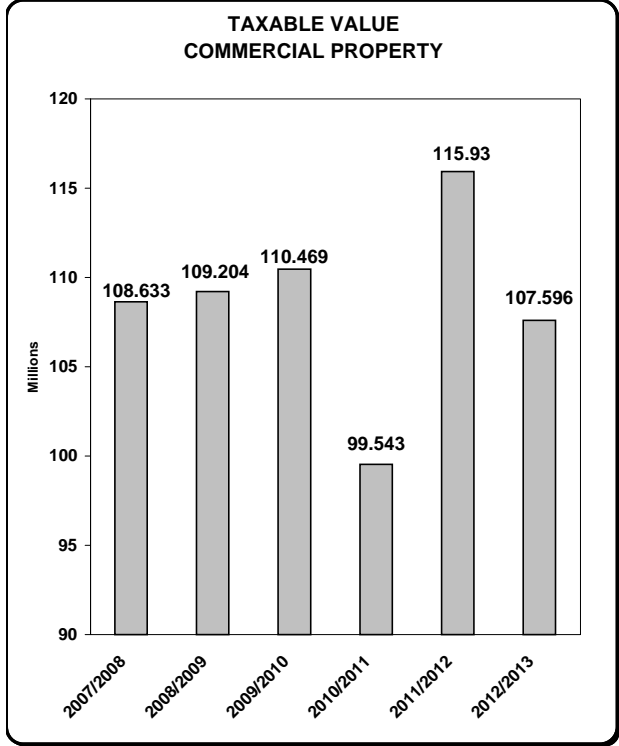
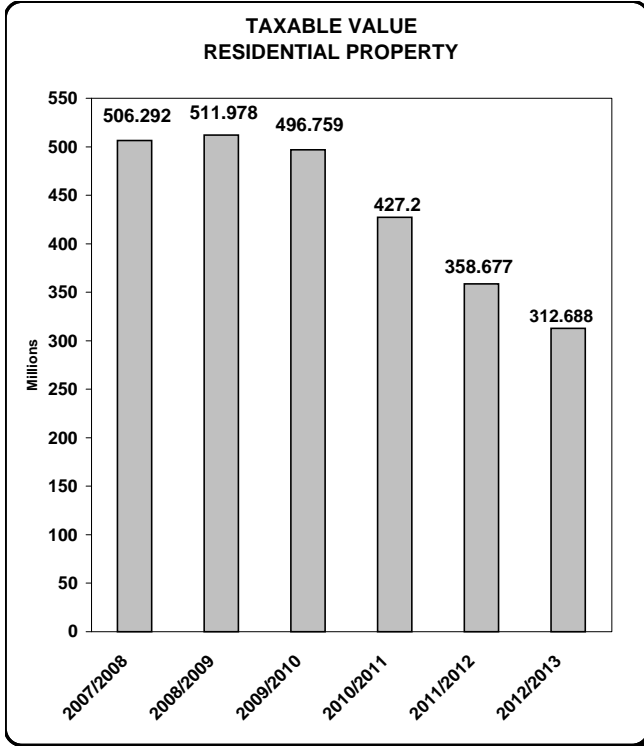
TAXABLE VALUE

CLASSIFICATION	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
RESIDENTIAL	506,292,480	511,737,180	496,759,030	427,200,170	358,677,900	312,688,580
COMMERCIAL	108,633,050	109,204,400	110,469,460	99,543,660	115,935,490	107,596,610
INDUSTRIAL	63,444,620	70,406,640	69,924,120	60,865,560	23,383,320	18,982,270
PERSONAL PROPERTY	43,942,580	37,226,110	37,535,040	36,210,100	33,460,080	35,705,130
	722,312,730	728,574,330	714,687,650	623,819,490	531,456,790	474,972,590

PERCENT OF TOTAL

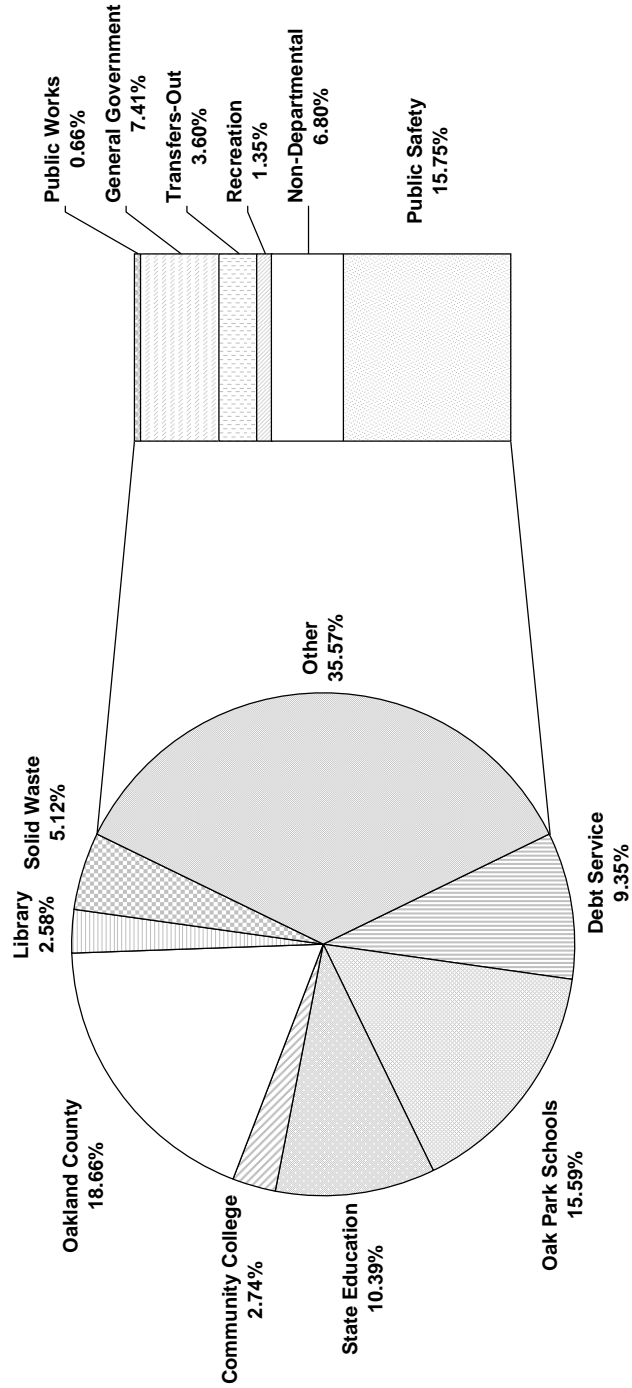
RESIDENTIAL	70.09%	70.24%	69.51%	68.48%	67.49%	65.83%
COMMERCIAL	15.04%	14.99%	15.46%	15.96%	21.81%	22.65%
INDUSTRIAL	8.78%	9.66%	9.78%	9.76%	4.40%	4.00%
PERSONAL PROPERTY	6.08%	5.11%	5.25%	5.80%	6.30%	7.52%
	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

**CITY OF OAK PARK
2012-2013 BUDGET**



WHERE ONE DOLLAR OF YOUR TAXES GOES

FISCAL YEAR 2012/2013-Oak Park Schools



How Your Tax Dollar Is Divided

How the City Spends Your \$35.57

**CITY OF OAK PARK
PROJECTION OF 2012 MILLAGE REDUCTION FACTOR**

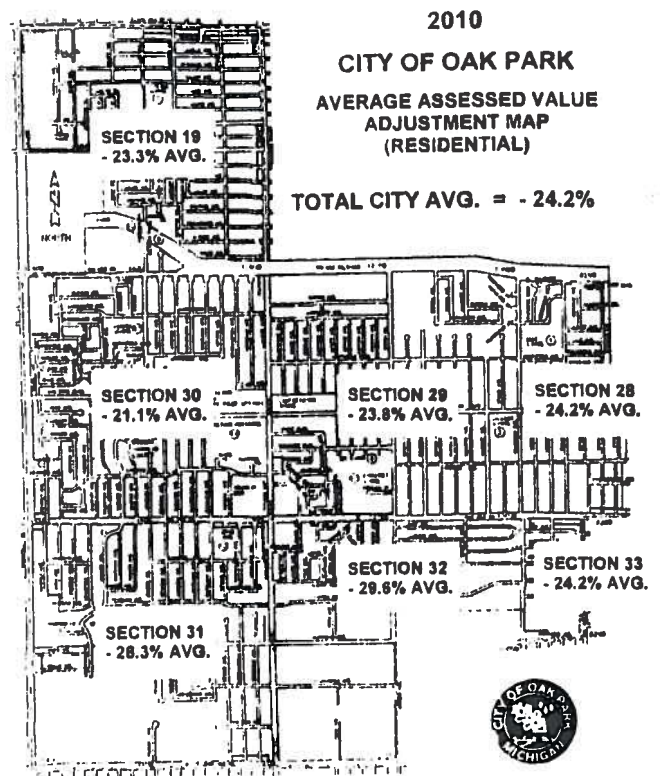
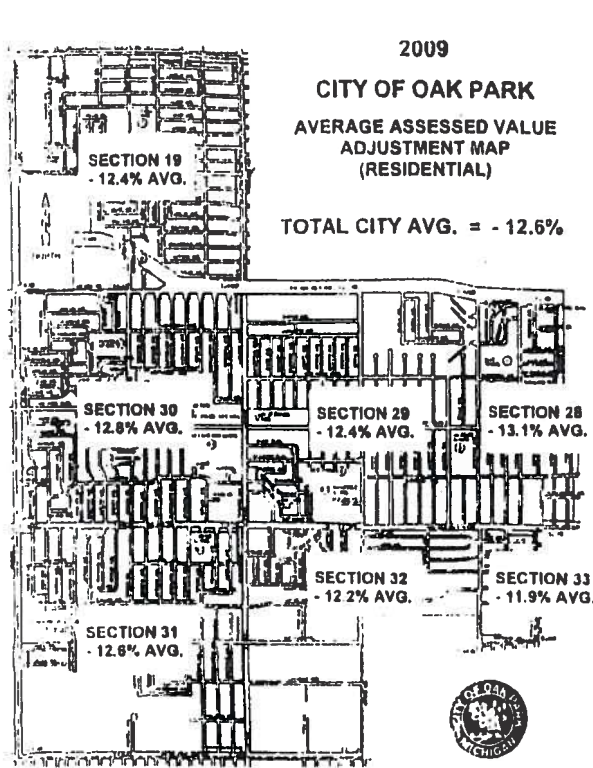
$$\frac{(\text{PRIOR YEARS TAXABLE VALUE} - \text{CURRENT YEARS LOSSES}) \times \text{CPI}}{\text{CURRENT YEARS TAXABLE VALUE} - \text{CURRENT YEARS TV ADDITIONS}} = \text{CURRENT YEARS MILLAGE REDUCTION FACTOR (CAN'T EXCEED 1.00)}$$

$$\frac{(\$522,974,490 - 6,071,731) \times 01.027}{\$466,490,290 - 9,500,813} = 1.0000 \text{ CURRENT YEARS (CANNOT EXCEED 1.0) MILLAGE REDUCTION FACTOR} = 1.0$$

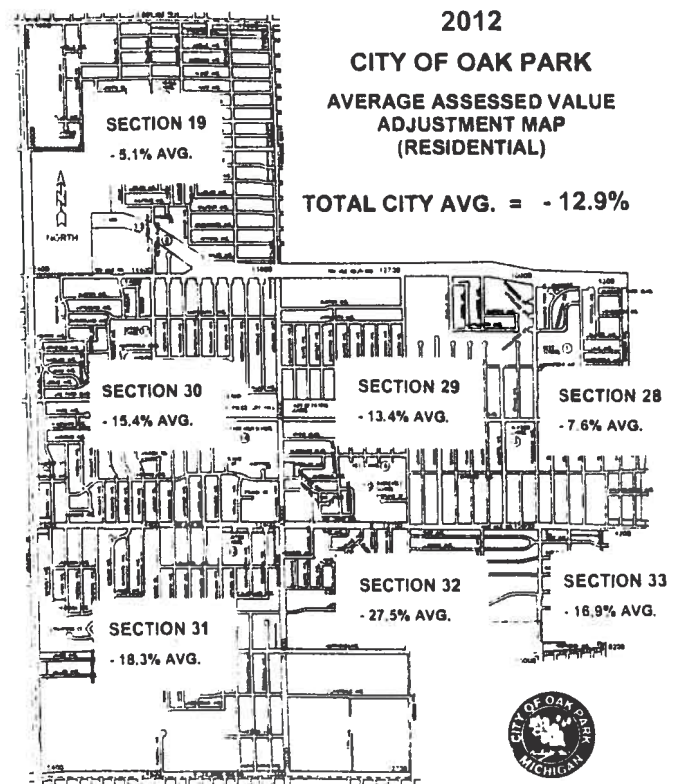
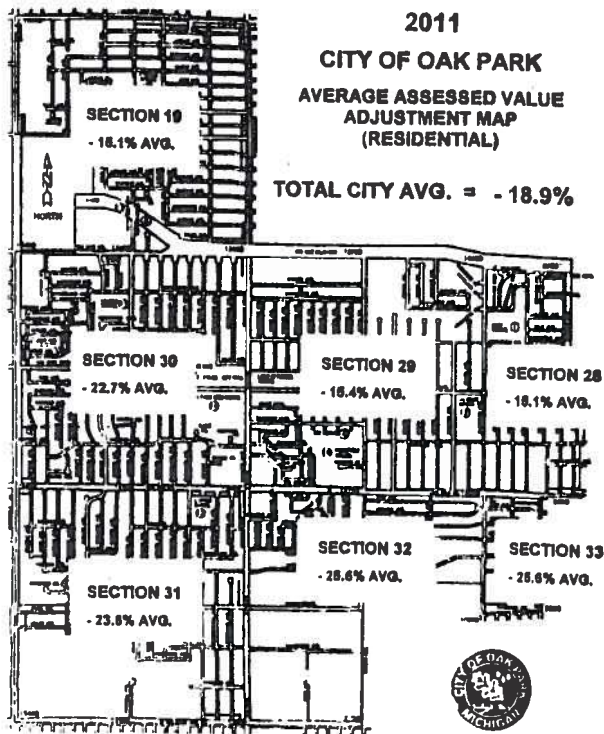
	<u>MAXIMUM AUTHORIZED MILLAGE</u>	x	<u>MILLAGE FACTOR</u>	=	<u>HEADLEE MILLAGE</u>	
GENERAL FUND OPERATING	16.3563	x	1	=	16.3563	MILLS
LIBRARY AUTHORITY	1.4914	x	1	=	1.4914	MILLS
RECREATION	0.5000	x	1	=	0.5000	MILLS
PUBLIC SAFETY	2.0000	x	1	=	2.0000	MILLS
DEBT RETIREMENT	5.3953	x	1	=	5.3953	MILLS
HEADLEE OVERRIDE	1.1437	x	1	=	1.1437	MILLS
SOLID WASTE MILLAGE	<u>2.9531</u>	x	<u>1</u>	=	<u>2.9531</u>	MILLS
TOTAL	29.8398	x	1	=	29.8398	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 – 2012/2013 BUDGET – FOUR YEAR ASSESSED VALUE FACTORS



City of Oak Park



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

**CITY OF OAK PARK
2012-2013 BUDGET
Personnel Worksheet**

Department	Actual 2009-2010	Actual 2010-2011	Budgeted 2011-2012	Requested 2012-2013	Managers Rec. 2012-2013	City Council Approved
<u>FULL TIME</u>						
Council	5.00	5.00	5.00	5.00	5.00	5.00
City Manager	4.00	3.00	3.00	3.00	3.00	3.00
Information Technology	1.00	1.00	1.00	1.00	1.00	1.00
Prosecuting Attorney	0.00	0.00	0.00	0.00	0.00	0.00
City Clerk	3.00	3.00	2.00	3.00	1.00	1.00
Finance & Administrative Services	15.00	13.00	11.00	11.00	8.00	8.00
Technical & Planning Services	13.00	12.00	10.00	10.00	6.00	6.00
Public Safety	74.00	73.00	68.00	69.00	52.00	52.00
Public Works	26.00	24.00	24.00	24.00	24.00	24.00
Recreation	7.00	7.00	7.00	7.00	3.00	3.00
Library	6.00	6.00	4.00	4.00	4.00	4.00
Public Information	3.00	3.00	3.00	3.00	2.00	2.00
45th District Court / Probation	27.00	27.00	23.00	19.00	19.00	19.00
Sub-Total Full Time	184.00	177.00	161.00	159.00	128.00	128.00
<u>PART TIME</u>						
Council	0.00	0.00	0.00	0.00	0.00	0.00
City Manager	0.00	0.00	0.00	0.00	0.00	0.00
Information Technology	0.00	0.00	0.00	0.00	0.00	0.00
City Attorney	0.00	0.00	0.00	0.00	0.00	0.00
Prosecuting Attorney	1.00	1.00	1.00	1.00	1.00	1.00
Elections	0.00	0.00	0.00	0.00	0.00	0.00
City Clerk	0.50	0.50	0.50	1.00	1.00	1.00
Finance & Administrative Services	0.00	0.00	0.75	0.75	0.75	0.75
Technical & Planning Services	0.50	0.50	0.50	0.50	0.50	0.50
Public Safety	5.25	5.25	5.25	5.25	5.25	5.25
Public Works	3.17	3.17	1.67	1.67	1.67	1.67
Recreation	21.10	20.35	20.35	20.35	20.35	20.35
Library	4.50	4.50	2.75	2.50	2.50	2.50
Public Information	0.00	0.00	0.00	0.00	0.00	0.00
45th District Court / Probation	0.70	0.70	0.70	2.70	2.70	2.70
Sub-Total Part Time	36.72	35.97	33.47	35.72	35.72	35.72
TOTAL FULL TIME EQUIVALENTS	220.72	212.97	194.47	194.72	163.72	163.72
The amounts presented under Part Time workers represent Full Time Equivalents and not actual positions. Full Time Equivalents equalizes part time hours to that of a full time worker in a like position. For example a part time worker who works 30 hours in a office that normally works 40 hours would be recorded at .75 FTE (30 hours / 40 hours = .75 FTE).						
<u>FULL TIME PERSONNEL BY SALARY CLASSIFICATION</u>						
Legislative	5	5	5	5	5	5
Exempt	11	10	10	10	10	10
Supervisory	13	13	13	10	10	10
Administrative	5	4	4	4	3	3
AFSCME	56	51	43	47	33	33
POAM	47	47	45	47	30	30
COAM	14	14	13	11	13	13
Dispatch	6	6	5	6	5	5
45th District Court / Probation	27	27	23	19	19	19
	184	177	161	159	128	128
<u>CHANGES IN FULL TIME PERSONNEL FROM FY 2011 - 2012 BUDGET</u>						
<u>DEPARTMENT</u>					<u>POSITION</u>	
CITY CLERK	-1				Administrative Clerk II	
FINANCE	-1				Deputy Director of Finance	
	-1				Finance Clerk I	
	-1				Appraiser I	
TECHNICAL & PLANNING SERVICES	-1				Administrative Clerk I	
	-1				Office Coordinator	
	-1				Code Assistance / Animal Control	
	-1				Building Maintenance Repairer	
PUBLIC SAFETY	-15				Public Safety Officer I	
RECREATION	-1				Deputy Director of Recreation	
	-1				Administrative Clerk II	
	-1				Assistant Senior Citizen Coordinator	
	-1				Recreation Coordinator	
PUBLIC INFORMATION	-1				Director of Public Information	
DISTRICT COURT	-1				Senior Traffic Clerk	
	-2				Court Clerk	
	-1				Probation Officer	

**PERSONNEL COST SUMMARY
FISCAL YEAR 2012-2013
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	3,761	4,080	55,573	936	1,917	0	0	66,401	91,445
CITY MANAGER	206,077	0	2,894	2,400	211,371	1,098	53,040	2,040	15,129	421	16,170	0	500	88,398	299,769
LAW	57,044	0	0	0	57,044	200	14,892	1,020	16,245	234	4,364	0	250	37,205	94,249
CITY CLERK	94,796	0	362	0	95,158	505	9,701	1,020	15,129	234	7,279	0	250	34,118	129,276
FINANCE & ADMIN. SERVICES	384,843	21,920	7,384	2,520	416,667	2,168	153,911	7,140	78,576	1,030	31,876	585	1,570	276,856	693,523
INFORMATION TECHNOLOGY	66,000	0	900	2,000	68,900	352	9,302	1,020	18,836	234	5,271	0	250	35,265	104,165
LIBRARY	288,596	1,000	4,800	1,515	295,911	1,542	80,661	4,080	29,804	376	22,637	585	820	140,505	436,416
PUBLIC INFORMATION	78,164	3,500	2,691	1,515	85,870	436	29,884	2,040	6,479	421	6,569	0	500	46,329	132,199
TECHNICAL & PLANNING SERVICES	365,250	36,000	8,860	1,695	411,805	8,251	160,652	7,140	89,743	751	31,504	1,550	1,390	300,981	712,786
PUBLIC WORKS	1,039,756	84,900	26,261	1,695	1,152,612	58,078	534,629	24,480	370,080	3,046	88,174	4,635	4,860	1,087,982	2,240,594
PUBLIC SAFETY	3,844,735	268,600	64,348	31,060	4,208,743	120,210	1,621,811	54,060	774,216	8,804	86,269	41,365	13,070	2,719,805	6,928,548
RECREATION	317,054	0	4,165	1,695	322,914	7,536	53,226	3,060	29,303	468	24,703	390	690	117,306	440,220
DISTRICT COURT	899,344	7,000	32,949	12,240	951,533	8,221	72,374	19,380	225,072	2,159	64,504	0	3,790	395,500	1,347,033
TOTAL	7,666,703	422,920	155,614	58,335	8,303,572	208,731	2,797,844	130,560	1,724,185	19,114	391,237	49,110	27,940	5,346,651	13,650,223

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	3,761	4,080	55,573	936	1,917	0	0	66,401	91,445
EXEMPT	802,473	0	13,517	10,495	826,485	12,906	271,207	10,200	99,105	1,985	54,888	1,065	2,440	453,796	1,280,281
SUPERVISORY	491,327	16,400	14,375	0	522,102	11,160	188,198	8,160	138,327	1,562	39,940	1,025	1,940	388,242	910,344
ADMINISTRATIVE	147,053	4,620	6,379	0	158,052	809	73,146	3,060	28,087	561	12,091	0	750	118,504	276,556
AFSCME	1,291,093	127,300	30,900	4,905	1,454,198	50,215	672,148	36,720	466,579	3,763	111,247	7,110	7,020	1,354,802	2,809,000
AFSCME - PART TIME	38,112	0	0	0	38,112	203	0	0	0	0	2,915	0	0	3,118	41,230
POLICE OFFICERS - POAM	2,226,386	150,900	34,000	16,235	2,427,521	75,409	946,738	31,620	504,908	5,084	35,198	26,970	7,750	1,633,677	4,061,198
COMMAND OFFICERS - COAM	1,095,972	92,900	17,000	11,940	1,217,812	36,421	455,875	12,240	155,092	2,129	16,307	10,440	3,000	691,504	1,909,316
DISPATCHERS	209,380	23,800	6,494	2,520	242,194	1,241	114,397	5,100	51,442	935	18,527	2,500	1,250	195,392	437,586
COURT	899,344	7,000	32,949	12,240	951,533	8,221	72,374	19,380	225,072	2,159	64,504	0	3,790	395,500	1,347,033
PART TIME / NON-UNION	440,519	0	0	0	440,519	12,012	0	0	0	0	33,703	0	0	45,715	486,234
TOTAL	7,666,703	422,920	155,614	58,335	8,303,572	208,731	2,797,844	130,560	1,724,185	19,114	391,237	49,110	27,940	5,346,651	13,650,223

**CITY OF OAK PARK
FISCAL YEAR 2012-2013
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	\$5,423,031	\$3,470,117	\$8,893,148
111	LIBRARY	295,911	140,505	436,416
202	MAJOR STREETS	223,809	206,905	430,714
203	LOCAL STREETS	188,935	178,341	367,276
226	SOLID WASTE	190,000	179,346	369,346
275	FEDERALLY FUNDED GRANTS: CDBG	84,000	0	84,000
276	45th DISTRICT COURT	951,533	395,500	1,347,033
279	COPS PROGRAM GRANT FUND	160,800	74,200	235,000
402	CITY OWNED PROPERTY	0	0	0
403	NEIGHBORHOOD STABILIZATION PROGRAM	0	0	0
592	WATER AND SEWER	684,798	606,632	1,291,430
654	MOTOR POOL	<u>100,755</u>	<u>95,105</u>	<u>195,860</u>
	TOTAL	<u>\$8,303,572</u>	<u>\$5,346,651</u>	<u>\$13,650,223</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	\$91,445												\$91,445
CITY MANAGER	299,769												299,769
LAW	94,249												94,249
CITY CLERK	129,276												129,276
FINANCIAL & ADM. SERVICES	515,622									177,901			693,523
INFORMATION TECHNOLOGY	104,165												104,165
LIBRARY		436,416											436,416
PUBLIC INFORMATION	132,199												132,199
TECHNICAL & PLANNING SERVICES	301,290		57,480				84,000			0			712,786
PUBLIC WORKS	91,365		373,234	367,276	369,346				0	843,513		195,860	2,240,594
PUBLIC SAFETY	6,693,548							235,000					6,928,548
RECREATION	440,220												440,220
DISTRICT COURT						1,347,033							1,347,033
TOTAL	\$ 8,893,148	\$ 436,416	\$ 430,714	\$ 367,276	\$ 369,346	\$ 1,347,033	\$ 84,000	\$ 235,000	\$ -	\$ -	\$ 1,291,430	\$ 195,860	\$ 13,650,223



“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

Annual Budget

CITY OF OAK PARK
2012 - 2013 BUDGET

**REVENUES AND EXPENDITURES
INCLUDING TRANSFERS-IN AND TRANSFERS-OUT
OVERVIEW - ALL FUNDS - CITY COUNCIL APPROVED**

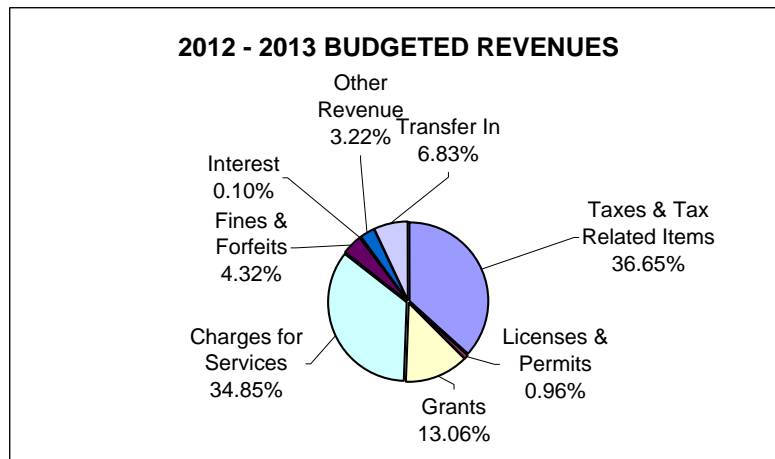
ACCT. NO.	ACCOUNT NO. / NAME	General Fund	Library Authority	Brownfield Authority	EDC & MBA	Major Streets	Local Streets	Solid Waste	Narcotic Forfeiture	Criminal Justice Train.	Disaster Contingency	Caseflow Assistance	CDBG	COPS Grant
403	Taxes & Tax Related Items	9,972,663	995,512	48,000				1,402,641						
451	Licenses & Permits	392,800												
574	Grants	3,006,820	14,800			1,000,000	400,000			15,000		25,500	111,701	235,000
644	Charges for Services	529,600	(293,911)					1,146,000						
659	Fines & Forfeits	1,375,000	45,000						15,000					
664	Interest	3,000	500		115	800	4,000	1,000	92	24	25	250		
683	Other Revenue	1,080,200	300			126,000								
699	Transfer In	595,000					270,000							
	Total Revenues	16,955,083	762,201	48,000	115	1,126,800	674,000	2,549,641	15,092	15,024	25	25,750	111,701	235,000
702	Salaries & Wages	5,423,031	295,911			223,809	188,935	190,000					84,000	160,800
712	Employee Benefits	3,470,117	140,505			206,905	178,341	179,346						74,200
712.001	Retiree's Benefits	2,766,778	73,031											
712.004	Unemployment Compensation	238,500												
726	Materials & Supplies	275,537	57,000			85,000	45,000	5,000	1,250					
727	Nursery Stock	5,000												
730	Water Meters													
801	Professional Services	464,861	58,000	0		115,000		40,000						
803	Medical Services	2,500												
804	Employee Recruitment	2,500												
807	Refuse Collection													
808	Refuse Disposal							1,650,000						
818	Contractual Services	415,050	800					50,000					27,701	
860	Transportation	25,880	150											
861	Fleet Collision Repairs													
864	Conferences & Workshops	0	0			500								
900	Printing & Publications	24,450	0											
901	Newspaper Postings	12,000												
903	Postage													
910	Insurance Bonds													
920.001	Utilities - Telephone	60,850	0											
920.002	Utilities - Heating	65,000	15,000											
920.003	Utilities - Water	30,000				12,000								
920.004	Utilities - Electricity	698,700	25,000											
924	Sewage Disposal													
925	Non-Residential IWC													
926	Industrial Surcharge													
930	Repairs & Maintenance	281,570	380				15,000							
940	Rentals	270,680	0			80,000	0	140,000						
956	Miscellaneous	34,900	900		10							26,137		
958	Memberships & Dues	33,638	250			500								
960	Education & Training	64,015	0							15,000				
961	Contingencies	10,000												
964	Refunds & Rebates	150,000	11,000					10,000						
	Total - Operations	14,825,557	677,927	0	10	723,714	427,276	2,264,346	1,250	15,000	0	26,137	111,701	235,000
968	Depreciation													
970	Capital Outlay	0				135,000	105,000							
991	Principal													
992	Debt Service													
995	Interest													
999	Transfer Out	1,694,623	75,000			350,000	75,000	310,000						
	Total Expenditures	16,520,180	752,927	0	10	1,208,714	607,276	2,574,346	1,250	15,000	0	26,137	111,701	235,000
	Expenditures (Over) Under Revenues	434,903	9,274	48,000	105	(81,914)	66,724	(24,705)	13,842	24	25	(387)	0	0
	Beginning Fund Balance	835,648	8,565	23,998	21,933	621,098	401,455	342,302	79,839	14,363	3,583	142,522	0	0
	Reserved Fund Balance	200,000	5,400	0	0	3,500	0							
	Ending Unreserved Fund Balance	1,070,551	12,439	71,998	22,038	535,684	468,179	317,597	93,681	14,387	3,608	142,135	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.	
	2,547,081														14,965,897
															392,800
91,448						400,000									5,300,269
277,000			360,000						11,419,623	0	586,055	207,284			14,231,651
							191,652						136,000		1,762,652
500	0	0	4,000	100	0	0	1,000	5,000	20,000	100	200	200	100	175	41,181
											34,000	0		75,000	1,315,500
1,375,000	154,623				55,000				50,000	75,000		110,000	103,953		2,788,576
1,743,948	2,701,704	0	364,000	100	55,000	400,000	192,652	5,000	11,489,623	75,100	620,255	317,484	240,053	75,175	40,798,526
951,533		0	0		0	0			684,798		100,755				8,303,572
395,500		0	0		0	0			606,632		95,105				5,346,651
													242,550		3,082,359
															238,500
68,375					0				67,000	2,500	180,000				786,662
															5,000
									130,000						130,000
37,841		1,125,000	0		19,600	390,000	40,000	12,591,647	90,000	11,800	9,000		3,800	10,700	15,007,249
															2,500
															2,500
															0
															1,650,000
124,804			0						63,000						681,355
										400	195,000				221,430
											2,500				2,500
1,550															2,050
									9,000						33,450
									500						12,500
										59,700					59,700
7,315									84,000			539,580			630,895
									4,700						65,550
									13,000						93,000
									1,265,000						1,307,000
									100,000						823,700
									4,700,000						4,700,000
									149,272						149,272
									0						0
45,957									700,500						1,043,407
			0						111,000						601,680
6,100					0	10,000			0						78,047
									250		100				34,738
1,020									7,000		1,000				88,035
															10,000
	51,339														222,339
1,639,995	51,339	1,125,000	0	0	19,600	400,000	40,000	12,591,647	8,785,652	74,400	583,460	539,580	246,350	10,700	45,415,641
															315,000
0			350,000				0		275,000		32,500				897,500
	1,230,000								1,226,198						2,456,198
									1,000						1,000
	1,420,365								333,236						1,753,601
103,953	0								135,000						2,743,576
1,743,948	2,701,704	1,125,000	350,000	0	19,600	400,000	40,000	12,591,647	11,071,086	74,400	615,960	539,580	246,350	10,700	53,582,516
0	0	(1,125,000)	14,000	100	35,400	0	152,652	(12,586,647)	418,537	700	4,295	(222,096)	(6,297)	64,475	(12,783,990)
45,000	140,619	1,429,346	175,206	54,106	24,376	731,819	1,031,814	(31,076)	19,712,928	20,180	1,520,248	337,227	16,564	441,782	28,145,445
45,000															253,900
0	140,619	304,346	189,206	54,206	59,776	731,819	1,184,466	(12,617,723)	20,131,465	20,880	1,524,543	115,131	10,267	506,257	15,107,555

**CITY OF OAK PARK
2012 - 2013 BUDGET
ANALYSIS OF REVENUE SOURCES
OVERVIEW - ALL FUNDS**

ACCT. NO.	ACCOUNT NO. / NAME	FY 2008 - 2009 ACTUAL	FY 2009 - 2010 ACTUAL	FY 2010 - 2011 ACTUAL	FY 2011 - 2012 ESTIMATED	FY 2012 - 2013 BUDGETED
403	Taxes & Tax Related Items	18,854,044	18,275,919	15,842,232	15,024,512	14,965,897
451	Licenses & Permits	269,104	286,918	324,819	392,800	392,800
574	Grants	6,302,512	6,952,057	6,969,461	5,478,164	5,333,840
644	Charges for Services	11,807,833	11,570,096	13,294,971	13,671,827	14,231,651
659	Fines & Forfeits	2,066,150	1,988,116	1,981,754	2,019,715	1,762,652
664	Interest	465,081	211,032	264,142	57,155	41,181
683	Other Revenue	935,069	2,052,273	14,392,758	1,163,049	1,315,500
699	Transfer In	3,326,105	3,286,461	3,407,072	3,333,251	2,788,576
	Total Revenues	44,025,898	44,622,872	56,477,209	41,140,473	40,832,097

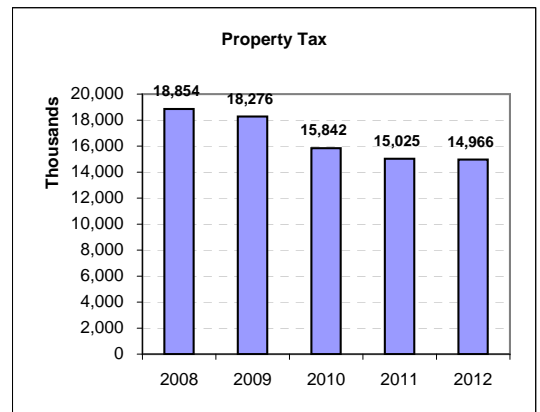
The City has several revenue sources, each representing a different percentage of total revenues.



Percentages are shown at the budgeted amounts.

PROPERTY TAX

	Amount	% Inc (Dec)
FY 2008 - 2009	18,854,044	3.30%
FY 2009 - 2010	18,275,919	-3.07%
FY 2010 - 2011	15,842,232	-13.32%
FY 2011 - 2012 - Estimated	15,024,512	-5.16%
FY 2012 - 2013 - Budgeted	14,965,897	-0.39%



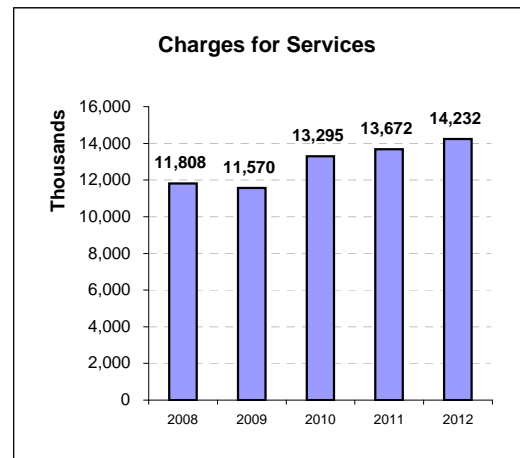
Property taxes represent 37.51% of the total revenue budgeted for FY 2012 - 2013 and is the city's largest source of revenue. The City has five funds that have property tax revenue - General Fund, Library Authority, Brownfield Authority, Solid Waste Fund and Debt Service Funds. Taxes are levied on the 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 2012 - 2013 has meant the City had to cut expenditures by decreasing the work force by 28 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
2012 - 2013 BUDGET
ANALYSIS OF REVENUE SOURCES
OVERVIEW - ALL FUNDS**

CHARGES FOR SERVICES

	<u>Amount</u>	<u>% Inc (Dec)</u>
FY 2008 - 2009	11,807,833	-2.39%
FY 2009 - 2010	11,570,096	-2.01%
FY 2010 - 2011	13,294,971	14.91%
FY 2011 - 2012 - Estimated	13,671,827	2.83%
FY 2012 - 2013 - Budgeted	14,231,651	4.09%



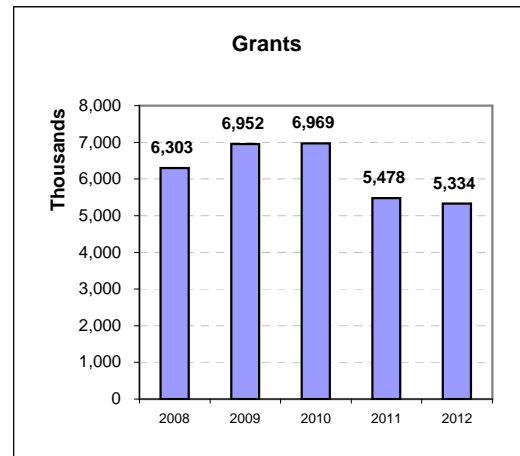
Charges for Services represent 32.56% of the total revenue budgeted for FY 2012 - 2013 and is the city's second largest source of revenue. The City has eight funds that have charges - General Fund, Library Authority, Solid Waste Fund, District Court Fund, Sidewalk Program Fund, Water and Sewer Fund, 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 80.72% (\$11,489,623) of charges for services and are budgeted to increase 4.35%. 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 2008 - 2009	6,302,512	0.32%
FY 2009 - 2010	6,952,057	10.31%
FY 2010 - 2011	6,969,461	0.25%
FY 2011 - 2012 - Estimated	5,478,164	-21.40%
FY 2012 - 2013 - Budgeted	5,333,840	-2.63%



Grants represent 13.06% of the total revenue budgeted for FY 2012 - 2013 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, 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 million in FY 2012 - 2013. 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.

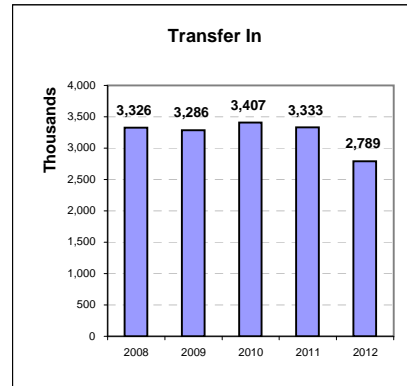
The Community Oriented Policing Services Grant Fund (COPS) is a Federal Grant that will provide \$235,000 for hiring and compensation of three Public Safety Officers for three years. The Neighborhood Stabilization Program Grant Fund is a federal grant that will provide \$400,000 for the purchase and 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
2012 - 2013 BUDGET
ANALYSIS OF REVENUE SOURCES
OVERVIEW - ALL FUNDS**

TRANSFER IN

	Amount	% Inc (Dec)
FY 2008 - 2009	3,326,105	-10.81%
FY 2009 - 2010	3,286,461	-1.19%
FY 2010 - 2011	3,407,072	3.67%
FY 2011 - 2012 - estimated	3,333,251	-2.17%
FY 2012 - 2013 - budgeted	2,788,576	-16.34%

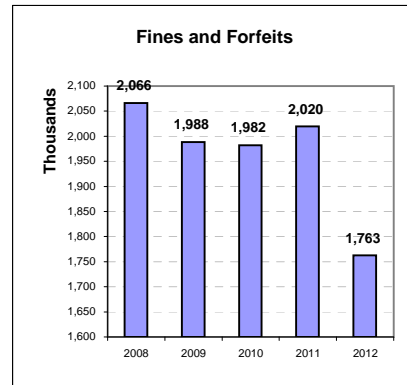


Transfers In represent 6.82% of the total revenue budgeted for FY 2012 - 2013 and is the city's fourth source of revenue. The City has seven funds that have transfers in - General Fund, Local Street Fund, District Court Fund, Water and Sewer Fund, Central Services Fund, Risk Management Fund and Retiree's 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 transferred the same amount as FY 2011-2012 to the Risk Management Fund due to decreasing insurance rates.

FINES AND FORFEITS

	Amount	% Inc (Dec)
FY 2008 - 2009	2,066,150	-2.22%
FY 2009 - 2010	1,988,116	-3.78%
FY 2010 - 2011	1,981,754	-0.32%
FY 2011 - 2012 - Estimated	2,019,715	1.92%
FY 2012 - 2013 - Budgeted	1,762,652	-12.73%

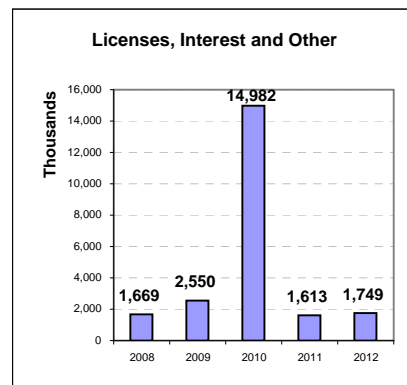


Fines and Forfeits represent 4.32% of the total revenue budgeted for FY 2012 - 2013 and is the city's fifth largest source of revenue. The City has five funds that have fines - General Fund, Library Authority, Narcotics Forfeiture Fund, Municipal Building Construction Fund, and Retirees Health Care Fund - 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 2011 was 649 less than the amount written in 2010 and accounts for the drop in revenue of 17.91%. Due to a decrease in Public Safety staff, it is expected that the number of tickets will continue to drop and fines will decrease in FY 2012 - 2013.

LICENSES & PERMITS, INTEREST, and OTHER REVENUE

	Amount	% Inc (Dec)
FY 2008 - 2009	1,669,254	-22.85%
FY 2009 - 2010	2,550,223	52.78%
FY 2010 - 2011	14,981,719	487.47%
FY 2011 - 2012 - Estimated	1,613,004	-89.23%
FY 2012 - 2013 - Budgeted	1,749,481	8.46%



Other Revenue represent 4.28% of the total revenue budgeted for FY 2012 - 2013 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 .97% of the total revenue budgeted for FY 2012 - 2013. 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 0.10% of the total revenue budgeted for FY 2012 - 2013. 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 surplus for the Fiscal Year of 2012-2013 – revenues are greater than anticipated expenditures. The Undesignated General Fund Balance is anticipated to be \$1,070,551.

REVENUE

The proposed budget recommends revenues in the General Fund of \$16,955,083 - a decrease of \$666,881 or 3.78% under the budget appropriation of \$17,621,964 in FY 2011-2012.

EXPENDITURES

The total appropriation for the General Fund is \$16,520,180 – a decrease of 6.25% from budgeted expenditures of \$17,621,964 in FY 2011-2012.

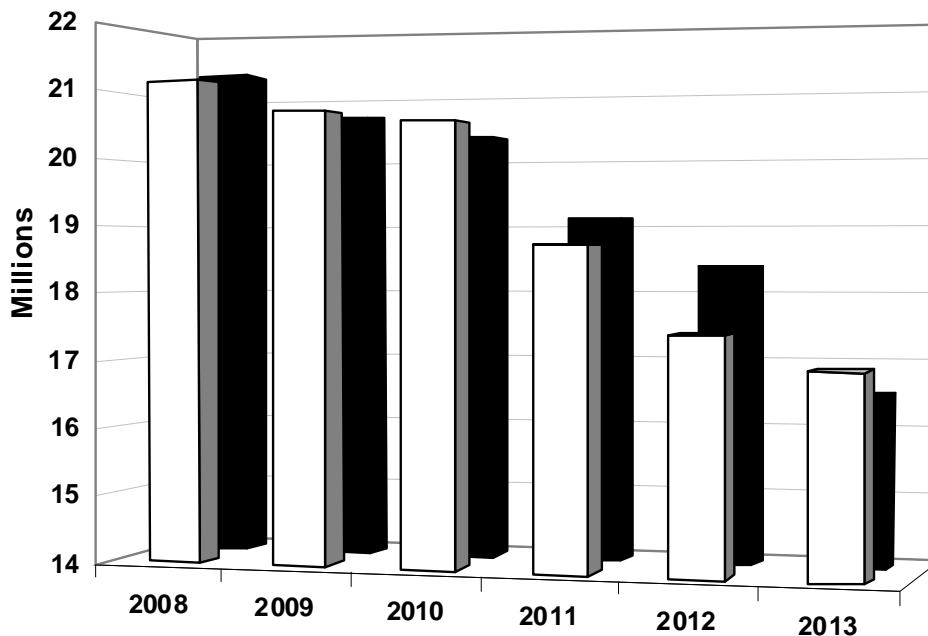
FUND BALANCE

It is estimated that the City's Undesignated General Fund Balance will be \$1,070,551 at the end of FY 2012-2013. This is projected to be 6.48% of operating revenues and 6.31% of operating expenditures.

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.

TOTAL REVENUE AND EXPENDITURES



	2008	2009	2010	2011	2012	2013
□ Revenues	21.15	20.67	20.50	18.71	17.45	16.95
■ Expenditures	21.33	20.67	20.34	19.11	18.40	16.52

CITY OF OAK PARK

GENERAL FUND - EXPENDITURES

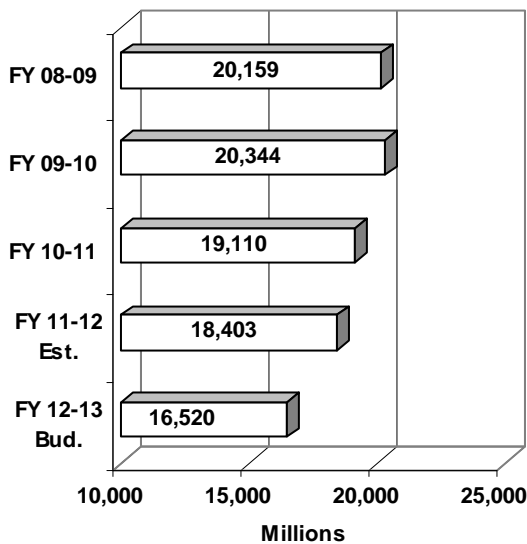
EXPENDITURES

The total appropriation for the General Fund is \$16,520,180 – a decrease of \$1,101,784 or 6.25% under the budget appropriation of \$17,621,964 in FY 2011-2012.

General Fund Expenditures have decreased an average of 4.96% over the past five years while revenues have decreased 5.41% during the same time period. However revenues have decreased 3.78% between FY 2011-2012 and 2012-13. As a result, Fund Balance is affected. Undesignated Fund Balance for Fiscal Year 2012-2013 is \$1,070,551. Lowering expenditures in capital improvements and negotiated wages and fringe benefits have accounted for decreases in expenditures. A balanced budget is presented for FY 2012-2013. 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

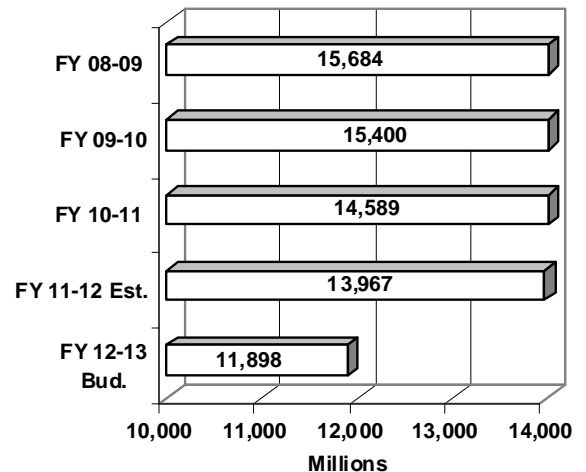


Budgeted Expenditures by line item are detailed in each department's budget. It is expected that the percent of the budget spent on each department will continue to decline. See the graph "Budgeted Expenditures By Classification" for a break-down of expenditures by department.

Personal Services

Personal Services represent 72.01% of General Fund Expenditures and is the largest source of expenditures. Personal Service Expenditures are wages and fringe benefits

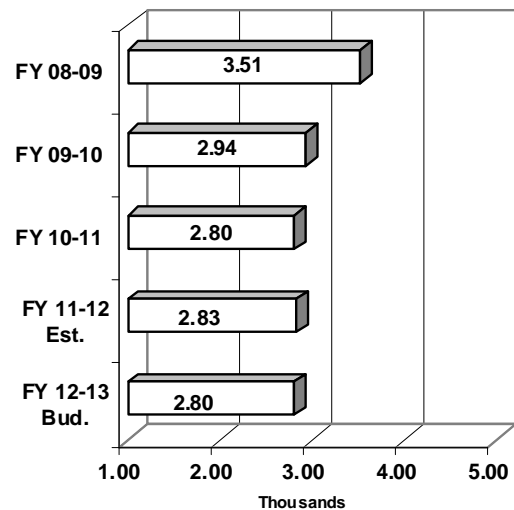
Personal Services



Materials & Supplies

Materials and Supplies represent 1.70% of General Fund expenditures. It is expected that this trend will continue.

Materials and Supplies



CITY OF OAK PARK

GENERAL FUND - EXPENDITURES

Other Services

Other Services represent 16.02% 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 10-17% and this trend is expected to continue.

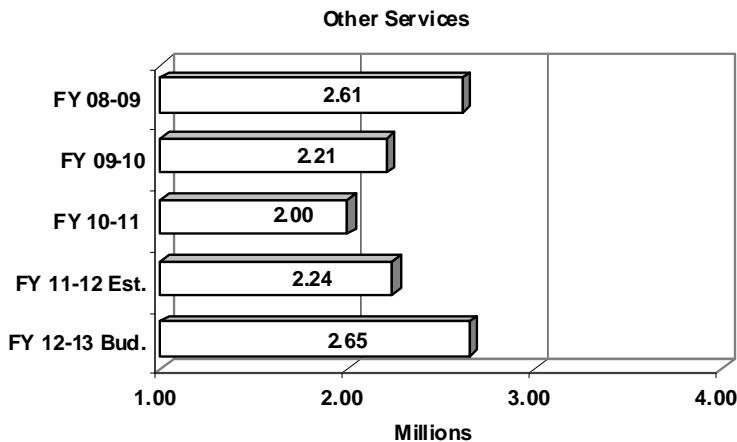
Capital Outlay

There are no Capital purchases represented in General Fund expenditures. The General Fund budget is -0- for FY 2012-2013 compared to \$10,000 in 2012-2013. 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.

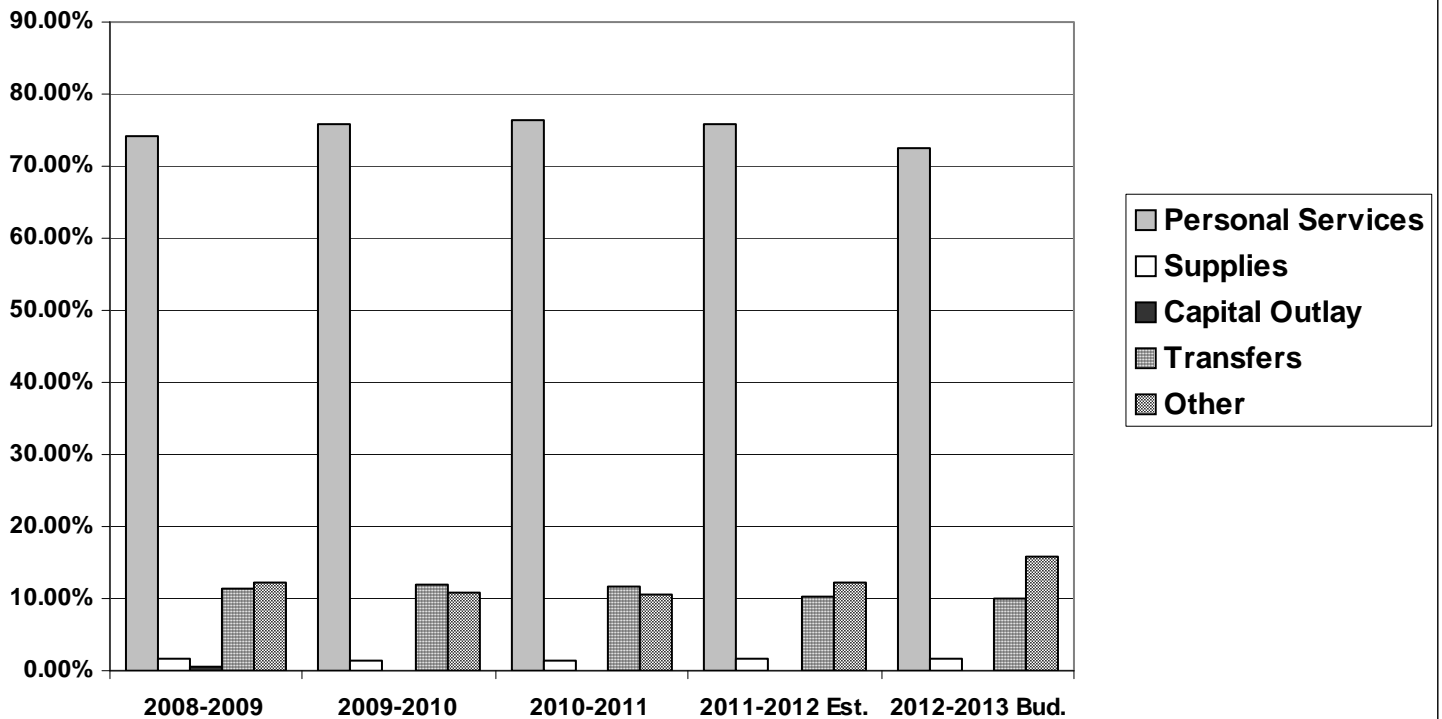
Transfer to Other Funds

Transfers to other funds represent 10.26% 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 the same allocation made in FY 2011-2012.

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
2012 - 2013 FISCAL YEAR BUDGET
GENERAL FUND**

ACTIVITY / NAME OF ACCOUNT	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/28/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPARTMENT REQUEST FY 2012-2013	CITY MANAGERS RECOMMENDED FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
<u>GENERAL GOVERNMENT</u>							
Council	104,121	118,466	71,437	123,466	100,815	100,815	100,815
City Manager	317,856	310,896	193,340	310,896	328,769	328,769	328,769
Information Technology	179,388	183,480	122,662	183,523	182,315	182,315	182,315
City Attorney	148,720	170,000	112,644	170,000	170,000	170,000	170,000
Prosecuting Attorney	100,303	94,402	69,328	94,402	94,999	94,999	94,999
Labor Attorney	72,000	65,000	64,800	65,000	55,000	55,000	55,000
Elections	192,890	184,307	125,842	184,307	130,783	130,783	140,783
City Clerk	137,136	144,613	62,173	144,613	125,588	125,588	125,588
Finance & Administrative Services	813,893	834,660	553,823	834,660	574,296	615,102	615,102
Public Information	233,008	223,182	146,649	223,182	174,964	174,964	174,964
Technical & Planning Services	1,848,250	1,703,046	1,030,913	1,598,445	1,532,260	1,524,262	1,524,262
TOTAL GENERAL GOVERNMENT	4,147,565	4,032,052	2,553,611	3,932,494	3,469,789	3,502,597	3,512,597
<u>DEPARTMENTAL</u>							
Public Safety	9,432,641	8,100,952	5,661,278	8,930,920	7,407,509	7,407,509	7,172,509
Public Works	112,409	87,462	37,211	64,354	309,865	309,865	309,865
Recreation	918,526	845,303	558,260	845,300	634,635	634,635	634,635
TOTAL DEPARTMENTAL	14,611,141	13,065,769	8,810,360	13,773,068	11,821,798	11,854,606	11,629,606
<u>NON-DEPARTMENTAL</u>							
Retirees Health Care	2,094,411	2,461,718	1,608,765	2,409,225	2,675,048	2,675,048	2,675,048
Retirees Life Insurance	2,316	2,304	1,300	1,645	1,730	1,730	1,730
Retirees Dental	84,646	90,000	76,398	75,000	90,000	90,000	90,000
Unemployment Compensation	29,940	38,500	0	38,500	238,500	238,500	238,500
Community Promotion	1,988	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	5,800	7,000	1,932	7,000	7,000	7,000	7,000
Unforeseen Expense	11,320	10,000	11,263	10,000	10,000	10,000	10,000
Memberships & Dues	21,083	23,673	20,709	23,673	23,673	23,673	23,673
Refunds & Rebates	23,135	8,000	133,321	150,000	150,000	150,000	150,000
TOTAL NON-DEPARTMENTAL	2,276,639	2,641,195	1,853,688	2,715,043	3,195,951	3,195,951	3,195,951
TOTAL EXPENDITURES	16,887,780	15,706,964	10,664,048	16,488,111	15,017,749	15,050,557	14,825,557
<u>TRANSFERS-OUT</u>							
Transfer to Central Services	75,000	75,000	50,000	75,000	75,000	75,000	75,000
Transfer to District Court	1,767,494	1,675,000	1,116,666	1,675,000	1,395,200	1,375,000	1,375,000
Transfer to Push Program	0	0	0	0	0	0	0
Transfer to Debt Service	0	0	0	0	79,623	79,623	79,623
Transfer to Risk Management	380,000	110,000	73,333	110,000	110,000	110,000	110,000
Transfer to Retirement System	0	0	0	0	0	0	0
Transfer to City Owned Property	0	55,000	55,000	55,000	55,000	55,000	55,000
TOTAL TRANSFERS-OUT	2,222,494	1,915,000	1,294,999	1,915,000	1,714,823	1,694,623	1,694,623
EXPENDITURES & TRANSFERS OUT	19,110,274	17,621,964	11,959,047	18,403,111	16,732,572	16,745,180	16,520,180
LESS: REVENUE & TRANSFERS IN	\$18,715,136	\$17,621,964	\$13,856,060	\$17,457,020	\$17,190,083	\$17,190,083	\$16,955,083
EXCESS / DEFICIT	(395,138)	0	1,897,013	(946,091)	457,511	444,903	434,903
Beginning Fund Balance	2,176,877	1,760,031	1,781,739	1,781,739	835,648	835,648	835,648
Ending Fund Balance	1,781,739	1,760,031	3,678,752	835,648	1,293,159	1,280,551	1,270,551
Reserved - Prepaid Expenses	232,479	200,000	N/A	200,000	200,000	200,000	200,000
Unreserved Fund Balance	1,549,260	1,560,031	N/A	635,648	1,093,159	1,080,551	1,070,551

CITY OF OAK PARK
2012 - 2013 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	91,445	1,000	8,370	0	0	100,815	0.61%
City Manager	299,769	10,000	19,000	0	0	328,769	1.99%
Information Technology	104,165	15,000	63,150	0	0	182,315	1.10%
City Attorney	0	0	170,000	0	0	170,000	1.03%
Prosecuting Attorney	94,249	0	750	0	0	94,999	0.58%
Labor Attorney	0	0	55,000	0	0	55,000	0.33%
Elections	64,638	5,000	71,145	0	0	140,783	0.85%
City Clerk	64,638	5,100	55,850	0	0	125,588	0.76%
Financial & Administrative Services	515,622	15,500	83,980	0	0	615,102	3.72%
Public Information	132,199	6,000	36,765	0	0	174,964	1.06%
Technical & Planning Services	301,290	34,100	1,188,872	0	0	1,524,262	9.23%
TOTAL GENERAL GOVERNMENT	1,668,015	91,700	1,752,882	0	0	3,512,597	21.26%
Public Safety	6,693,548	130,500	348,461	0	0	7,172,509	43.42%
Public Works	91,365	10,000	208,500	0	0	309,865	1.88%
Recreation	440,220	48,337	146,078	0	0	634,635	3.84%
TOTAL DEPARTMENTAL	8,893,148	280,537	2,455,921	0	0	11,629,606	70.40%
<u>NON-DEPARTMENTAL</u>							
Retirees Health Care	2,675,048	0	0	0	0	2,675,048	16.19%
Retirees Life Insurance	1,730	0	0	0	0	1,730	0.01%
Retirees Dental	90,000	0	0	0	0	90,000	0.54%
Unemployment Compensation	238,500	0	0	0	0	238,500	1.44%
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	0.14%
Refunds & Rebates	0	0	150,000	0	0	150,000	0.91%
TOTAL NON-DEPARTMENTAL	3,005,278	0	190,673	0	0	3,195,951	19.35%
TOTAL EXPENDITURES	11,898,426	280,537	2,646,594	0	0	14,825,557	89.74%
<u>TRANSFERS-OUT</u>							
Transfer to Central Services	0	0	0	0	75,000	75,000	0.45%
Transfer to District Court	0	0	0	0	1,375,000	1,375,000	8.32%
Transfer to Risk Management	0	0	0	0	110,000	110,000	0.67%
Transfer to City Owned Property	0	0	0	0	55,000	55,000	0.33%
TOTAL TRANSFERS-OUT	0	0	0	0	1,694,623	1,694,623	10.26%
EXPENDITURES & TRANSFERS OUT	11,898,426	280,537	2,646,594	0	1,694,623	16,520,180	
PER CENT OF TOTAL	72.01%	1.70%	16.02%	0.00%	10.26%		

CITY OF OAK PARK
2012 - 2013 FISCAL YEAR BUDGET
EXPENDITURE SUMMARY

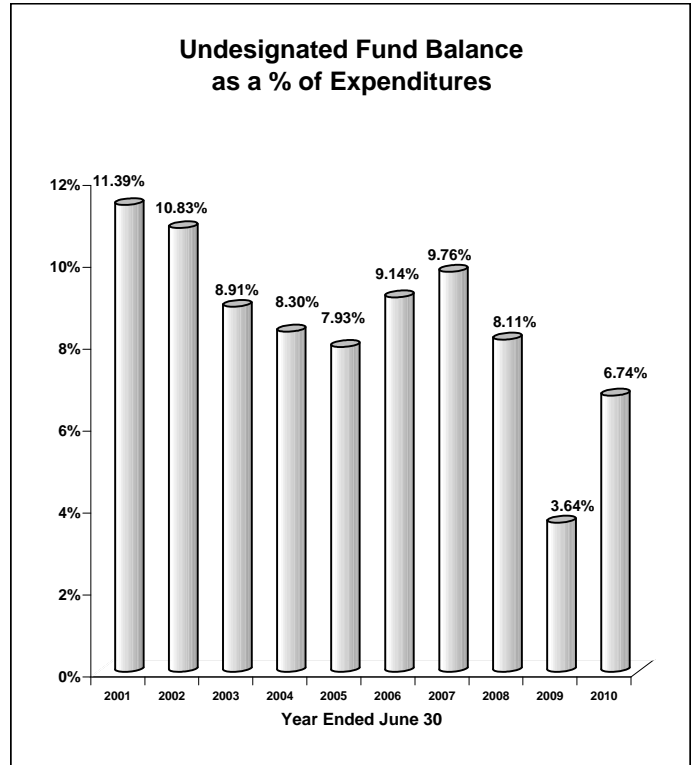
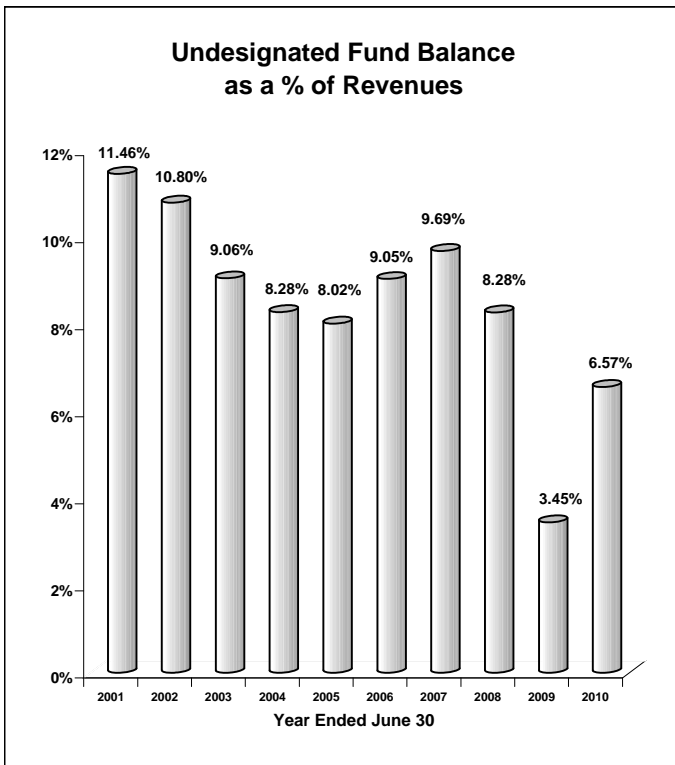
FUND GENERAL
DEPARTMENT ALL DEPARTMENTS
ACTIVITY TOTALS
FUND NUMBER 101

ACCT. NO.	ACCOUNT NO. / NAME	PRIOR YR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 02/29/2012 FY 2011-2012	YR END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	7,708,605	6,631,938	4,452,718	6,591,266	5,559,881	5,583,831	5,423,031
712	Employee Benefits	4,670,041	4,106,403	3,011,326	4,919,444	3,536,155	3,544,317	3,470,117
726	Materials & Supplies	280,238	296,357	158,579	283,916	275,537	275,537	275,537
727	Nursery Stock	0	5,000	0	5,000	5,000	5,000	5,000
801	Professional Services	432,347	446,300	330,991	508,661	516,861	464,861	464,861
803	Medical Services	1,400	2,500	1,086	2,500	2,500	2,500	2,500
804	Employee Recruitment	2,670	2,500	71	2,500	2,500	2,500	2,500
818	Contractual Services	221,459	193,692	149,963	209,120	362,354	415,050	415,050
860	Transportation	25,852	25,880	5,215	25,052	25,880	25,880	25,880
864	Conferences & Workshops	2,442	0	0	0	0	0	0
900	Printing & Publications	41,464	42,950	36,961	47,950	14,450	14,450	24,450
901	Newspaper Postings	4,046	12,000	7,832	12,000	12,000	12,000	12,000
920	Utilities - Telephone	67,073	74,850	25,057	46,104	53,850	53,850	53,850
921	Utilities - Heating	74,159	64,324	29,055	50,000	65,000	65,000	65,000
922	Utilities - Water	22,546	30,000	0	30,000	30,000	30,000	30,000
923	Utilities - Electricity	701,448	649,460	402,910	656,700	698,700	698,700	698,700
930	Repairs & Maintenance	156,809	277,870	110,365	182,053	281,570	281,570	281,570
940	Rentals	90,550	76,760	53,177	81,800	270,680	270,680	270,680
956	Miscellaneous	38,103	39,760	9,681	42,896	34,900	34,900	34,900
958	Memberships & Dues	13,906	10,465	9,362	13,923	9,965	9,965	9,965
960	Education & Training	45,483	66,760	19,561	62,183	64,015	64,015	64,015
970	Capital Outlay	10,500	10,000	(3,550)	0	0	0	0
989	Non-Departmental	4,499,133	4,556,195	3,148,687	4,630,043	4,910,774	4,890,574	4,890,574
	GENERAL FUND TOTAL	19,110,274	17,621,964	11,959,047	18,403,111	16,732,572	16,745,180	16,520,180

CITY OF OAK PARK
Undesignated Fund Balance as a Percentage of Revenues and Expenditures
Fiscal Years 2003-2004 to 2012-2013

	<u>Revenues</u>	<u>Undesignated Fund Balance</u>	<u>Percentage</u>	<u>Expenditures</u>	<u>Undesignated Fund Balance</u>	<u>Percentage</u>
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	18,715,136	1,549,260	8.28%	19,110,274	1,549,260	8.11%
FY 2011-2012 Est.	18,403,111	635,648	3.45%	17,457,020	635,648	3.64%
FY 2012-2013 Bud.	16,955,083	1,113,359	6.57%	16,520,180	1,113,359	6.74%

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
2012-2013 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>	
Code Officials Conference of Michigan	40
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 Society of Planning Officials	700
National Animal Control Association	125
Oakland County Building Officials Association	35
South East Michigan Building Officials and Inspectors Association	240

CITY OF OAK PARK

2012-2013 Budget

General Fund

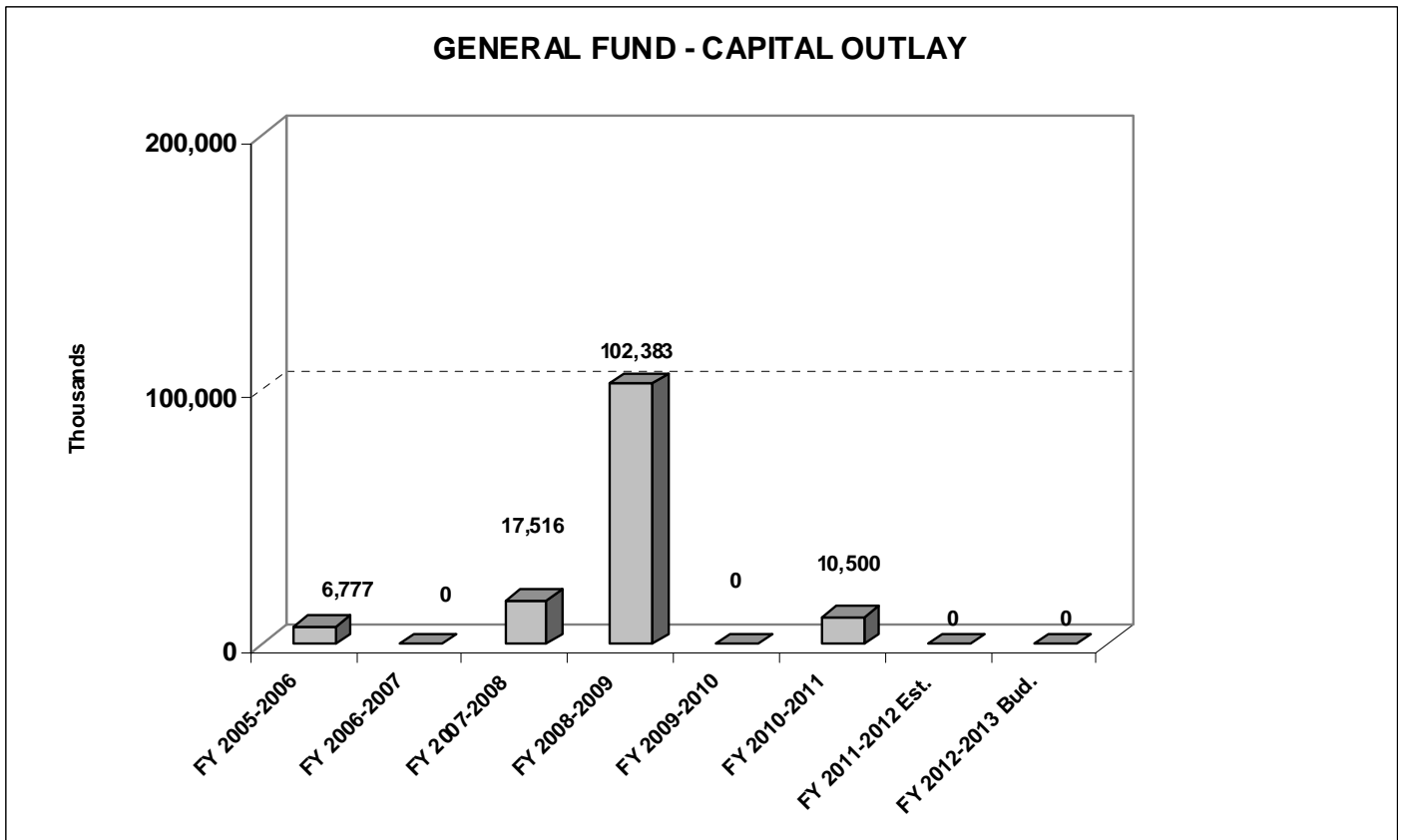
Listing of Memberships and Dues by Department

Organization	Amount
<u>Recreation</u>	
Michigan Recreation & Park Association	800
Northwest Recreation & Park Association	100
<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 2012-2013 Budget	33,638

**CITY OF OAK PARK
2012 – 2013 BUDGET
GENERAL FUND – CAPITAL EXPENDITURES**

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

As a result of an overall decrease in revenue, there were no requests for Fiscal Year 2012-2013. 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

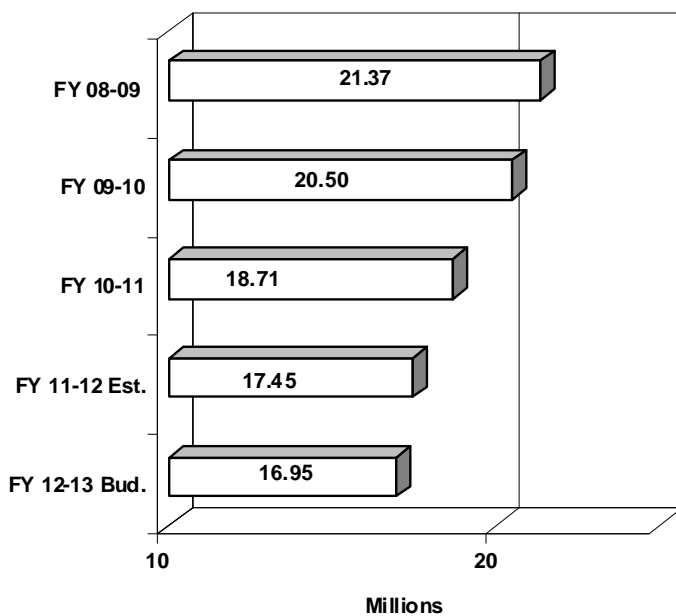
GENERAL FUND – MAJOR REVENUE TRENDS

REVENUE ASSUMPTIONS

The budget recommends revenues in the General Fund of \$16,955,083, a decrease of 3.78% from budgeted revenues of \$17,621,964 in FY 2011-2012.

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 \$474,972,590. Real property taxes that are delinquent March 1, 2012 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.

Total General Fund Revenue



General Fund revenues have decreased an average of 8% 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.

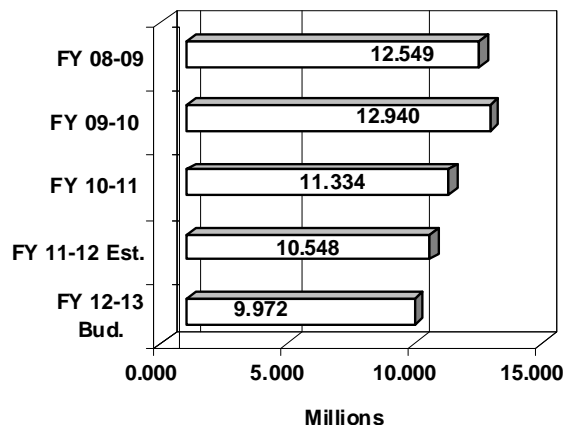
A 2.87% decrease is expected in overall revenue from FY 2011-2012 to FY 2012-2013. This is due to decreased Revenue Sharing, a decline in property tax collections and low interest returns.

Property Taxes

Property taxes represent 58.82% 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 2012 is 1.027%.

The fee paid by the Taxing Jurisdictions for collection of their taxes is expected to decrease 11.42% from \$306,000 in FY 2011-2012 to \$271,040 in FY 2012-2013.

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 2.32% 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.

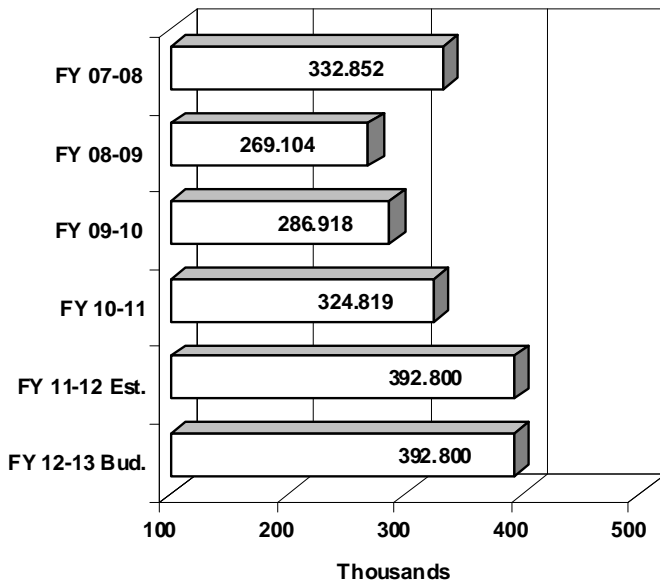
CITY OF OAK PARK

GENERAL FUND-MAJOR REVENUE TRENDS

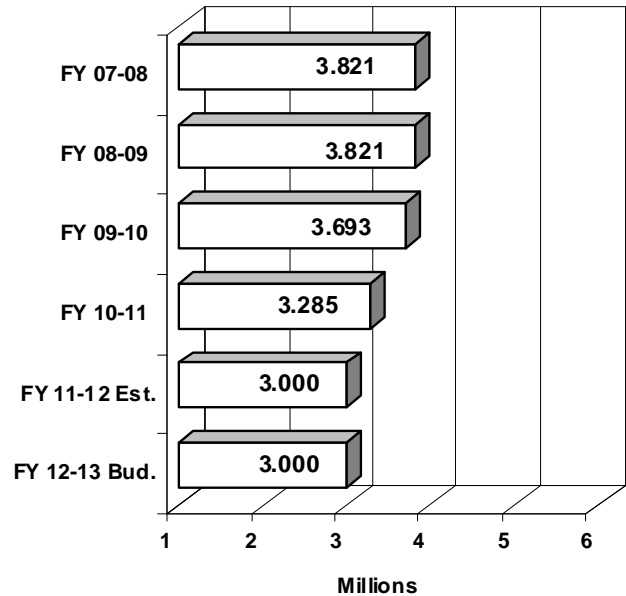
Revenue from Licenses & Permits represent a small part of the overall funds received by the City, however the number of Merchants Licenses issued is an indicator of the performance of the economy in the City. The number of Merchant Licenses increased from 536 licenses issued in 2010 to 667 issued in 2011 (See City Clerk's budget). The revenue assumption for Merchant Licenses during FY 2012-2013 is \$70,000.

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.

Licenses and Permits



State Shared Revenues



State Shared Revenues

State Shared Revenues represent 17.45% of General Fund revenues. The State of Michigan shares revenues that are collected in the City by the State. These revenues include Sales Tax and Income Tax. A small increase of 1.20% is expected for revenue sharing during FY 2012-2013. The amount of \$3,000,000 is the estimated State revenue sharing portion to be received during FY 2012-2013 compared to \$2,964,143 that was anticipated for Fiscal Year 2011-2012. 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.

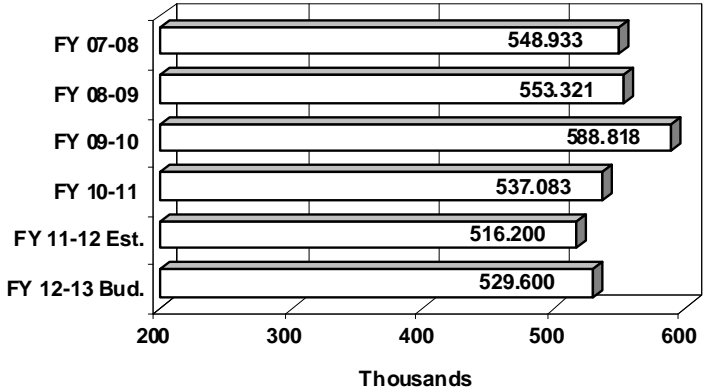
A service charge is a fee imposed upon the user for a service provided by the City. Certain services benefit an individual rather than the public, therefore the individual benefiting from the service pay for the cost. The charge is limited to the cost required to provide the service. The City evaluates 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 \$552,700 for Fiscal Year 2011-2012 to \$529,600 in Fiscal Year 2012-2013.

CITY OF OAK PARK

GENERAL FUND – MAJOR REVENUE TRENDS

Charges for Services

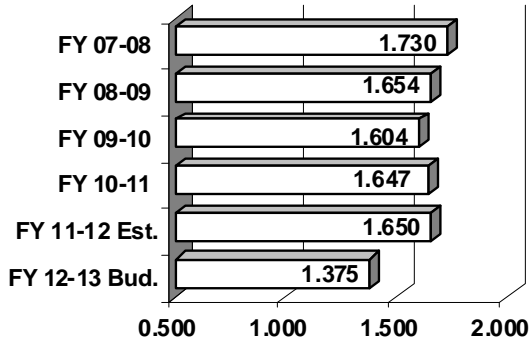


Charges for Services have been increasingly used by other cities as a way of recovering costs because other forms of income are either limited by statute, controlled by another jurisdiction, or subject to the performance of the economy. Because of these factors, especially the current economic conditions,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

Fines and Forfeits

This category represents 8.01% of revenues. Fines are charged by the 45th District Court for violations of Federal, State, and Local laws. A portion of these are remitted to the City. \$1,375,000 in collections are anticipated during FY 2012-2013. This is a \$300,000 decrease from funds anticipated to be received during FY 2011-2012.

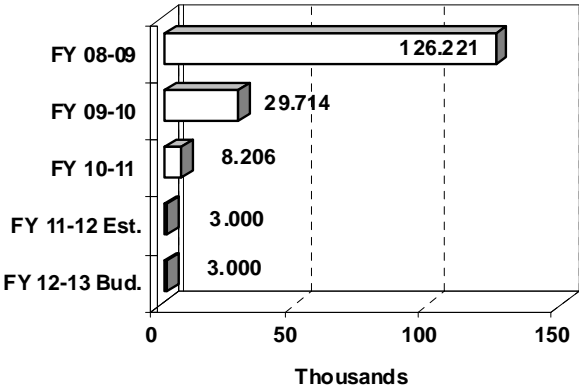
Fines & Forfeits



Interest Income

Interest Income is based on a 1% return on funds available for investment during the fiscal year and represents .02% of General Fund Revenues. Interest Income is budgeted at \$3,000 for FY 2012-2013, a \$7,000 decrease from the amount allocated for FY 2011-2012.

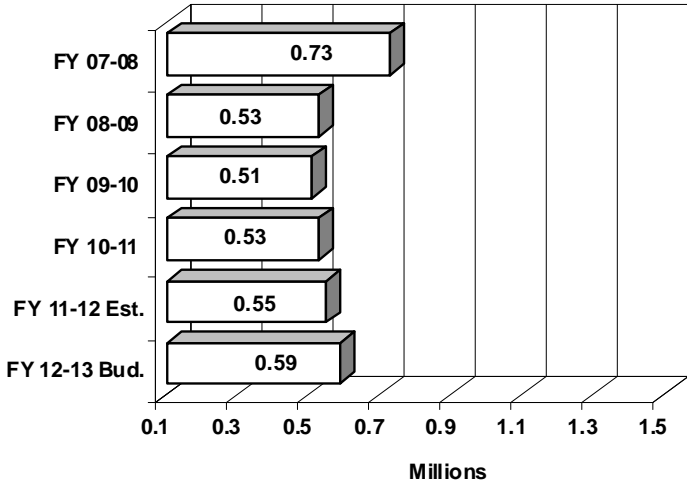
Interest Income



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 2012 - 2013 BUDGET**

ACCOUNT NO.	SOURCE	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	ESTIMATED YEAR END 2011-2012	CITY MANAGERS RECOMMENDED 2012-2013	CITY COUNCIL APPROVED 2012-2013
403.000	PROPERTY TAXES	10,714,639	10,027,269	9,901,077	10,000,000	9,461,623	9,461,623
404.000	OTHER TAX REVENUE - ADMIN. FEE	335,419	306,000	307,802	308,000	271,040	271,040
420.000	DELINQUENT PERSONAL PROPERTY TAX	13,229	30,000	8,085	15,000	15,000	15,000
445.000	PENALTIES & INTEREST ON TAXES	271,178	225,000	98,663	225,000	225,000	225,000
	TOTAL TAXES & TAX RELATED	\$11,334,465	\$10,588,269	\$10,315,627	\$10,548,000	\$9,972,663	\$9,972,663
451.000	BUSINESS LICENSES & PERMITS	89,708	77,000	62,475	70,000	70,000	70,000
452.000	BURGLAR ALARM PERMITS	1,308	1,200	1,138	1,200	1,200	1,200
453.000	EMERGENCY RESPONSE FEES	9,032	5,000	2,526	5,000	5,000	5,000
477.000	ANIMAL LICENSES	9,912	7,500	4,525	7,500	7,500	7,500
478.000	SIDEWALK PERMITS	11,717	7,000	7,274	12,000	12,000	12,000
479.000	BUILDING PERMITS	116,557	85,000	146,356	187,000	187,000	187,000
481.000	ELECTRICAL PERMITS	27,652	21,000	30,140	44,000	44,000	44,000
482.000	HEATING PERMITS	22,900	17,100	22,270	33,000	33,000	33,000
483.000	PLUMBING PERMITS	14,514	11,400	12,760	19,000	19,000	19,000
484.000	ZONING PERMITS & FEES	6,125	5,000	4,154	6,000	6,000	6,000
485.000	OTHER NON-BUSINESS LICENSES	15,360	12,000	5,622	8,000	8,000	8,000
486.000	BICYCLE REGISTRATIONS	34	100	8	100	100	100
	TOTAL LICENSES & PERMITS	\$324,819	\$249,300	\$299,248	\$392,800	\$392,800	\$392,800
545.000	LIQUOR LICENSES	6,018	6,020	5,572	6,000	6,000	6,000
568.000	ROYAL OAK TOWNSHIP	153,221	219,732	0	0	0	0
503.000	FEDERAL GRANTS	0	0	0	0	0	0
570.000	REIMBURSEMENTS - OTHER	895	0	820	820	820	820
574.000	STATE REVENUE SHARING	3,285,250	2,964,143	1,000,838	3,000,000	3,000,000	3,000,000
	TOTAL STATE GRANTS	\$3,445,384	\$3,189,895	\$1,007,230	\$3,006,820	\$3,006,820	\$3,006,820
602.000	WEDDING CEREMONIES	255	250	210	250	250	250
626.000	PASSPORT SERVICES	1,825	2,400	850	1,900	1,900	1,900
629.000	DOG POUND FEES	2,663	2,000	1,582	2,000	2,000	2,000
632.000	HOUSING INSPECTIONS	70,655	50,000	65,030	70,000	70,000	70,000
633.000	CAR POUND FEES	5,624	5,000	4,263	5,000	5,000	5,000
634.000	POLICE ALARM FEES	6,295	2,000	3,600	2,100	2,100	2,100
635.000	POLICE REPORTS	10,730	10,000	8,777	10,000	10,000	10,000
641.000	TREE PLANTING	3,000	0	0	0	0	0
643.000	SCRAP METAL	0	0	1,682	1,300	1,300	1,300
644.001	ADMINISTRATION - MISCELLANEOUS	960	200	66	200	200	200
644.102	RENTALS	38,380	42,000	25,749	38,000	42,000	42,000
644.108	YOUTH ATHLETICS	35,974	38,000	17,795	36,000	38,000	38,000
644.111	BASEBALL SPONSOR FEES	2,550	1,600	0	2,500	1,600	1,600
644.112	MINI-GOLF	524	800	374	500	800	800
644.115	ADULT ATHLETICS	17,905	20,000	2,520	18,000	20,000	20,000
644.121	CAMPS	62,613	60,000	39,378	60,000	60,000	60,000
644.126	YOUTH INSTRUCTIONAL	43,973	46,000	18,350	44,000	46,000	46,000
644.132	ADULT INSTRUCTIONAL	24,276	24,000	10,969	24,000	24,000	24,000
644.136	FAMILY TRIPS	2,380	0	0	0	0	0
644.139	FUNFEST	2,911	3,000	1,998	3,000	3,000	3,000
644.141	SPECIAL EVENTS	4,128	5,000	3,375	4,000	5,000	5,000
644.146	MUNICIPAL POOL	47,775	43,000	27,485	43,000	43,000	43,000
644.148	SENIORS	45,861	48,000	36,567	45,000	48,000	48,000
644.153	TRANSPORTATION	73,806	112,000	32,678	74,000	74,000	74,000
644.158	ICE ARENA RENTAL	30,000	30,000	20,000	30,000	30,000	30,000
603.000	COMMUNITY DONATIONS	225	6,000	0	0	0	0
678	POLICE - FINGERPRINTING	1,000	840	489	840	840	840
679	POLICE - GUN REGISTRATION	795	610	480	610	610	610
	TOTAL CHARGES FOR SERVICES	\$537,083	\$552,700	\$324,267	\$516,200	\$529,600	\$529,600
660.000	PARKING VIOLATIONS			0	0	0	0
659.000	ORDINANCE FINES	1,646,567	1,675,000	1,086,577	1,650,000	1,375,000	1,375,000
	TOTAL FINES AND FORFEITS	\$1,646,567	\$1,675,000	\$1,086,577	\$1,650,000	\$1,375,000	\$1,375,000
664.000	INTEREST INCOME	8,206	10,000	4,798	3,000	3,000	3,000
	TOTAL INTEREST INCOME	\$8,206	\$10,000	\$4,798	\$3,000	\$3,000	\$3,000

**CITY OF OAK PARK
REVENUE
GENERAL FUND
FISCAL YEAR 2012 - 2013 BUDGET**

ACCOUNT NO.	SOURCE	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	ESTIMATED YEAR END 2011-2012	CITY MANAGERS RECOMMENDED 2012-2013	CITY COUNCIL APPROVED 2012-2013
672	SPECIAL ASSESSMENTS	0	300	0	0	300,000	300,000
674	MISCELLANEOUS FEES	20,430	24,000	17,972	24,000	24,000	24,000
676	REIMBURSEMENT- ICE RINK UTILITIES	82,706	65,000	44,164	65,000	65,000	65,000
676.001	MISCELLANEOUS REIMBURSEMENTS	8,077	20,000	13,124	14,000	14,000	14,000
676.345	REIMBURSEMENT- COPS GRANT	0	0	0	0	235,000	0
676.002	OAK PARK REPORT	0	1,500	1,212	1,500	1,500	1,500
676.003	ELECTION REIMBURSEMENTS	0	10,000	0	10,000	0	0
681	WARRANT COLLECTION	1,190	1,000	3,075	1,700	1,700	1,700
683	CABLE TV FRANCHISE FEE	603,027	492,000	297,280	500,000	500,000	500,000
684	CELLULAR PHONE FRANCHISE FEE	98,212	119,000	74,320	100,000	100,000	100,000
685.000	RIGHT-OF-WAY FEE	69,970	74,000	500	74,000	74,000	74,000
	TOTAL OTHER REVENUE	\$883,612	\$806,800	\$451,647	\$790,200	\$1,315,200	\$1,080,200
699.202	MAJOR STREET FUND	75,000	80,000	53,333	80,000	80,000	80,000
699.203	LOCAL STREET FUND	70,000	75,000	50,000	75,000	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	135,000	90,000	135,000	180,000	180,000
	TOTAL OTHER FINANCING SOURCES	\$535,000	\$550,000	\$366,666	\$550,000	\$595,000	\$595,000
	TOTAL REVENUE AND OTHER FINANCING SOURCES	\$18,715,136	\$17,621,964	\$13,856,060	\$17,457,020	\$17,190,083	\$16,955,083

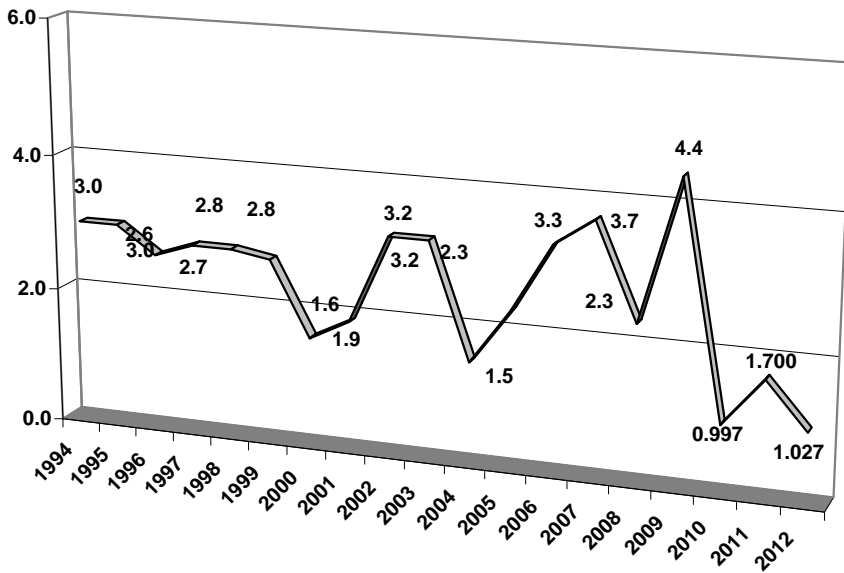
**CITY OF OAK PARK
SUMMARY OF TAX REQUIREMENTS
GENERAL FUND
2012 - 2013 BUDGET**

TOTAL GENERAL FUND EXPENDITURES	\$ 16,520,180
INCREASE IN FUND BALANCE	434,903
TOTAL GENERAL FUND BUDGET	<u>\$ 16,955,083</u>

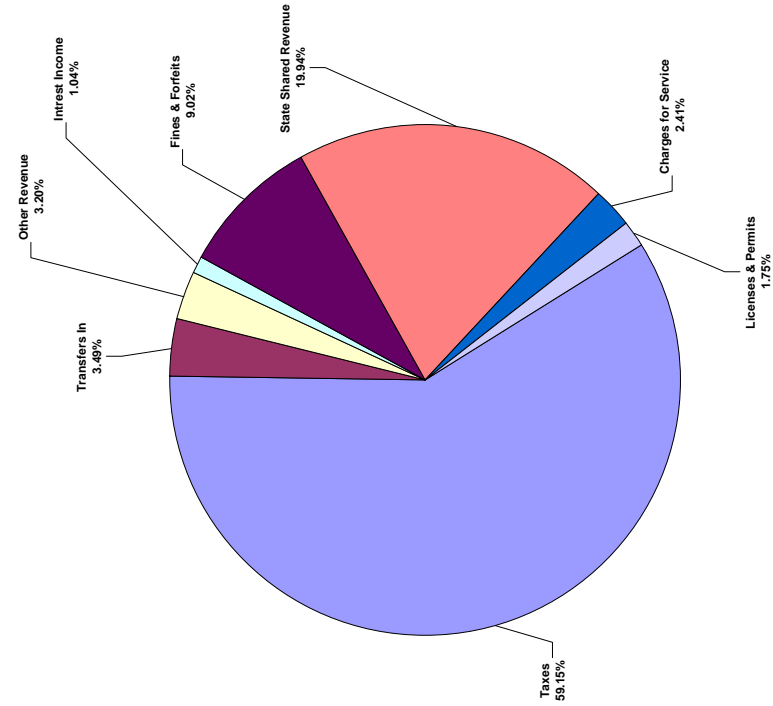
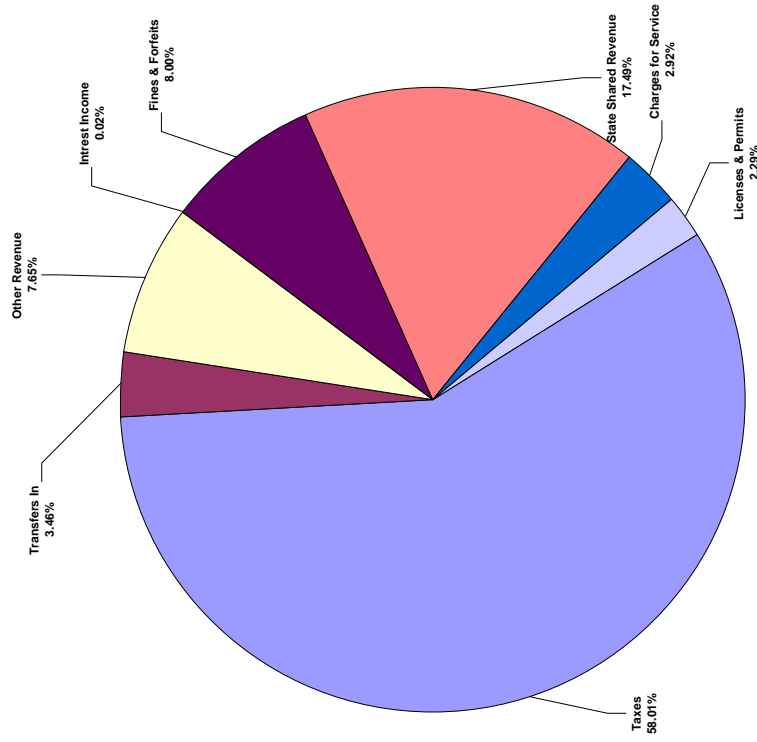
ESTIMATED REVENUES FROM GENERAL FUND	\$ 7,395,960
TRANSFER FROM OTHER FUNDS	\$595,000
SUB-TOTAL	\$ 7,990,960

BALANCE TO BE RAISED BY TAXES	TAXABLE VALUE	OPERATING MILLAGE	
2012 TAXABLE VALUE	474,972,590	0.0188563	8,956,226
2012 IFT ROLL-HALF	837,670	0.0188563	7,898
			<u>8,964,123</u>
			<u>\$ 16,955,083</u>

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



REVENUES BY CLASSIFICATION FY 2011 - 2012 & FY 2012 - 2013



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, 2012
through June 30, 2013**

Annual Budget

CITY OF OAK PARK

City Council

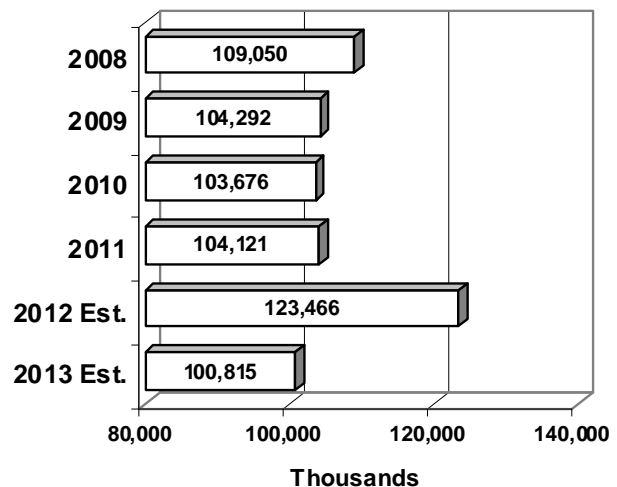
OVERVIEW

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, 2012 to June 30, 2013

July 2, 2012
July 16, 2012
August 6, 2012
August 20, 2012
September 4, 2012
September 17, 2012
October 1, 2012
October 15, 2012
November 5, 2012
November 19, 2012
December 3, 2012
December 17, 2012

January 7, 2013
January 21, 2013
February 4, 2013
February 18, 2013
March 4, 2013
March 18, 2013
April 1, 2013
April 15, 2013
May 6, 2013
May 20, 2013
June 3, 2013
June 17, 2013

**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: CITY COUNCIL		FUND: GENERAL	ACCT. NO.: 101-10-101	ACTIVITY: LEGISLATIVE				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	25,237	25,044	15,412	25,044	25,044	25,044	25,044
712	Employee Benefits	69,993	89,052	48,182	89,052	66,401	66,401	66,401
726	Materials & Supplies	1,074	1,000	75	1,000	1,000	1,000	1,000
900	Publications	7,017	2,000	7,013	7,000	7,000	7,000	7,000
958	Memberships & Dues	0	370	85	370	370	370	370
960	Education & Training	800	1,000	670	1,000	1,000	1,000	1,000
TOTALS		104,121	118,466	71,437	123,466	100,815	100,815	100,815

MAYOR AND CITY COUNCIL

		<u>Term Began</u>	<u>Term Expires</u>
MAYOR	Marian McClellan	2011	November 12, 2013
MAYOR PRO-TEM	Angela Diggs Jackson	2005	November 12, 2013
COUNCILMEMBER	Michael M. Seligson	1991	November 10, 2015
COUNCILMEMBER	Paul H. Levine	2007	November 10 2015
COUNCILMEMBER	Emile J. Duplessis	2009	November 12, 2013

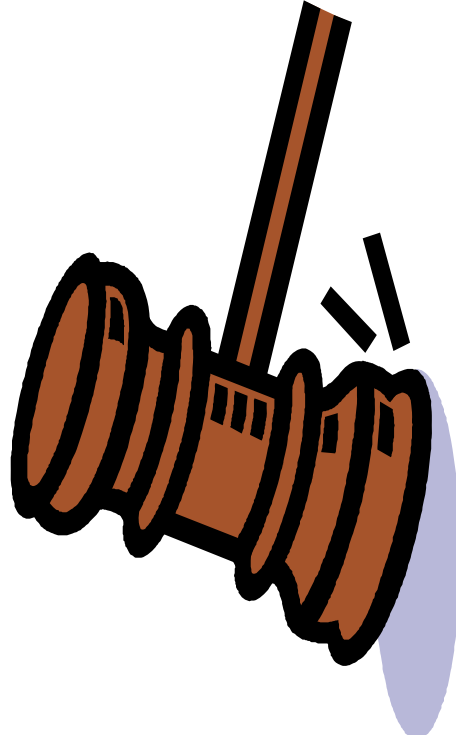
MAYORS OF THE CITY OF OAK PARK

First Year In Office

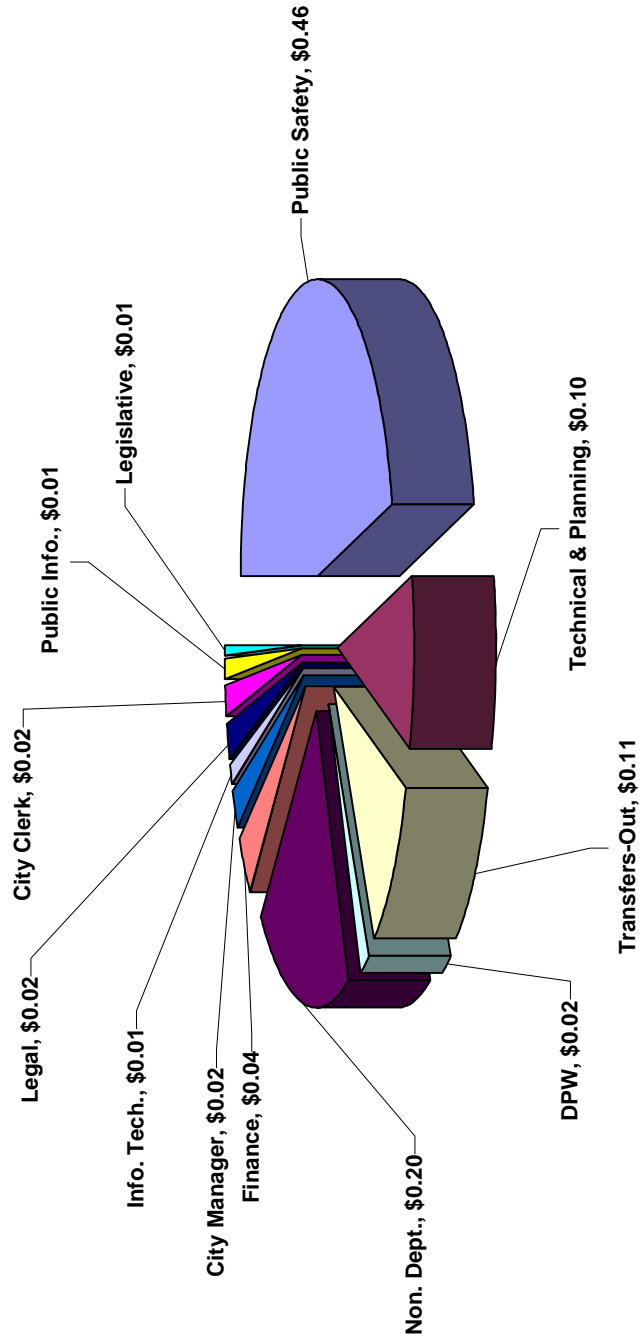
1945	John Joseph Molloy
1947	Robert L. Crinnian
1949	Gerald P. Kent
1951	Richard Marshall
1959	Raymond Alexander
1967	Joseph Forbes
1971	David Shepherd
1981	Charlotte M. Rothstein
1991	Gerald E. Naftaly
2011	Marian McClellan

**PERSONNEL COST SUMMARY
FISCAL YEAR 2012-2013
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	0	0	0	0	460	492	6,502
Mayor Pro-Tem	L	5,009	5,009	27	676	1,020	6,479	234	383	8,819	13,828
Councilperson	L	4,675	4,675	25	1,823	1,020	15,129	234	358	18,589	23,264
Councilperson	L	4,675	4,675	25	631	1,020	15,129	234	358	17,397	22,072
Councilperson	L	4,675	4,675	25	631	1,020	18,836	234	358	21,104	25,779
Total		25,044	25,044	134	3,761	4,080	55,573	936	1,917	66,401	91,445



\$ HOW MY GENERAL FUND DOLLAR IS USED \$



The above chart demonstrates how one dollar of General Fund Revenue is expended. For example, .46 (forty-six 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 21, 2012. 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.

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.

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

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

CITY OF OAK PARK

Boards and Commissions

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.

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.

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.

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.

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.

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

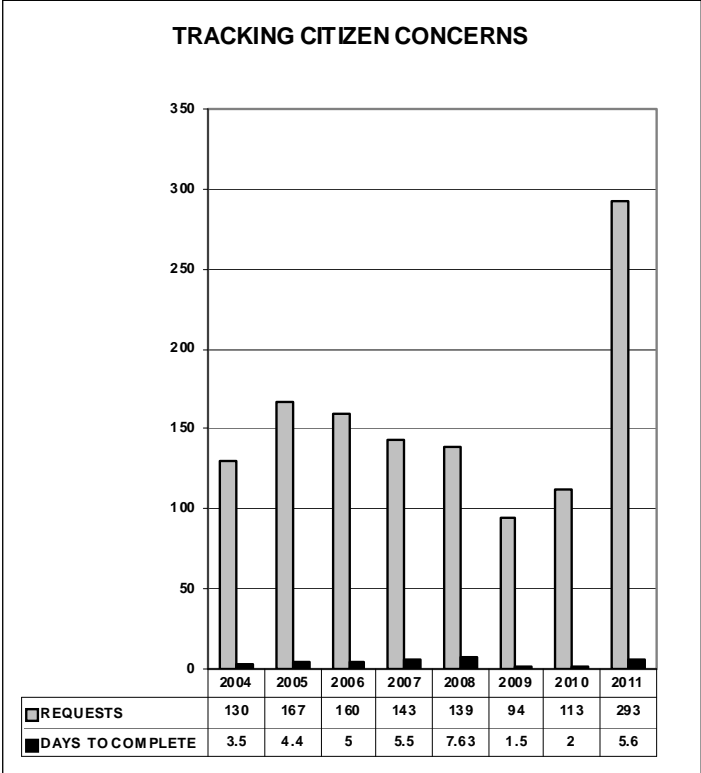
The largest portion of non-personnel costs in this budget center is for services related to the Human Resources function such as professional and contractual services for labor relations. Citywide training shall continue to be a part of the City Manager's budget.

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
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
CITY MANAGER		GENERAL	101-11-172	CITY MANAGEMENT / PERSONNEL				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	205,546	199,140	123,930	199,140	211,371	211,371	211,371
712	Employee Benefits	75,675	82,756	54,251	82,756	88,398	88,398	88,398
726	Materials & Supplies	8,271	10,000	5,435	10,000	10,000	10,000	10,000
801	Professional Services	12,526	1,000	110	1,000	1,000	1,000	1,000
803	Medical Services	1,150	2,000	1,086	2,000	2,000	2,000	2,000
804	Employee Recruitment	0	2,500	158	2,500	2,500	2,500	2,500
818	Contractual Services	9,969	9,000	7,029	9,000	9,000	9,000	9,000
860	Transportation	0	0	0	0	0	0	0
864	Conferences & Workshops	0	0	0	0	0	0	0
900	Publications	918	1,500	984	1,500	1,500	1,500	1,500
920	Utilities - Telephone	1,285	1,000	444	1,000	1,000	1,000	1,000
958	Memberships & Dues	2,516	2,000	0	2,000	2,000	2,000	2,000
TOTAL		317,856	310,896	193,427	310,896	328,769	328,769	328,769

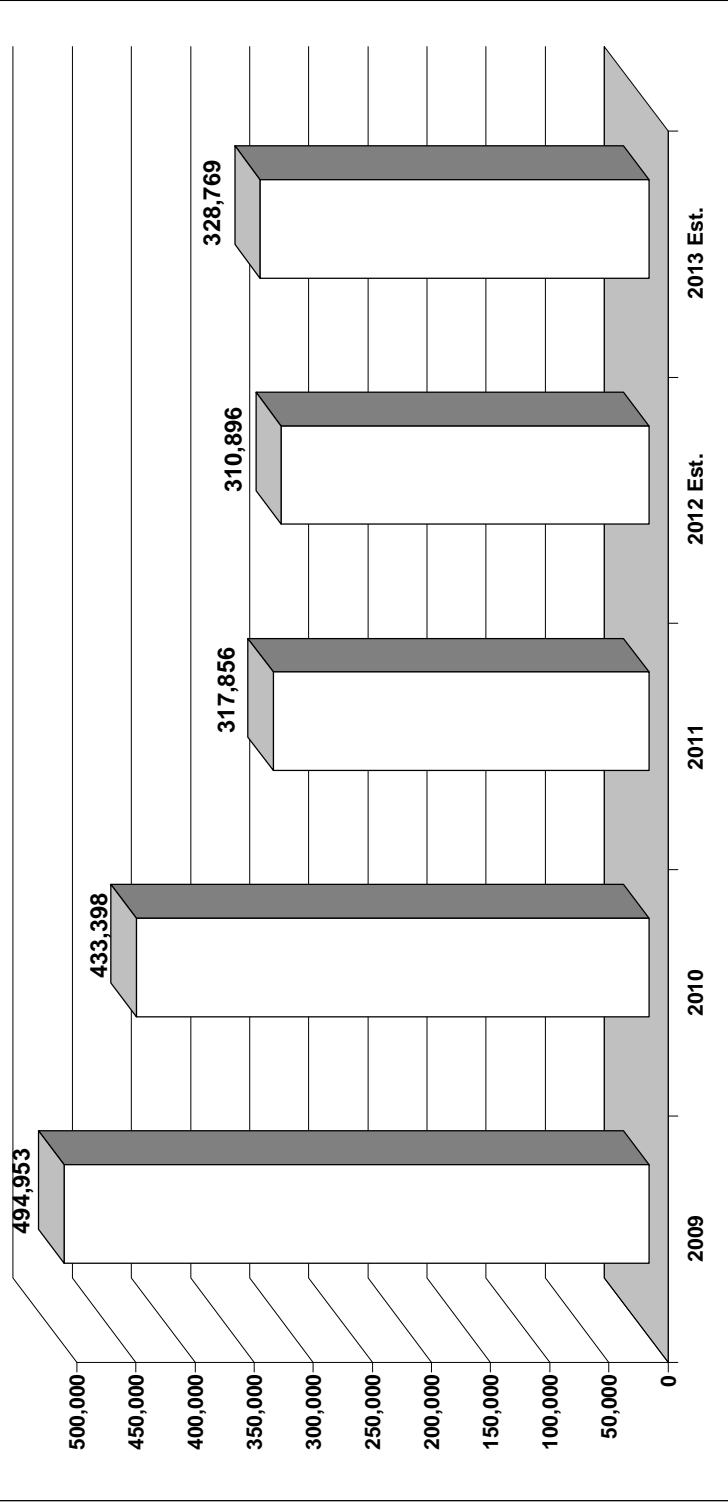
Personnel Worksheet

<u>Job / Class Title</u>	<u>Actual 2010-2011</u>	<u>Budgeted 2011-2012</u>	<u>Requested 2012-2013</u>	<u>Managers Rec. 2012-2013</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	0.0	1.0	1.0	1.0	1.0
Assistant to City Manager	1.0	0.0	0.0	0.0	0.0
Executive Secretary	0.0	0.0	0.0	0.0	0.0
Administrative Secretary	1.0	1.0	1.0	1.0	1.0
Sub-Total Full Time	3.00	3.00	3.00	3.00	3.00
<u>PART TIME</u>					
Administrative Clerk	0.12	0.00	0.00	0.00	0.00
TOTAL	3.12	3.00	3.00	3.00	3.00

PERSONNEL COST SUMMARY
FISCAL YEAR 2012-2013
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	114,869	0	1,094	2,400	118,363	612	15,979	1,020	0	234	9,055	0	250	27,150	145,513
Assistant City Manager	F	65,000	0	1,800	0	66,800	346	37,061	1,020	15,129	187	5,110	0	250	59,103	125,903
Administrative Secretary	F	26,208	0	0	0	26,208	140	0	0	0	0	2,005	0	0	2,145	28,353
Part Time Clerical	PT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total		206,077	0	2,894	2,400	211,371	1,098	53,040	2,040	15,129	421	16,170	0	500	88,398	299,769

Expenditure History





“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

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.

CITY OF OAK PARK

City Clerk Administration and Elections

EXPENDITURES

In 2011, Reapportionment as a result of the 2010 U.S. Census, realigned several governmental election districts within many cities and townships throughout Michigan; including the City of Oak Park. As part of the realigning of several precinct boundaries, it was determined to be in the best interest of the City of Oak Park to combine and reduce several precincts and dual locate precincts in all polling locations for efficiency, cost savings, and to provide relief from understaffed polling locations.

PERFORMANCE OBJECTIVES

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

Boards and Commissions

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

Qualified Voter File

Cross-training of all staff members will continue to assure residents fast and effective service at the counter and on the telephone.

Freedom of Information and Open Meeting Act

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

Licenses and Permits

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

Passports

Passport processing will be suspended to provide relief to staff.

Elections

Cross-training will continue on all aspects of elections.

Records Management

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

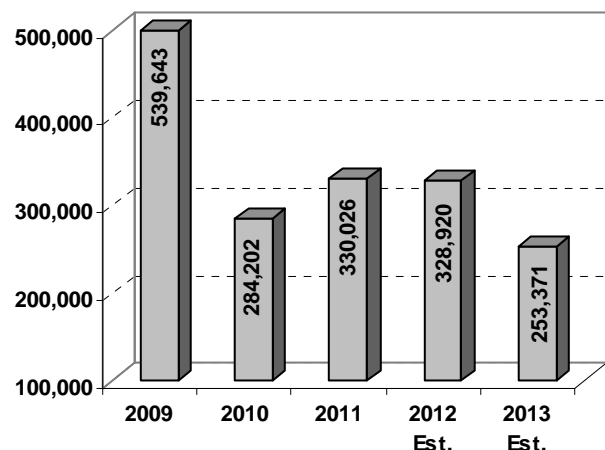
2011 Elections:

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

2012 Elections:

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

Expenditure History



**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: CITY CLERK		FUND: GENERAL	DEPT. NO.: 101-14-215	ACTIVITY: ADMINISTRATION - CITY RECORDS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	74,520	66,165	27,189	66,165	47,579	47,579	47,579
712	Employee Benefits	47,898	51,998	18,357	51,998	17,059	17,059	17,059
726	Materials & Supplies	2,397	5,100	3,183	5,100	5,100	5,100	5,100
801	Professional Services	4,754	6,000	11,147	6,000	6,000	6,000	6,000
818	Contractual Services	343	300	235	300	34,800	34,800	34,800
900	Publications	0	1,000	6	1,000	1,000	1,000	1,000
901	Newspaper Postings	215	6,500	1,212	6,500	6,500	6,500	6,500
930	Repairs & Maintenance	6,150	6,000	0	6,000	6,000	6,000	6,000
958	Memberships & Dues	360	550	350	550	550	550	550
960	Education & Training	350	1,000	494	1,000	1,000	1,000	1,000
TOTAL		136,987	144,613	62,173	144,613	125,588	125,588	125,588

DEPARTMENTAL REVENUE

626.000	Passport Services	1,825	2,400	850	1,900	1,900	1,900	1,900
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Personnel Worksheet

Job / Class Title	Actual <u>2010-2011</u>	Budgeted <u>2011-2012</u>	Requested <u>2012-2013</u>	Managers Rec. <u>2012-2013</u>	City Council Approved
<u>FULL TIME</u>					
City Clerk	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	1.0	0.0	0.0	0.0	0.0
City Clerk - Technical Aide	0.0	0.0	1.0	0.0	0.0
Administrative Clerk	1.0	1.0	1.0	0.0	0.0
Sub-Total Full Time	3.00	2.00	3.00	1.00	1.00
<u>PART TIME</u>					
Assistant City Clerk/Election Coordinator	0.00	0.50	1.00	1.00	1.00
TOTAL	3.00	2.50	4.00	2.00	2.00

PERMITS AND LICENSES ISSUED

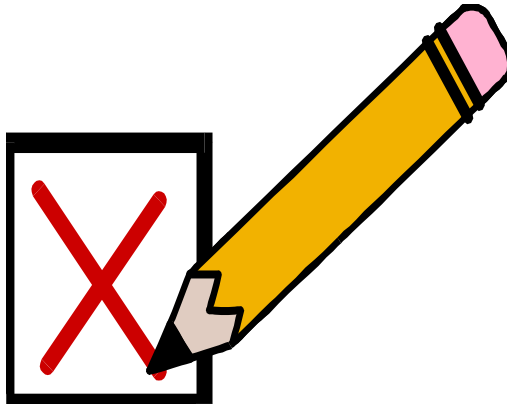
	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Merchants Licenses	697	668	642	615	536	522	667
Garage Sale Permits	146	128	155	163	168	145	128
Lawn Care Licenses	17	14	13	6	4	3	1
Taxi Cab Licenses	7	7	7	6	6	8	8
Handbill Permits	4	7	12	9	10	20	8
Precious Metal Licenses	20	14	21	18	32	31	30
Sidewalk Sale Permits	4	4	5	4	4	9	2
Vendor's Licenses	7	2	8	4	7	4	3
Mech. Amusement Devices	2	2	2	0	1	3	2
Distributor Licenses	1	0	1	0	0	2	1
Going-Out-Of-Business	1	0	0	0	1	0	0
Auction	2	2	0	0	0	0	0
Day Care Licenses	13	16	13	14	18	24	25
Passports	53	216	234	130	176	96	73
Block Party	0	0	0	0	0	0	5
One Day Liquor Licenses	0	0	0	0	0	0	2
Special Events	0	0	0	0	0	0	4
Notaries	164	136	121	79	84	63	0
TOTAL	1,138	1,216	1,234	1,048	1,047	930	959

**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: CITY CLERK		FUND: GENERAL	DEPT. NO.: 101-14-191	ACTIVITY: ELECTIONS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	83,466	66,164	56,931	66,164	47,579	47,579	47,579
712	Employee Benefits	52,461	51,998	28,643	51,998	17,059	17,059	17,059
726	Materials & Supplies	3,817	5,000	4,525	5,000	5,000	5,000	5,000
801	Professional Services	45,093	45,000	23,379	45,000	45,000	45,000	45,000
818	Contractual Services	641	1,000	0	1,000	1,000	1,000	1,000
860	Transportation	0	500	0	500	500	500	500
864	Conferences & Workshops	0	0	0	0	0	0	0
900	Printing & Publications	739	1,000	219	1,000	1,000	1,000	11,000
901	Newspaper Postings	3,831	5,500	6,620	5,500	5,500	5,500	5,500
930	Repairs & Maintenance	2,444	6,770	5,495	6,770	6,770	6,770	6,770
956	Miscellaneous	358	500	0	500	500	500	500
960	Education & Training	40	875	30	875	875	875	875
TOTAL		192,890	184,307	125,842	184,307	130,783	130,783	140,783

DEPARTMENTAL REVENUE

676	Election Reimbursement	0	10,000	0	10,000	0	0	0
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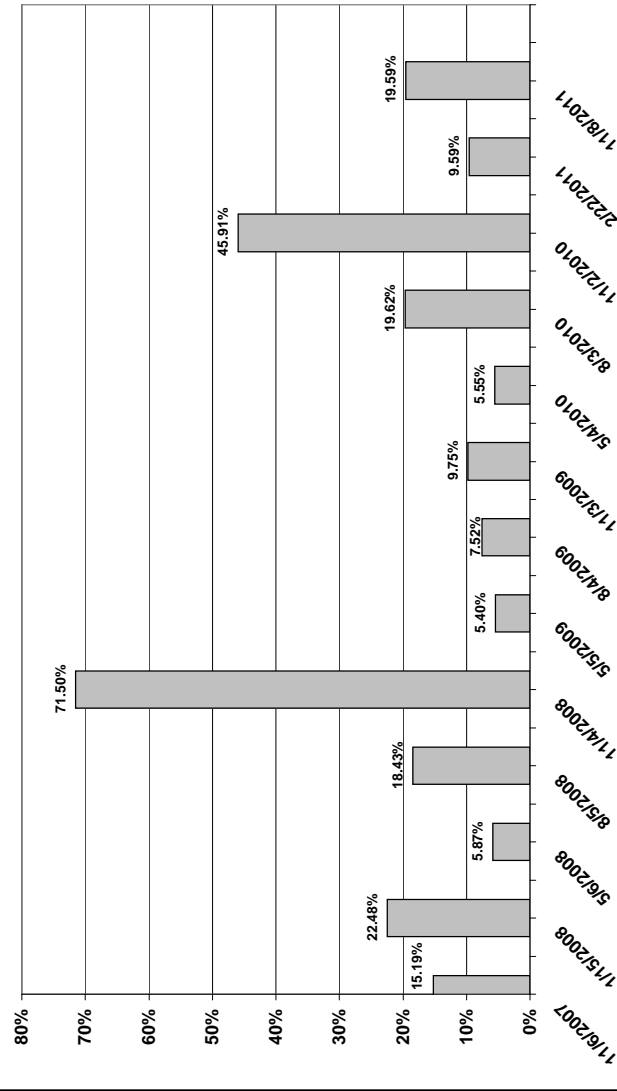
**PERSONNEL COST SUMMARY
FISCAL YEAR 2012-2013
CITY CLERK**

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	71,500	0	362	0	71,862	381	9,701	1,020	15,129	234	5,497		0	250	32,212	104,074
Administrative Clerk II	A	0	0	0	0	0	0	0	0	0	0	0		0	0	0	0
Assistant City Clerk/Election Coordinator	PT	23,296	0	0	0	23,296	124	0	0	0	0	1,782		0	0	1,906	25,202
Total		94,796	0	362	0	95,158	505	9,701	1,020	15,129	234	7,279		0	250	34,118	129,276

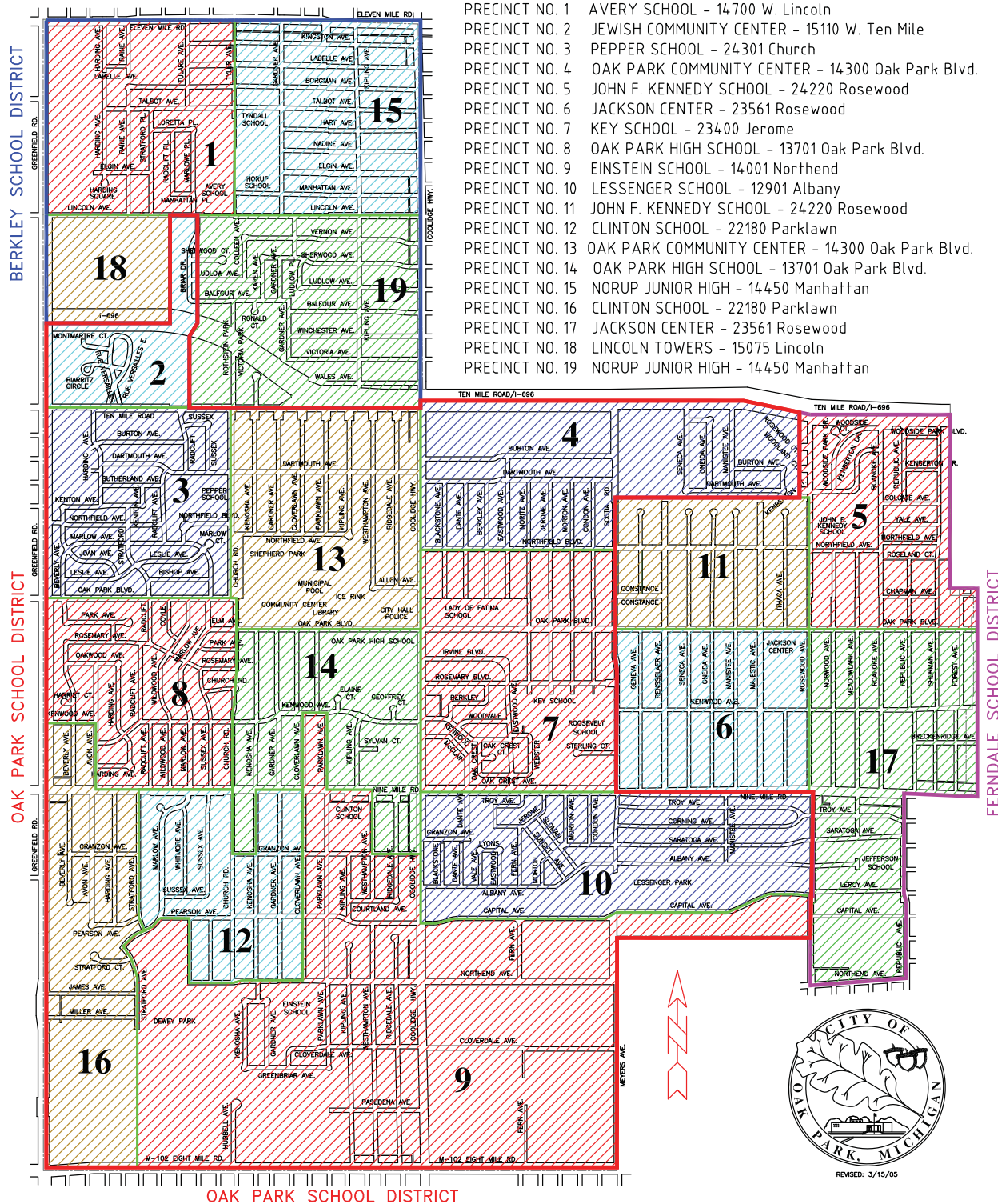
Reason For Election

Reason For Election	Date	Total Registered Voters	Votes Cast	Percent Cast
Consolidated School Election	5/8/2007	22,394	1,204	5.38%
General City Election	11/6/2007	22,462	3,413	15.19%
Presidential Primary Election	1/15/2008	22,540	5,068	22.48%
Consolidated School Election	5/6/2008	18,324	1,075	5.87%
State Primary Election	8/5/2008	22,781	4,199	18.43%
General Presidential Election	11/4/2008	23,249	16,624	71.50%
Consolidated School Election	5/5/2009	21,167	1,143	5.40%
City Primary Election	8/4/2009	22,337	1,679	7.52%
General City Election	11/3/2009	22,385	2,182	9.75%
Ferndale School Election	5/4/2010	3,751	208	5.55%
State Primary Election	8/3/2010	22,507	4,415	19.62%
State General Election	11/2/2010	22,609	10,380	45.91%
Consolidated School Election	2/22/2011	22,731	2,181	9.59%
Consolidated Election	1/8/2011	22,800	4,466	19.59%

Percent of Votes Cast



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. 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 decrease in this department by \$260,364. This is due to lower wages and fringe benefits.

FY 2011-2012 GOALS

The City received the GFOA Distinguished Budget Presentation Award, for the 15th consecutive year, for its FY 2011-2012 Budget.

The City received the GFOA Certificate of Achievement for Excellence in Financial Reporting, for the 15th consecutive year, for its FY 2010-2011 CAFR.

The City received the GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting, for its publication of the FY 2009-2010 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. Currently residents are able to pay property taxes on-line via credit card. Water bill and sidewalk assessment credit card payments will also be accepted on-line in the near future.

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

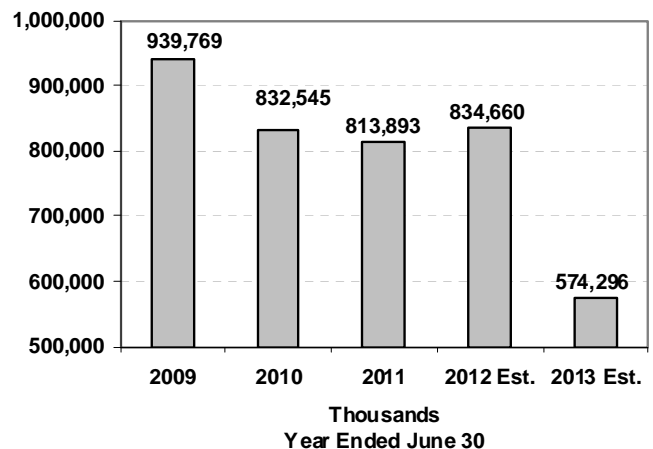
PERFORMANCE OBJECTIVES: FY 2012-2013

Maximize investment revenues by increasing interest on cash balances. Interest earned by all funds in FY 2010-2011 was \$122,813, an increase from FY 2009-2010 revenue of \$452,000. This increase was due to higher 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
2012-2013 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 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	473,716	449,103	292,489	449,103	293,715	315,217	315,217
712	Employee Benefits	292,926	332,457	222,574	332,457	181,101	200,405	200,405
726	Materials & Supplies	17,496	15,500	10,770	15,500	15,500	15,500	15,500
801	Professional Services	9,549	15,000	8,413	15,000	15,000	15,000	15,000
818	Contractual Services	13,825	13,000	13,466	13,000	59,380	59,380	59,380
860	Transportation	464	400	401	400	400	400	400
864	Conferences & Workshops	245	0	0	0	0	0	0
900	Publications	2,157	1,600	1,856	1,600	1,600	1,600	1,600
920	Utilities - Telephone	372	500	225	500	500	500	500
930	Repairs & Maintenance	75	300	375	300	300	300	300
958	Memberships & Dues	1,642	1,800	1,415	1,800	1,800	1,800	1,800
960	Education & Training	1,426	5,000	1,839	5,000	5,000	5,000	5,000
TOTAL		813,893	834,660	553,823	834,660	574,296	615,102	615,102

Personnel Worksheet

Job / Class Title	Actual <u>2010-2011</u>	Budgeted <u>2011-2012</u>	Requested <u>2012-2013</u>	Managers Rec. <u>2012-2013</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	0.0	0.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Finance Clerk	3.0	3.0	3.0	2.0	2.0
Finance Clerk II	1.0	0.0	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	0.0	0.0
Water Supervisor	0.0	1.0	1.0	1.0	1.0
Administrative Clerk	1.0	0.0	0.0	0.0	0.0
Water Meter Reader/Repairer	1.0	0.0	0.0	0.0	0.0
Sub-Total Full Time	13.0	11.0	11.0	8.0	8.0
<u>PART TIME</u>					
Administrative Clerk	0.0	0.75	0.75	0.75	0.75
TOTAL	13.0	11.8	11.8	8.8	8.8

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
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
2011: Homestead (1)	27.2386	15.5252	13.5052	11.1788	1.5844	8.7051	53.0533	51.0333	48.7069
2011: Non-Homestead	27.2386	33.7052	31.6852	29.3588	1.5844	8.7051	71.2333	69.2133	66.8869

(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 2010-2011			
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
GENERAL FUND REVENUES	18,665,704	18,715,136	-0.26%
GENERAL FUND EXPENDITURES	18,617,904	19,110,274	-2.58%
MAJOR STREET FUND EXPENDITURES	1,270,011	1,178,190	7.79%
LOCAL STREET FUND EXPENDITURES	672,351	602,751	11.55%
SOLID WASTE FUND EXPENDITURES	2,468,074	2,222,903	11.03%
WATER & SEWER FUND EXPENDITURES	10,792,533	8,721,513	23.75%
RISK MANAGEMENT EXPENDITURES	645,763	571,742	12.85%

The figures above depict both budgeted and actual amounts for the 2010-2011 Fiscal Year. The estimates for the General Fund and other major funds were adopted on May 17, 2010. The actual activity is recorded as of June 30, 2011. An important performance goal of the Finance Department is to estimate revenues and expenses within 5% of actual activity.

**PERSONNEL COST SUMMARY
FISCAL YEAR 2012-2013
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	FICA /	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Finance & Adm. Services	E	82,000	0	900	2,520	85,420	437	47,391	1,020	0	187	0	6,535	250	55,820	141,240
Administrative Assistant	F	43,356	920	2,284	0	46,560	236	25,831	1,020	15,129	187	0	3,562	250	46,215	92,775
ACCOUNTING																
Deputy Director of Finance	G	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TREASURY																
Deputy Treasurer	G	53,547	0	900	0	54,447	285	7,350	1,020	15,129	187	0	4,165	250	28,386	82,833
Finance Clerk	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ASSESSING																
City Assessor	G	64,000	0	0	0	64,000	341	0	0	0	0	0	4,896	0	5,237	69,237
Senior Appraiser	A	37,474	10,000	1,500	0	48,974	253	27,171	1,020	14,174	94	195	3,747	190	46,844	95,818
Appraiser I	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sub-Total		280,377	10,920	5,584	2,520	299,401	1,552	107,743	4,080	44,432	655	195	22,905	940	182,502	481,903
WATER & SEWER																
Water Supervisor	G	45,000	0	0	0	45,000	240	6,075	1,020	13,889	187	0	3,443	250	25,104	70,104
Finance Clerk	A	29,733	10,000	900	0	40,633	212	22,543	1,020	6,081	94	195	3,108	190	33,443	74,076
Finance Clerk	A	29,733	1,000	900	0	31,633	164	17,550	1,020	14,174	94	195	2,420	190	35,807	67,440
Administrative Clerk - Part Time	A-pt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sub-Total		104,466	11,000	1,800	0	117,266	616	46,168	3,060	34,144	375	390	8,971	630	94,354	211,620
Finance Department Total		384,843	21,920	7,384	2,520	416,667	2,168	153,911	7,140	78,576	1,030	585	31,876	1,570	276,856	693,523
General Fund						315,217									200,405	515,622
Water & Sewer Fund						101,450									76,451	177,901
Total						416,667									276,856	693,523

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 three categories: City Attorney, Prosecuting Attorney and Labor Counsel.

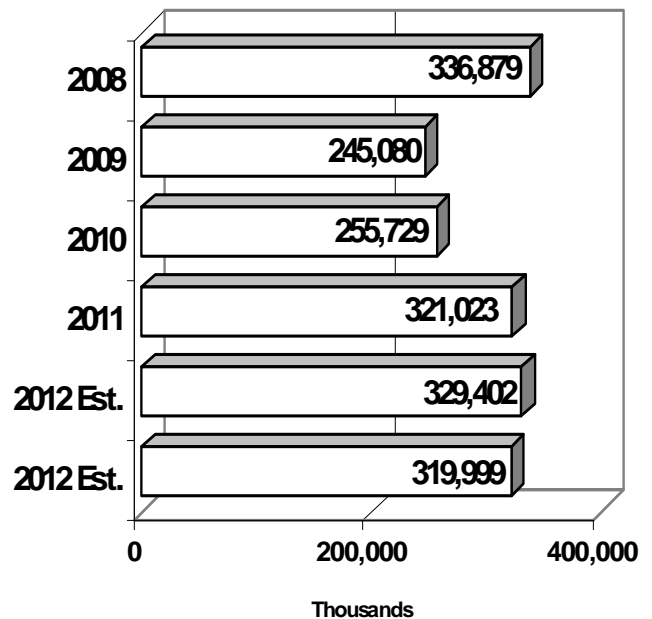
Compensation for the City Attorney does not include salaries. Also, anticipated Professional Services will remain at \$170,000 from FY 2011-2012. The compensation appropriation for the Prosecuting Attorney is estimated to be \$94,249 for FY 2012-2013 compared to \$93,652 during FY 2011-2012.

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
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: CITY ATTORNEY		FUND: GENERAL	DEPT. NO.: 101-13-210	ACTIVITY: LEGAL COUNSEL				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC 2012-2013	CITY COUNCIL APPROVED 2012-2013
801	Professional Services	148,720	170,000	112,524	170,000	170,000	170,000	170,000
TOTAL		148,720	170,000	112,524	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 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	57,654	57,044	35,226	57,044	57,044	57,044	57,044
712	Employee Benefits	42,204	36,608	32,221	36,608	37,205	37,205	37,205
801	Professional Services	445	500	1,881	500	500	500	500
818	Contractual Services	0	250	0	250	250	250	250
TOTAL		100,303	94,402	69,328	94,402	94,999	94,999	94,999

DEPARTMENT: LABOR ATTORNEY		FUND: GENERAL	DEPT. NO.: 101-13	ACTIVITY: LABOR COUNSEL				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC 2012-2013	CITY COUNCIL APPROVED 2012-2013
818	Contractual Services	72,000	65,000	64,800	65,000	55,000	55,000	55,000
TOTAL		72,000	65,000	64,800	65,000	55,000	55,000	55,000

TOTAL LAW	321,023	329,402	246,652	329,402	319,999	319,999	319,999
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NOTE: The City Attorney, Prosecuting Attorney, and Labor Attorney serve the City Council.

Personnel Worksheet

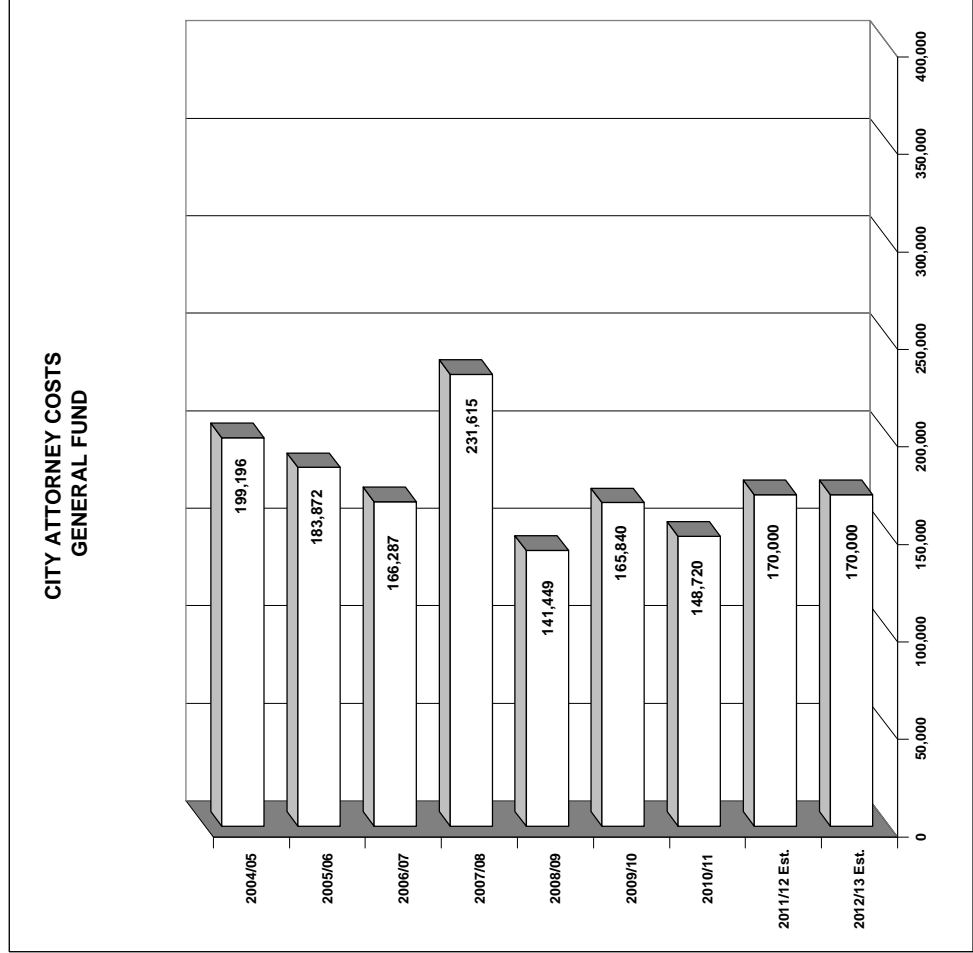
Job / Class Title	Actual 2010-2011	Budgeted 2011-2012	Requested 2012-2013	City Council Approved
Prosecuting Attorney	1	1	1	1
TOTAL	1	1	1	1

**PERSONNEL COST SUMMARY
FISCAL YEAR 2012-2013
LEGAL**

POSITION	PAY GRADE	REG PAY	PAY TOTAL	WORK RETIRE- COMP	DENTAL	HEALTH AD&D	LIFE & MEDICARE	FICA / LTD	FRINGE BENEFIT TOTAL	GRAND TOTAL
Prosecuting Attorney	E	57,044	57,044	200	1,020	16,245	234	4,364	250	94,249
Total		57,044	57,044	200	1,020	16,245	234	4,364	250	94,249

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

City Attorney Costs - By Fund FY 2010 - 2011	
FUND	
101 - General Fund	148,720
111 - Library Fund	1,470
403 - Neighborhood Stabilization	5,312
452 - Municipal Complex Facility	4,307
592 - Water & Sewer Fund	743
731 - Employee Retirement System	24,830
TOTAL	185,382





“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

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 Divisions: Operations, Investigations and Fire.

EXPENDITURES

The Materials and Supplies appropriation for FY 2012-2013 of \$130,500 will remain the same compared to the request made during FY 2011-2012. 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.

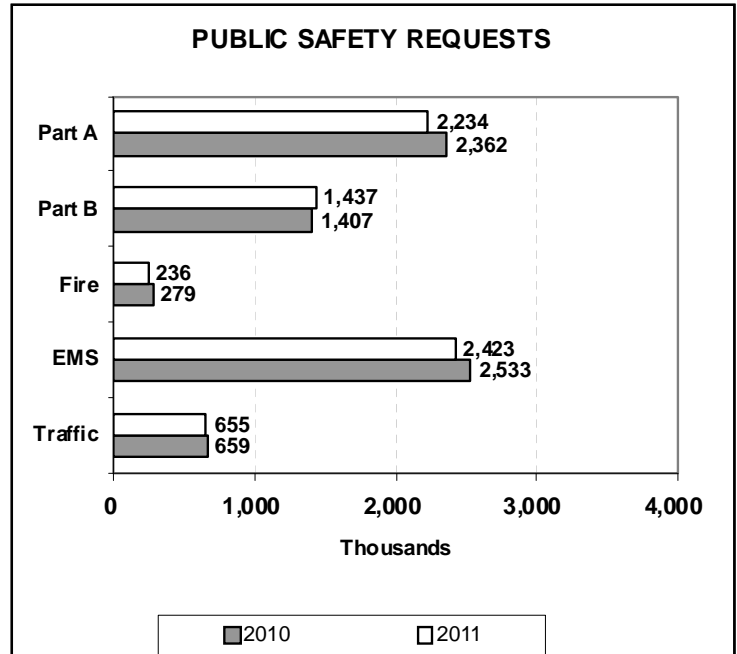
The amount of \$47,700 for FY 2012-2013 in the Education and Training account is the same allocation that was used for FY 2011-2012. These funds are used for various Police, Fire and EMS training for the City's Public Safety Officers, civilian employees, including dispatchers, records clerks and the property clerk also receive training from these funds.

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 to 7.5% from FY 2011-2012.
 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 3-6 to receive instruction on bullying and severe weather.
 - 95% of children in grades K-3 to receive fire safety instruction.
 7. 40% of public, commercial and industrial occupancies will be fire inspected a to insure compliance with local, state and federal fire safety guidelines. The ultimate goal is biennial inspection.
 8. "Sustained" externally generated personnel complaints to be less than 10% of the 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 decreased by 5.4%, from 2010 (2,362) to 2011 (2,234).

Part B Crime increased by 2.1 %, from 2010 (1,407) to 2011 (1,437).

Requests for Fire Services decreased by 15.4%, from 2010 (279) to 2011 (236).

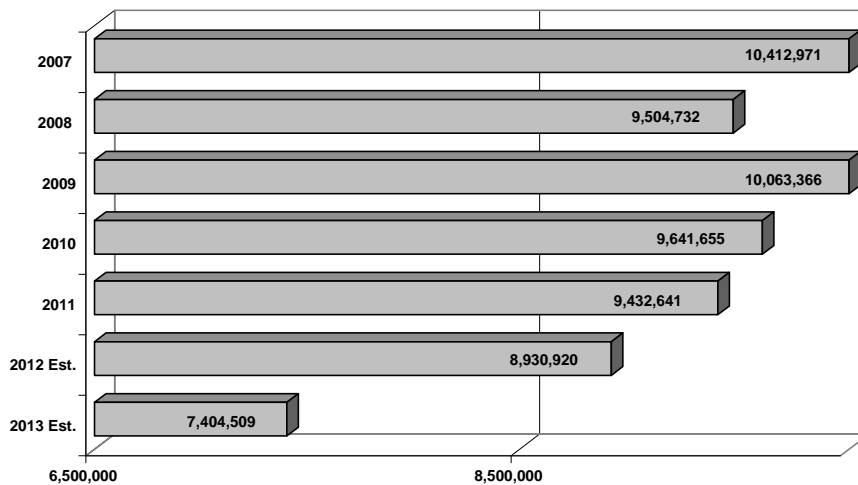
Requests for EMS decreased by 4.3%, from 2010 (2,533) to 2011 (2,423).

Traffic Crashes decreased by 0.6%, from 2010 (659) to 2011 (655).

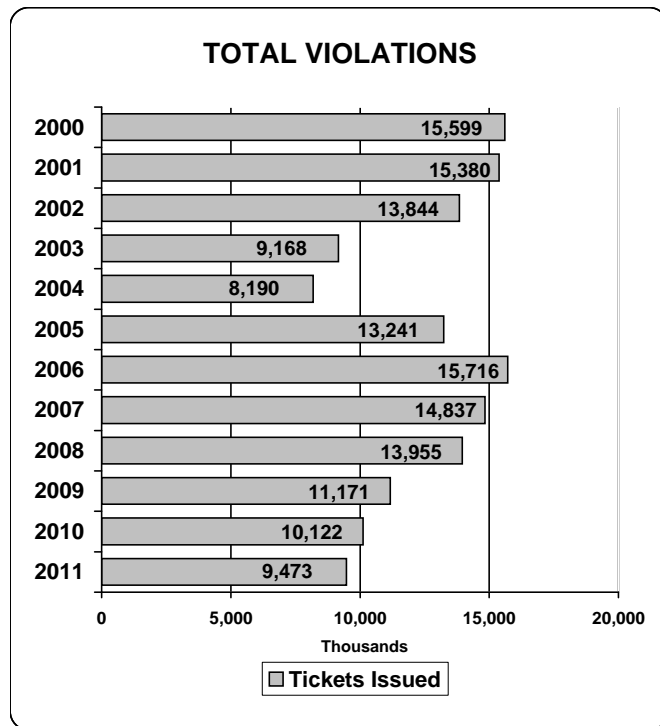
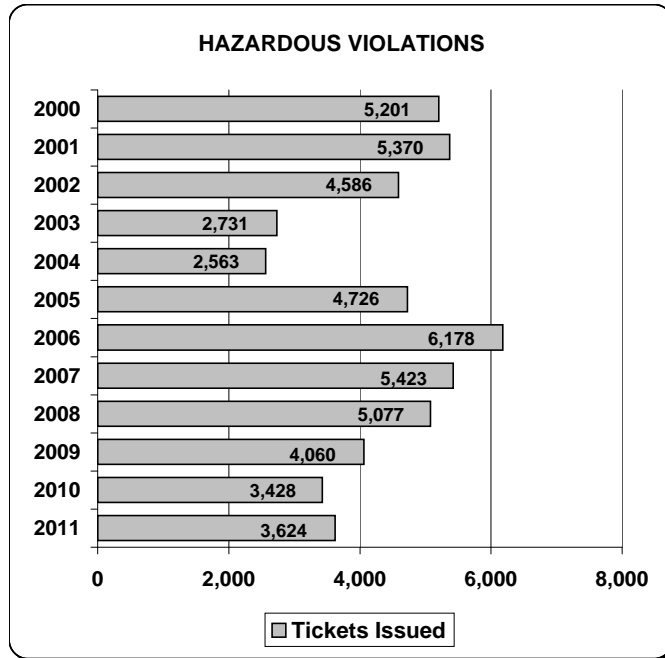
**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: PUBLIC SAFETY		FUND: GENERAL	DEPT. NO.: 101-17-345	ACTIVITY: LAW ENFORCEMENT, FIRE SUPPRESSION, EMERGENCY SERVICES				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	5,691,164	4,846,367	3,274,797	4,756,056	4,208,743	4,208,743	4,047,943
712	Employee Benefits	3,333,230	2,848,785	2,128,344	3,693,293	2,719,805	2,719,805	2,645,605
726	Materials & Supplies	118,864	130,500	71,052	130,500	130,500	130,500	130,500
801	Professional Services	85,798	78,000	84,227	151,161	151,161	151,161	151,161
804	Employee Recruitment	2,670	0	0	0	0	0	0
860	Transportation	21,191	19,000	3,461	19,000	19,000	19,000	19,000
864	Conferences & Workshops	734	0	0	0	0	0	0
900	Publications	190	1,800	835	1,800	1,800	1,800	1,800
920	Utilities - Telephone	9,445	8,600	4,664	8,600	8,600	8,600	8,600
921	Utilities - Electricity	6,081	6,700	4,157	6,700	6,700	6,700	6,700
930	Repairs & Maintenance	45,574	46,700	33,484	46,700	46,700	46,700	46,700
940	Rentals	71,473	56,200	36,287	56,200	56,200	56,200	56,200
956	Miscellaneous	4,555	8,800	4,037	8,800	8,800	8,800	8,800
958	Memberships & Dues	3,220	1,800	4,245	4,410	1,800	1,800	1,800
960	Education & Training	38,452	47,700	11,688	47,700	47,700	47,700	47,700
TOTAL		9,432,641	8,100,952	5,661,278	8,930,920	7,407,509	7,407,509	7,172,509

EXPENDITURE HISTORY



**CITY OF OAK PARK
2012-2013 BUDGET
TICKETS ISSUED BY PUBLIC SAFETY DEPARTMENT BY CALENDAR YEAR**



**CITY OF OAK PARK
2012-2013 BUDGET**

DEPARTMENTAL REVENUE - PUBLIC SAFETY

ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 02/28/12 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
452.000	Burglar Alarm Permits	1,308	1,200	1,138	1,200	1,200	1,200	1,200
453.000	Emergency Response	9,032	5,000	2,526	5,000	5,000	5,000	5,000
477.000	Animal Licenses	9,912	7,500	4,525	7,500	7,500	7,500	7,500
486.000	Bicycle Registrations	34	100	8	100	100	100	100
633.000	Car Pound Fees	5,624	5,000	4,263	5,000	5,000	5,000	5,000
634.000	Police Alarm Fees	6,295	2,000	3,600	2,100	2,100	2,100	2,100
635.000	Police Reports	10,730	10,000	8,777	10,000	10,000	10,000	10,000
678.000	Fingerprinting	1,000	840	489	840	840	840	840
679.000	Gun Registration	795	610	480	610	610	610	610
TOTAL		44,730	32,250	25,806	32,350	32,350	32,350	32,350

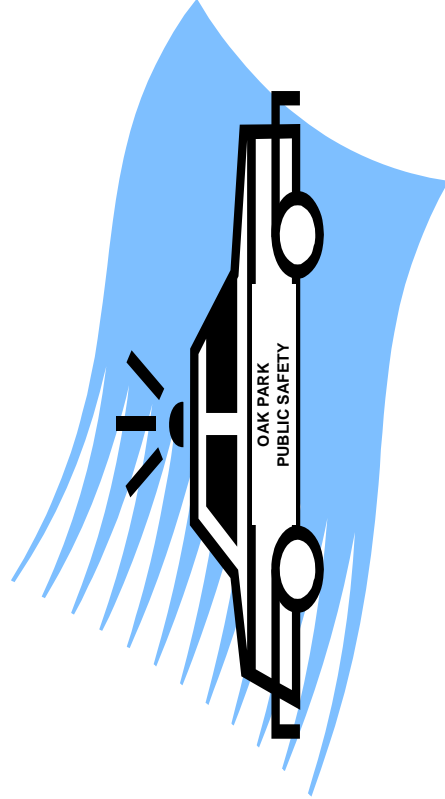
Personnel Worksheet - Public Safety Department

Job / Class Title	Actual 2010-2011	Budgeted 2011-2012	Requested 2012-2013	Managers Rec. 2012-2013	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	3.00	2.00	2.00	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	3.00	3.00	3.00	3.00
Public Safety Officer I	38.00	37.00	37.00	23.00	23.00
Investigations Lieutenant	1.00	1.00	1.00	1.00	1.00
Investigations Sergeant	2.00	2.00	2.00	1.00	1.00
Public Safety Officer II - Detective	5.00	4.00	4.00	4.00	4.00
Public Safety Officer II - Juvenile Justice Coordinator	1.00	1.00	1.00	1.00	1.00
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
Civil Records Supervisor	0.00	0.00	1.00	1.00	1.00
Civilian Dispatcher	6.00	5.00	5.00	5.00	5.00
Sub-Total Full Time	73.00	68.00	69.00	54.00	54.00
<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	78.25	73.25	74.25	59.25	59.25

**PERSONNEL COST SUMMARY
FISCAL YEAR 2012-2013
PUBLIC SAFETY**

POSITION	PAY GRADE	REG 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	E	106,939	365	109,004	3,392	42,512	1,020	14,930	187	0	870	250	63,161	172,165
Deputy Director of Public Safety	M	96,970	365	100,035	3,108	39,014	1,020	18,587	187	1,451	870	250	64,487	164,522
Confidential Administrative Secretary	F	38,407	0	41,711	210	23,141	1,020	6,479	187	3,191	0	250	34,478	76,189
Administrative Clerk II	A	59,466	0	61,416	316	21,403	2,040	35,284	188	4,698	390	380	64,699	126,115
Dispatcher	F	209,380	2,520	242,194	1,241	114,397	5,100	51,442	935	18,527	2,500	1,250	195,392	437,586
Property Clerk	A	31,085	0	31,985	166	17,745	1,020	6,081	94	2,447	195	190	27,938	59,923
Lieutenant	M	538,302	2,190	593,442	18,457	231,442	6,120	111,522	1,122	7,254	5,220	1,500	382,637	976,079
Sergeant	M	412,700	9,385	475,435	14,595	185,419	5,100	24,983	820	6,893	4,350	1,250	243,410	718,845
Civil Records Supervisor	M	48,000	0	48,900	261	0	0	0	0	709	0	0	970	49,870
PSO II - Administrative Assistant	P	75,996	365	79,461	2,455	30,990	1,020	18,322	164	1,152	870	250	55,223	134,684
PSO II - Community Service Coordinator	P	75,996	365	82,711	2,585	32,257	1,020	14,718	164	1,199	870	250	53,063	135,774
Public Safety Officer II - Detective	P	303,984	3,980	338,214	10,468	131,903	4,080	54,966	656	4,904	3,480	1,000	211,457	549,671
Public Safety Officer II - Fire Inspector	P	75,996	365	80,611	2,518	31,438	1,020	18,322	164	1,169	870	250	55,751	136,362
Public Safety Officer II - Youth Officer	P	75,996	365	81,611	2,550	31,828	1,020	18,322	164	1,183	870	250	56,187	137,798
Public Safety Officer I	P	1,618,418	10,795	1,764,913	54,833	688,322	23,460	380,258	3,772	25,591	20,010	5,750	1,201,996	2,965,909
Sub-Total Full Time		3,767,635	31,060	4,131,643	117,155	1,621,811	54,060	774,216	8,804	80,368	41,365	13,070	2,710,849	6,842,492
Crossing Guard	PT	77,100	0	77,100	3,055	0	0	0	0	5,901	0	0	8,956	86,056
Sub-Total Part Time		77,100	0	77,100	3,055	0	0	0	0	5,901	0	0	8,956	86,056
General Fund		3,844,735	31,060	4,208,743	120,210	1,621,811	54,060	774,216	8,804	86,269	41,365	13,070	2,719,805	6,928,548
COPS Grant Fund				4,047,943									2,645,605	6,693,548
Total				4,208,743									74,200	235,000
													2,719,805	6,928,548

Other Pay represents Hazard Pay and Payment-in Lieu of Medical.



CITY OF OAK PARK

Department of Technical and Planning Services

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.

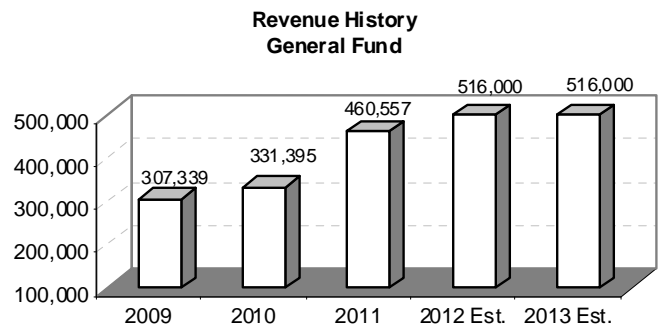
The Building Inspection and Code Assistance Division is responsible for the issuance of all permits, inspection of all work relating to building construction of all buildings or structures in the City and enforces the zoning ordinance. It is responsible for all work done under the provisions of the electrical,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

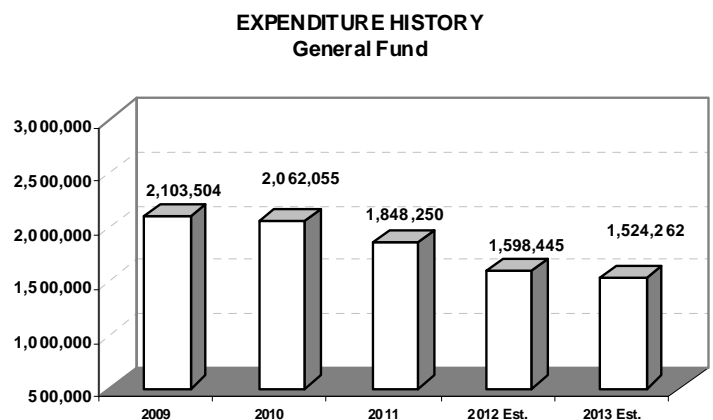
REVENUE

Fiscal Year 2012-13 will see revenue 36% higher than the FY 2003-04 levels. Some revenue increases cannot be controlled such as the number of building permits. The Department continues to aggressively pursue the rental inspection program and the business licensing registrations which are partly responsible for the increase in revenue.



EXPENDITURES

Fiscal Year 2012-13 will see expenditures over 30% lower than the FY 2002-03 levels, or over \$700,000 lower. Expenditures are lower due to energy conservation and a reduction in personnel; however the department continues to provide quality service to the community.



CITY OF OAK PARK

ACCOMPLISHMENTS FOR 2011-2012

- a) Planned, administered and inspected the 2011 Sewer Cleaning and Televising Inspection Program.
- b) 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
- c) Planned, administered and inspected the 2011 miscellaneous concrete program to repair damage caused from water main breaks, sewer repairs and other damaged pavement.
- d) Planned, administered and inspected the 2011 Fire Hydrant Blasting and Repainting Project.
- e) Planned, designed, administered and inspected the 2011 Joint Sealing Project.
- f) Planned, administered and inspected the 2010 Sidewalk Replacement Program.
- g) Coordinated and administered multiple projects regarding the Library renovation, General Services Demo, and the preliminary work for the New City Hall and Public Safety Building.
- h) Revisions to the Zoning Ordinance were completed.
- i) Continued to administer the Business License Program.
- j) Annual low-cost animal shot clinic.
- k) Renovated or reconstructed 21 homes under the Neighborhood Stabilization Program.

PERFORMANCE OBJECTIVES

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

CITY OF OAK PARK
2012 - 2013 BUDGET
EXPENDITURE SUMMARY
TECHNICAL AND PLANNING SERVICES - ALL FUNDS

ACCT. NO.	ACCOUNT NO. / NAME	PRIOR YEAR ACTUAL - FISCAL YEAR 2010-2011					YEAR END ESTIMATE - FISCAL YEAR 2011-2012					CITY COUNCIL APPROVED - FISCAL YEAR 2012-2013											
		General Fund	Major Streets	Local Streets	CDBG	Road Construction	Water and Sewer	TOTAL	General Fund	Major Streets	Local Streets	CDBG	Road Construction	Water and Sewer	TOTAL	General Fund	Major Streets	Local Streets	CDBG	Road Construction	Water and Sewer	TOTAL	
702	Salaries & Wages	409,143	27,825	9,884	57,651	0	110,614	615,217	313,118	32,124	10,000	91,154	0	145,838	592,234	146,570	31,809	0	84,000	0	149,426	411,805	
712	Employee Benefits	361,801	17,420	7,139		0	74,163	460,523	284,215	26,499	10,000		0	120,299	441,013	154,720	25,671	0		0	120,690	300,981	
726	Materials & Supplies	42,882						42,882	26,380						26,380	34,100						34,100	
801	Professional Services	99,268				31,135		130,403	90,000				500,000		590,000	46,200			1,125,000	400,000		1,571,200	
818	Contractual Services	20,219			39,682			59,901	38,700			29,497			68,197	129,202			27,701			156,903	
860	Transportation	8						8	50						50	450						450	
864	Conferences & Workshops	69						69	0						0	0						0	
900	Printing & Publications	0						0	400						400	400						400	
920	Utilities - Telephone	52,666						52,666	31,882						31,882	40,000						40,000	
922	Utilities - Heating	74,159						74,159	50,000						50,000	65,000						65,000	
923	Utilities - Water	22,546						22,546	30,000						30,000	30,000						30,000	
921	Utilities - Electricity	695,367						695,367	650,000						650,000	692,000						692,000	
930	Repairs & Maintenance	68,277						68,277	80,000						80,000	180,000						180,000	
958	Memberships & Dues	1,845						1,845	1,700						1,700	1,545						1,545	
960	Education & Training	0						0	2,000						2,000	4,075						4,075	
Department Total - Operations		1,848,250	45,245	17,123	97,333	31,135	184,777	2,223,863	1,598,445	58,623	20,000	120,651	500,000	266,137	2,563,856	1,524,262	57,480	0	111,701	1,125,000	400,000	270,016	3,488,459
999	Transfer Out		345,000	70,000		0		415,000		350,000	75,000		0		425,000		350,000	75,000		0			425,000
970	Capital Outlay		205,455	0				205,455		200,000	0				200,000		135,000	0					135,000
Total		1,848,250	595,700	87,123	97,333	31,135	184,777	2,844,318	1,598,445	608,623	95,000	120,651	500,000	266,137	3,188,856	1,524,262	542,480	75,000	111,701	1,125,000	400,000	270,016	4,048,459

**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: TECHNICAL & PLANNING SERVICES - SUMMARY		FUND: GENERAL	DEPT. NO.: 101-16	ACTIVITY: COMMUNITY DEVELOPMENT, PLANNING, INSPECTIONS, ENGINEERING, CODE ASSISTANCE, BUILDING MAINTENANCE, STREET LIGHTING				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL	CURRENT BUDGET	ACTUAL AS OF 2/29/2012	EST. YEAR END	DEPT. REQUEST	MANAGERS REC.	CITY COUNCIL APPROVED
		2010-2011	2011-2012	2011-2012	2011-2012	2012-2013	2012-2013	2012-2013
702	Salaries & Wages	409,143	250,067	198,839	313,118	144,122	146,570	146,570
712	Employee Benefits	361,801	306,625	246,025	284,215	165,862	154,720	154,720
726	Materials & Supplies	42,882	40,380	15,219	26,380	34,100	34,100	34,100
801	Professional Services	99,268	100,700	67,331	90,000	98,200	46,200	46,200
818	Contractual Services	20,219	19,000	17,220	38,700	76,506	129,202	129,202
860	Transportation	8	450	0	50	450	450	450
864	Conferences & Workshops	69	0	0	0	0	0	0
900	Publications	0	400	0	400	400	400	400
920	Utilities - Telephone	52,666	60,000	18,179	31,882	40,000	40,000	40,000
922	Utilities - Heating	74,159	64,324	29,055	50,000	65,000	65,000	65,000
923	Utilities - Water	22,546	30,000	0	30,000	30,000	30,000	30,000
921	Utilities - Electricity	695,367	642,760	398,753	650,000	692,000	692,000	692,000
930	Repairs & Maintenance	68,277	180,000	41,811	80,000	180,000	180,000	180,000
958	Memberships & Dues	1,845	2,045	915	1,700	1,545	1,545	1,545
960	Education & Training	0	6,295	1,116	2,000	4,075	4,075	4,075
TOTALS		1,848,250	1,703,046	1,034,463	1,598,445	1,532,260	1,524,262	1,524,262

DEPARTMENTAL REVENUE

451.000	Business Licenses & Permits	89,708	77,000	62,475	70,000	70,000	70,000	70,000
478.000	Sidewalk Permits	11,717	7,000	7,274	12,000	12,000	12,000	12,000
479.000	Building Permits	116,557	85,000	146,356	187,000	187,000	187,000	187,000
481.000	Electrical Permits	27,652	21,000	30,140	44,000	44,000	44,000	44,000
482.000	Heating Permits	22,900	17,100	22,270	33,000	33,000	33,000	33,000
483.000	Plumbing Permits	14,514	11,400	12,760	19,000	19,000	19,000	19,000
484.000	Zoning Permits & Fees	6,125	5,000	4,154	6,000	6,000	6,000	6,000
485.000	Other Non-Business Licenses	15,360	12,000	5,622	8,000	8,000	8,000	8,000
629.000	Dog Pound Fees	2,663	2,000	1,582	2,000	2,000	2,000	2,000
632.000	Housing Inspections	70,655	50,000	65,030	70,000	70,000	70,000	70,000
676.000	Reimbursement. - Ice Rink Electricity	82,706	65,000	44,164	65,000	65,000	65,000	65,000
TOTAL		460,557	352,500	401,827	516,000	516,000	516,000	516,000

**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-691	PLANNING				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	78,448	0	52,754	83,000	28,613	35,000	35,000
712	Employee Benefits	56,244	0	46,844	62,465	2,239	2,865	2,865
726	Materials & Supplies	203	280	0	280	0	0	0
860	Transportation	0	0	0	0	0	0	0
864	Conferences & Workshops	9	0	0	0	0	0	0
900	Publications	0	0	0	0	0	0	0
901	Newspaper Postings	0	0	0	0	0	0	0
958	Memberships & Dues	1,200	1,200	625	1,200	700	700	700
960	Education & Training	0	500	410	500	500	500	500
TOTAL		136,104	1,980	100,633	147,445	32,052	39,065	39,065

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-371	INSPECTIONS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 02/29/12 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	121,461	67,399	64,079	96,118	52,215	101,671	101,671
712	Employee Benefits	134,943	130,466	101,521	91,530	102,685	143,867	143,867
726	Materials & Supplies	3,176	1,100	669	1,100	1,100	1,100	1,100
801	Professional Services	99,268	100,700	64,019	90,000	98,200	46,200	46,200
818	Contractual Services	7,853	9,000	4,685	9,000	9,000	9,000	9,000
860	Transportation	8	300	0	50	300	300	300
864	Conferences & Workshops	40	0	0	0	0	0	0
958	Memberships & Dues	645	845	290	500	845	845	845
960	Education & Training	0	3,295	0	0	1,575	1,575	1,575
		367,394	313,105	235,263	288,298	265,920	304,558	304,558

**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-265	BUILDING MAINTENANCE				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/12 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	92,044	39,874	20,005	30,000	0	0	0
712	Employee Benefits	82,345	46,220	42,898	59,583	0	0	0
726	Materials & Supplies	28,889	26,000	8,541	15,000	20,000	20,000	20,000
801	Professional Services	0	0	1,033	0	0	0	0
818	Contractual Services	11,386	9,000	12,255	29,000	35,000	46,202	46,202
860	Transportation	0	0	0	0	0	0	0
900	Printing & Publications	0	0	0	0	0	0	0
920	Utilities - Telephone	52,666	60,000	18,179	31,882	40,000	40,000	40,000
922	Utilities - Heating	74,159	64,324	29,055	50,000	65,000	65,000	65,000
923	Utilities - Water	22,546	30,000	0	30,000	30,000	30,000	30,000
921	Utilities - Electricity	222,817	221,075	130,651	180,000	222,000	222,000	222,000
930	Repairs & Maintenance	68,277	180,000	41,811	80,000	180,000	180,000	180,000
960	Education & Training	0	500	0	0	0	0	0
970	Capital Outlay	0	0	(3,550)	0	0	0	0
TOTAL		655,129	676,993	300,878	505,465	592,000	603,202	603,202

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-447	ENGINEERING				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/12 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	24,230	8,539	10,381	14,000	7,844	9,899	9,899
712	Employee Benefits	23,980	9,007	13,159	14,997	6,419	7,988	7,988
726	Materials & Supplies	1,643	3,000	198	1,000	3,000	3,000	3,000
801	Professional Services	0	0	0	0	0	0	0
860	Transportation	0	150	0	0	150	150	150
864	Conferences & Workshops	20	0	0	0	0	0	0
900	Printing & Publications	0	400	0	400	400	400	400
958	Memberships & Dues	0	0	0	0	0	0	0
960	Education & Training	0	2,000	706	1,500	2,000	2,000	2,000
970	Capital Outlay	0	0	0	0	0	0	0
TOTAL		49,873	23,096	24,444	31,897	19,813	23,437	23,437

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
TECHNICAL & PLANNING SERVICES		GENERAL	101-16-448	STREET LIGHTING				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/12 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
921	Utilities - Electricity	472,550	421,685	268,102	470,000	470,000	470,000	470,000
TOTAL		472,550	421,685	268,102	470,000	470,000	470,000	470,000

**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: TECHNICAL & PLANNING SERVICES		FUND: GENERAL	ACCT. NO.: 101-16-401	ACTIVITY: ADMINISTRATION				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/12 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	92,960	134,255	51,620	90,000	55,450	0	0
712	Employee Benefits	64,289	120,932	41,603	55,640	54,519	0	0
726	Materials & Supplies	8,971	10,000	5,811	9,000	10,000	10,000	10,000
801	Professional Services	0	0	2,279	0	0	0	0
818	Contractual Services	980	1,000	280	700	32,506	74,000	74,000
920	Professional Services	0	0	0	0	0	0	0
960	Education & Training	0	0	0	0	0	0	0
970	Capital Outlay	0	0	0	0	0	0	0
TOTAL		167,200	266,187	101,593	155,340	152,475	84,000	84,000

Personnel Worksheet - Department of Technical and Planning Services

Job / Class Title	Actual 2010-2011	Budgeted 2011-2012	Requested 2012-2013	Managers Rec. 2012-2013	City Council Approved
<u>FULL TIME</u>					
Director of Technical & Planning Services	1.00	1.00	1.00	0.00	0.00
Engineering Supervisor/Deputy Director	1.00	1.00	1.00	1.00	1.00
Office Coordinator	1.00	1.00	1.00	0.00	0.00
Code Assistance / Animal Control	3.00	2.00	2.00	2.00	3.00
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	1.00	1.00	1.00	0.00	0.00
Building Division Supervisor	1.00	1.00	1.00	1.00	1.00
Building Maintenance Repairer	2.00	1.00	1.00	0.00	0.00
Sub-Total Full Time	12.00	10.00	10.00	6.00	7.00
<u>PART TIME</u>					
Engineering Part Time	0.50	0.50	0.50	0.50	0.50
TOTAL	12.50	10.50	10.50	6.50	7.50

BUILDINGS MAINTAINED

	Square Footage
CABLE BUILDING	4,870
COMMUNITY CENTER	19,440
CITY HALL	43,447
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.

**PERSONNEL COST SUMMARY
FISCAL YEAR 2012-2013
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	DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Part Time Planner	E	35,000	0	0	0	35,000	187	0	0	0	0	2,678	0	0	2,865	37,865
Eng. Supervisor/ Deputy Director of T & P	G	70,433	0	4,539	0	74,972	375	41,594	1,020	18,836	187	5,735	0	250	67,997	142,969
Administrative Clerk II	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Office Coordinator	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building Division Supervisor	G	53,100	0	721	0	53,821	2,195	5,651	1,020	18,836	94	4,117	290	190	32,393	86,214
Code Assistance / Animal Control	A	36,350	10,000	900	0	47,250	1,434	26,214	1,020	14,174	94	3,615	290	190	47,031	94,281
Code Assistance / Animal Control	A	36,350	10,000	450	0	46,800	1,916	25,965	1,020	14,174	94	3,580	290	190	47,229	94,029
Code Assistance / Animal Control	A	36,350	1,000	450	0	37,800	1,544	5,103	1,020	6,081	94	2,892	290	190	17,214	55,014
Building Maintenance Repairer	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Building Maintenance Repairer	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Engineering Technician II	A	43,362	10,000	900	0	54,262	284	30,105	1,020	17,642	94	4,151	195	190	53,681	107,943
Engineering Technician I	A	39,305	5,000	900	1,695	46,900	236	26,020	1,020	0	94	3,588	195	190	31,343	78,243
Part Time	PT	15,000	0	0	0	15,000	80	0	0	0	0	1,148	0	0	1,228	16,228
Total		365,250	36,000	8,860	1,695	411,805	8,251	160,652	7,140	89,743	751	31,504	1,550	1,390	300,981	712,786
General Fund						146,570									154,720	301,290
Major Streets						31,809									25,671	57,480
Local Streets						0									0	0
Community Development Block Grant						84,000									0	84,000
Neighborhood Stabilization Program						0									0	0
Road Construction						0									0	0
Water & Sewer						<u>149,426</u>									<u>120,590</u>	<u>270,016</u>
Total						411,805									300,981	712,786

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 2011, we served approximately 90 homes and performed over 1,135 chores.

In addition, the Recreation Department oversees the operations of the Municipal Pool. In 2011, the pool attracted over 13,780 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, 2011, the Recreation Department generated \$431,016 in revenue. It is estimated that for FY 2011-2012, \$681,930 in funds will be received. And it's anticipated that for FY 2012-2013 \$673,295 of revenue will be generated.

EXPENDITURES

In FY 2012-2013 our total expenditures will be estimated at \$634,635

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

2011-2012 DEPARTMENT GOAL RESULTS

1 Increase Adult Instructional class programming.

The Recreation Department added a Shojin Judo Class, a Pilates Class, and a Basics of DSLR Photography Class.

2 Offer more Sports and Educational camps for youth.

The Recreation Department added a Karate Summer Camp, Cheerleading Camp, Soccer Camp, and a Baseball/Softball Clinic.

3 To increase indoor and outdoor swim lesson participation.

Due to our ability to utilize the OPHS Indoor Pool, more indoor swim lessons were offered from previous year, resulting in an additional 90 registrants.

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

Our memberships have now exceeded 1200, seniors, and nearly 1000 seniors traveled on senior trips. The highest number in recent years.

5 Continue to upgrade City Parks and Playgrounds.

We completed installation of new play equipment at Rothstein Park

2012-2013 DEPARTMENT GOALS

1 Offer more instructional programs targeting the teen population.

2 Increase communication to the community through Department's Facebook page.

3 Increase the number of programs that we are running jointly with the City of Ferndale.

4 Increase Senior membership by outreaching to neighboring communities.

5 Continue to upgrade City Parks concentrating on ball fields and park shelters.

**CITY OF OAK PARK
2012-2013 BUDGET
RECREATION DEPARTMENTAL REVENUE**

ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
403.000	Property Taxes	0	0	0	259,880	234,545	234,545	237,695
644.001	Administration - Miscellaneous	340	50	8	50	200	200	200
644.102	Rentals	38,380	42,000	25,749	38,000	42,000	42,000	42,000
644.108	Youth Athletics	35,974	38,000	17,795	36,000	38,000	38,000	38,000
644.111	Baseball Sponsor Fees	2,550	1,600	0	2,500	1,600	1,600	1,600
644.112	Mini-Golf	524	800	374	500	800	800	800
644.115	Adult Athletics	17,905	20,000	2,520	18,000	20,000	20,000	20,000
644.121	Day Camp	62,613	60,000	39,378	60,000	60,000	60,000	60,000
644.126	Youth Instructional	43,973	46,000	18,350	44,000	46,000	46,000	46,000
644.132	Adult Instructional	24,276	24,000	10,969	24,000	24,000	24,000	24,000
644.139	Funfest	2,911	3,000	1,998	3,000	3,000	3,000	3,000
644.141	Special Events	4,128	5,000	3,375	4,000	5,000	5,000	5,000
644.146	Municipal Pool	47,775	43,000	27,485	43,000	43,000	43,000	43,000
644.148	Seniors	45,861	48,000	36,567	45,000	48,000	48,000	48,000
644.153	Transportation	73,806	112,000	32,678	74,000	74,000	74,000	74,000
644.158	Ice Arena Rental	30,000	30,000	20,000	30,000	30,000	30,000	30,000
TOTAL		431,016	473,450	237,246	681,930	670,145	670,145	673,295

**CITY OF OAK PARK
2012-2013 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 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	467,578	453,551	300,023	448,334	322,914	322,914	322,914
712	Employee Benefits	228,822	197,108	167,456	195,304	117,306	117,306	117,306
726	Materials & Supplies	73,635	59,877	32,833	65,436	48,337	48,337	48,337
818	Contractual Services	98,998	81,342	42,092	75,870	96,418	96,418	96,418
860	Transportation	4,040	5,530	1,353	5,102	5,530	5,530	5,530
864	Conferences & Workshops	1,394	0	0	0	0	0	0
920	Utilities - Telephone	2,887	4,000	1,299	3,372	3,000	3,000	3,000
930	Repairs & Maintenance	5,185	8,100	5,850	12,283	11,800	11,800	11,800
940	Rentals	0	4,860	0	4,860	3,780	3,780	3,780
956	Miscellaneous	32,240	29,510	5,260	32,646	24,650	24,650	24,650
958	Memberships & Dues	3,747	900	2,094	2,093	900	900	900
960	Education & Training	0	525	0	0	0	0	0
TOTAL		918,526	845,303	558,260	845,300	634,635	634,635	634,635

Personnel Worksheet

Job / Class Title	Actual 2010-2011	Budgeted 2011-2012	Requested 2012-2013	Managers Rec. 2012-2013	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	0.00	0.00
Administrative Clerk II	2.00	1.00	1.00	0.00	0.00
Recreation Coordinator	1.00	2.00	2.00	1.00	1.00
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	0.00	0.00
Sub-Total Full Time	7.00	7.00	7.00	3.00	3.00
<u>PART TIME</u>					
Administrative Clerk	0.75	0.75	0.75	0.75	0.75
Recreation Coordinator	0.00	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	20.35	20.35	20.35	20.35	20.35
TOTAL	27.35	27.35	27.35	23.35	23.35

**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
RECREATION		GENERAL	101-19-752	ADMINISTRATION				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	239,563	216,480	161,696	215,727	133,229	133,229	133,229
712	Employee Benefits	145,183	127,502	111,111	127,301	62,510	62,510	62,510
726	Materials & Supplies	17,434	12,154	5,361	12,080	9,308	9,308	9,308
818	Contractual Services	1,319	4,350	2,446	3,500	35,100	35,100	35,100
860	Transportation	205	530	86	0	530	530	530
864	Conferences & Workshops	1,134	0	0	0	0	0	0
920	Utilities - Telephone	2,887	4,000	1,299	3,372	3,000	3,000	3,000
930	Repairs & Maintenance	5,185	7,800	5,850	7,283	7,800	7,800	7,800
956	Miscellaneous	6,582	6,000	3,581	6,937	6,000	6,000	6,000
958	Memberships & Dues	3,747	900	2,094	2,093	900	900	900
TOTAL		423,239	379,716	293,524	378,293	258,377	258,377	258,377

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
RECREATION		GENERAL	101-19-753	ATHLETICS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	53,265	40,933	23,558	39,742	31,741	31,741	31,741
712	Employee Benefits	5,050	4,435	3,141	3,547	3,491	3,491	3,491
726	Materials & Supplies	24,192	27,533	10,850	26,307	19,060	19,060	19,060
818	Contractual Services	9,276	8,833	3,343	8,401	7,748	7,748	7,748
940	Rentals	0	4,860	0	4,860	3,780	3,780	3,780
956	Miscellaneous	0	410	0	410	250	250	250
TOTAL		91,783	87,004	40,892	83,267	66,070	66,070	66,070

**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-754	ACTIVITY: OUTDOOR ACTIVITIES				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	10,154	55,100	19,840	49,050	48,802	48,802	48,802
712	Employee Benefits	2,826	5,970	2,921	5,860	4,700	4,700	4,700
726	Materials & Supplies	5,320	3,500	869	7,295	3,819	3,819	3,819
818	Contractual Services	1,918	3,088	1,121	3,242	3,060	3,060	3,060
860	Transportation	3,835	5,000	1,267	5,102	5,000	5,000	5,000
864	Conferences & Workshops	260	0	0	0	0	0	0
920.001	Utilities-Telephone	0	0	0	0	0	0	0
940	Rentals	0	0	0	0	0	0	0
956	Miscellaneous	5,856	5,000	441	6,057	5,000	5,000	5,000
960	Education & Training	0	525	0	0	0	0	0
TOTAL		30,169	78,183	26,459	76,606	70,381	70,381	70,381

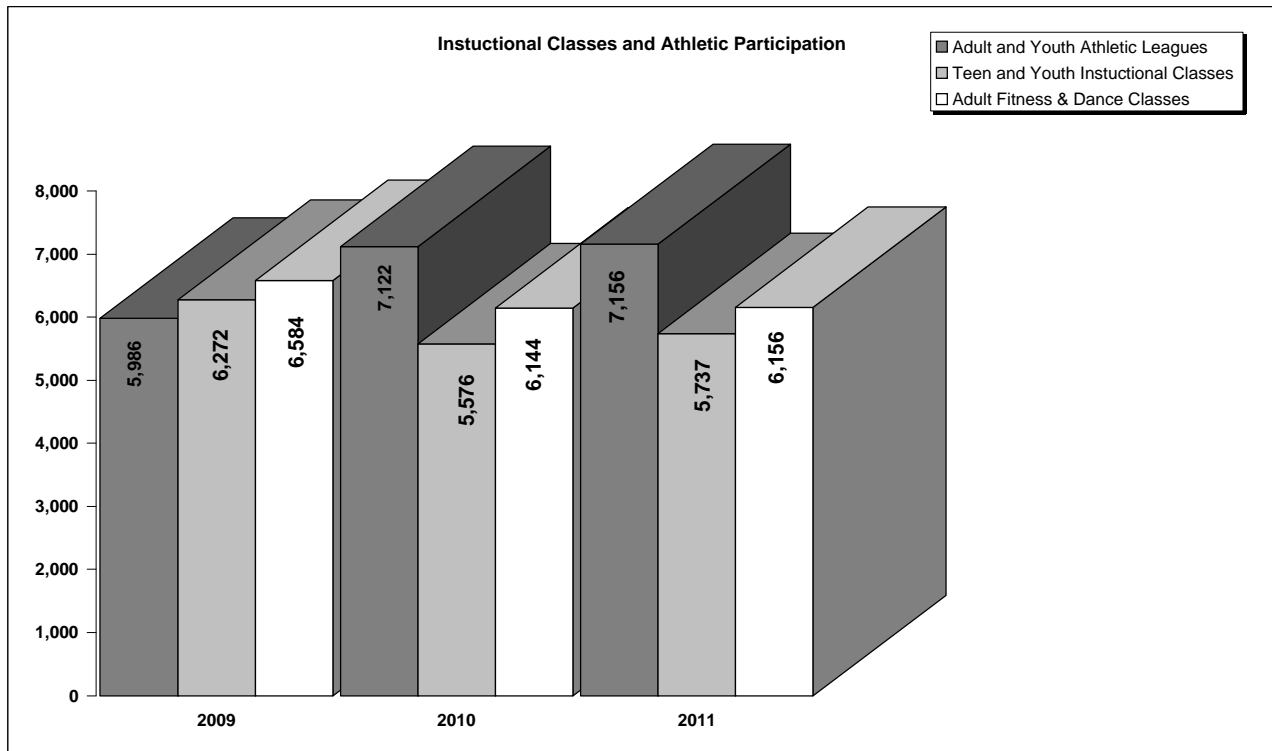
DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-755	ACTIVITY: INSTRUCTIONAL ACTIVITIES				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
726	Materials & Supplies	141	0	0	0	0	0	0
818	Contractual Services	49,115	40,799	16,543	27,115	24,128	24,128	24,128
TOTAL		49,256	40,799	16,543	27,115	24,128	24,128	24,128

DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-756	ACTIVITY: SPECIAL EVENTS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	11,612	3,059	6,958	9,366	960	960	960
712	Employee Benefits	831	331	1,589	2,154	261	261	261
726	Materials & Supplies	5,401	4,950	2,579	4,177	1,350	1,350	1,350
818	Contractual Services	6,623	2,200	3,421	5,546	0	0	0
956	Miscellaneous	18,288	16,400	723	18,059	11,900	11,900	11,900
TOTAL		42,755	26,940	15,270	39,302	14,471	14,471	14,471

**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

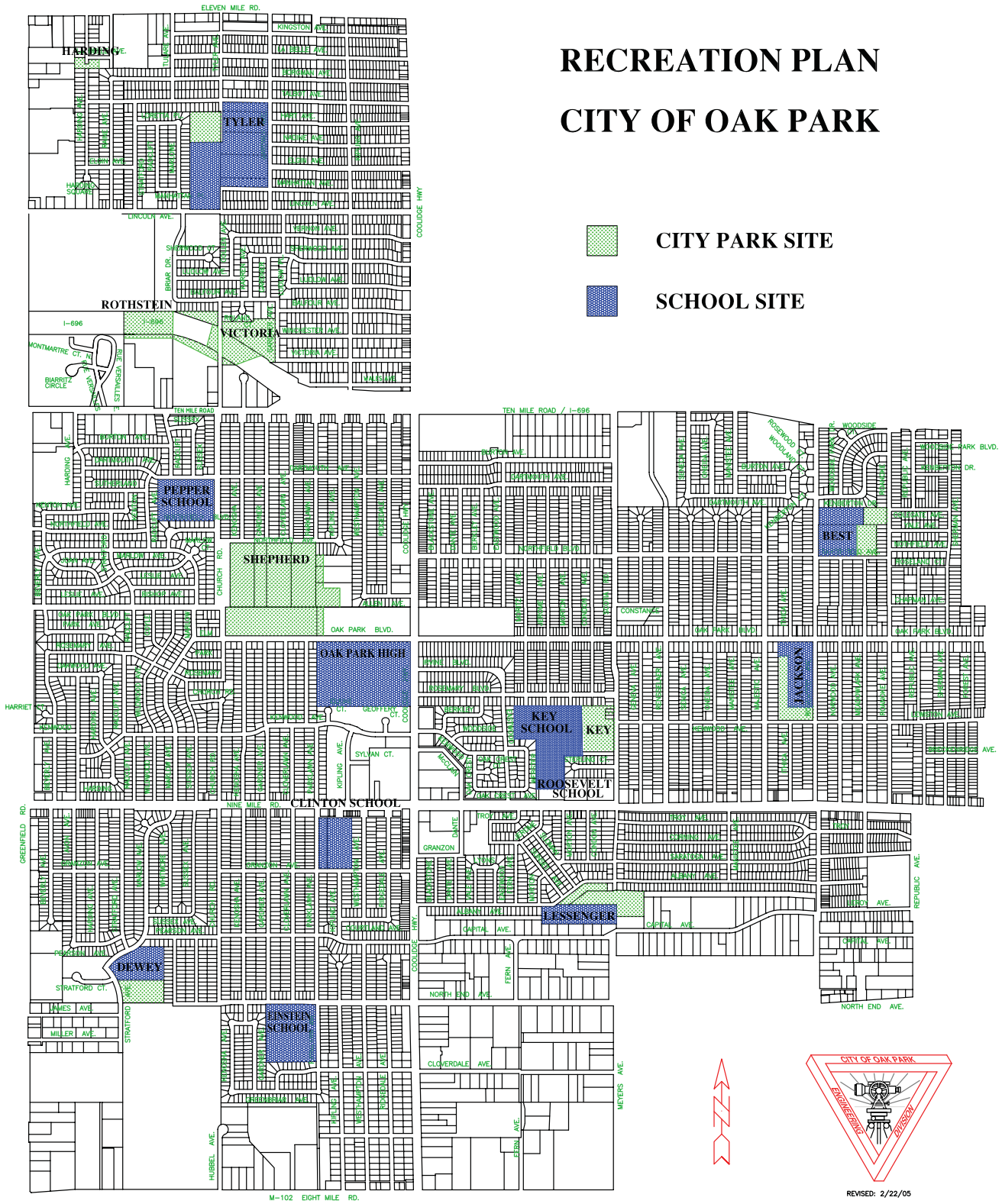
DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-757	ACTIVITY: SWIMMING POOL FACILITY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	46,862	52,500	32,006	50,484	47,999	47,999	47,999
712	Employee Benefits	4,582	5,688	4,090	4,361	4,478	4,478	4,478
726	Materials & Supplies	16,815	7,990	11,008	12,000	11,050	11,050	11,050
818	Contractual Services	14,360	8,690	215	8,634	5,000	5,000	5,000
930	Repairs & Maintenance	0	300	0	5,000	4,000	4,000	4,000
956	Miscellaneous	0	200	0	0	0	0	0
TOTAL		82,619	75,368	47,319	80,479	72,527	72,527	72,527

DEPARTMENT: RECREATION		FUND: GENERAL	ACCT. NO.: 101-19-776	ACTIVITY: SENIOR SERVICES				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	106,122	85,479	55,965	83,965	60,183	60,183	60,183
712	Employee Benefits	70,350	53,182	44,604	52,081	41,866	41,866	41,866
726	Materials & Supplies	4,332	3,750	2,166	3,577	3,750	3,750	3,750
818	Contractual Services	16,387	13,382	15,003	19,432	21,382	21,382	21,382
956	Miscellaneous	1,514	1,500	515	1,183	1,500	1,500	1,500
TOTAL		198,705	157,293	118,253	160,238	128,681	128,681	128,681



RECREATION PLAN CITY OF OAK PARK

-  CITY PARK SITE
-  SCHOOL SITE



CITY OF OAK PARK RECREATION DEPARTMENT

CONTACT US!!

248-691-7555

www.ci.oak-park.mi.us

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 five divisions: Streets, Water Supply, Parks & Forestry, Motor Pool, and Facilities Maintenance.

The Streets division is in charge of the operation and maintenance of the 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 2012-2013 will see expenditures below FY 2011-2012 levels due to reductions in the workforce through attrition.

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.

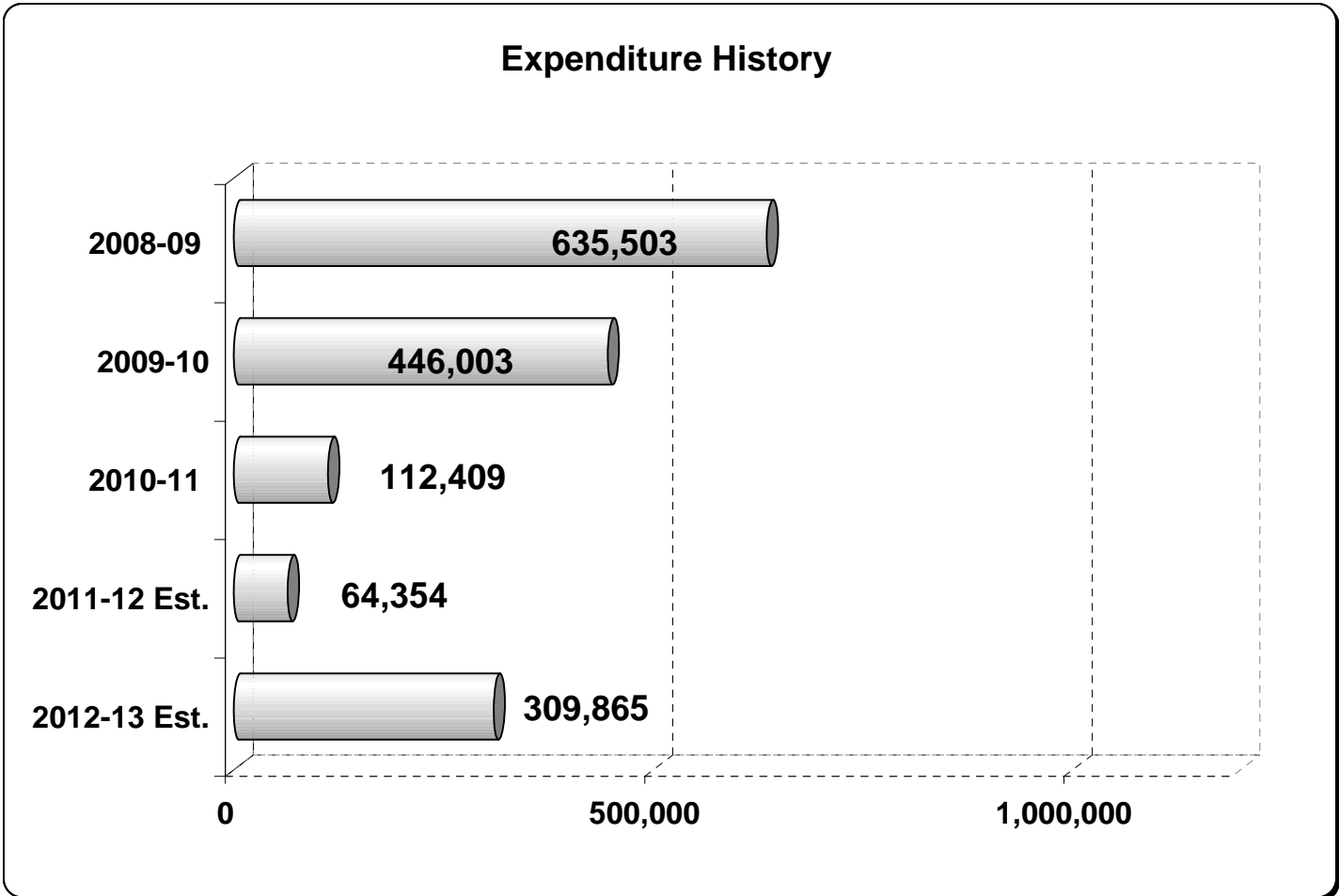
Maintain workloads by splitting working crews so that we can achieve work being done all five working days, with half the crews working on Mondays and Fridays.

**CITY OF OAK PARK
2012 - 2013 BUDGET
EXPENDITURE SUMMARY
DEPARTMENT OF PUBLIC WORKS-ALL FUNDS**

ACCT. NO.	ACCOUNT NO. / NAME	PRIOR YEAR ACTUAL - FISCAL YEAR 2010-2011							YEAR END ESTIMATE - FISCAL YEAR 2011-2012							CITY COUNCIL APPROVED - FISCAL YEAR 2012-2013								
		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	City Owned Property	Sidewalk Program	Water & Sewer	Motor Pool	DEPT. TOTAL
702	Salaries & Wages	18,184	190,632	206,976	149,796	524,471	85,138	1,175,197	18,608	145,000	192,500	190,000	467,097	100,755	1,113,960	47,000	192,000	188,935	190,000	0	0	433,922	100,755	1,152,612
712	Employee Benefits	76,055	158,853	159,083	116,834	324,757	71,549	907,131	18,006	140,650	166,725	184,300	453,084	97,732	1,080,497	44,365	181,234	178,341	179,346	0	0	409,591	95,105	1,087,982
726	Materials & Supplies	2,735	82,991	44,820	2,972	37,548	206,751	377,817	9,000	89,000	46,000	5,000	42,000	175,000	366,000	10,000	85,000	45,000	5,000			52,000	180,000	377,000
730	Water Meters					109,936		109,936			130,000			130,000								130,000		130,000
801	Professional Services	2,756	86,448		274	52,647	2,824	144,949	4,000	105,000	8,000	17,000	80,000	5,000	219,000	4,000	115,000	15,000	40,000	19,600	0	90,000	9,000	292,600
803	Medical Services	250						250	500						500	500								500
807	Refuse Collection	0	0		1,501,424			1,501,424	0	0		1,590,000			1,590,000	0	0		1,650,000					1,650,000
808	Refuse Disposal	0	0					0	0	0				0	0	0	0							0
818	Contractual Services	2,053			61,187	33,507		96,747	3,000	0		50,000	32,300		85,300	3,000	3,000		50,000	0	33,000			86,000
860	Transportation	0	0				197,191	197,191	0	0					195,000	0	0							195,000
861	Fleet Collision Repairs	0	0				2,560	2,560	0	0				2,500	2,500	0	0							2,500
864	Conferences & Workshops	0	0					0	0	500					500	0	500							500
900	Printing & Publications	0	0				0	0	0	0			200		200	0	0					200		200
901	Newspaper Postings	0	0				0	0	0	0			500		500	0	0					500		500
910	Insurance Bonds	0	0				83,912	83,912	0	0			78,235		76,235	0	0							76,235
920.001	Utilities - Telephone	0	0				0	0	0	0			2,000		2,000	0	0							2,000
920.002	Utilities - Heating	0	0				8,801	8,801	0	0					8,801	0	0							8,801
920.003	Utilities - Water	0	6,152			945,012		951,164	0	12,000		1,100,000		1,112,000	0	12,000								1,277,000
920.004	Utilities - Electricity	0	0			86,551		86,551	0	0		100,000		100,000	0	0								100,000
924	Sewage Disposal	0	0			4,360,958		4,360,958	0	0		4,500,000		4,500,000	0	0								4,700,000
925	Non-Residential IWC	0	0			163,440		163,440	0	0			149,272		149,272	0	0							149,272
926	Industrial Surcharge	0	0					0	0	0					0	0								0
930	Repairs & Maintenance	0	0			658,648		658,648	10,040	70,000	86,000	140,000	89,000		395,040	200,000	80,000	105,000	140,000	0	108,000			633,000
940	Rentals	9,800	57,057	104,749	77,087	98,081		346,774	0	0			0		0	0								0
956	Miscellaneous	0	0					0	0	0					0	0								0
958	Memberships & Dues	576	357				0	933	1,000	500			4,000	100	1,600	1,000	500					100	1,600	100,000
960	Education & Training	0	0			802		802	200	200					5,200	0	0				5,000	1,000	6,000	4,700,000
961	Contingencies	0	0					0	0	0					0	0								0
964	Refunds & Rebates	0	0			3,329		3,329	0	0		15,000			15,000	0	0		10,000					10,000
Department Total - Operations		112,409	582,490	515,628	1,912,903	7,469,071	566,013	11,178,514	64,354	562,650	519,225	2,191,300	8,102,698	577,087	12,017,304	309,865	666,234	532,276	2,264,346	19,600	0	8,277,485	583,460	12,652,286
968	Depreciation	0	0			224,831		480,215	0	0			315,000		315,000	0	0							315,000
970	Capital Outlay	0	0				0	0	0	0		100,000		65,000	165,000	0	0		350,000					657,500
991	Principal	0	0					0	0	0		1,186,922		1,186,922	0	0								1,226,198
992	Debt Service	0	0					0	0	0		1,000		1,000	0	0								1,000
995	Interest	0	0			405,368		405,368	0	0		374,116		374,116	0	0								333,236
999	Transfer Out	0	0			130,000		440,000	0	0		310,000			440,000	0	0		310,000					485,000
Total		112,409	582,490	515,628	2,222,903	8,249,270	821,397	12,504,097	64,354	562,650	519,225	2,501,300	10,209,726	642,087	14,499,342	309,865	666,234	532,276	2,574,346	19,600	0	10,602,919	615,960	15,671,200

**CITY OF OAK PARK
2012-2013 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 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS 2/28/2012 2011-2012	EST YR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGER REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	18,184	26,803	8,243	18,608	47,000	47,000	47,000
712	Employee Benefits	76,055	25,259	13,292	18,006	44,365	44,365	44,365
726	Materials & Supplies	2,735	13,000	2,847	9,000	10,000	10,000	10,000
801	Professional Services	2,756	4,100	2,014	4,000	4,000	4,000	4,000
803	Medical Services	250	500	0	500	500	500	500
818	Contractual Services	2,053	1,800	2,146	3,000	3,000	3,000	3,000
900	Publications	0	0	0	0	0	0	0
920	Utilities - Telephone	0	0	0	0	0	0	0
940	Rentals	9,800	5,000	7,496	10,040	200,000	200,000	200,000
958	Memberships & Dues	576	1,000	258	1,000	1,000	1,000	1,000
960	Education & Training	0	0	181	200	0	0	0
970	Capital Outlay	0	10,000	0	0	0	0	0
TOTAL		112,409	87,462	36,477	64,354	309,865	309,865	309,865



**CITY OF OAK PARK
2012 - 2013 BUDGET**

Personnel Worksheet - Department of Public Works

<u>Job/Class Title</u>	<u>Actual 2010-2011</u>	<u>Budgeted 2011-2012</u>	<u>Requested 2012-2013</u>	<u>Managers Rec. 2012-2013</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	1.00	1.00	1.00	1.00
Service Center Coordinator	1.00	0.00	0.00	0.00	0.00
Master Mechanic	1.00	1.00	1.00	1.00	1.00
Master Mechanic Assistant	0.00	1.00	1.00	1.00	1.00
Public Services Worker I	14.00	13.00	13.00	13.00	13.00
Public Services Worker II	4.00	4.00	4.00	4.00	4.00
Sub-Total Full Time	24.00	24.00	24.00	24.00	24.00
<u>PART TIME</u>					
Stock Person	0.75	0.00	0.00	0.00	0.00
Administrative Clerk II	0.75	0.00	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	1.67	1.67	1.67	1.67
TOTAL	27.17	25.67	25.67	25.67	25.67

**CITY OF OAK PARK
2012 - 2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-441	ADMINISTRATION				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	2,448	8,577	2,783	5,000	35,000	35,000	35,000
712	Employee Benefits	7,339	8,083	3	4,850	33,283	33,283	33,283
726	Materials & Supplies	1,488	2,000	1,561	2,000	2,000	2,000	2,000
801	Professional Services	2,656	4,000	2,014	4,000	4,000	4,000	4,000
803	Medical Services	250	500	0	500	500	500	500
818	Contractual Services	2,053	1,800	2,146	3,000	3,000	3,000	3,000
900	Publications	0	0	0	0	0	0	0
920	Utilities - Telephone	0	0	0	0	0	0	0
958	Memberships & Dues	576	1,000	258	1,000	1,000	1,000	1,000
960	Education & Training	0	0	181	200	0	0	0
TOTAL		16,810	25,960	8,946	20,550	78,783	78,783	78,783

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-442	SIDEWALKS & PARKING LOTS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	740	1,608	0	1,608	0	0	0
712	Employee Benefits	407	1,516	0	1,516	0	0	0
726	Materials & Supplies	100	0	46	0	0	0	0
940	Rentals	1,581	1,500	1,209	1,500	0	0	0
TOTAL		2,828	4,624	1,255	4,624	0	0	0

**CITY OF OAK PARK
2012 - 2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-443	SHEPHERD PARK - FORESTRY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	8,808	8,577	3,077	6,000	6,000	6,000	6,000
712	Employee Benefits	51,127	8,082	10,912	5,820	5,541	5,541	5,541
726	Materials & Supplies	608	1,000	914	1,000	1,000	1,000	1,000
940	Rentals	3,967	3,500	5,116	6,000	100,000	100,000	100,000
TOTAL		64,510	21,159	20,019	18,820	112,541	112,541	112,541

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-444	OTHER PARKS - FORESTRY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	6,188	8,041	2,383	6,000	6,000	6,000	6,000
712	Employee Benefits	17,182	7,578	2,377	5,820	5,541	5,541	5,541
726	Materials & Supplies	539	5,000	326	1,000	2,000	2,000	2,000
726.001	Nursery Stock	0	5,000	0	5,000	5,000	5,000	5,000
801	Professional Services	100	100	0	0	0	0	0
940	Rentals	3,736	0	1,171	2,500	100,000	100,000	100,000
970	Capital Outlay	0	10,000	0	0	0	0	0
TOTAL		27,745	35,719	6,257	20,320	118,541	118,541	118,541

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
PUBLIC WORKS		GENERAL	101-18-445	RIGHTS OF WAY				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
940	Rentals	516	0	0	40	0	0	0
TOTAL		516	0	0	40	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 2012-2013
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	CLOTHING	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Public Works/City Engineer	E	88,121	0	4,511	0	92,632	6,381	51,392	1,020	18,836	300	0	250	85,265	177,897
Deputy Director of Public Works	G	65,433	0	1,800	0	67,233	2,714	37,301	1,020	18,836	240	245	250	65,749	132,982
General Foreman	G	49,608	9,600	1,800	0	61,008	2,455	33,847	1,020	18,836	240	245	250	61,560	122,568
General Foreman	G	49,608	6,800	1,800	0	58,208	2,339	32,294	1,020	18,836	240	245	250	59,677	117,885
Office Coordinator	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Finance Clerk II	A	32,542	200	900	0	33,642	175	18,665	1,020	14,174	94	195	190	37,087	70,729
Master Mechanic	A	43,362	4,400	1,500	0	49,262	1,788	27,331	1,020	17,642	94	195	190	52,029	101,291
Master Mechanic Assistant	A	39,866	1,200	900	0	41,966	1,538	5,665	1,020	17,642	94	195	190	29,554	71,520
Public Service Worker I	A	37,972	2,300	450	0	40,722	2,916	5,497	1,020	17,642	94	195	190	30,669	71,391
Public Service Worker I	A	37,972	3,200	450	0	41,622	2,981	5,619	1,020	14,174	94	195	190	27,457	69,079
Public Service Worker I	A	37,972	6,600	450	0	45,022	3,227	6,078	1,020	17,642	94	195	190	31,890	76,912
Public Service Worker I	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Service Worker I	A	37,972	6,800	900	1,695	47,367	1,857	26,279	1,020	0	94	195	190	33,259	80,626
Public Service Worker I	A	37,972	400	900	0	39,272	2,779	21,788	1,020	6,081	94	195	190	35,151	74,423
Public Service Worker I	A	37,972	3,400	900	0	42,272	2,996	23,453	1,020	14,174	94	195	190	45,356	87,628
Public Service Worker I	A	37,972	900	900	0	39,772	2,815	22,066	1,020	17,642	94	195	190	47,065	86,837
Public Service Worker I	A	37,972	1,400	900	0	40,272	1,633	22,343	1,020	17,642	240	195	250	46,404	86,676
Public Service Worker I	A	37,972	3,500	900	0	42,372	1,720	23,508	1,020	17,642	94	195	190	47,610	89,982
Public Service Worker I	A	37,972	4,400	900	0	43,272	1,757	24,007	1,020	17,642	94	195	190	48,215	91,487
Public Service Worker I	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Service Worker I	A	37,972	6,200	900	0	45,072	3,198	25,006	1,020	17,642	94	195	190	50,793	95,865
Public Service Worker I	A	37,972	500	900	0	39,372	1,595	21,844	1,020	14,174	94	195	190	42,124	81,496
Public Service Worker I	A	37,972	6,400	900	0	45,272	1,840	25,117	1,020	17,642	94	195	190	49,561	94,833
Public Service Worker II	A	38,888	5,300	900	0	45,088	1,832	25,015	1,020	17,642	94	195	190	49,437	94,525
Public Service Worker II	A	38,888	8,600	900	0	48,388	1,969	26,846	1,020	14,174	94	195	190	48,190	96,578
Public Service Worker II	A	916	200	0	0	1,116	81	151	1,020	6,081	94	195	190	7,897	9,013
Public Service Worker II	A	38,888	2,600	900	0	42,388	3,004	23,517	1,020	17,642	94	195	190	48,905	91,293
Administrative Clerk II	A-pt	979,756	84,900	26,261	1,695	1,092,612	55,590	534,629	24,480	370,080	3,046	4,635	4,860	1,080,904	2,173,516
PT Stock Person	A-pt	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PT Seasonal (10 Positions)	PT	60,000	0	0	0	60,000	2,488	0	0	0	0	0	0	7,078	67,078
Sub-Total Part Time		60,000	0	0	0	60,000	2,488	0	0	0	0	0	0	7,078	67,078
Total Department of Public Works		1,039,756	84,900	26,261	1,695	1,152,612	58,078	534,629	24,480	370,080	3,046	4,635	4,860	1,087,982	2,240,594
General Fund						47,000								44,365	91,365
Major Streets						192,000								181,234	373,234
Local Streets						188,935								178,341	367,276
Solid Waste						190,000								179,346	369,346
Water & Sewer						433,922								409,591	843,513
Motor Pool						100,755								95,105	195,860
City Owned Property						0								0	0
Total						1,152,612								1,087,982	2,240,594



“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

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 2012-2013. Capital Outlay for all computer related projects is funded through IT. Due to financial constraints, no Capital Outlay has been allocated for the 2012-2013 fiscal year.

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

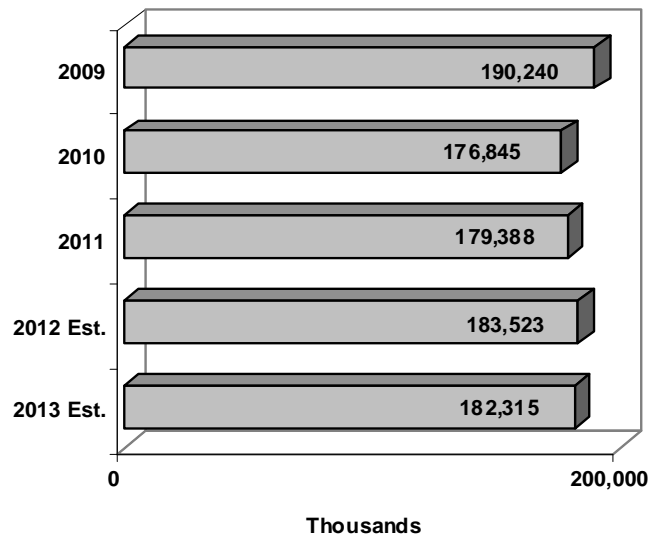
Accomplishments for 2011-2012

- The library received a Grant for desktop computers. This brings the total amount of public terminals to twenty two. The Sam printing system has also been upgraded to version 9.5, there is no longer 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 new Public Safety Copier/Scanner.
- Installed DPW upgrade, so they can access water valves remotely.
- Installed more duplex printers to save on paper usage.

Accomplishments for 2011-2012 (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 it is 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
2012-2013 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 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	70,990	68,900	42,463	68,900	68,900	68,900	68,900
712	Employee Benefits	32,361	36,430	19,546	36,430	35,265	35,265	35,265
726	Materials & Supplies	6,292	15,000	9,409	15,000	15,000	15,000	15,000
801	Professional Services	23,438	26,000	19,965	26,000	26,000	26,000	26,000
864	Conferences & Workshops	0	0	0	0	0	0	0
900	Publications	100	150	0	150	150	150	150
930	Repairs & Maintenance	27,044	27,000	22,900	27,000	27,000	27,000	27,000
940	Rentals	6,613	8,000	6,336	8,000	8,000	8,000	8,000
960	Education & Training	2,050	2,000	2,043	2,043	2,000	2,000	2,000
970	Capital Outlay	10,500	0	0	0	0	0	0
TOTAL		179,388	183,480	122,662	183,523	182,315	182,315	182,315

Personnel Worksheet

Job / Class Title	Actual <u>2010-2011</u>	Budgeted <u>2011-2012</u>	Requested <u>2012-2013</u>	Managers Rec. <u>2012-2013</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 2012-2013
DEPARTMENT OF INFORMATION TECHNOLOGY

POSITION	PAY GRADE	REGULAR PAY	OVER TIME PAY	LONGEVITY PAY	OTHER PAY	DIRECT TOTAL PAY	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	18,836	234	5,271	250	35,265	104,165
Total		66,000	0	900	2,000	68,900	352	9,302	1,020	18,836	234	5,271	250	35,265	104,165



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
2012-2013 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 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
702	Salaries & Wages	131,407	123,590	78,594	123,590	85,870	85,870	85,870
712	Employee Benefits	56,615	47,327	30,897	47,327	46,329	46,329	46,329
726	Materials & Supplies	2,775	6,000	3,192	6,000	6,000	6,000	6,000
818	Contractual Services	3,411	3,000	2,975	3,000	27,000	27,000	27,000
864	Conferences & Workshops	0	0	0	0	0	0	0
900	Printing & Publications	30,343	33,500	26,048	33,500	0	0	0
920	Utilities - Telephone	418	750	246	750	750	750	750
930	Repairs & Maintenance	2,060	3,000	450	3,000	3,000	3,000	3,000
940	Rentals	2,664	2,700	2,363	2,700	2,700	2,700	2,700
956	Miscellaneous	950	950	384	950	950	950	950
958	Memberships & Dues							
960	Education & Training	2,365	2,365	1,500	2,365	2,365	2,365	2,365
TOTAL		233,008	223,182	146,649	223,182	174,964	174,964	174,964

DEPARTMENTAL REVENUE

676	Oak Park Report	0	1,500	1,212	1,500	1,500	1,500	1,500
683	Cable TV Franchise Fee	603,027	492,000	297,280	500,000	500,000	500,000	500,000
Total		603,027	493,500	298,492	501,500	501,500	501,500	501,500

Personnel Worksheet

Job/Class Title	Actual	Budgeted	Requested	Managers	Council
	2010-2011	2011-2012	2012-2013	Rec. 2012-2013	Approved
<u>FULL-TIME</u>					
Director of Public Information	1	1	1	0	0
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	2.00	2.00

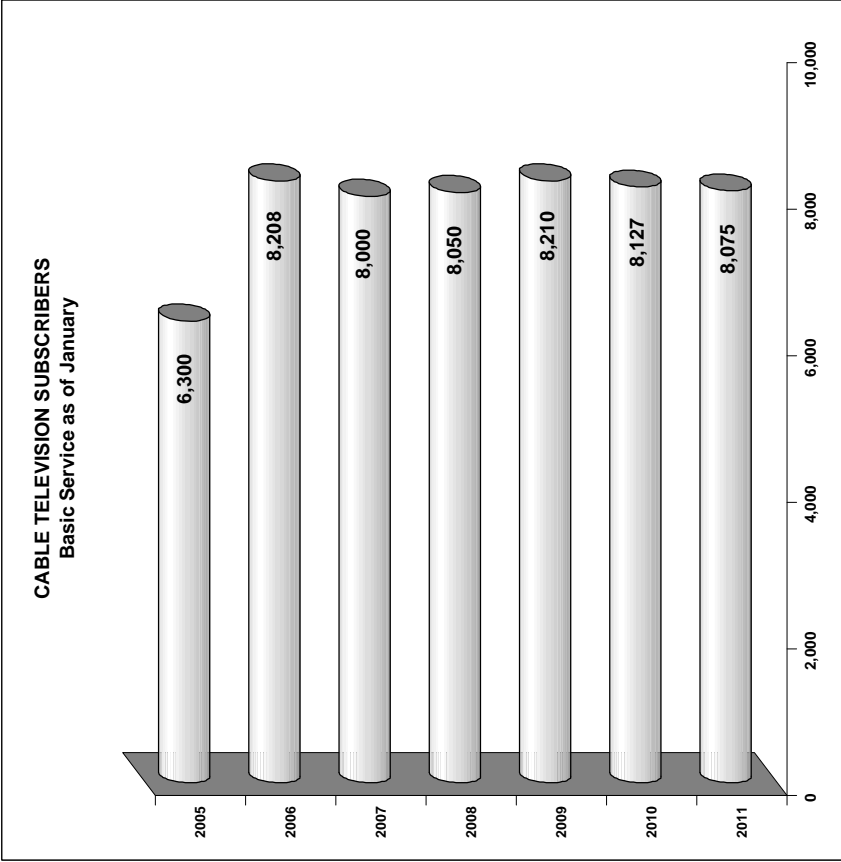
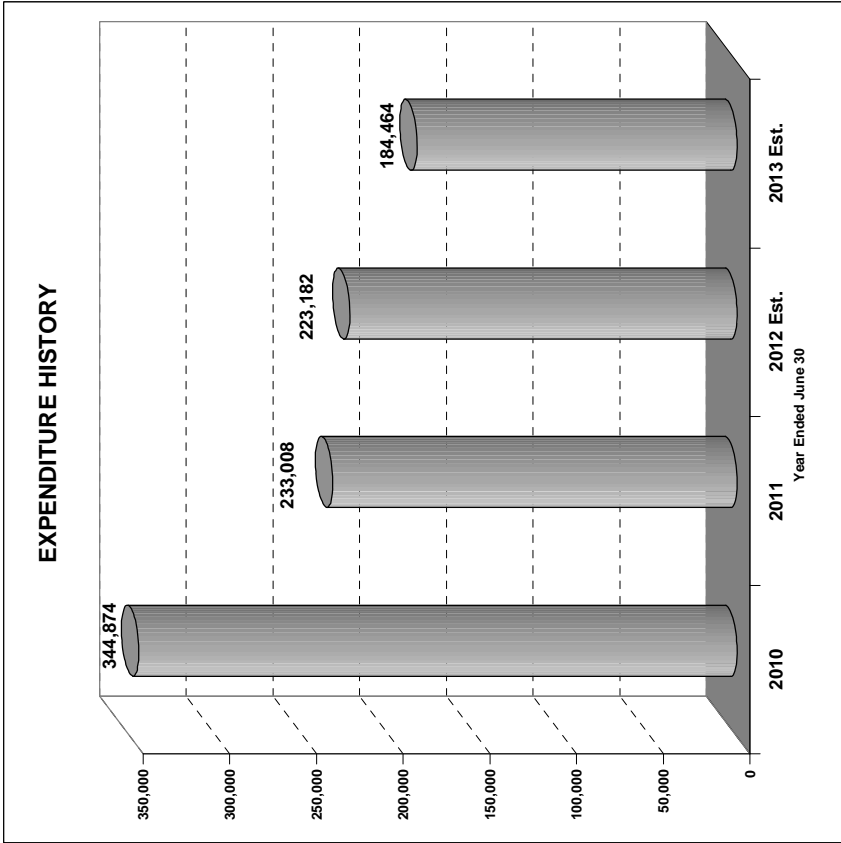
**ADVERTISE IN THE
OAK PARK REPORT!**

**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 2012-2013
PUBLIC INFORMATION**

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/	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Director of Public Information	E	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cable/IT Coordinator	A	39,082	800	900	1,515	42,297	213	5,710	1,020	0	234	3,236	250	10,663	52,960	
Cable/IT Coordinator	F	39,082	2,700	1,791	0	43,573	223	24,174	1,020	6,479	187	3,333	250	35,666	79,239	
Total		78,164	3,500	2,691	1,515	85,870	436	29,884	2,040	6,479	421	6,569	500	46,329	132,199	



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

INSURANCE 101
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

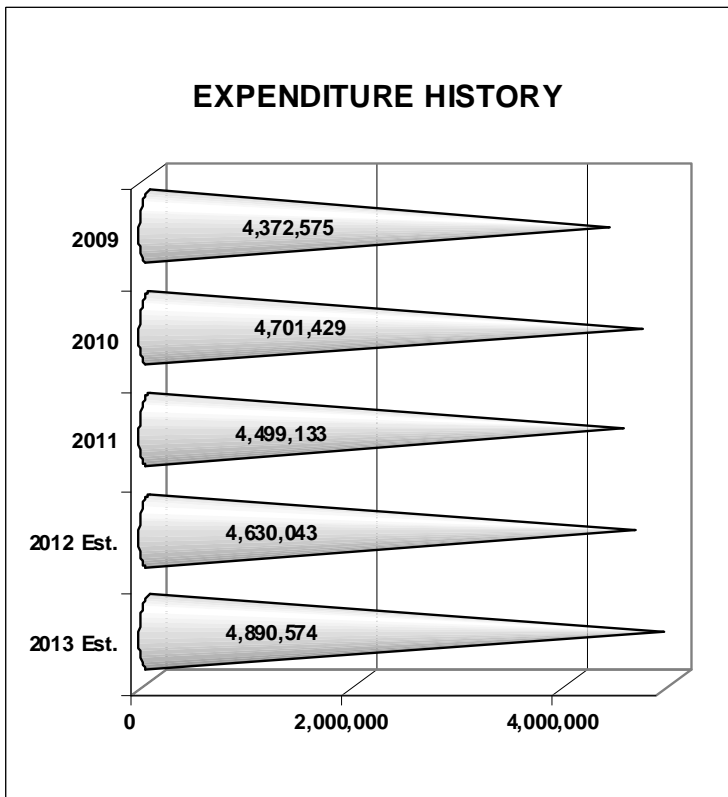
Non-Departmental

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:



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><u>\$23,673</u></u>

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 \$2,675,048 for FY 2012-2013. During FY 2007-2008, the City partially self-insured its' health care plan for both retirees and active employees.

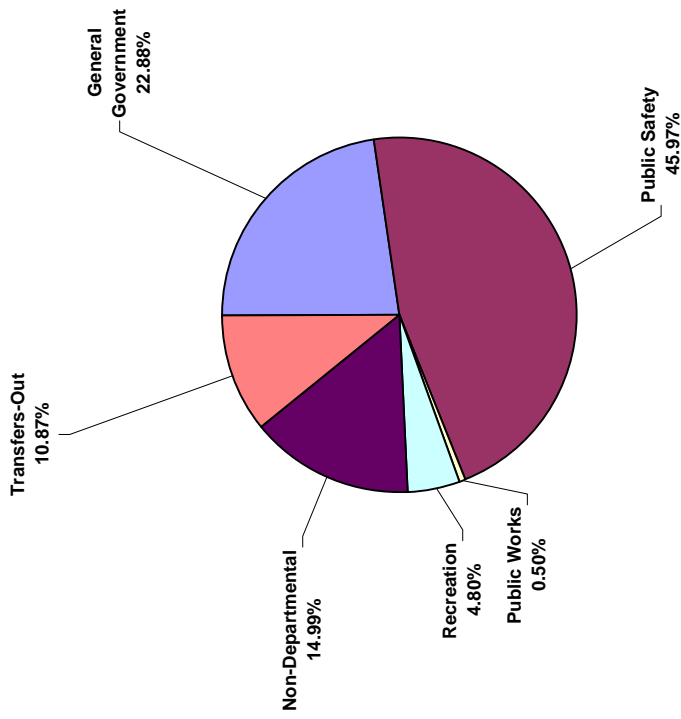
Transfers-out include transfers to the Central Services, Local Street, District Court, and Risk Management Funds. The transfer to the Risk Management Fund is \$110,000. Costs for the City's insurance have also been moved to offset this transfer.

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 2012-2013 is \$150,000. This is an \$142,000 increase from FY 2011-2012.

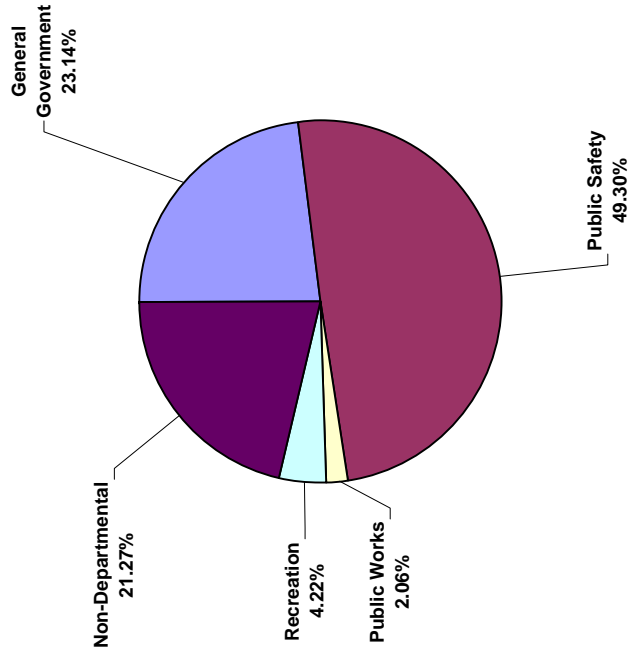
**CITY OF OAK PARK
2012-2013 BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT:		FUND:	ACCT. NO.:	ACTIVITY:				
NON-DEPARTMENTAL		GENERAL	101-21-890	VARIOUS				
ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
712.001	Retirees Health Care	2,094,411	2,461,718	1,608,765	2,409,225	2,675,048	2,675,048	2,675,048
712.002	Retirees Life Insurance	2,316	2,304	1,300	1,645	1,730	1,730	1,730
712.003	Retirees Dental	84,646	90,000	76,398	75,000	90,000	90,000	90,000
712.004	Unemployment Compensation	29,940	38,500	0	38,500	238,500	238,500	238,500
880	Community Promotion	1,988	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	5,800	7,000	1,932	7,000	7,000	7,000	7,000
956	Unforeseen Expense	11,320	10,000	11,263	10,000	10,000	10,000	10,000
958	Memberships & Dues	21,083	23,673	20,709	23,673	23,673	23,673	23,673
964	Refunds & Rebates	23,135	8,000	133,321	150,000	150,000	150,000	150,000
999.000	Transfer to Central Services	75,000	75,000	50,000	75,000	75,000	75,000	75,000
999.136	Transfer to District Court	1,767,494	1,675,000	1,116,666	1,675,000	1,395,200	1,375,000	1,375,000
999.677	Transfer to Risk Management	380,000	110,000	73,333	110,000	110,000	110,000	110,000
999.305	Transfer to Debt Service	0	0	0	0	79,623	79,623	79,623
999.402	Transfer to City Owned Property	0	55,000	55,000	55,000	55,000	55,000	55,000
TOTAL		4,499,133	4,556,195	3,148,687	4,630,043	4,910,774	4,890,574	4,890,574

CITY OF OAK PARK BUDGETED EXPENDITURES BY CLASSIFICATION



FY 2011-2012



FY 2012-2013

**CITY OF OAK PARK
TAX RATE FOR
AVERAGE TAXABLE HOME
2012 - 2013 BUDGET**

\$31,871 IS THE AVERAGE TAXABLE VALUE OF A HOME IN OAK PARK

	<u>MILLS</u>	YEARLY <u>TAX</u>
GENERAL FUND (INCLUDES PUBLIC SAFETY)	18.3563	\$585
LIBRARY	1.4914	\$48
RECREATION	0.5000	\$16
DEBT	5.3953	\$172
HEADLEE OVERRIDE	1.1437	\$36
SOLID WASTE	<u>2.9531</u>	\$94
TOTAL	<u>29.8398</u>	<u>\$951</u>

HOW AN AVERAGE YEARLY TAX IS USED - GENERAL FUND

PUBLIC SAFETY		\$262
TECHNICAL AND PLANNING SERVICES		54
TRANSFER OUTS: DISTRICT COURT	48	
RISK MANAGEMENT	4	
CENTRAL SERVICES	3	
CITY OWNED PROPERTY	2	57
NON-DEPARTMENTAL		112
RECREATION		22
FINANCE AND ADMINISTRATIVE SERVICES		20
ADMINISTRATIVE		12
CITY CLERK		10
LEGAL		11
PUBLIC INFORMATION		6
INFORMATION TECHNOLOGY		6
LEGISLATIVE		4
PUBLIC WORKS		9
TOTAL EXPENDITURES		<u>\$585</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 2012 – 2013).

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.

2012 – 2013 BUDGET Brownfield Authority

ACCT. NO.	FUND NO.: 112 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-12	ACTUAL AS OF 2/28/12 FY 2011-12	EST YEAR END FY 2011-12	DEPT. REQUEST FY 2012-13	MANAGERS REC. FY 2012-13	CITY COUNCIL APPROVED FY 2012-13
	REVENUES							
403	Property Taxes	48,684	48,000	46,090	48,000	48,000	48,000	48,000
	TOTAL REVENUE	48,684	48,000	46,090	48,000	48,000	48,000	48,000
	EXPENDITURES							
818	Payment to Developer	72,686	23,276	0	0	0	0	0
	TOTAL EXPENDITURES	72,686	23,276	0	0	0	0	0
	EXCESS DEFICIT	(24,002)	24,724	46,090	48,000	48,000	48,000	48,000
	Beginning Net Assets	0	(24,724)	(24,002)	(24,002)	23,998	23,998	23,998
	Ending Net Assets	(24,002)	0	22,088	23,998	71,998	71,998	71,998

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 Library Director is responsible for the selection and purchase of books and other reference/reading materials to be placed in the library. The Director 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.

Library cards are available FREE to residents of Oak Park upon presentation of a valid driver's license, or current photo ID and proof of residency and can be used at several public libraries in Southeast Michigan.

The library provides citizens with free borrowing of adult, teen, children's and large print books as well as audio books and music CDs. Desktop and laptop computers are also available for free in-library use. Select New DVDs and New Books may be borrowed for a small fee. Patrons may renew books over the phone by calling 248-691-7480.

ANNUAL REPORT

John Martin, who had held the position of Director for twenty-one years, left in May, 2011.

Thanks to the bond issue passed by Oak Park voters in August, 2010, the Library began major renovations in June, 2011 four weeks after Beth Tompkins began as Director.

Besides new energy-efficient lighting and windows, new acoustic ceilings, wall treatments and carpeting were installed. Five tables were electrified for laptop computer use. All old shelving was removed and repainted before reassembly. Most furniture was reupholstered and repaired. Several pieces of soft seating were added, as well as a beautiful large bay window in the Children's Department. The old meeting room was converted into a computer lab capable of holding 16 computer stations, with two study rooms attached. New book drops, with slots for media and books, were added.

The library was closed to the public at the start of this project for three weeks while 2,400 boxes of library materials, shelving and furniture was packed up for storage in a warehouse in Novi, Michigan. In late fall, it was closed an additional three weeks when the temporary library at the rear was transferred to the completed front of the building. It was closed a third time for the month of March, 2012 when everything from the warehouse was returned. Thanks to the many, wonderful volunteers who helped with this important major project!

Beginning in April, 2012, the Library's Hours of Operations changed to Mondays through Thursdays: noon to 8 p.m. and Fridays: noon to 6 p.m. to serve our citizens without stretching our staff too thinly because of the budget & staffing cuts in the upcoming FY.

The number of items checked out of the Library by our patrons decreased by 43% in FY 2010-11 as a result of the closures and the much smaller number of items available to the public. In addition, there were more than 27,000 Internet sessions logged by library users.

The Library again partnered with the University of Michigan Exhibit Museum of Natural History to present three workshops on the topic of How Health Works followed by a free bus trip and admission to the Museum.

The MSU Extension Office again presented their ever-popular Book Buddies program for about 40 Oak Park children. Great Parents, Great Starts offered guided play groups for children birth - 5.

The Library--in conjunction with the Recreation Department during construction--was a center of cultural and educational programming, including:

- Summer Reading Program with guest entertainers Russ Gordon, a magician, local storyteller Jan Longton, and LollaPalooza Puppets of Southfield.
- Author visits from Mark Rothman--writer for the Odd Couple, Happy Days and Laverne and Shirley --and local author Bianca Eugene.
- Workshops on Bilingual Spanish, Weatherization, Estate Planning, Homebuying, the Nook eReader, Becoming a Foster Grandparent, Avoiding Phone Scams, Better Budgeting, etc.
- Regular Story Times & Crafts with Children's Librarian Catherine Ricard
- A concert by Planet D Nonet, a jazz/blues group.

The Friends of Oak Park Library provided financial support and sponsorship for many of these and other important library projects through their semi-annual Book Sale and other fundraising efforts.

PERFORMANCE OBJECTIVES

During the 2012-2013 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 quality services and materials for our residents.

CITY OF OAK PARK
2012 - 2013 FISCAL YEAR BUDGET

LIBRARY AUTHORITY

ACCT. NO.	ACCOUNT NO.: 111-20-790 ACCOUNT NAME	PRIOR	CURRENT	ACTUAL AS	ESTIMATED	DEPT. REQUEST	CITY	CITY
		YEAR ACTUAL FY 2010-2011	BUDGET FY 2011-2012	of 2/29/2012 FY 2011-2012	YEAR END FY 2011-2012		MANAGER RECOMMENDED FY 2012-2013	COUNCIL APPROVED FY 2012-2013
REVENUES								
403	Property Taxes	616,625	797,773	783,771	784,000	699,601	699,601	699,601
567	Libraries - State Aid	15,738	9,600	6,112	9,600	9,600	9,600	9,600
567.001	Libraries - Universal Service Fund (USF)	4,403	5,200	4,078	5,200	5,200	5,200	5,200
568	Libraries - Penal Fines	41,351	45,000	39,742	40,000	40,000	40,000	40,000
645	Library Rentals	330	300	2	300	300	300	300
646	Miscellaneous - Library	3,266	4,000	2,883	2,000	2,000	2,000	2,000
658	Library Book Fines	14,880	15,500	5,197	5,000	5,000	5,000	5,000
664	Interest	755	2,000	508	500	500	500	500
TOTAL REVENUE		697,348	879,373	842,293	846,600	762,201	762,201	762,201
EXPENDITURES								
702	Salaries & Wages	362,988	345,197	218,622	337,250	307,422	295,911	295,911
712	Employee Benefits	140,557	172,385	117,630	173,000	138,016	140,505	140,505
712.001	Retirees Health Care	0	66,216	38,278	65,957	73,031	73,031	73,031
726	Materials & Supplies	7,075	9,000	6,914	7,000	5,000	5,000	5,000
727	Books	46,759	57,500	25,367	46,000	40,000	40,000	40,000
728	Periodicals & Papers	8,820	9,500	722	9,000	7,000	7,000	7,000
729	Digital Video Discs (DVD)	15,779	17,000	8,559	5,000	5,000	5,000	5,000
801	Professional Services	56,445	58,000	61,232	58,000	58,000	58,000	58,000
818	Contractual Services	973	800	561	800	800	800	800
860	Transportation	0	150	51	150	150	150	150
864	Conferences & Workshops	0	150	30	0	0	0	0
900	Printing & Publications	0	500	0	0	0	0	0
920	Utilities - Telephone	0	850	0	0	0	0	0
920.002	Utilities - Heating	0	15,676	7,479	15,000	15,000	15,000	15,000
920.004	Utilities - Electricity	0	39,601	15,037	25,000	25,000	25,000	25,000
930	Repairs & Maintenance	71,132	750	1,525	380	380	380	380
940	Rentals	0	0	0	0	0	0	0
956	Miscellaneous	1,359	1,500	15	1,400	900	900	900
958	Memberships & Dues	250	750	0	250	250	250	250
960	Education & Training	3,489	0	0	0	0	0	0
964	Prior Year Tax Refunds	0	0	11,921	11,000	11,000	11,000	11,000
999	Transfer to Debt Service	0	50,000	0	50,000	75,000	75,000	75,000
TOTAL EXPENDITURES		715,626	845,525	513,943	805,187	761,949	752,927	752,927
EXCESS / DEFICIT		(18,278)	33,848	328,350	41,413	252	9,274	9,274
Beginning Fund Balance		(12,807)	(45,782)	(32,848)	(32,848)	8,565	8,565	8,565
Reserved - Prepaid Expenditures		1,763	5,400	1,763	5,400	5,400	5,400	5,400
Ending Unreserved Fund Balance		(32,848)	(17,334)	293,739	3,165	3,417	12,439	12,439

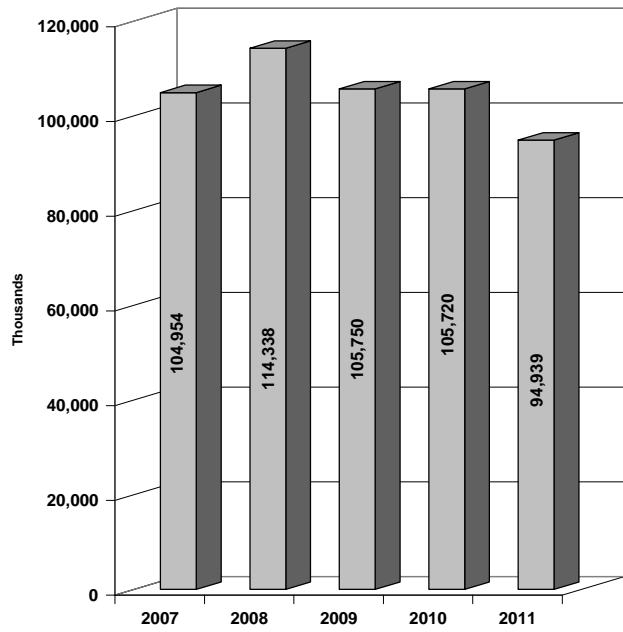
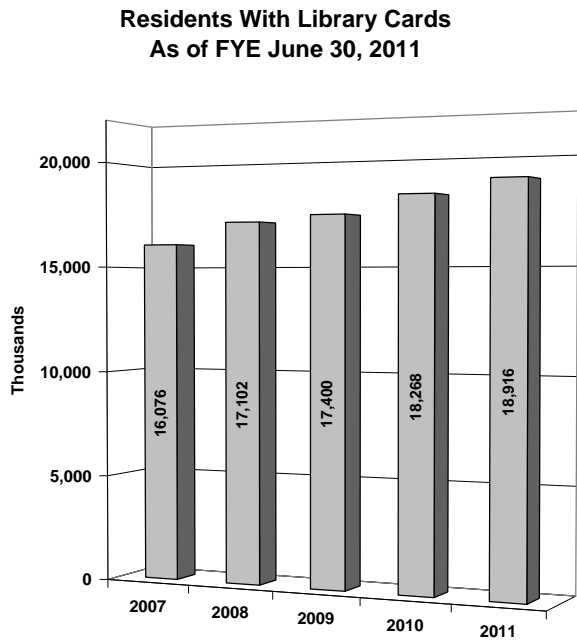
**CITY OF OAK PARK
2012-2013 BUDGET**

Personnel Worksheet - Library

Job / Class Title	Actual <u>2010-2011</u>	Budgeted <u>2011-2012</u>	Requested <u>2012-2013</u>	Managers Rec. <u>2012-2013</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	1.00	1.00	1.00	1.00
Librarian	2.00	2.00	2.00	2.00	2.00
Library Section Coordinator	1.00	0.00	0.00	0.00	0.00
Sub-Total Full Time	6.00	4.00	4.00	4.00	4.00
<u>PART TIME</u>					
Monitors (1 Position)	0.50	0.50	0.50	0.50	0.50
Clerical (1 Position)	2.00	0.50	0.50	0.50	0.50
Librarians (5 Positions)	1.00	1.25	1.00	1.00	1.00
Pages (5 Positions)	1.00	0.50	0.50	0.50	0.50
Sub-Total Part Time	4.50	2.75	2.50	2.50	2.50
TOTAL	10.50	6.75	6.50	6.50	6.50

For the fiscal year ended June 30, 2011, 18,916 library cards have been issued to Oak Park residents. This number increased from 18,268 since June 30, 2010. The number of items available for check-out to residents for FY 2010-2011 was 94,939. 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, 2011**



**PERSONNEL COST SUMMARY
FISCAL YEAR 2012-2013
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 & MEDICARE	FICA / CLOTHING	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL
Library Director	E	60,000	0	1,800	1,515	63,315	320	35,127	1,020	0	94	4,844	250	41,655	104,970
Librarian	A	39,305	700	0	0	40,005	213	5,401	1,020	6,081	94	3,060	190	16,254	56,259
Administrative Clerk II	A	29,733	0	1,500	0	31,233	158	17,328	1,020	6,081	94	2,389	195	27,455	58,688
Librarian	A	39,305	300	1,500	0	41,105	211	22,805	1,020	17,642	94	3,145	195	45,302	86,407
Librarian	A	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sub-Total Full Time		168,343	1,000	4,800	1,515	175,658	902	80,661	4,080	29,804	376	13,438	820	130,666	306,324
Part Time Librarian	A-pt	34,679	0	0	0	34,679	185	0	0	0	0	2,653	0	2,838	37,517
Part Time Librarian	PT	3,610	0	0	0	3,610	19	0	0	0	0	276	0	295	3,905
Part Time Librarian	PT	9,023	0	0	0	9,023	48	0	0	0	0	690	0	738	9,761
Administrative Clerk	A-pt	23,993	0	0	0	23,993	128	0	0	0	0	1,835	0	1,963	25,956
Night Clerk	A-pt	5,096	0	0	0	5,096	27	0	0	0	0	390	0	417	5,513
Night Clerk	PT	6,115	0	0	0	6,115	33	0	0	0	0	468	0	501	6,616
Page	PT	5,824	0	0	0	5,824	31	0	0	0	0	446	0	477	6,301
Page	PT	6,656	0	0	0	6,656	35	0	0	0	0	509	0	544	7,200
Page	PT	7,852	0	0	0	7,852	42	0	0	0	0	601	0	643	8,495
Monitor	PT	10,385	0	0	0	10,385	55	0	0	0	0	794	0	849	11,234
Part Time Librarian	PT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Page	PT	7,020	0	0	0	7,020	37	0	0	0	0	537	0	574	7,594
Sub-Total Part Time		120,253	0	0	0	120,253	640	0	0	0	0	9,199	0	9,839	130,092
Total		288,596	1,000	4,800	1,515	295,911	1,542	80,661	4,080	29,804	376	22,637	820	140,505	436,416

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 2012-2013.

EXPENDITURES

Expenditures in the amount of \$10 are anticipated for FY 2012-2013.

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 \$100 during FY 2012–2013.

EXPENDITURES

Since there are no future plans that impact the use of monies from this fund, no expenditures are being allocated for FY 2012-2013.

Economic Development Corporation Fund 2012 -2013 Budget

ACCT. NO.	FUND NO.: 110 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010- 2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 02/28/12 FY 2011-2012	EST YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012--2013	CITY COUNCIL APPROVED FY 2012-2013
	<u>REVENUES</u>							
640	Miscellaneous Fees	11	15	5	11	15	15	15
	TOTAL REVENUE	11	15	5	11	15	15	15
	<u>EXPENDITURES</u>							
956	Miscellaneous	10	0	0	10	10	10	10
	TOTAL EXPENDITURES	10	0	0	10	10	10	10
	EXCESS DEFICIT	1	15	5	1	5	5	5
	Beginning Retained Earnings	11,795	11,796	11,796	11,796	11,797	11,797	11,797
	Ending Retained Earnings	11,796	11,811	11,801	11,797	11,802	11,802	11,802

Municipal Building Authority Fund 2012-2013 Budget

ACCT. NO.	FUND NO.: 113 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010- 2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 02/28/12 FY 2011-2012	EST YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	<u>REVENUES</u>							
664	Interest Income	124	375	49	100	100	100	100
	TOTAL REVENUE	124	375	49	100	100	100	100
	<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	124	375	49	100	100	100	100
	Beginning Retained Earnings	9,912	10,097	10,036	10,036	10,136	10,136	10,136
	Ending Retained Earnings	10,036	10,472	10,085	10,136	10,236	10,236	10,236



“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

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 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 Casflow 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.

COMMUNITY ORIEINTED POLICING

SERVICES GRANT FUND

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

45th DISTRICT COURT FUND

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



“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

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 \$1,126,800 for FY 2012-2013. This is an increase of 1.16% from Fiscal Year 2011-2012.

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 2011-2012.

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

Interest Income

\$800 of Interest Income is based on a .08% return on funds available for investment during the fiscal year.

The amount of Interest Earnings is expected to decrease from \$15,000 during FY 2011- 2012.

EXPENDITURES

The total appropriation for the Major Street Fund is \$1,197,589. This is a decrease of \$58,024 over the estimated expenditures of \$1,255,613 in Fiscal Year 2011-2012. Expenditures are affected by any road projects that may be planned during the fiscal year.

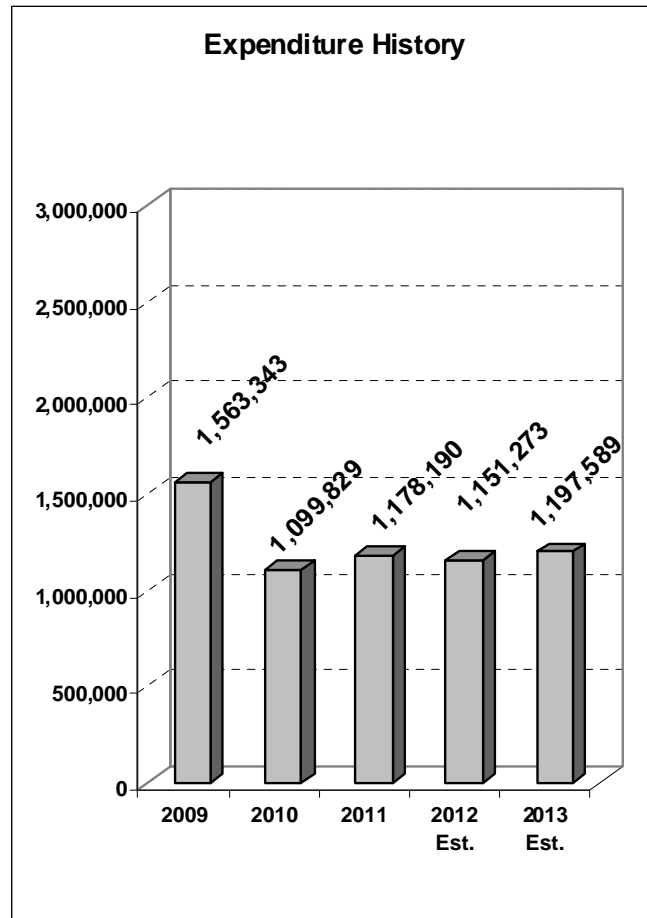
Rentals in this fund represent amounts paid to the Motor Pool Fund for equipment used on Major Streets.

FUND BALANCE

It is estimated that the City's Undesignated Major Street Fund Balance will have a surplus of \$546,809 at the end of Fiscal Year 2012-2013.

PERFORMANCE OBJECTIVES

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



**CITY OF OAK PARK
2012 - 2013 FISCAL YEAR BUDGET**

MAJOR STREETS

ACCT. NO.	FUND NO.: 202 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS of 2/29/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGER RECOMMENDED FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	REVENUES							
546	State Grants - Streets	1,021,404	1,000,000	463,150	1,000,000	1,000,000	1,000,000	1,000,000
664	Interest Earnings	811	15,000	575	800	800	800	800
672.202	Special Assessments	142,158	98,750	126,398	126,400	126,000	126,000	126,000
	TOTAL REVENUE	1,164,373	1,113,750	590,123	1,127,200	1,126,800	1,126,800	1,126,800
	EXPENDITURES							
702	Salaries & Wages	218,457	235,473	87,172	177,124	217,640	217,640	217,640
712	Employee Benefits	176,273	218,140	102,858	167,149	201,949	201,949	201,949
726	Materials & Supplies	82,991	95,000	65,804	69,000	85,000	85,000	85,000
801	Professional Services	86,448	90,000	45,437	105,000	115,000	115,000	115,000
864	Conferences & Workshops	0	500	0	500	500	500	500
923	Utilities - Water	6,152	12,000	8,360	12,000	12,000	12,000	12,000
940	Rentals	57,057	54,000	38,518	70,000	80,000	80,000	80,000
958	Memberships & Dues	357	500	0	500	500	500	500
970	Capital Outlay	205,455	200,000	0	200,000	135,000	135,000	135,000
	TOTAL EXPENDITURES	833,190	905,613	348,149	801,273	847,589	847,589	847,589
	TRANSFERS-OUT							
999.101	Transfer Out-General Fund	75,000	80,000	53,333	80,000	80,000	80,000	80,000
999.203	Transfer Out-Local St.	270,000	270,000	180,000	270,000	270,000	270,000	270,000
	TOTAL TRANSFERS-OUT	345,000	350,000	233,333	350,000	350,000	350,000	350,000
	EXPENDITURES & TRANSFERS-OUT	1,178,190	1,255,613	581,482	1,151,273	1,197,589	1,197,589	1,197,589
	EXCESS / DEFICIT	(13,817)	(141,863)	8,641	(24,073)	(70,789)	(70,789)	(70,789)
	Beginning Fund Balance	658,988	456,655	645,171	645,171	621,098	621,098	621,098
	Ending Fund Balance	645,171	314,792	653,812	621,098	550,309	550,309	550,309
	Reserved Balance	2,304	3,500	3,500	3,500	3,500	3,500	3,500
	Unreserved Fund Balance	642,867	311,292	N/A	617,598	546,809	546,809	546,809

**CITY OF OAK PARK
MAJOR STREETS
2012 - 2013 FISCAL YEAR BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: TECH & PLAN			ACTIVITY: ADMINISTRATION			ACCOUNT NO.: 202-16-103		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	27,825	32,124	18,714	32,124	25,640	25,640	25,640
712	Employee Benefits	17,420	26,499	15,579	26,499	20,715	20,715	20,715
999.1	Transfer Out - General Fund	75,000	80,000	53,333	80,000	80,000	80,000	80,000
999.2	Transfer Out - Local Street	270,000	270,000	180,000	270,000	270,000	270,000	270,000
TOTALS		390,245	408,623	267,626	408,623	396,355	396,355	396,355

DEPARTMENT: TECH & PLAN			ACTIVITY: CONSTRUCTION			ACCOUNT NO.: 202-16-451		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
970	Capital Outlay	205,455	200,000	0	200,000	135,000	135,000	135,000
TOTALS		205,455	200,000	0	200,000	135,000	135,000	135,000

DEPARTMENT: PUBLIC WORKS			ACTIVITY: ROUTINE MAINTENANCE			ACCOUNT NO.: 202-18-463		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	57,105	0	16,510	18,000	0	0	0
712	Employee Benefits	39,781	0	20,366	17,460	0	0	0
726	Materials & Supplies	16,554	0	40,710	4,000	0	0	0
801	Professional Services	250	0	3,011	0	0	0	0
940	Rentals	7,361	0	4,192	5,000	0	0	0
TOTALS		121,051	0	84,789	44,460	0	0	0

DEPARTMENT: PUBLIC WORKS			ACTIVITY: TRAFFIC			ACCOUNT NO.: 202-18-474		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	43,043	39,735	12,436	22,000	37,517	37,517	37,517
712	Employee Benefits	40,805	30,923	18,257	21,340	29,244	29,244	29,244
726	Materials & Supplies	18,597	25,000	0	15,000	15,000	15,000	15,000
801	Professional Services	86,198	90,000	42,426	90,000	90,000	90,000	90,000
864	Conferences & Workshops	0	500	0	500	500	500	500
940	Rentals	15,801	15,000	494	5,000	10,000	10,000	10,000
958	Memberships & Dues	357	500	0	500	500	500	500
TOTALS		204,801	201,658	73,613	154,340	182,761	182,761	182,761

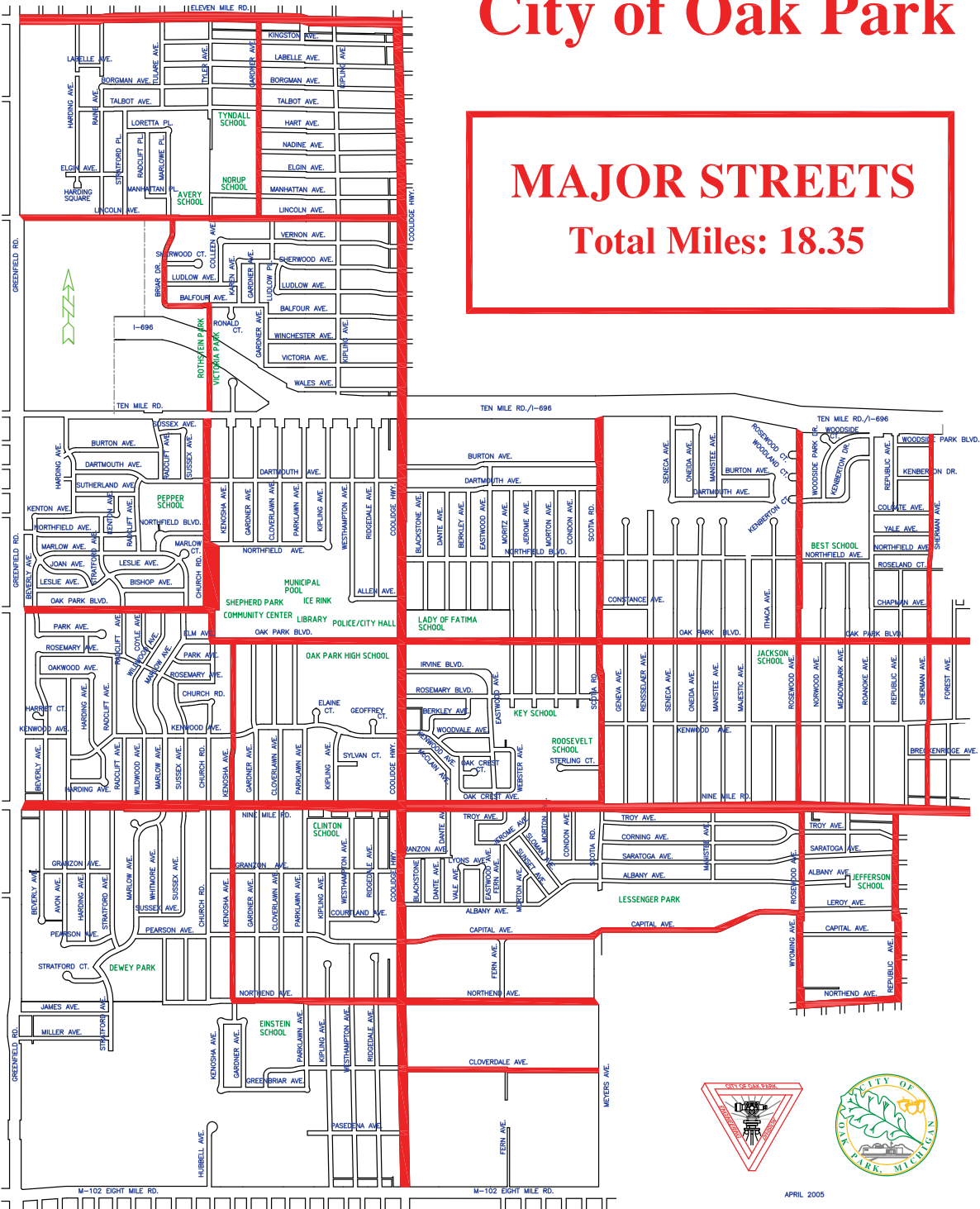
DEPARTMENT: PUBLIC WORKS			ACTIVITY: WINTER MAINTENANCE			ACCOUNT NO.: 202-18-478		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	29,633	42,072	7,173	20,000	39,724	39,724	39,724
712	Employee Benefits	21,819	35,340	7,174	19,400	33,421	33,421	33,421
726	Materials & Supplies	47,840	50,000	25,094	50,000	50,000	50,000	50,000
940	Rentals	28,052	25,000	3,604	15,000	25,000	25,000	25,000
TOTALS		127,344	152,412	43,045	104,400	148,145	148,145	148,145

DEPARTMENT: PUBLIC WORKS			ACTIVITY: RIGHTS OF WAY			ACCOUNT NO.: 202-18-479		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	60,851	121,542	32,339	85,000	114,759	114,759	114,759
712	Employee Benefits	56,448	125,378	41,482	82,450	118,569	118,569	118,569
726	Materials & Supplies		20,000	0	20,000	20,000	20,000	20,000
810	Professional services		0	0	15,000	25,000	25,000	25,000
923	Utilities - Water	6,152	12,000	8,360	12,000	12,000	12,000	12,000
940	Rentals	5,843	14,000	30,228	45,000	45,000	45,000	45,000
TOTALS		129,294	292,920	112,409	259,450	335,328	335,328	335,328

GRAND TOTAL:		1,178,190	1,255,613	581,482	1,171,273	1,197,589	1,197,589	1,197,589
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City of Oak Park

MAJOR STREETS
Total Miles: 18.35



APRIL 2005

CITY OF OAK PARK

Listing of Major Streets by Name

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



“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

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 2011-012.

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 2011-2012.

Contributions From Other Funds

Contributions from the Major Street Fund for FY 2012-2013 are assumed to be \$270,000, which was the budgeted amount for 2011-2012.

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 2011-2012.

EXPENDITURES

The total appropriation for the Local Street Fund is \$607,276, a decrease of \$17,092 from the estimated expenditures of \$624,368 in Fiscal Year 2011-2012.

There will be no Capital Outlay allocation for Fiscal Year 2012-2013.

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

FUND BALANCE

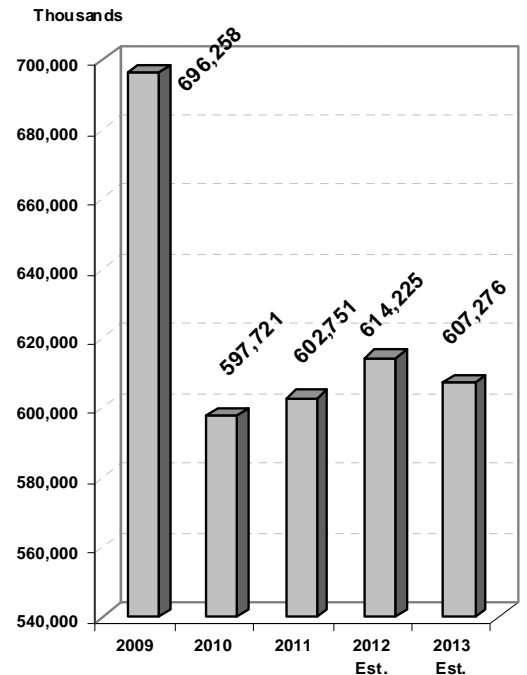
It is estimated that the City's Undesignated Local Street Fund Balance is estimated to be \$468,179 at the end of FY 2012-2013. This is projected to be 30.54% of operating revenues.

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

2012 - 2013 FISCAL YEAR BUDGET

LOCAL STREETS

ACCT. NO.	FUND NO.: 203 ACCOUNT NAME	PRIOR	CURRENT	ACTUAL AS	ESTIMATED	DEPT. REQUEST	CITY	CITY
		YEAR ACTUAL FY 2010-2011	BUDGET FY 2011-2012	OF 2/29/2012 FY 2011-2012	YEAR END FY 2011-2012		MANAGER RECOMMENDED FY 2012-2013	COUNCIL APPROVED FY 2012-2013
	<u>REVENUES</u>							
546	State Grants - Streets	477,304	400,000	181,036	400,000	400,000	400,000	400,000
664	Interest Earnings	507	4,000	261	4,000	4,000	4,000	4,000
699.202	Contribution from Major Streets	270,000	270,000	180,000	270,000	270,000	270,000	270,000
	TOTAL REVENUE	747,811	674,000	361,297	674,000	674,000	674,000	674,000
	<u>EXPENDITURES</u>							
702	Salaries & Wages	216,960	195,307	123,206	202,500	188,935	188,935	188,935
712	Employee Benefits	166,222	184,061	122,510	196,725	178,341	178,341	178,341
726	Materials & Supplies	44,820	60,000	8,436	46,000	45,000	45,000	45,000
801	Professional Services	0	0	0	8,000	15,000	15,000	15,000
930	Repairs & Maintenance	0	0	0	0	0	0	0
940	Rentals	104,749	110,000	64,043	86,000	105,000	105,000	105,000
970	Capital Outlay	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	532,751	549,368	318,195	539,225	532,276	532,276	532,276
	<u>TRANSFERS-OUT</u>							
999.101	Transfer Out-General Fund	70,000	75,000	50,000	75,000	75,000	75,000	75,000
	TOTAL TRANSFERS-OUT	70,000	75,000	50,000	75,000	75,000	75,000	75,000
	EXPENDITURES & TRANSFERS-OUT	602,751	624,368	368,195	614,225	607,276	607,276	607,276
	EXCESS / DEFICIT	145,060	49,632	(6,898)	59,775	66,724	66,724	66,724
	Beginning Fund Balance	196,620	227,620	341,680	341,680	401,455	401,455	401,455
	Ending Fund Balance	341,680	277,252	334,782	401,455	468,179	468,179	468,179
	Reserved - Prepaid Expenditures	4,496	0	0	0	0	0	0
	Unreserved Fund Balance	337,184	277,252	N/A	401,455	468,179	468,179	468,179

**CITY OF OAK PARK
LOCAL STREETS
2012 - 2013 FISCAL YEAR BUDGET
EXPENDITURE SUMMARY**

DEPARTMENT: TECH & PLAN			ACTIVITY: ADMINISTRATION			ACCOUNT NO.: 203-16-103		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	9,984	0	6,293	10,000	0	0	0
712	Employee Benefits	7,139	0	5,661	10,000	0	0	0
999.101	Transfer Out-General Fund	70,000	75,000	50,000	75,000	75,000	75,000	75,000
TOTALS		87,123	75,000	61,954	95,000	75,000	75,000	75,000

DEPARTMENT: TECH & PLAN			ACTIVITY: CONSTRUCTION			ACCOUNT NO.: 203-16-451		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	0	0	0	0	0	0	0
712	Employee Benefits	0	0	0	0	0	0	0
TOTALS		0	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 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	64,864	0	44,083	48,000	0	0	0
712	Employee Benefits	50,246	0	54,146	46,560	0	0	0
726	Materials & Supplies	9,871	0	5,560	6,000	0	0	0
930	Repairs & Maintenance	0	0	0	0	0	0	0
940	Rentals	15,989	0	9,762	8,000	0	0	0
TOTALS		140,970	0	113,551	108,560	0	0	0

DEPARTMENT: PUBLIC WORKS			ACTIVITY: TRAFFIC			ACCOUNT NO.: 203-18-474		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	16,014	29,347	1,532	7,500	28,390	28,390	28,390
712	Employee Benefits	11,678	27,657	1,928	7,275	26,798	26,798	26,798
726	Materials & Supplies	4,782	10,000	(94)	5,000	10,000	10,000	10,000
940	Rentals	10,950	15,000	746	3,000	10,000	10,000	10,000
TOTALS		43,424	82,004	4,112	22,775	75,188	75,188	75,188

DEPARTMENT: PUBLIC WORKS			ACTIVITY: WINTER MAINTENANCE			ACCOUNT NO.: 203-18-478		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	41,980	37,624	2,340	17,000	36,396	36,396	36,396
712	Employee Benefits	30,733	35,457	1,702	16,490	34,355	34,355	34,355
726	Materials & Supplies	30,167	35,000	2,891	25,000	25,000	25,000	25,000
940	Rentals	29,305	30,000	2,261	10,000	30,000	30,000	30,000
TOTALS		132,185	138,081	9,194	68,490	125,751	125,751	125,751

DEPARTMENT: PUBLIC WORKS			ACTIVITY: RIGHTS OF WAY			ACCOUNT NO.: 203-18-479		
ACCT. NO.	ACCOUNT NAME	PRIOR YR. ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YR. END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	84,118	128,336	68,958	120,000	124,149	124,149	124,149
712	Employee Benefits	66,426	120,947	59,073	116,400	117,188	117,188	117,188
726	Materials & Supplies	0	15,000	79	10,000	10,000	10,000	10,000
801	Professional Services	0	0	0	8,000	15,000	15,000	15,000
940	Rentals	48,505	65,000	51,274	65,000	65,000	65,000	65,000
TOTALS		199,049	329,283	179,384	319,400	331,337	331,337	331,337

GRAND TOTAL:		602,751	624,368	368,195	614,225	607,276	607,276	607,276
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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		

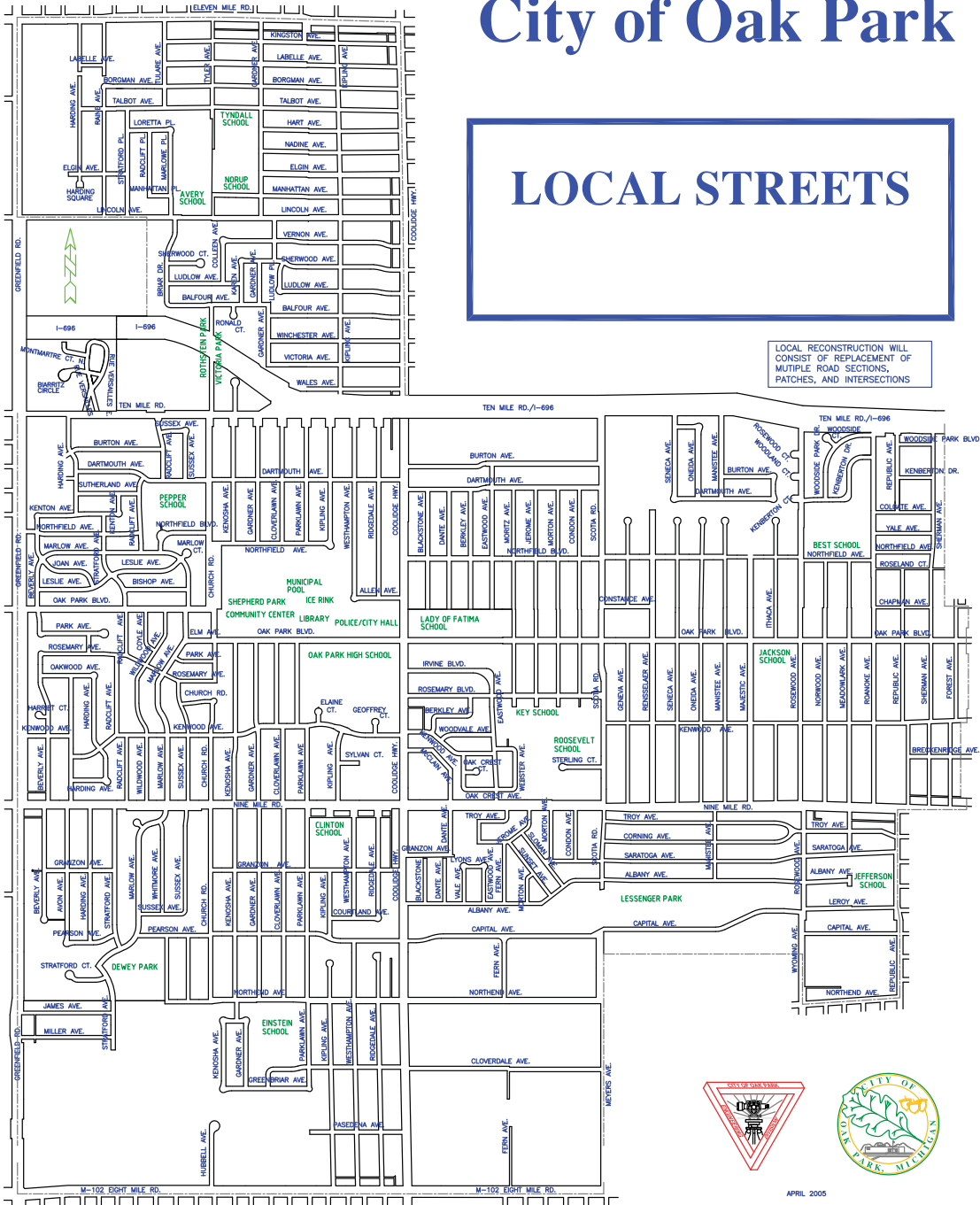
City of Oak Park

LOCAL STREETS

LOCAL RECONSTRUCTION WILL CONSIST OF REPLACEMENT OF MULTIPLE ROAD SECTIONS, PATCHES, AND INTERSECTIONS

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“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

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 2.9531 mills for FY 2012-2013. This is .5 increase compared to FY 2011-2012. It is also funded by a service charge included on water bills. The 2012-2013 fee is \$9.77 per month. This accounts for the cost of picking up litter in the City.

An appropriation of \$2,549,641 is proposed. This is an increase of \$99,301 over the FY 2011-2012 appropriation.

EXPENDITURES

An appropriation of \$2,574,346 is proposed. This is an increase of \$127,746 over the FY 2011-2012 appropriation. This reflects an anticipated increase in refuse disposal costs.

FUND BALANCE

It is estimated that the City's Undesignated Solid Waste Fund Balance will be \$317,597 at the end of FY 2012-2013. This is projected to be 12.34% of total expenditures.

PERFORMANCE OBJECTIVES

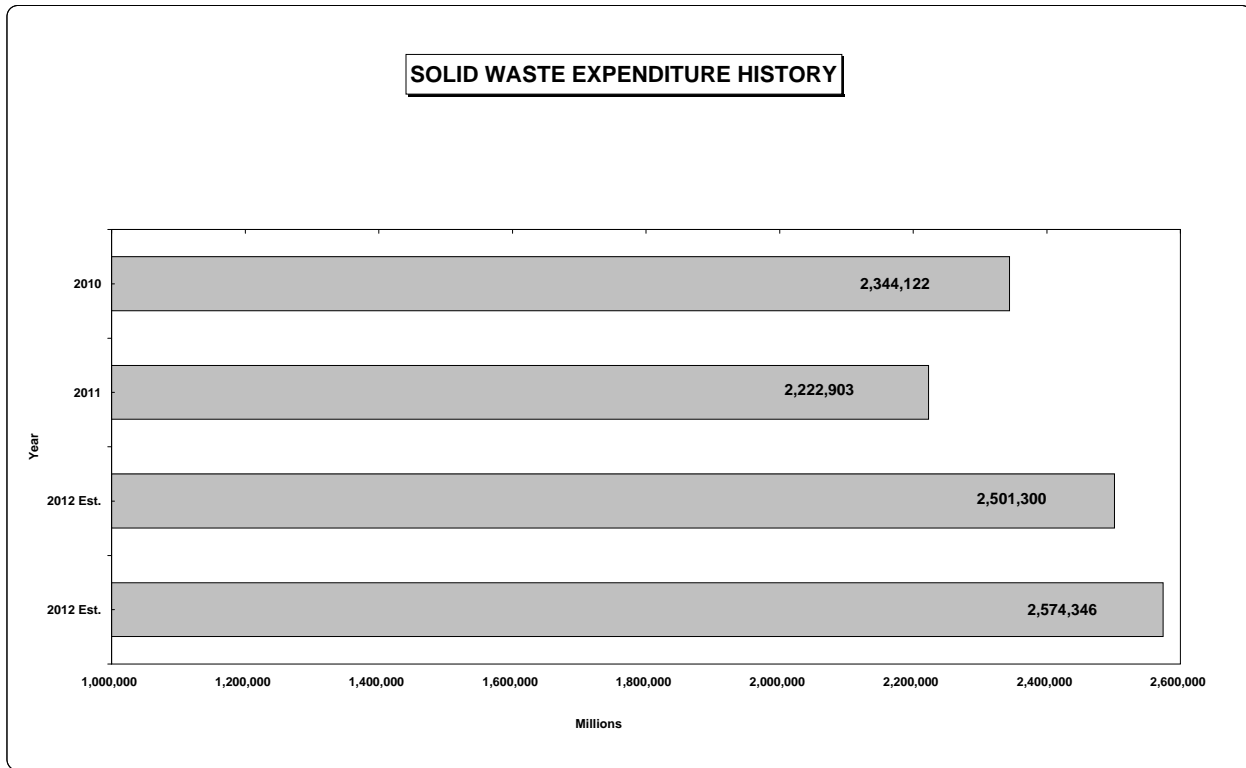
To continue to monitor trends and move forward with education and information for recycling so participation will continue to increase in all neighborhoods of the city.

WE RECYCLE!



**CITY OF OAK PARK
2012 - 2013 FISCAL YEAR BUDGET
SOLID WASTE**

ACCT. NO.	FUND NO.:226 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 02/29/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGERS RECOMMEND. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
REVENUES								
403	Property Taxes	1,525,100	1,302,340	1,296,171	1,300,000	1,402,641	1,402,641	1,402,641
664	Interest Earnings	1,400	2,000	816	2,000	1,000	1,000	1,000
674	Miscellaneous Fees	834,142	1,146,000	541,591	1,146,000	1,146,000	1,146,000	1,146,000
674.003	Charges To Other Governments	0	0	0	0	0	0	0
TOTAL REVENUE		2,360,642	2,450,340	1,838,578	2,448,000	2,549,641	2,549,641	2,549,641
EXPENDITURES								
702	Salaries & Wages	149,796	196,456	117,611	190,000	190,000	190,000	190,000
712	Employee Benefits	116,834	185,144	105,153	184,300	179,346	179,346	179,346
726	Supplies	2,972	5,000	2,625	5,000	5,000	5,000	5,000
801	Professional Services	274	7,000	14,883	17,000	40,000	40,000	40,000
807	Refuse Collection & Disposal	1,501,424	1,590,000	1,093,972	1,590,000	1,650,000	1,650,000	1,650,000
818	Contractual Services	61,187	50,000	33,212	50,000	50,000	50,000	50,000
930	Rentals	77,087	100,000	105,705	140,000	140,000	140,000	140,000
964	Refunds & Rebates	3,329	3,000	14,661	15,000	10,000	10,000	10,000
TOTAL EXPENDITURES		1,912,903	2,136,600	1,487,822	2,191,300	2,264,346	2,264,346	2,264,346
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		2,222,903	2,446,600	1,694,488	2,501,300	2,574,346	2,574,346	2,574,346
EXCESS/DEFICIT		137,739	3,740	144,090	(53,300)	(24,705)	(24,705)	(24,705)
Beginning Fund Balance		257,863	262,043	395,602	395,602	342,302	342,302	342,302
Ending Fund Balance		395,602	265,783	539,692	342,302	317,597	317,597	317,597



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

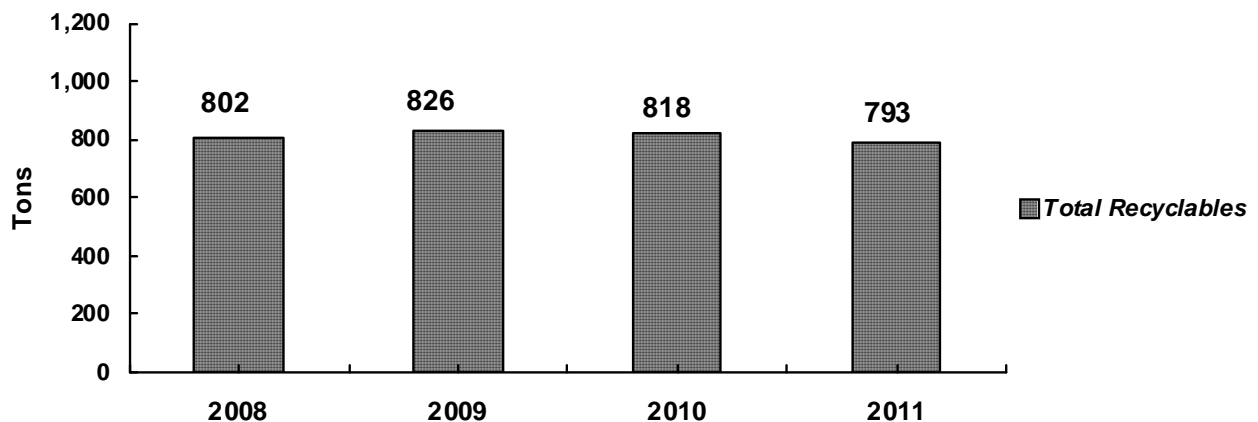
SPECIAL HOUSEHOLD HAZARDOUS WASTE DISPOSAL

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.

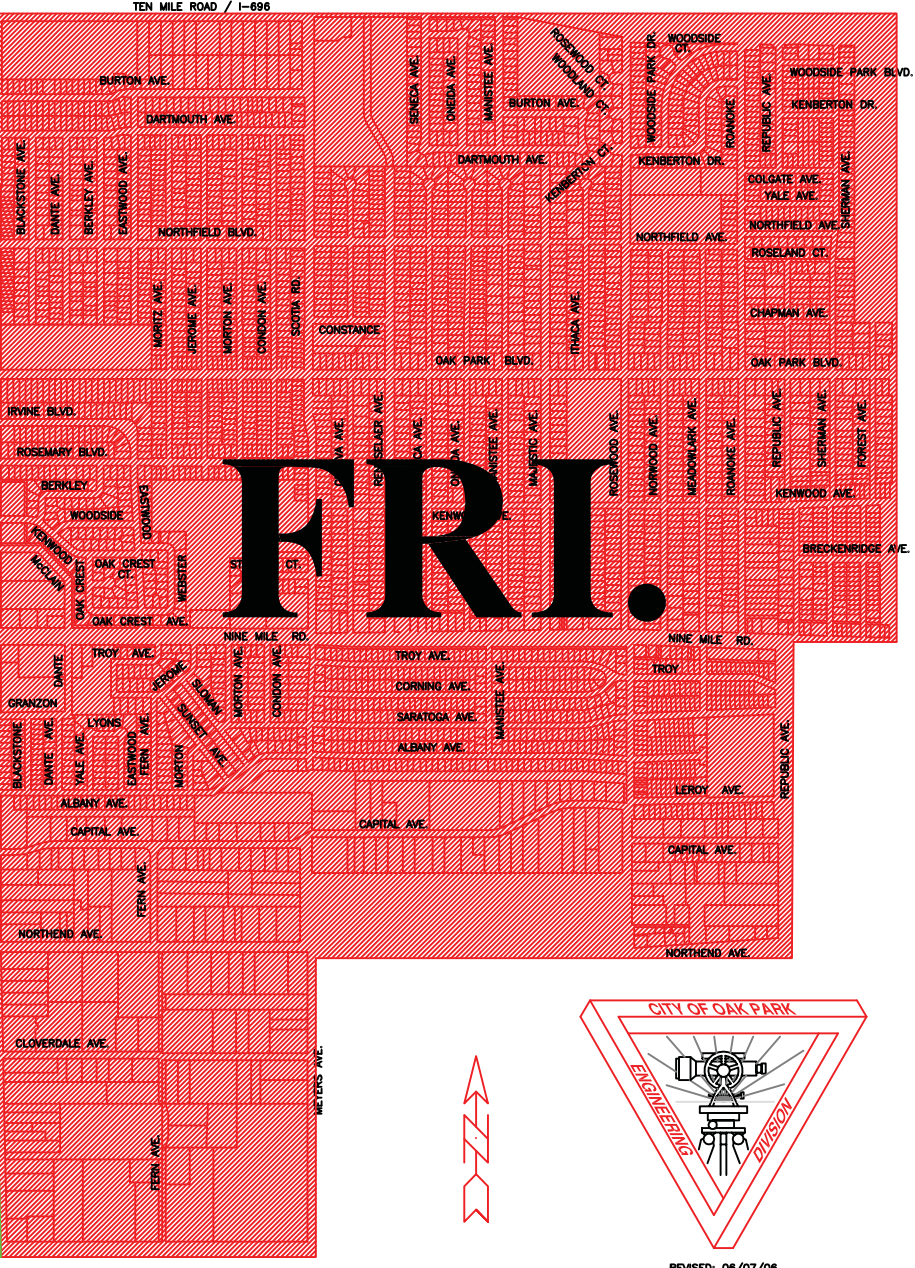
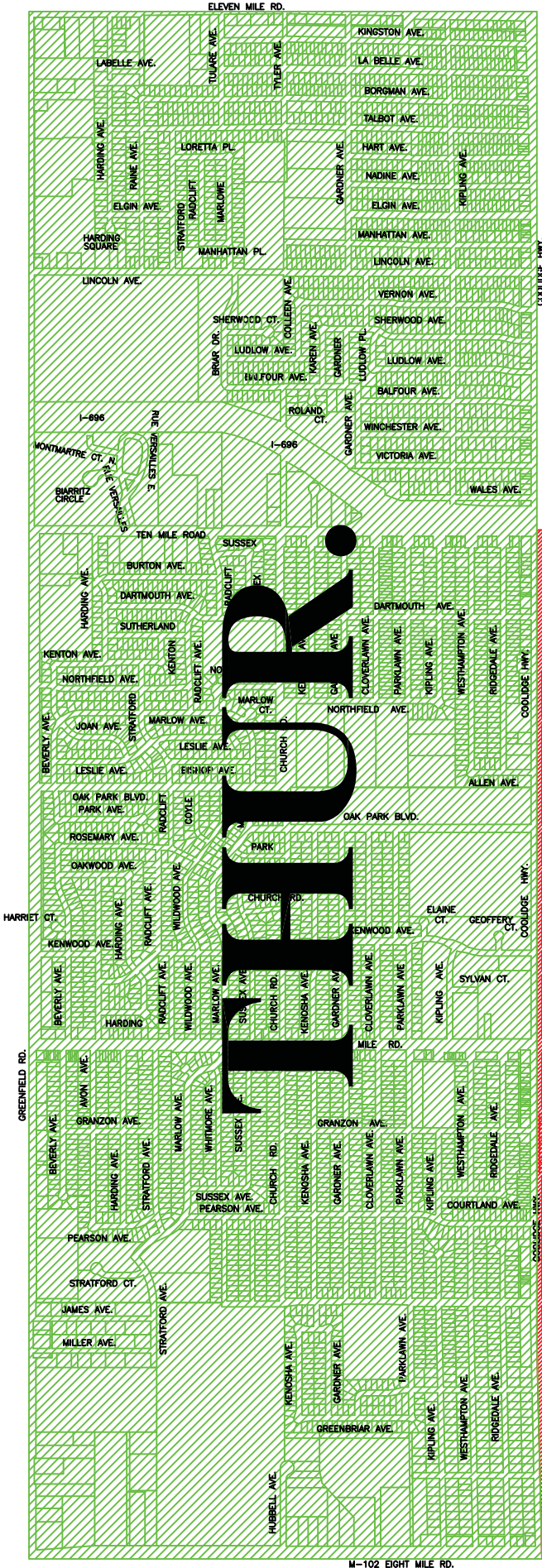
Household hazardous waste times include: paints, garden chemicals, household cleaners, solvents, oils, fluorescent light bulbs and insulin syringes.

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 & CASEFLOW ASSISTANCE 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 2012-2013. This is the same allocation as the FY 2011-2012 appropriation.

Due to such low rates of return, Interest Income of only \$92 is anticipated for the 2012-2013 Fiscal Year.

EXPENDITURES

An amount of \$1,250 is proposed for FY 2012-2013. This is a \$13,750 decrease from the FY 2011-2012 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 45th 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 \$15,024.

EXPENDITURES

Expenditures for Training are estimated to be \$15,000 during fiscal year 2012-2013.

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 \$25,750 will be collected for this fund during FY 2012-2013.

EXPENDITURES

\$26,137 in expenditures are anticipated for FY 2012-2013.

**CITY OF OAK PARK
2012 - 2013 FISCAL YEAR BUDGET**

NARCOTIC FORFEITURE

ACCT. NO.	FUND & ACTIVITY NO.: 253-74-333 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 02/29/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGERS RECOMMEND. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	REVENUES							
663	Fines & Forfeitures	10,884	15,000	3,391	15,000	15,000	15,000	15,000
664	Interest	97	0	61	92	92	92	92
	TOTAL REVENUE	10,981	15,000	3,452	15,092	15,092	15,092	15,092
	EXPENDITURES							
726	Supplies	1,250	15,000	0	1,250	1,250	1,250	1,250
	TOTAL EXPENDITURES	1,250	15,000	0	1,250	1,250	1,250	1,250
	EXCESS/DEFICIT	9,731	0	3,452	13,842	13,842	13,842	13,842
	Beginning Fund Balance	56,266	56,266	65,997	65,997	79,839	79,839	79,839
	Ending Fund Balance	65,997	56,266	69,449	79,839	93,681	93,681	93,681

CRIMINAL JUSTICE TRAINING

ACCT. NO.	FUND & ACTIVITY NO.: 254-75-320 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 02/29/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGERS RECOMMEND. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	REVENUES							
546	State Grants	11,833	15,000	5,773	15,000	15,000	15,000	15,000
664	Interest	24	130	14	21	24	24	24
	TOTAL REVENUE	11,857	15,130	5,787	15,021	15,024	15,024	15,024
	EXPENDITURES							
960	Education & Training	10,820	15,000	9,401	15,000	15,000	15,000	15,000
	TOTAL EXPENDITURES	10,820	15,000	9,401	15,000	15,000	15,000	15,000
	EXCESS/DEFICIT	1,037	130	(3,614)	21	24	24	24
	Beginning Fund Balance	13,305	13,435	14,342	14,342	14,363	14,363	14,363
	Ending Fund Balance	14,342	13,565	10,728	14,363	14,387	14,387	14,387

DISASTER CONTINGENCY

ACCT. NO.	FUND & ACTIVITY NO.: 255-17-345 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 02/29/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGERS RECOMMEND. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	REVENUES							
664	Interest	4	25	3	5	25	25	25
	TOTAL REVENUE	4	25	3	5	25	25	25
	EXPENDITURES							
956	Miscellaneous	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	0	0	0	0	0	0	0
	EXCESS/DEFICIT	4	25	3	5	25	25	25
	Beginning Fund Balance	3,574	3,599	3,578	3,578	3,583	3,583	3,583
	Ending Fund Balance	3,578	3,624	3,581	3,583	3,608	3,608	3,608

CASEFLOW ASSISTANCE FUND

ACCT. NO.	FUND & ACTIVITY NO.: 256-50-136 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 02/29/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGERS RECOMMEND. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	REVENUES							
544	State Drunk Driving Fund	25,462	24,000	0	24,000	25,500	25,500	25,500
664	Interest	146	1,700	104	157	250	250	250
	TOTAL REVENUE	25,608	25,700	104	24,157	25,750	25,750	25,750
	EXPENDITURES							
956	Miscellaneous	0	7,000	2,607	7,000	26,137	26,137	26,137
	TOTAL EXPENDITURES	0	7,000	2,607	7,000	26,137	26,137	26,137
	EXCESS/DEFICIT	25,608	18,700	(2,503)	17,157	(387)	(387)	(387)
	Beginning Fund Balance	99,757	100,455	125,365	125,365	142,522	142,522	142,522
	Ending Fund Balance	125,365	119,155	122,862	142,522	142,135	142,135	142,135

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 \$111,701 is proposed, which is a \$27,790 decrease from the amount requested for FY 2011-2012. 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 \$84,000 has been requested in Salaries and Wages, for the Code Assistance activity during FY 2012-2013.

An appropriation of \$10,100 has been requested for FY 2012-2013 in Contractual Services for the Minor Home Repair activity.

An allocation in Contractual Services of \$17,601 has been requested during FY 2012-2013 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 Yard Services will be \$17,601. The City did not receive Safety & Repair funding for the 2012-2013 fiscal year.

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 29, 2012

Project Name	Grant Year 2009	Grant Year 2010	Grant Year 2011
Code Enforcement	-0-	15,107	83,491
Minor Home Repair	-0-	8,404	10,100
Safety & Repair	1,475	2,500	-0-
Yard Services	-0-	37,737	17,601
Totals	1,475	63,748	111,192

**CITY OF OAK PARK
2012 - 2013 FISCAL YEAR BUDGET
COMMUNITY DEVELOPMENT BLOCK GRANTS**

ACCT. NO.	FUND NO.: 275 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
REVENUES								
502	Federal Grants	97,333	139,491	39,907	120,651	111,701	111,701	111,701
	TOTAL REVENUE	97,333	139,491	39,907	120,651	111,701	111,701	111,701
EXPENDITURES								
702	Salaries & Wages	57,651	83,491	29,778	91,154	84,000	84,000	84,000
818	Contractual Services	39,682	56,000	20,674	29,497	27,701	27,701	27,701
	TOTAL EXPENDITURES	97,333	139,491	50,452	120,651	111,701	111,701	111,701
	EXCESS/DEFICIT	0	0	(10,545)	0	0	0	0
	Beginning Fund Balance	0	0	0	0	0	0	0
	Ending Fund Balance	0	0	(10,545)	0	0	0	0

EXPENDITURE SUMMARY

FY 2011-2012

FY 2012-2013 REQUESTS

DEPARTMENT: RECREATION - PUBLIC SERVICES			
ACTIVITY NO.: 731665		ACTIVITY: SAFETY & REPAIR	
Acct. No.	Account Name	Current Budget FY 2011-2012	Est. Year End FY 2011-2012
818	Contractual Services	2,500	1,420
	Total	2,500	1,420

DEPARTMENT: RECREATION - PUBLIC SERVICES		
ACTIVITY NO.: 731665		ACTIVITY: SAFETY & REPAIR
Acct. No.	Account Name	Amount
818	Contractual Services	0
	Total	0

DEPARTMENT: RECREATION - PUBLIC SERVICES			
ACTIVITY NO.: 732170		ACTIVITY: YARD SERVICES	
Acct. No.	Account Name	Current Budget FY 2011-2012	Est. Year End FY 2011-2012
818	Contractual Services	36,000	13,872
	Total	36,000	13,872

DEPARTMENT: RECREATION - PUBLIC SERVICES		
ACTIVITY NO.: 732170		ACTIVITY: YARD SERVICES
Acct. No.	Account Name	Amount
818	Contractual Services	17,601
	Total	17,601

DEPARTMENT: TECHNICAL & PLANNING			
ACTIVITY NO.: 730310		ACTIVITY: CODE ASSISTANCE	
Acct. No.	Account Name	Current Budget FY 2011-2012	Est. Year End FY 2011-2012
702	Salaries & Wages	83,491	91,154
	Total	83,491	91,154

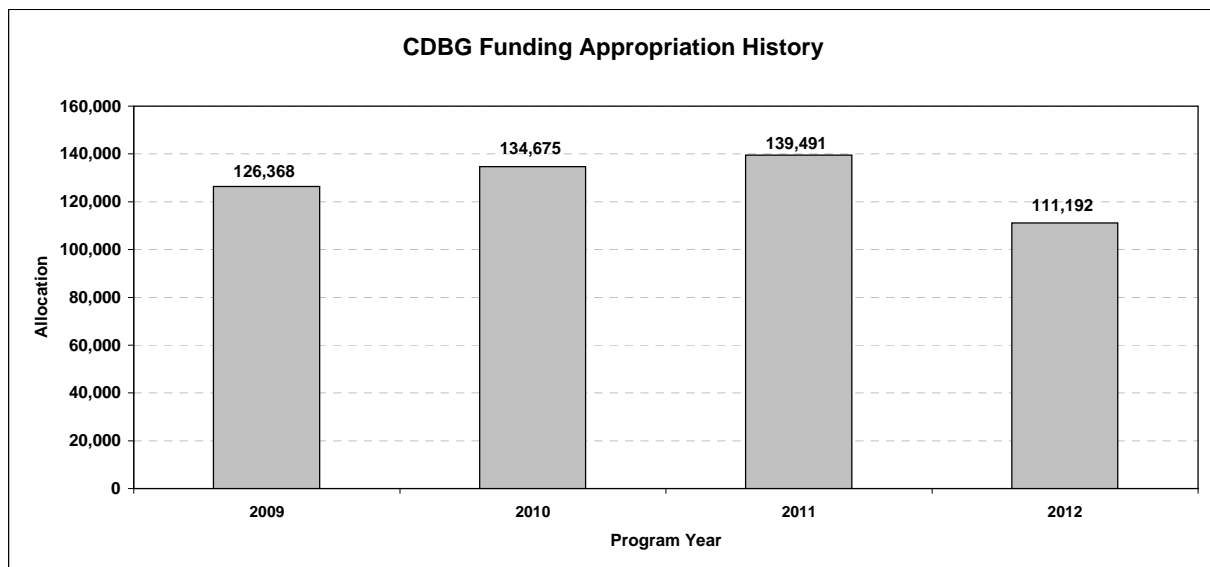
DEPARTMENT: TECHNICAL & PLANNING		
ACTIVITY NO.: 730310		ACTIVITY: CODE ASSISTANCE
Acct. No.	Account Name	Amount
702	Salaries & Wages	84,000
	Total	84,000

DEPARTMENT: TECHNICAL & PLANNING			
ACTIVITY NO.: 731227		ACTIVITY: MINOR HOME REPAIR	
Acct. No.	Account Name	Current Budget FY 2011-2012	Est. Year End FY 2011-2012
818	Contractual Services	17,500	14,205
	Total	17,500	14,205

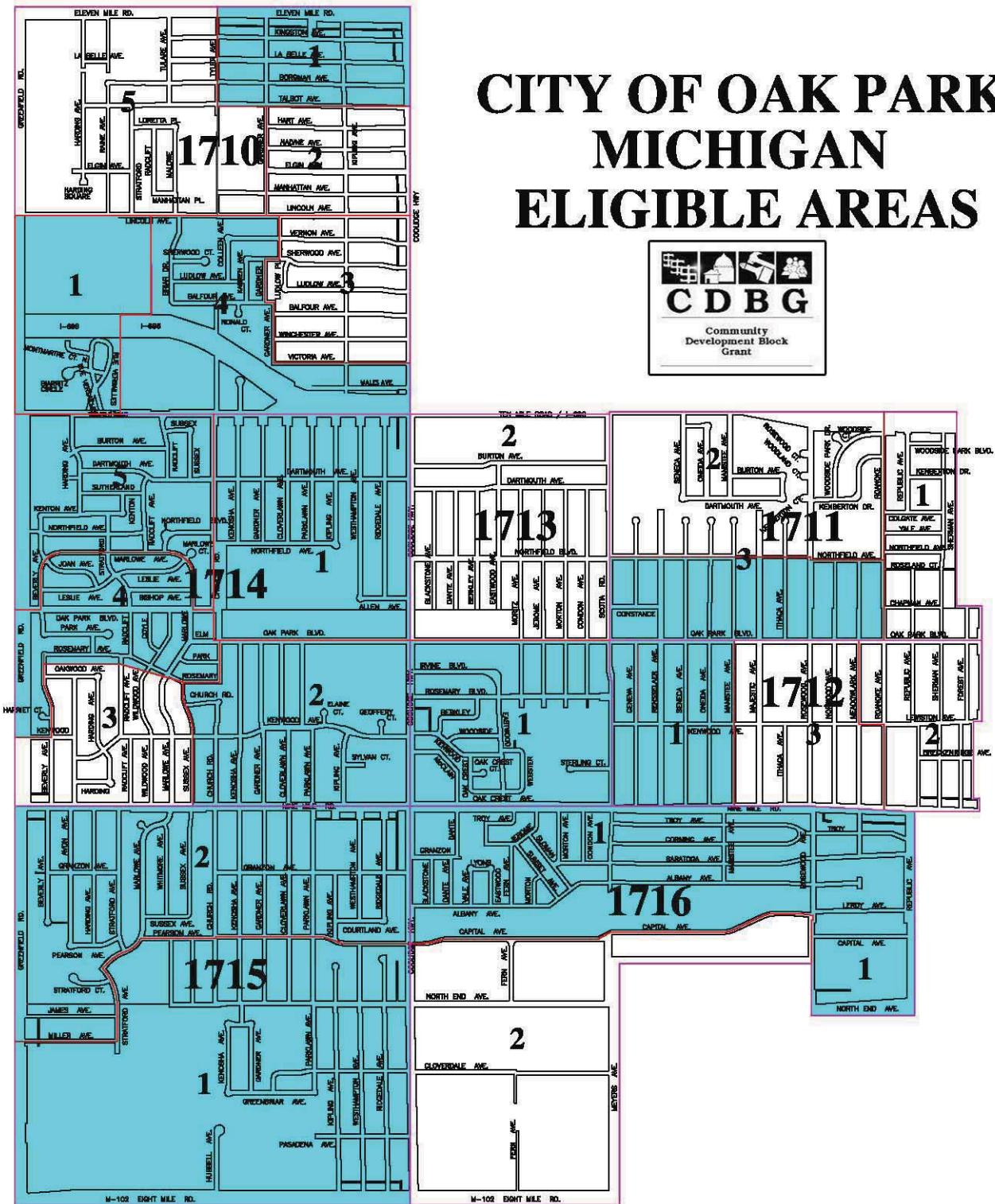
DEPARTMENT: TECHNICAL & PLANNING		
ACTIVITY NO.: 731227		ACTIVITY: MINOR HOME REPAIR
Acct. No.	Account Name	Amount
818	Contractual Services	10,100
	Total	10,100

GRAND TOTAL:	139,491	120,651
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GRAND TOTAL:	111,701
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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
178

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.

2012-2013 Budget

ACCT. NO.	FUND NO.: 281 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2010-2011	ACTUAL AS OF 02/29/11 FY 2011-2012	EST YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	<u>REVENUES</u>							
543	Federal Grants	245,277	268,571	167,681	295,445	235,000	235,000	235,000
	TOTAL REVENUE	245,277	268,571	167,681	295,445	235,000	235,000	235,000
	<u>EXPENDITURES</u>							
702	Wages	165,717	178,641	113,883	179,944	160,801	160,801	160,801
712	Employee Benefits	79,560	89,930	53,798	115,501	74,199	74,199	74,199
	TOTAL EXPENDITURES	245,277	268,571	167,681	295,445	235,000	235,000	235,000
	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

45th DISTRICT COURT

OVERVIEW

The 45th District Court serves the communities of Oak Park, Huntington Woods, Royal Oak Township, and Pleasant Ridge.

The 45th 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 45th District Court fund is financed by a General Fund transfer-in, Fees, Fines and Court Costs 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 are placed in a Caseload Assistance account.

Charges For Services

Fees are charged for probation screening, oversight fees, and PBT testing to clients. These fees are anticipated to be \$277,000, which reflects an increase over 2012-2013.

Transfer - In General Fund

Transfer-In from the General Fund of \$1,375,000 anticipated for FY 2012-2013, while \$1,665,400 was recommended for Fiscal Year 2011-2012. This is a \$290,400 decrease from the previous year.

EXPENDITURES

The Court is anticipating a decrease in expenditures from \$1,934,475 in FY 2011-2012 to \$1,639,995 in FY 2012-2013.

FUND BALANCE

Fund Balance in the 45th District Court 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 45th District Court for one semester to observe and learn the court's role in the criminal justice system.
- *Teen Court* – The 45th 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.
- *Fee and Fine Collection* – The Court will implement additional fee and fine collection enhancements. This will include use of the "Collect" application and the use of filing of state income tax garnishments with the State Department of Treasury.
- *Veterans Treatment Court* – In the fall of 2012 the Court will be implementing a Veterans Treatment court. The problem solving specialty court has been in the planning stages for almost a year, with stakeholders from the Oakland County Veterans Association, the Oakland County Bar Association and the Veterans Administration in Detroit and Ann Arbor. The Veterans Treatment Court will be working with veterans from any era and we will be working in conjunction with the Veterans Administration to better serve the men and women who fought for our country. We anticipate beginning this new specialty court with 15-20 defendants participating in an intensive probation supervision program, with treatment and vocational components.

45th DISTRICT COURT

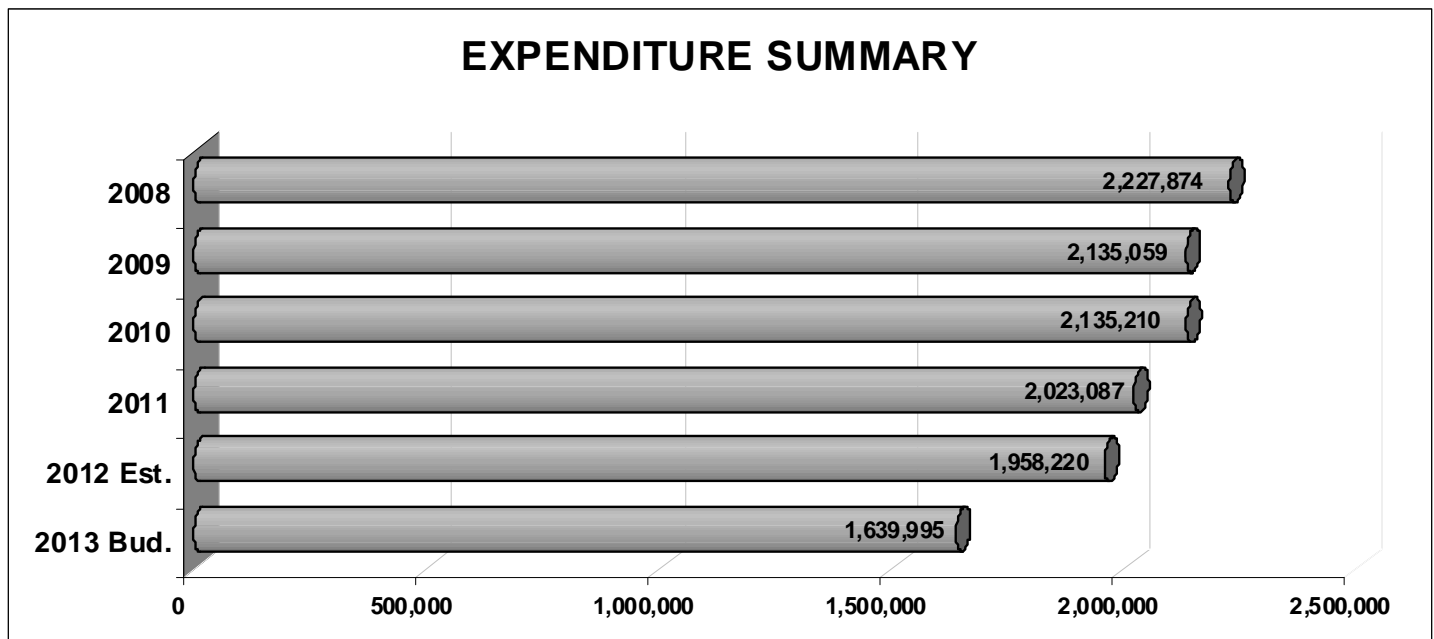
45th District Court Probation Department

The 45th District Court Probation Department staff consists of 3 full-time probation officers and one part-time clerk. The probation department staff has a combined work experience of more than 74 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 2011, the 45th District Court Probation Department monitored 925 offenders, which is a 12% decrease of offenders monitored since 2010. In addition, the probation department staff conducted pre-sentence investigation interviews with 355 offenders and an additional 570 substance abuse screening-assessment evaluation interviews. Beginning in 2006, to better serve the communities, the 45th District Court implemented these very significant programs:

- *The Domestic Violence Docket* closely monitors 125 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 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 45th District Court DPW Clean-up Program was created to provide a supervised community service work program that directly benefits the Cities of Oak Park and Huntington Woods and their residents. The work program utilizes probationers to perform specialized clean-up projects within the communities. In 2011 a total of 2392 work hours were performed by the probationers. A total of 13,720 work hours have been performed since the program began.
- *Random Alcohol Testing Program* – The 45th District Court Probation Department instituted a Random Alcohol Testing Program (RATP) in July of 2011. The RATP utilizes PBT testing to verify compliance with bond conditions or probation conditions imposed by the Judges of the 45th District Court. The defendants are assigned a color to represent frequency of testing as determined by their probation officer or the presiding Judge. The schedule of testing is determined on a weekly basis with an Excel randomization program that determines the days each color will be tested. The RATP charges \$3.00 per PBT and has performed 483 PBT tests as of 2/1/2012.

EXPENDITURE SUMMARY



**CITY OF OAK PARK
2012 - 2013 FISCAL YEAR BUDGET
45th DISTRICT COURT / PROBATION**

ACCT. NO.	FUND NO.: 276 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 02/29/2012 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
REVENUES								
569	Reimbursement-Judges Salary	91,448	91,448	68,586	91,448	91,448	91,448	91,448
664	Interest Income	0	2,454	41	500	500	500	500
674	Charges for Services - Probation	196,851	195,173	120,595	195,173	277,000	277,000	277,000
699.101	Transfers-in General Fund	1,767,494	1,665,400	1,116,666	1,691,099	1,395,200	1,375,000	1,375,000
TOTAL REVENUE		2,055,793	1,954,475	1,305,888	1,978,220	1,764,148	1,743,948	1,743,948
EXPENDITURES								
702	Salaries & Wages	1,142,028	1,116,044	731,295	1,120,844	951,636	951,533	951,533
712	Employee Benefits	495,451	481,208	313,964	481,208	395,500	395,500	395,500
726	Materials & Supplies	83,716	85,400	52,163	85,400	68,375	68,375	68,375
801	Professional Services	52,638	32,501	46,775	53,000	37,841	37,841	37,841
818	Contractual Services	187,766	154,748	121,642	154,748	124,804	124,804	124,804
864	Conferences & Workshops	925	2,500	125	1,000	1,550	1,550	1,550
910	Insurance & Bonds	6,334	6,454	7,546	8,000	7,315	7,315	7,315
930	Repairs & Maintenance	42,806	42,000	30,683	42,000	45,957	45,957	45,957
956	Miscellaneous	11,133	11,000	5,059	11,000	6,100	6,100	6,100
960	Education & Training	290	2,620	0	1,020	1,020	1,020	1,020
TOTAL EXPENDITURES		2,023,087	1,934,475	1,309,252	1,958,220	1,640,098	1,639,995	1,639,995
TRANSFERS-OUT								
999.101	Transfer to Retirees Health Care	37,407	20,000	13,333	20,000	124,050	103,953	103,953
EXPENDITURES & TRANSFERS-OUT		2,060,494	1,954,475	1,322,585	1,978,220	1,764,148	1,743,948	1,743,948
EXCESS / DEFICIT		(4,701)	0	(16,697)	0	0	0	0
Beginning Fund Balance		64,554	45,000	45,000	45,000	45,000	45,000	45,000
Reserve for Prepaid Expenditures		14,853	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	(16,697)	0	0	0	0

**UNBUDGETED TRANSFERS BY 45TH DISTRICT COURT
FISCAL YEAR 2010-2011**

The 45TH District Court 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 45TH District Court 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	1,646,567
CITY OF HUNTINGTON WOODS	125,730
PLEASANT RIDGE	44,105
ROYAL OAK TOWNSHIP	12,509
MICHIGAN STATE JUDGMENT FEES	743,132
MICHIGAN DEPT. OF STATE	46,876
OAKLAND COUNTY PENAL FINES	41,618
PROBATION FEES	195,818
DISTRICT CT. HEALTH CARE SURCHARGE	117,428
DISTRICT COURT CONSTRUCTION FUND	150,644
	\$3,124,427

**CITY OF OAK PARK
2012-2013 BUDGET**

Personnel Worksheet For 45th District Court and Probation

Job / Class Title	Actual 2010-2011	Budgeted 2011-2012	Requested 2012-2013	Managers Rec. 2012-2013	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	0.0	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
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	0.0	0.0	0.0
Court Clerk	9.0	6.0	4.0	4.0	4.0
Court Officer	4.0	3.0	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	2.0	2.0	2.0
Sub-Total Full Time	27.0	23.0	19.0	19.0	19.0
<u>PART TIME</u>					
Probation Clerk	0.7	0.7	0.7	0.7	0.7
Court Officer			0.7	0.7	0.7
Student Aide (2)			0.6	0.6	0.6
Court Clerk - Cashier			0.7	0.7	0.7
Sub-Total Part Time			2.7	2.7	33.7
TOTAL	27.7	23.7	21.7	21.7	21.7



Judges of the 45TH District Court



Chief Judge of the 45TH 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 45TH 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 45TH 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 45TH 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 2012-2013
45TH DISTRICT COURT**

POSITION	NAME	SENIORITY DATE	MONTHS OF SERVICE as of 11/17/2012	PAY GRADE	REG PAY	OT PAY	LONG PAY	OTHER PAY	DIRECT PAY TOTAL	WORK COMP	RETIRE-MENT	DENTAL	HEALTH AD&D	LIFE & MEDICARE	FICA/	LONG TERM DISABILITY	FRINGE BENEFIT TOTAL	GRAND TOTAL	
Chief Judge	Appel-Friedman, M.	01/01/03	120	C	45,724	0	4,799	2,400	52,923	244	0	1,020	20,231	234	0	250	21,979	74,902	
Chief Pro Tem District Judge	Gubow, D.	01/01/03	120	C	45,724	0	4,799	4,920	55,443	244	0	1,020	0	234	0	250	1,748	57,191	
Court Administrator	Goodroe, F.	06/22/09	41	C	85,000	0	830	2,400	88,230	453	9,264	1,020	6,944	187	6,750	250	24,868	113,098	
Senior Clerk - Collections	Graham, J.	12/29/03	108	C	38,438	0	1,236	0	39,674	205	3,571	1,020	20,231	94	3,035	190	28,346	68,020	
Senior Traffic Clerk	Vacant	07/01/12	4	C	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Traffic/Criminal Supervisor	Beamish, T.	08/26/91	258	C	51,169	1,500	4,191	0	56,860	281	4,265	1,020	6,944	94	4,350	190	17,144	74,004	
Court Clerk	Sinelli, C.	12/07/09	35	C	31,905	911	266	0	33,082	175	2,977	1,020	6,944	94	2,531	190	13,931	47,013	
Court Clerk	Vacant	07/01/12	4	C	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Civil Supervisor	Volpe, M.	07/11/05	89	C	42,000	1,200	890	0	44,090	230	4,629	1,020	16,245	94	3,373	190	25,781	69,871	
Court Clerk	Coleman, N.	10/19/11	13	C	38,432	0	159	0	38,591	205	2,894	1,020	20,231	94	2,952	190	27,586	66,177	
Court Clerk	Vacant	07/01/12	4	C	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Court Clerk	Kozlowski, T.	04/28/09	43	C	32,760	936	335	0	34,031	180	3,573	1,020	6,944	94	2,603	190	14,604	48,635	
Court Clerk	Shelton, T.	09/08/98	172	C	40,133	750	2,054	0	42,937	218	4,508	1,020	20,231	94	3,285	190	29,546	72,483	
Court Officer	Graustein, K.	01/13/03	119	C	39,349	0	1,394	0	40,743	1,248	4,278	1,020	0	94	3,117	190	9,947	50,690	
Court Officer	Martelli, C.	06/22/09	41	C	34,999	0	427	0	35,426	1,110	3,365	1,020	0	94	2,710	190	8,489	43,915	
Court Officer	Campbell, P.	11/10/08	48	C	29,120	1,355	333	2,520	33,328	967	3,000	1,020	0	94	2,550	190	7,821	41,149	
Judicial Secretary	DeVries-Krishner, D.	09/16/96	196	C	47,277	0	2,942	0	50,219	252	3,766	1,020	16,245	94	3,842	190	25,409	75,628	
Judicial Secretary	Sims, W.	01/16/04	107	C	39,558	0	1,008	0	40,566	211	3,448	1,020	16,245	94	3,103	190	24,311	64,877	
Financial Deputy Clerk	34,580	0	519	C	34,580	0	519	0	35,099	184	2,632	1,020	6,944	94	2,685	190	13,749	48,848	
Sub-Total District Court			63	C	676,168	6,652	26,182	12,240	721,242	6,407	56,170	16,320	164,379	1,877	46,886	3,220	295,259	1,016,501	
PROBATION																			
Probation Officer	Cronin-Jeffrey, K.	07/10/89	284	C	48,426	0	4,366	0	52,792	258	5,543	1,020	20,231	94	4,039	190	31,375	84,167	
Probation Officer	Komarzec, G.	02/25/04	106	C	48,426	0	1,222	0	49,648	258	5,213	1,020	20,231	94	3,798	190	30,804	80,452	
Probation Officer	Vacant	07/01/12	4	C	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Chief Probation Officer	Ruffles, H.	06/01/04	102	C	48,532	0	1,179	0	49,711	259	3,728	1,020	20,231	94	3,803	190	29,325	79,036	
PART TIME																			
Probation Clerk	Peoples, B.	10/07/09	37	C	21,840	0	0	0	21,840	116	1,720	0	0	0	1,671	0	3,507	25,347	
Court Clerk	Bourque, W.	02/01/11	21	C	27,664	0	0	0	27,664	147	0	0	0	0	2,116	0	2,263	29,927	
Court Officer	Ballmann, P.	01/09/12	10	C	23,296	348	0	0	23,644	750	0	0	0	0	1,809	0	2,559	26,203	
Court Officer	Vacant	07/01/11	16	C	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Student Intern	Ledbetter, M.	02/01/10	33	C	2,496	0	0	0	2,496	13	0	0	0	0	191	0	204	2,700	
Student Intern	Vacant	02/01/10	33	C	2,496	0	0	0	2,496	13	0	0	0	0	191	0	204	2,700	
Total					899,344	7,000	32,949	12,240	951,533	8,221	72,374	19,380	225,072	2,159	64,504	3,790	395,500	1,347,033	



“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

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, 2011 can be computed as follows:

Assessed Value	<u>\$532,026,790</u>
Legal Debt Limit (10% of assessed value)	53,202,679
Net Indebtedness	<u>33,885,602</u>
Legal Debt Margin	<u>\$19,317,077</u>

The City's Net Bonded Debt as a percentage of Assessed Value is 6.37%.

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

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

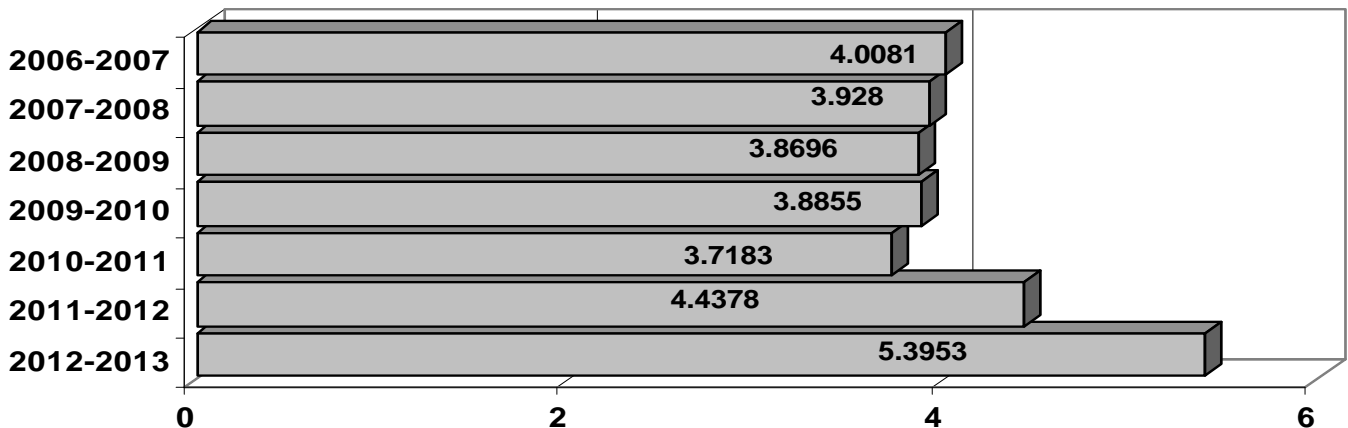
On February 5, 1996 City Council officially adopted a Debt Management Policy (CM-02-66096) which, "... helps accurately evaluate the impact of each funding decision on the City's debt position and credit quality. Sound debt issuance and management enhances credit quality and improves access to credit 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.

Mills Required For Debt Retirement



**CITY OF OAK PARK
2012-2013 BUDGET
DEBT SERVICE REQUIREMENTS - SUMMARY**

	<u>Mills</u>	<u>Amount</u>	<u>Total</u>
<u>APPROPRIATED REVENUES</u>			
\$474,972,590 Taxable Value	5.39530	\$2,544,821	
\$837,670 IFT Roll - Half	2.69770	\$2,260	
General Obligation Bonds - General Tax Levy			\$2,547,081
Transfer In			154,623
Interest Income			\$0
TOTAL REVENUES			\$2,701,704
<u>APPROPRIATED EXPENDITURES</u>			
Street Improvement Bonds - 2003		845,270	
Street Improvement Bonds - 2006		874,060	
Municipal Facility Bond - 2010		827,751	
Library and Recreation Lease - 2011		154,623	
			\$2,701,704
TOTAL DEBT SERVICE APPROPRIATION			\$2,701,704

**CITY OF OAK PARK
2012-2013 BUDGET**

DEBT RETIREMENT FUND - SUMMARY

ACCT. NO.	ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
REVENUES								
403	Property Taxes	2,317,358	2,343,157	2,343,669	2,344,512	2,547,081	2,547,081	2,547,081
664	Interest Income	7,608	1,037	2,677	2,900	0	0	0
699	Transfer-In	232,126	511,872	231,076	512,152	154,623	154,623	154,623
TOTAL REVENUES		2,557,092	2,856,066	2,577,422	2,859,564	2,701,704	2,701,704	2,701,704
EXPENDITURES								
991	Debt Principal Payments	1,295,000	1,420,000	0	1,420,000	1,230,000	1,230,000	1,230,000
995	Interest & Agent Fees	1,201,853	1,386,905	694,315	1,387,155	1,420,365	1,420,365	1,420,365
964	Miscellaneous - Prior Years Refunds	9,521	49,161	31,130	44,000	51,339	51,339	51,339
999	Transfer-Out	232,126	511,872	231,076	512,152	0	0	0
TOTAL EXPENDITURES		2,738,500	3,367,938	956,521	3,363,307	2,701,704	2,701,704	2,701,704
REVENUES OVER (UNDER) EXPENDITURES		(181,408)	(511,872)	1,620,901	(503,743)	0	0	0
BEGINNING FUND BALANCE		825,770	594,695	644,362	644,362	140,619	140,619	140,619
ENDING FUND BALANCE		644,362	82,823	N/A	140,619	140,619	140,619	140,619

SUMMARY OF FISCAL YEAR 2012 - 2013 REQUIREMENTS

ACCT. NO.	ACCOUNT CLASSIFICATION	2003 Street Improvement Bond	2006 Street Improvement Bond	2010 Municipal Facility Bond	2011 Library & Recreation Lease	CITY COUNCIL APPROVED 2012-2013
REVENUES						
403	Property Taxes	845,270	874,060	827,751	0	2,547,081
664	Interest Income	0	0	0	0	0
699	Transfer-In	0	0	0	154,623	154,623
TOTAL REVENUES		845,270	874,060	827,751	154,623	2,701,704
EXPENDITURES						
991	Debt Principal Payments	410,000	400,000	350,000	70,000	1,230,000
995	Interest & Agent Fees	420,210	454,068	461,464	84,623	1,420,365
964	Miscellaneous - Prior Years Refunds	15,060	19,992	16,287	0	51,339
999	Transfer-out	0	0	0	0	0
TOTAL EXPENDITURES		845,270	874,060	827,751	154,623	2,701,704
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 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
REVENUES								
403	Property Taxes	711,083	723,321	716,157	717,000	845,270	845,270	845,270
664	Interest Income	2,981	250	792	800	0	0	0
TOTAL REVENUES		714,064	723,571	716,949	717,800	845,270	845,270	845,270
EXPENDITURES								
991	Debt Principal Payments	265,000	280,000	0	280,000	410,000	410,000	410,000
995	Interest & Agent Fees	440,935	431,410	215,830	431,660	420,210	420,210	420,210
964	Miscellaneous - Prior Years Refunds	1,931	12,161	6,587	12,000	15,060	15,060	15,060
999	Transfer-out	232,126	111,872	0	111,872	0	0	0
TOTAL EXPENDITURES		939,992	835,443	222,417	835,532	845,270	845,270	845,270
REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES		(225,928)	(111,872)	494,532	(117,732)	0	0	0
BEGINNING FUND BALANCE		403,229	172,153	177,301	177,301	59,569	59,569	59,569
ENDING FUND BALANCE		177,301	60,281	N/A	59,569	59,569	59,569	59,569

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
2012-2013 BUDGET
DEBT RETIREMENT FUND - 2003 REFUNDING BOND**

ACCT. NO.	FUND 309 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
	REVENUES							
403	Property Taxes	913,137	920,054	919,893	919,893	0	0	0
664	Interest Income	2,815	221	1,143	1,250	0	0	0
	TOTAL REVENUES	915,952	920,275	921,036	921,143	0	0	0
	EXPENDITURES							
991	Debt Principal Payments	830,000	865,000	0	865,000	0	0	0
995	Interest & Agent Fees	57,500	30,275	15,263	30,275	0	0	0
964	Miscellaneous - Prior Years Refunds	3,793	25,000	14,770	20,000	0	0	0
999	Transfer-out	0	275,000	231,076	275,000	0	0	0
	TOTAL EXPENDITURES	891,293	1,195,275	261,109	1,190,275	0	0	0
	REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	24,659	(275,000)	659,927	(269,132)	0	0	0
	BEGINNING FUND BALANCE	285,034	285,034	309,693	309,693	40,561	40,561	40,561
	ENDING FUND BALANCE	309,693	10,034	N/A	40,561	40,561	40,561	40,561

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 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
	REVENUES							
403	Property Taxes	693,138	699,782	707,619	707,619	874,060	874,060	874,060
664	Interest Income	1,812	286	742	850	0	0	0
699	Transfer-In	0	0	0	0	0	0	0
	TOTAL REVENUES	694,950	700,068	708,361	708,469	874,060	874,060	874,060
	EXPENDITURES							
991	Debt Principal Payments	200,000	225,000	0	225,000	400,000	400,000	400,000
995	Interest & Agent Fees	471,292	463,068	231,646	463,068	454,068	454,068	454,068
964	Miscellaneous - Prior Years Refunds	3,797	12,000	9,773	12,000	19,992	19,992	19,992
999	Transfer-out	0	125,000	0	125,280	0	0	0
	TOTAL EXPENDITURES	675,089	825,068	241,419	825,348	874,060	874,060	874,060
	REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	19,861	(125,000)	466,942	(116,879)	0	0	0
	BEGINNING FUND BALANCE	137,507	137,508	157,368	157,368	40,489	40,489	40,489
	ENDING FUND BALANCE	157,368	12,508	N/A	40,489	40,489	40,489	40,489

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
2012-2013 BUDGET
DEBT RETIREMENT FUND - 2010 MUNICIPAL FACILITY BOND**

ACCT. NO.	FUND 303 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
REVENUES								
403	Property Taxes	0	0	0	0	827,751	827,751	827,751
664	Interest Income	0	280	0	0	0	0	0
699	Transfer-In	232,126	511,872	231,076	512,152	0	0	0
TOTAL REVENUES		232,126	512,152	231,076	512,152	827,751	827,751	827,751
EXPENDITURES								
991	Debt Principal Payments	0	50,000	0	50,000	350,000	350,000	350,000
995	Interest & Agent Fees	232,126	462,152	231,576	462,152	461,464	461,464	461,464
964	Miscellaneous - Prior Years Refunds	0	0	0	0	16,287	16,287	16,287
999	Transfer-out	0	0	0	0	0	0	0
TOTAL EXPENDITURES		232,126	512,152	231,576	512,152	827,751	827,751	827,751
REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES		0	0	(500)	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.

DEBT RETIREMENT FUND - 2011 LIBRARY AND RECREATION CENTER LEASE

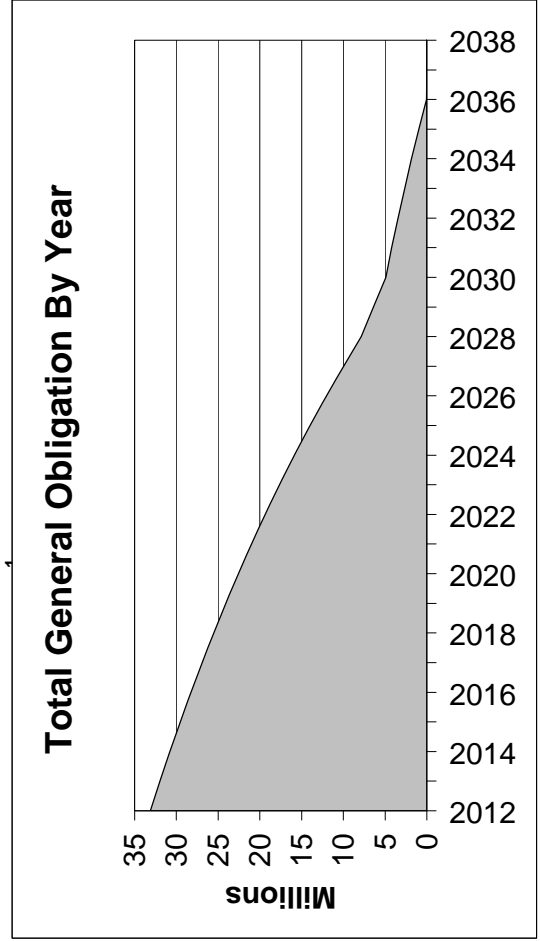
ACCT. NO.	FUND 305 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/28/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
REVENUES								
403	Property Taxes	0	0	0	0	0	0	0
664	Interest Income	0	0	0	0	0	0	0
699	Transfer-In	0	0	0	28,499	154,623	154,623	154,623
TOTAL REVENUES		0	0	0	28,499	154,623	154,623	154,623
EXPENDITURES								
991	Debt Principal Payments	0	0	0	0	70,000	70,000	70,000
995	Interest & Agent Fees	0	0	0	28,499	84,623	84,623	84,623
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	28,499	154,623	154,623	154,623
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

CITY OF OAK PARK
DEBT SCHEDULES
2012 - 2013 BUDGET

Total G.O. & Lease				2003 G.O. - Street Improvement Bonds				2006 G.O. - Street Improvement Bonds				2010 G.O. - Facility Bonds				2011 - Library and Recreation Lease					
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	Fiscal Year Ending June 30	Principal	Interest	Total		
2013	\$ 1,230,000	\$ 1,420,365	\$ 2,650,365	2013	11/01/12	\$ 210,105	\$ 210,105	2013	11/01/12	\$ 230,732	\$ 230,732	2013	11/01/12	\$ 70,000	\$ 42,749	\$ 112,749	2013	11/01/12	\$ 70,000	\$ 42,749	
					06/01/13	\$ 410,000	\$ 210,105	2014	06/01/13	\$ 227,034	\$ 227,034		06/01/13	\$ 350,000	\$ 230,732	\$ 580,732		06/01/13	\$ 230,732	\$ 230,732	
2014	1,265,000	1,380,439	2,645,439	2014	11/1/2013	201,905	219,034	2014	11/1/2013	219,034	227,844	2014	11/1/2013	70,000	41,874	111,874	2014	11/1/2013	70,000	41,874	
					5/1/2014	425,000	201,905	2015	5/1/2014	219,034	227,844		5/1/2014	350,000	227,844	577,844		5/1/2014	70,000	40,999	
2015	1,300,000	1,338,151	2,638,151	2015	11/1/2014	193,405	193,405	2015	11/1/2014	210,634	224,475	2015	11/1/2014	70,000	40,999	111,000	2015	11/1/2014	70,000	40,999	
					5/1/2015	455,000	193,405	2016	5/1/2015	210,634	224,475		5/1/2015	350,000	224,475	574,475		5/1/2015	70,000	40,124	
2016	1,365,000	1,293,503	2,658,503	2016	11/1/2015	184,305	184,305	2016	11/1/2015	202,134	220,626	2016	11/1/2015	70,000	40,124	110,124	2016	11/1/2015	70,000	40,124	
					5/1/2016	485,000	184,305	2017	5/1/2016	193,434	220,626		5/1/2016	375,000	220,626	595,626		5/1/2016	75,000	39,249	
2017	1,405,000	1,245,608	2,650,608	2017	11/1/2016	174,605	174,605	2017	11/1/2016	193,434	215,985	2017	11/1/2016	75,000	39,249	114,249	2017	11/1/2016	75,000	39,249	
					5/1/2017	515,000	174,605	2018	5/1/2017	193,434	226,868		5/1/2017	375,000	215,985	590,985		5/1/2017	75,000	38,311	
2018	1,470,000	1,194,857	2,664,857	2018	11/1/2017	164,305	164,305	2018	11/1/2017	184,194	211,087	2018	11/1/2017	80,000	38,311	118,311	2018	11/1/2017	75,000	38,311	
					5/1/2018	540,000	164,305	2019	5/1/2018	184,194	211,087		5/1/2018	400,000	211,087	611,087		5/1/2018	75,000	37,374	
2019	1,520,000	1,140,308	2,660,308	2019	11/1/2018	153,168	153,168	2019	11/1/2018	174,525	205,587	2019	11/1/2018	80,000	37,374	117,374	2019	11/1/2018	80,000	37,374	
					5/1/2019	565,000	153,168	2020	5/1/2019	174,525	205,587		5/1/2019	400,000	205,587	605,587		5/1/2019	80,000	36,374	
2020	1,590,000	1,082,934	2,672,934	2020	11/1/2019	141,303	141,303	2020	11/1/2019	164,313	199,977	2020	11/1/2019	80,000	36,374	116,374	2020	11/1/2019	80,000	36,374	
					5/1/2020	590,000	141,303	2021	5/1/2020	164,313	205,977		5/1/2020	425,000	199,977	624,977		5/1/2020	80,000	35,374	
2021	1,665,000	1,021,016	2,686,016	2021	11/1/2020	128,618	128,618	2021	11/1/2020	153,175	193,841	2021	11/1/2020	80,000	35,374	115,374	2021	11/1/2020	80,000	35,374	
					5/1/2021	615,000	128,618	2022	5/1/2021	141,475	193,841		5/1/2021	450,000	193,841	643,841		5/1/2021	85,000	34,374	
2022	1,720,000	952,405	2,672,405	2022	11/1/2021	115,088	115,088	2022	11/1/2021	141,475	185,797	2022	11/1/2021	85,000	34,374	119,374	2022	11/1/2021	85,000	34,374	
					5/1/2022	640,000	115,088	2023	5/1/2022	141,475	185,797		5/1/2022	450,000	185,797	635,797		5/1/2022	85,000	33,311	
2023	1,800,000	877,457	2,677,457	2023	11/1/2022	99,088	99,088	2023	11/1/2022	128,213	177,754	2023	11/1/2022	85,000	33,311	118,311	2023	11/1/2022	85,000	33,311	
					5/1/2023	665,000	99,088	2024	5/1/2023	128,213	177,754		5/1/2023	475,000	177,754	652,754		5/1/2023	90,000	32,036	
2024	1,885,000	798,724	2,683,724	2024	11/1/2023	82,463	82,463	2024	11/1/2023	116,275	169,263	2024	11/1/2023	90,000	32,036	122,036	2024	11/1/2023	90,000	32,036	
					5/1/2024	690,000	82,463	2025	5/1/2024	116,275	169,263		5/1/2024	500,000	169,263	669,263		5/1/2024	95,000	30,686	
2025	1,975,000	719,789	2,694,789	2025	11/1/2024	66,938	66,938	2025	11/1/2024	102,663	160,325	2025	11/1/2024	160,325	160,325	320,650	2025	11/1/2024	95,000	30,686	
					5/1/2025	715,000	66,938	2026	5/1/2025	102,663	160,325		5/1/2025	525,000	160,325	685,325		5/1/2025	95,000	29,261	
2026	2,060,000	637,156	2,697,156	2026	11/1/2025	50,850	50,850	2026	11/1/2025	88,263	150,940	2026	11/1/2025	150,940	150,940	301,880	2026	11/1/2025	95,000	29,261	
					5/1/2026	740,000	50,850	2027	5/1/2026	88,263	150,940		5/1/2026	550,000	150,940	700,940		5/1/2026	100,000	27,789	
2027	2,155,000	549,965	2,704,965	2027	11/1/2026	34,200	34,200	2027	11/1/2026	73,075	140,731	2027	11/1/2026	140,731	140,731	281,462	2027	11/1/2026	100,000	27,789	
					5/1/2027	760,000	34,200	2028	5/1/2027	73,075	140,731		5/1/2027	575,000	140,731	715,731		5/1/2027	105,000	26,164	
2028	2,215,000	458,635	2,673,635	2028	11/1/2027	17,100	17,100	2028	11/1/2027	56,875	130,058	2028	11/1/2027	130,058	130,058	260,116	2028	11/1/2027	105,000	26,164	
					5/1/2028	760,000	17,100	2029	5/1/2028	56,875	130,058		5/1/2028	600,000	130,058	730,058		5/1/2028	110,000	24,405	
2029	1,560,000	364,754	1,924,754	2029	11/1/2028	40,000	40,000	2029	11/1/2028	40,000	118,921	2029	11/1/2028	110,000	118,921	228,921	2029	11/1/2028	110,000	24,405	
					5/1/2029	800,000	40,000	2030	5/1/2029	20,000	118,921		5/1/2029	650,000	118,921	768,921		5/1/2029	115,000	22,507	
2030	1,590,000	296,653	1,886,653	2030	11/1/2029	20,000	20,000	2030	11/1/2029	20,000	106,854	2030	11/1/2029	650,000	106,854	756,854	2030	11/1/2029	115,000	22,507	
					5/1/2030	800,000	20,000	2031	5/1/2030	20,000	106,854		5/1/2030	675,000	106,854	781,854		5/1/2030	120,000	20,438	
2031	845,000	227,125	1,072,125	2031	11/1/2030	800,000	800,000	2031	11/1/2030	800,000	94,325	894,325	2031	11/1/2030	120,000	20,438	140,438	2031	11/1/2030	120,000	20,438
					5/1/2031	725,000	94,325	2032	5/1/2031	725,000	94,325	819,325	2032	11/1/2031	125,000	18,037	143,037	2032	11/1/2031	125,000	18,037
2032	875,000	194,313	1,069,313	2032	11/1/2031	800,000	800,000	2032	11/1/2031	800,000	80,369	880,369	2032	11/1/2031	125,000	18,037	143,037	2032	11/1/2031	125,000	18,037
					5/1/2032	750,000	80,369	2033	5/1/2032	750,000	80,369	830,369	2033	11/1/2032	130,000	15,538	145,538	2033	11/1/2032	130,000	15,538
2033	930,000	160,337	1,090,337	2033	11/1/2032	800,000	800,000	2033	11/1/2032	800,000	65,931	865,931	2033	11/1/2032	130,000	15,538	145,538	2033	11/1/2032	130,000	15,538
					5/1/2033	825,000	65,931	2034	5/1/2033	825,000	50,531	875,531	2034	11/1/2033	135,000	12,937	147,937	2034	11/1/2033	135,000	12,937
2034	960,000	123,689	1,083,689	2034	11/1/2033	825,000	825,000	2034	11/1/2033	825,000	50,531	875,531	2034	11/1/2033	135,000	12,937	147,937	2034	11/1/2033	135,000	12,937
					5/1/2034	825,000	50,531	2035	5/1/2034	825,000	50,531	875,531	2035	11/1/2034	140,000	9,900	149,900	2035	11/1/2034	140,000	9,900
2035	1,015,000	85,950	1,100,950	2035	11/1/2034	875,000	875,000	2035	11/1/2034	875,000	34,650	909,650	2035	11/1/2034	140,000	9,900	149,900	2035	11/1/2034	140,000	9,900
					5/1/2035	875,000	34,650	2036	5/1/2035	875,000	17,806	892,806	2036	11/1/2035	145,000	6,750	151,750	2036	11/1/2035	145,000	6,750
2036	1,070,000	45,849	1,115,849	2036	11/1/2035	925,000	925,000	2036	11/1/2035	925,000	17,806	942,806	2036	11/1/2035	145,000	6,750	151,750	2036	11/1/2035	145,000	6,750
					5/1/2036	925,000	17,806	2037	5/1/2036	9											

**CITY OF OAK PARK
DEBT RETIREMENT SCHEDULE
GENERAL OBLIGATION BONDS
FISCAL YEAR 2012 - 2013 BUDGET**

Name Of Bond	Date Due	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2028	Total Due
2003 Street Improvement Bonds	Principal	410,000	425,000	455,000	485,000	515,000	540,000	565,000	6,175,000	9,570,000
	Interest	420,210	403,810	386,810	368,610	349,210	328,610	306,336	1,471,296	4,034,892
2006 Street Improvement Bonds	Principal	400,000	420,000	425,000	435,000	440,000	455,000	475,000	7,125,000	10,175,000
	Interest	454,068	438,068	421,268	404,268	386,868	368,388	349,050	2,170,654	4,992,632
2010 Facility Bonds	Principal	350,000	350,000	350,000	375,000	375,000	400,000	400,000	10,775,000	13,375,000
	Interest	461,464	455,688	448,950	441,252	431,970	422,174	411,174	4,156,146	7,228,818
2011 Library and Recreation Lease Bonds	Principal	70,000	70,000	70,000	70,000	75,000	75,000	80,000	1,990,000	2,500,000
	Interest	84,623	82,873	81,123	79,373	77,560	75,685	73,748	802,362	1,357,347
Total Principal		1,230,000	1,265,000	1,300,000	1,365,000	1,405,000	1,470,000	1,520,000	26,065,000	35,620,000
Total Interest		1,420,365	1,380,439	1,338,151	1,293,503	1,245,608	1,194,857	1,140,308	8,600,458	17,613,689
Total Requirements		2,650,365	2,645,439	2,638,151	2,658,503	2,650,608	2,664,857	2,660,308	34,665,458	53,233,689



The City's total debt obligation is \$35,620,000 as of July 1, 2012 and will decline until all debt will be paid by May 1, 2037. Principal payments range from a high of \$2,215,000 in Fiscal Year 2027-2028 to a low of \$155,000 in Fiscal Year 2036-2037.

**CITY OF OAK PARK
2012-2013 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>
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
2011	29,319	532,026,790	34,540,000	654,398	33,885,602	6.37	1,155.76

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 2012-2013 budget recommends revenues in the Water and Sewer Fund of \$11,489,623. This is a \$499,604 increase from the estimate used for FY 2011-2012.

Water and Sewer Sales

Residential and commercial water sales are expected to increase in FY 2012-2013. This is a reflection of overall water consumption compared to previous years. Sales are expected to total \$3,702,896.

The proposed FY 2012-2013 sewage disposal sales are also expected to increase compared to Fiscal Year 2011-2012. Sales are expected to total \$6,652,477 for FY 2012-2013.

Interest Income

Interest income is expected to be \$20,000 for Fiscal Year 2012-2013. This is a \$4,277 decrease from the allocation for Fiscal Year 2011-2012.

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, \$700,000 in miscellaneous water revenue is expected to increase by \$134,604 for FY 2012-2013.

EXPENDITURES

The total appropriation for the Water and Sewer Fund is \$11,071,086, an increase 2.93% from Fiscal Year 2011-2012. This can be attributed to principal on debt.

Water & Sewage Disposal

The City of Oak Park is in an agreement to purchase water from the City of Detroit. At this point in time, water rates are expected to increase to \$32.66/1000 cubic feet for FY 2012-2013. The current retail water rate is to \$31.20/1,000 cubic feet.

It is projected that the retail sewer rate for FY 2012-2013 will also increase. The rate for FY 2011-2012 was \$59.00 and will rise to \$60.79 for FY 2012-2013. A portion of the sewer rate supplements the payment of the drainage bond. Payments toward the construction of the George W. Kuhn Drain.

Capital Outlay

An appropriation of \$275,000 is recommended, which is the same proposal for FY 2011-2012, 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
2012-2013 FISCAL YEAR BUDGET

WATER AND SEWER FUND

ACCT. NO.	FUND NO.: 592 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGER RECOMMEND FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
REVENUES								
642.001	Residential - Water	2,291,812	2,653,422	1,206,839	2,653,422	2,653,422	2,653,422	2,777,172
642.002	Residential - Sewer	4,209,705	4,842,747	2,226,807	4,842,747	4,842,747	4,842,747	4,989,358
643.001	Commercial - Water	1,055,925	884,474	640,982	884,474	884,474	884,474	925,724
643.002	Commercial - Sewer	1,958,893	1,614,249	1,171,704	1,614,249	1,614,249	1,614,249	1,663,119
643.003	Non-Residential - Sewer	158,777	149,272	101,822	149,272	149,272	149,272	153,791
643.005	Residential Meter Charge	184,997	178,610	92,401	178,610	178,610	178,610	178,610
643.006	Commercial Meter Charge	20,600	22,129	11,807	22,129	22,129	22,129	22,129
643.008	High S Service Charge	0	120	0	120	120	120	120
649	Miscellaneous Water	793,172	565,396	659,973	700,000	700,000	700,000	700,000
650.001	Service Connection - Water	3,000	3,600	46,876	46,876	3,600	3,600	3,600
650.002	Service Connection - Sewer	0	6,000	0	6,000	6,000	6,000	6,000
664	Interest Earnings	24,277	20,000	17,258	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		10,751,158	10,990,019	6,209,802	11,167,899	11,124,623	11,124,623	11,489,623
EXPENSES								
702	Salaries & Wages	785,741	703,019	451,061	753,547	694,777	684,798	684,798
712	Employee Benefits	502,023	609,110	425,711	669,610	594,594	606,632	606,632
726	Materials & Supplies	44,044	81,500	23,461	57,000	67,000	67,000	67,000
730	Water Meters	109,936	130,000	64,983	130,000	130,000	130,000	130,000
801	Professional Services	52,647	90,000	19,287	80,000	90,000	90,000	90,000
818	Contractual Services	53,954	45,000	27,432	57,300	63,000	63,000	63,000
900	Printing & Publications	5,969	9,000	1,599	9,000	9,000	9,000	9,000
901	Newspaper Posting	0	1,000	0	500	500	500	500
910	Insurance Bonds	83,912	84,000	78,235	78,235	84,000	84,000	84,000
920	Utilities - Telephone	0	5,700	0	2,700	4,700	4,700	4,700
922	Utilities - Heating	8,801	8,000	4,465	10,000	13,000	13,000	13,000
923	Utilities - Water	945,012	1,100,000	580,546	1,100,000	1,265,000	1,265,000	1,265,000
921	Utilities - Electricity	86,551	120,000	69,460	100,000	100,000	100,000	100,000
922	Sewage Disposal	4,360,958	4,500,000	2,900,691	4,500,000	4,700,000	4,700,000	4,700,000
923	Non-Residential IWC	163,440	149,272	109,363	149,272	149,272	149,272	149,272
930	Repairs & Maintenance	659,278	875,500	320,438	865,500	700,500	700,500	700,500
940	Rentals	98,081	133,000	58,062	92,000	111,000	111,000	111,000
956	Miscellaneous	0	1,000	0	0	0	0	0
958	Memberships & Dues	165	250	170	250	250	250	250
960	Education & Training	802	9,000	1,725	6,000	7,000	7,000	7,000
968	Depreciation	224,831	315,000	210,000	315,000	315,000	315,000	315,000
970	Capital Outlay	0	100,000	940	100,000	275,000	275,000	275,000
991	Principal	0	1,166,921	816,922	1,186,922	1,226,198	1,226,198	1,226,198
992	Debt Service	0	1,000	0	1,000	1,000	1,000	1,000
995	Interest	405,368	374,041	355,241	374,116	333,236	333,236	333,236
TOTAL EXPENSES		8,591,513	10,611,313	6,519,792	10,637,952	10,934,027	10,936,086	10,936,086
TRANSFERS-OUT								
999	Transfer Out	130,000	135,000	90,000	130,000	135,000	135,000	135,000
TOTAL TRANSFERS-OUT		130,000	135,000	90,000	130,000	135,000	135,000	135,000
EXPENSES & TRANSFERS-OUT		8,721,513	10,746,313	6,609,792	10,767,952	11,069,027	11,071,086	11,071,086
EXCESS/DEFICIT		2,029,645	243,706	(399,990)	399,947	55,596	53,537	418,537
Total Net Assets - Beginning Balance		17,283,336	18,122,556	19,312,981	19,312,981	19,712,928	19,712,928	19,712,928
Total Net Assets - Ending Balance		19,312,981	18,366,262	18,912,991	19,712,928	19,768,524	19,766,465	20,131,465

CITY OF OAK PARK
WATER AND SEWER
2012-2013 FISCAL YEAR BUDGET

EXPENSE SUMMARY

DEPARTMENT: FINANCE			ACTIVITY: BILLING & COLLECTION			ACCOUNT NO.: 592-15-536		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YEAR END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	150,656	140,612	78,556	140,612	140,612	101,450	101,450
712	Employee Benefits	103,103	96,227	51,165	96,227	87,813	76,451	76,451
726	Material & Supplies	6,496	15,000	1,391	15,000	15,000	15,000	15,000
818	Contractual Services	20,447	25,000	0	25,000	30,000	30,000	30,000
900	Printing & Publications	5,969	8,800	1,569	8,800	8,800	8,800	8,800
920	Utilities - Telephone	0	700	0	700	700	700	700
930	Repairs & Maintenance	630	500	0	500	500	500	500
940	Rentals	0	3,000	0	3,000	3,000	3,000	3,000
958	Memberships & Dues	165	250	170	250	250	250	250
960	Education & Training	0	2,000	0	2,000	2,000	2,000	2,000
	TOTALS	287,466	292,089	132,851	292,089	288,675	238,151	238,151

DEPARTMENT: PUBLIC WORKS			ACTIVITY: ADMINISTRATION			ACCOUNT NO.: 592-18-537		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YEAR END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	50,743	47,097	30,335	47,097	49,059	49,059	49,059
712	Employee Benefits	30,866	29,501	27,478	45,684	30,779	30,779	30,779
726	Material & Supplies	0	1,500	0	1,000	1,000	1,000	1,000
801	Professional Services	80	0	0	0	0	0	0
818	Contractual Services	33,507	20,000	27,432	32,300	33,000	33,000	33,000
900	Printing & Publications	0	200	30	200	200	200	200
901	Newspaper Posting	0	1,000	0	500	500	500	500
910	Insurance & Bonds	83,912	84,000	78,235	78,235	84,000	84,000	84,000
922	Utilities - Heating	2,835	4,000	0	4,000	7,000	7,000	7,000
956	Miscellaneous	0	1,000	0	0	0	0	0
968	Depreciation	199,238	275,000	183,333	275,000	275,000	275,000	275,000
999	Transfer Out	130,000	130,000	90,000	130,000	135,000	135,000	135,000
	TOTALS	531,181	593,298	436,843	614,016	615,538	615,538	615,538

CITY OF OAK PARK
WATER AND SEWER
2012-2013 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 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YEAR END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	351,143	247,668	201,104	305,000	257,985	257,985	257,985
712	Employee Benefits	220,796	255,291	222,462	295,850	266,350	266,350	266,350
726	Materials & Supplies	27,712	50,000	15,350	30,000	40,000	40,000	40,000
730	Water Meters	109,936	130,000	64,983	130,000	130,000	130,000	130,000
801	Professional Services	19,005	20,000	3,577	10,000	10,000	10,000	10,000
923	Utilities - Water	945,012	1,100,000	580,546	1,100,000	1,265,000	1,265,000	1,265,000
930	Repair & Maintenance	33,097	50,000	38,983	45,000	75,000	75,000	75,000
940	Rentals	96,860	120,000	56,061	85,000	100,000	100,000	100,000
960	Education & Training	802	7,000	1,725	4,000	5,000	5,000	5,000
970	Capital Outlay	0	100,000	940	100,000	275,000	275,000	275,000
991	Principal	0	350,000	0	370,000	385,000	385,000	385,000
995	Interest	52,333	37,750	18,875	37,750	19,250	19,250	19,250
TOTALS		1,856,696	2,467,709	1,204,606	2,512,600	2,828,585	2,828,585	2,828,585

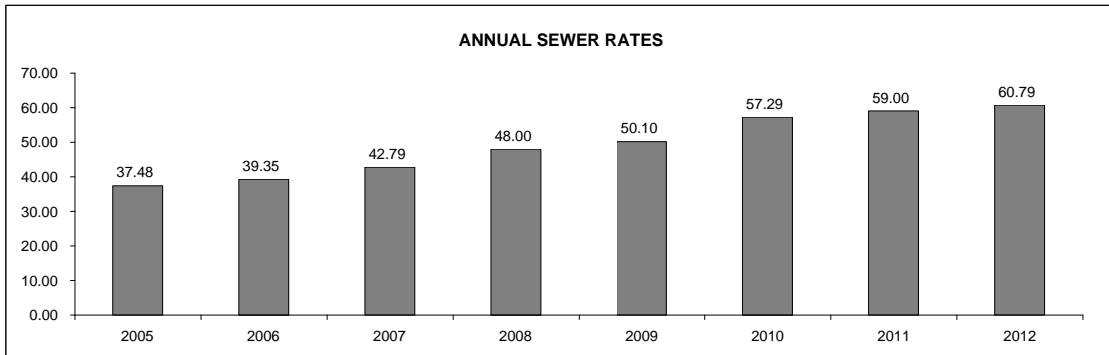
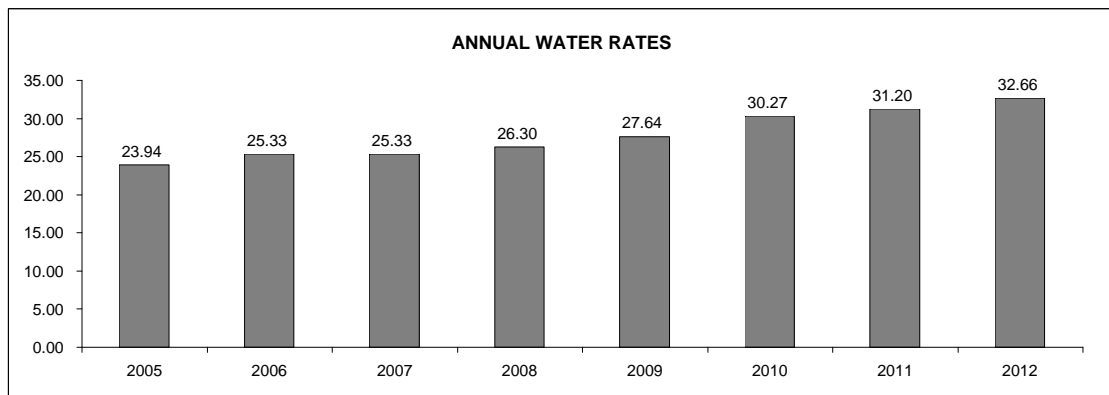
DEPARTMENT: PUBLIC WORKS		ACTIVITY: PUMP OPERATIONS				ACCOUNT NO.: 592-18-540		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YEAR END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
702	Salaries & Wages	26,835	32,481	15,336	30,000	33,834	33,834	33,834
712	Employee Benefits	20,092	28,366	14,023	29,100	29,595	29,595	29,595
726	Materials & Supplies	3,976	5,000	4,908	6,000	6,000	6,000	6,000
801	Professional Services	31,175	65,000	12,392	65,000	75,000	75,000	75,000
920	Utilities - Telephone	0	5,000	0	2,000	4,000	4,000	4,000
922	Utilities - Heating	5,966	4,000	4,465	6,000	6,000	6,000	6,000
921	Utilities - Electricity	86,551	120,000	69,460	100,000	100,000	100,000	100,000
930	Repairs & Maintenance	836	25,000	7,032	20,000	25,000	25,000	25,000
TOTALS		175,431	284,847	127,616	258,100	279,429	279,429	279,429

**CITY OF OAK PARK
WATER AND SEWER
2012-2013 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 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YEAR END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013	
702	Salaries & Wages	95,750	89,323	52,991	85,000	93,044	93,044	93,044	
712	Employee Benefits	53,003	79,426	49,689	82,450	82,867	82,867	82,867	
726	Materials & Supplies	5,860	10,000	1,812	5,000	5,000	5,000	5,000	
801	Professional Services	2,387	5,000	3,318	5,000	5,000	5,000	5,000	
924	Sewage Disposal	4,360,958	4,500,000	2,900,691	4,500,000	4,700,000	4,700,000	4,700,000	
925	Non-Residential IWC	163,440	149,272	109,363	149,272	149,272	149,272	149,272	
930	Repairs & Maintenance	624,715	800,000	274,423	800,000	600,000	600,000	600,000	
940	Rentals	1,221	10,000	2,001	4,000	8,000	8,000	8,000	
968	Depreciation	25,593	40,000	26,667	40,000	40,000	40,000	40,000	
991	Principal	0	816,921	816,922	816,922	841,198	841,198	841,198	
992	Debt Service	0	1,000	0	1,000	1,000	1,000	1,000	
995	Interest	353,035	336,291	336,366	336,366	313,986	313,986	313,986	
TOTALS		5,685,962	6,837,233	4,574,243	6,825,010	6,839,367	6,839,367	6,839,367	

DEPARTMENT: TECHNICAL AND PLANNING SERVICES			ACTIVITY: ENGINEERING				ACCOUNT NO.: 592-16-550		
ACCT. NO.	ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YEAR END ESTIMATE FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGER REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013	
702	Salaries & Wages	110,614	145,838	72,739	145,838	120,243	149,426	149,426	
712	Employee Benefits	74,163	120,299	60,894	120,299	97,190	120,590	120,590	
TOTALS		184,777	266,137	133,633	266,137	217,433	270,016	270,016	

GRAND TOTAL:		8,721,513	10,741,313	6,609,792	10,767,952	11,069,027	11,071,086	11,071,086
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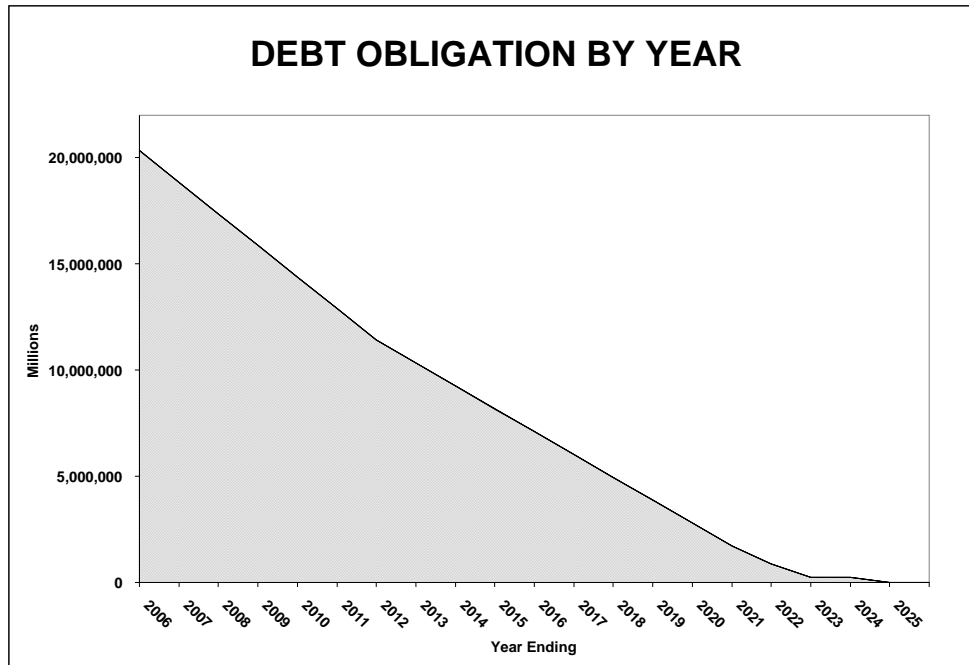


WATER & SEWER DEBT RETIREMENT SCHEDULE

	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	YEAR END ESTIMATE FY 2011-2012	DEPT REQUEST FY 2012-2013	CITY MANAGER RECOMMEND FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
2004 WATER REVENUE BOND							
Principal	350,000	350,000	0	370,000	385,000	385,000	385,000
Interest	52,333	55,250	18,875	37,750	19,250	19,250	19,250
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	402,333	405,250	18,875	407,750	404,250	404,250	404,250
2001 DRAINAGE BOND (A)							
Principal	115,214	117,909	117,909	117,909	120,604	120,604	120,604
Interest	39,651	36,771	36,771	36,771	33,822	33,822	33,822
Debt Service Fee	0	1,000	1,000	1,000	1,000	1,000	1,000
TOTAL	154,865	155,680	155,680	155,680	155,426	155,426	155,426
2002 DRAINAGE BOND (C)							
Principal	502,628	515,429	515,429	515,429	528,231	528,231	528,231
Interest	207,671	195,105	195,105	195,105	182,220	182,220	182,220
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	710,299	710,534	710,534	710,534	710,451	710,451	710,451
2002 DRAINAGE BOND (D)							
Principal	14,149	13,475	13,475	13,475	14,149	14,149	14,149
Interest	5,534	5,180	5,180	5,180	4,844	4,844	4,844
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	19,683	18,655	18,655	18,655	18,993	18,993	18,993
2002 DRAINAGE BOND (E)							
Principal	53,901	57,270	57,270	57,270	0	0	0
Interest	5,060	2,634	2,634	2,634	0	0	0
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	58,961	59,904	59,904	59,904	0	0	0
2005 DRAINAGE BOND (F)							
Principal	9,582	9,582	9,582	9,582	9,582	9,582	9,582
Interest	2,756	2,601	2,601	2,601	2,446	2,446	2,446
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	12,338	12,183	12,183	12,183	12,028	12,028	12,028
2007 DRAINAGE BOND REFUNDING							
Principal	49,185	49,185	49,185	49,185	113,192	113,192	113,192
Interest	68,464	66,374	66,374	66,374	64,284	64,284	64,284
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	117,649	115,559	115,559	115,559	177,476	177,476	177,476
2007 DRAINAGE BOND (G)							
Principal	10,951	10,951	10,951	10,951	10,951	10,951	10,951
Interest	3,569	3,414	3,414	3,414	3,236	3,236	3,236
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	14,520	14,365	14,365	14,365	14,187	14,187	14,187
2008 DRAINAGE BOND (H)							
Principal	42,436	43,120	43,120	43,120	44,489	44,489	44,489
Interest	23,136	24,212	24,212	24,212	23,134	23,134	23,134
Debt Service Fee	0	0	0	0	0	0	0
TOTAL	65,572	67,332	67,332	67,332	67,623	67,623	67,623






Total Sewer Debt

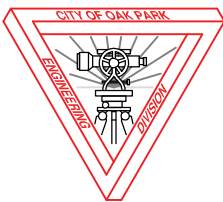
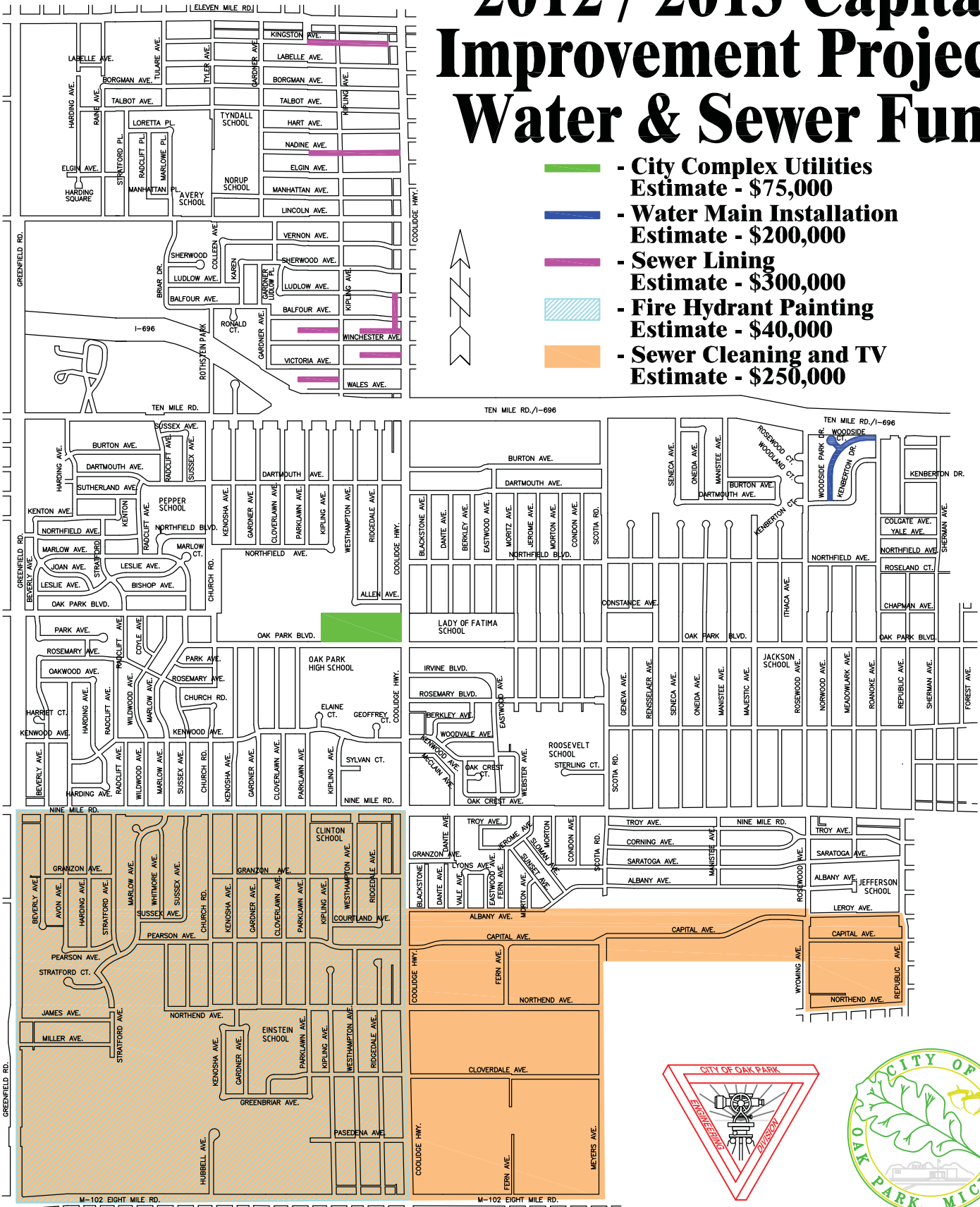
Principal	798,046	816,921	816,921	816,921	841,198	841,198	841,198
Interest	355,841	336,291	336,291	336,291	313,986	313,986	313,986
Debt Service Fee	0	1,000	1,000	1,000	1,000	1,000	1,000
TOTAL	1,153,887	1,154,212	1,154,212	1,154,212	1,156,184	1,156,184	1,156,184



City of Oak Park

2012 / 2013 Capital Improvement Projects Water & Sewer Fund




-  - City Complex Utilities
Estimate - \$75,000
-  - Water Main Installation
Estimate - \$200,000
-  - Sewer Lining
Estimate - \$300,000
-  - Fire Hydrant Painting
Estimate - \$40,000
-  - Sewer Cleaning and TV
Estimate - \$250,000

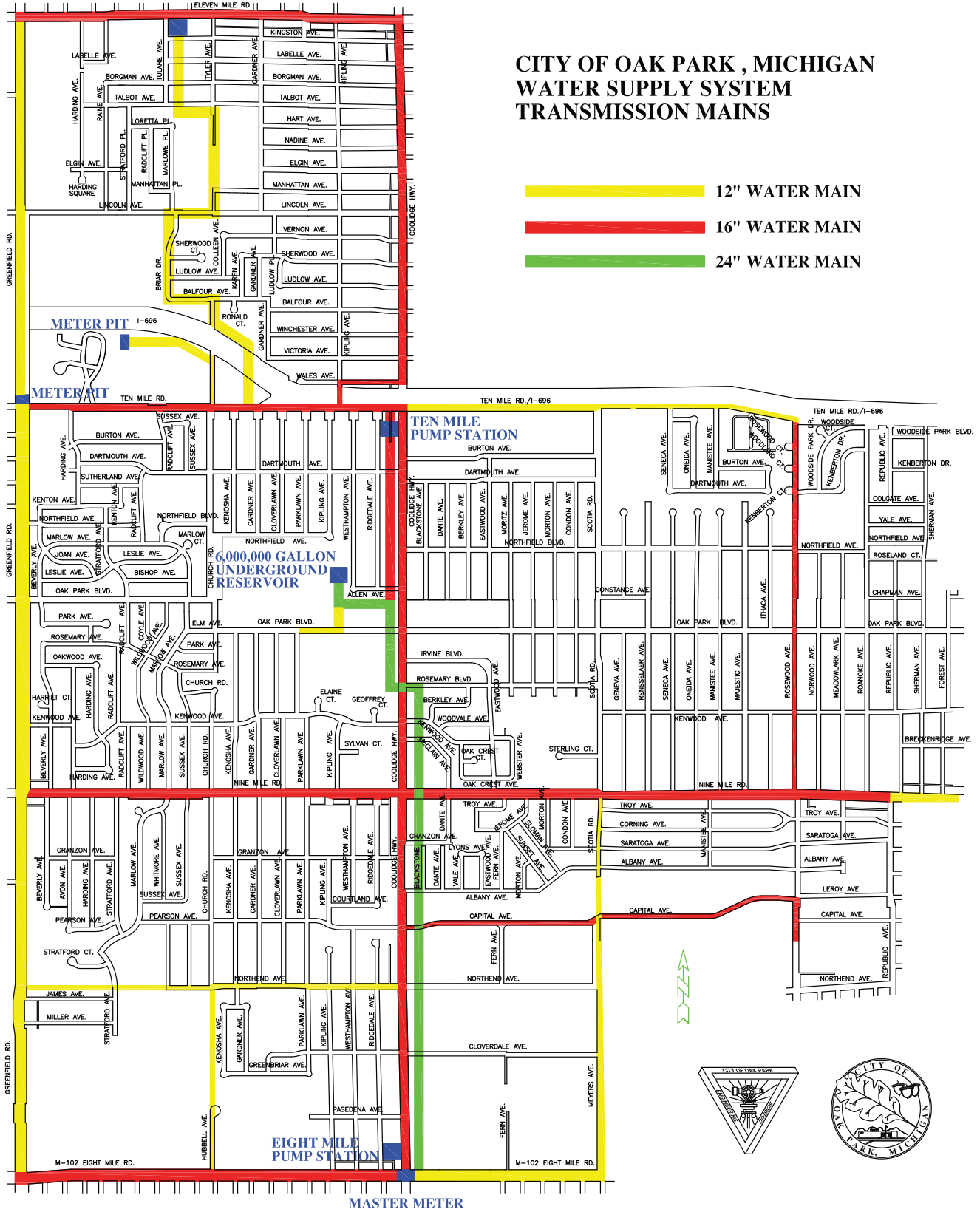


REVISED: MARCH 2012




250,000 GALLON ELEVATED WATER STORAGE TANK

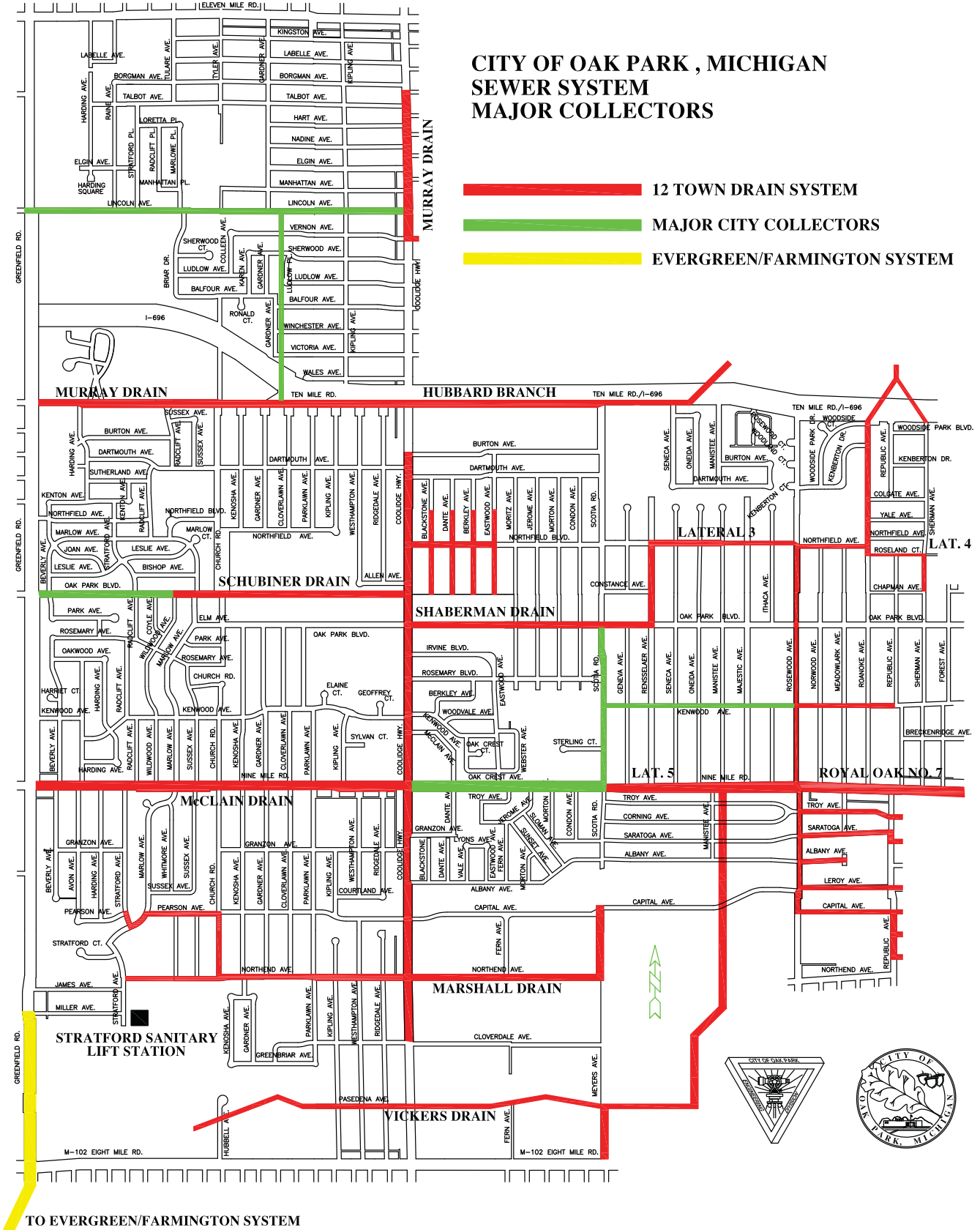
**CITY OF OAK PARK, MICHIGAN
WATER SUPPLY SYSTEM
TRANSMISSION MAINS**

-  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: **\$3.27**

SEE BELOW FOR USAGE AMOUNTS (PER GALLON/UNIT) AND HOW EACH ACTIVITY AFFECTS YOUR WATER BILL!

****BASED ON A 3 MONTH HOUSEHOLD BILLING CYCLE.**

	GALLONS USED	UNITS USED	COST
TOILET (DAILY USE)	1,692	2.24	\$7.32
SHOWER (ONE PER DAY)	1,044	1.38	\$4.52
BATHTUB (ONE PER DAY)	2,160	2.86	\$9.34
DISHWASHER (PER PERSON/PER DAY)	90	0.12	\$0.39
WASHING MACHINE (PER PERSON/DAILY USE)	1,350	1.79	\$5.84
KITCHEN/BATHROOM FAUCET (AVERAGE DAILY USE)	981	1.30	\$4.24
CAR WASH W/ GARDEN HOSE (10 MINUTES - ONCE PER WEEK)	1,200	1.59	\$5.19
WEEKLY WATERING OF A 10,000 SQUARE FOOT LAWN (NO RAIN)	74,796	98.94	\$323.52

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

The Retiree's Health Care Fund is used to accumulate resources to fund medical benefits for retiree's of the 45th District Court. The revenues are provided by a \$5.00 per ticket charge added on to violation fees. Separate funds are also being invested for retiree health care for City retirees as well.

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, 2012
through June 30, 2013**

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 \$392,183 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 \$484,135 reflects a decrease of \$87,692 from FY 2011-2012. 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

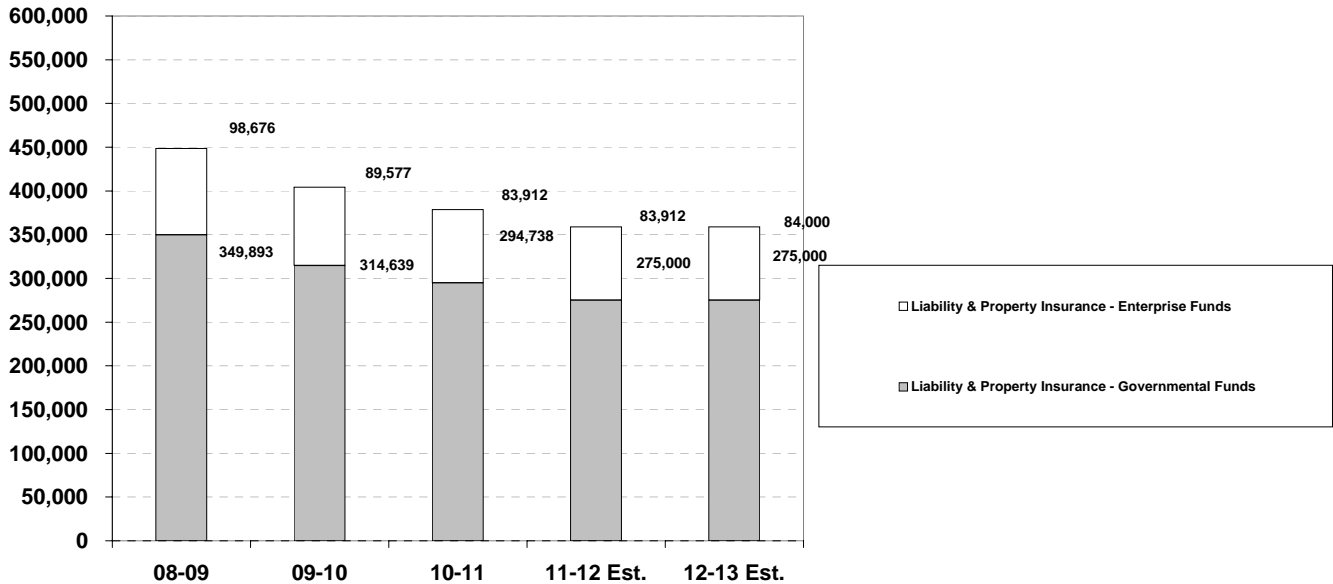
Class Code	Classification Name	Actual Payroll FY 2008-2009	Actual Payroll FY 2009-2010	Actual Payroll FY 2010-2011
5509	Street Maintenance	1,178,746	1,111,986	820,636
7380	Drivers	-0-	-0-	9,200
7382	Transit Bus Drivers	6,849	8,796	4,299
7520	Water Department	48,963	43,212	94,879
7610	Radio/TV	175,085	178,192	159,434
7704	Public Safety	5,724,673	5,505,753	5,273,096
7720	Police Officers	164,124	116,158	108,965
8395	Auto Garages	111,931	87,159	48,834
8810-1	Clerical-Office	2,792,353	2,498,913	2,282,543
8810-2	Elected Officials	26,810	25,044	26,810
8810-3	Libraries-Professional Employees	462,063	519,430	357,820
8820	Attorney/Judges	187,089	187,879	215,584
8831	Animal Shelter	38,860	39,684	32,937
9015	Building Maintenance	114,779	97,428	90,119
9102	Parks & Recreation	513,114	449,999	431,004
9103	Crossing Guards	69,086	68,613	71,188
9104	Lifeguards	38,916	30,431	36,838
9410	Municipal Employees	853,979	974,811	903,685
	TOTALS	12,507,420	11,943,488	10,967,871

**CITY OF OAK PARK
2012-2013 BUDGET**

RISK MANAGEMENT

ACCT. NO.	FUND NO.: 677-42-871 ACCOUNT NAME	PRIOR YEAR ACTUAL 2010-2011	CURRENT BUDGET 2011-2012	ACTUAL AS OF 2/29/2012 2011-2012	EST. YEAR END 2011-2012	DEPT. REQUEST 2012-2013	CITY MANAGERS REC. 2012-2013	CITY COUNCIL APPROVED 2012-2013
REVENUES								
664	Interest Income	283	125	287	500	200	200	200
674	Miscellaneous Fees	0	100	141,349	141,349	0	0	0
699	Charges to Other Funds-Workers Compensation	356,108	260,849	235,051	260,000	207,284	207,284	207,284
699.101	Transfer from General Fund	380,000	110,000	73,333	110,000	110,000	110,000	110,000
TOTAL REVENUE		736,391	371,074	450,020	511,849	317,484	317,484	317,484
EXPENDITURES								
910	Insurance - Workers Compensation	277,004	270,327	263,580	263,580	263,580	263,580	263,580
910	Insurance - Public Liability	294,738	300,000	274,804	275,000	275,000	275,000	275,000
910.001	Insurance Claims	0	1,500	0	1,000	1,000	1,000	1,000
TOTAL EXPENDITURES		571,742	571,827	538,384	539,580	539,580	539,580	539,580
EXCESS/DEFICIT		164,649	(200,753)	(88,364)	(27,731)	(222,096)	(222,096)	(222,096)
Beginning Net Assets		200,309	321,284	364,958	364,958	337,227	337,227	337,227
Ending Net Assets		364,958	120,531	276,594	337,227	115,131	115,131	115,131

PROPERTY AND LIABILITY INSURANCE HISTORY



	08-09	09-10	10-11	11-12 Est.	12-13 Est.
Liability & Property Insurance - Governmental Funds	349,893	314,639	294,738	275,000	275,000
Liability & Property Insurance - Enterprise Funds	98,676	89,577	83,912	83,912	84,000
Total	448,569	404,216	378,650	358,912	359,000

CITY OF OAK PARK

RETIREEES HEALTH CARE

45TH DISTRICT COURT OVERVIEW

The Retirees Health Care Fund was created in Fiscal Year 1995-96 to account for the cost of health care for retirees of the 45TH District Court.

REVENUE ASSUMPTIONS

For 45TH District Court, funding comes from the collection of a \$15.00 per ticket assessment for civil infractions.

EXPENDITURES

There currently are 17 Court retirees receiving health care benefits. During FY 2007-2008, 45TH District Court retiree health care benefits became partially self-insured. It is anticipated that this alternative will help offset constantly increasing health care premiums that are associated with a fully insured plan design.

2012 – 2013 BUDGET

ACCT. NO.	FUND NO.: 678 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-12	ACTUAL AS OF 2/29/12 FY 2011-12	EST YEAR END FY 2011-12	DEPT. REQUEST FY 2012-13	MANAGERS REC. FY 2012-13	CITY COUNCIL APPROVED FY 2012-13
REVENUES								
664	Interest Income	103	75	53	80	100	100	100
659	Ordinance Fines	117,428	188,617	86,477	129,715	136,000	136,000	136,000
699	Transfer-In	37,407	20,000	13,333	20,000	124,050	103,953	103,953
	TOTAL REVENUE	154,938	208,692	99,863	149,795	260,150	240,053	240,053
EXPENDITURES								
712.001	Retirees Health Care	177,818	211,582	140,512	210,314	233,000	233,000	233,000
712.001	Retirees Dental	8,488	9,800	6,144	9,215	9,400	9,400	9,400
712.002	Retirees Life Insurance	199	220	99	146	150	150	150
801	Professional Services	3,500	0	0	0	3,800	3,800	3,800
	TOTAL EXPENDITURES	190,005	221,602	146,755	219,675	246,350	246,350	246,350
	EXCESS DEFICIT	(35,067)	(12,910)	(46,892)	(69,880)	13,800	(6,297)	(6,297)
	Beginning Net Assets	121,511	94,629	86,444	86,444	16,564	16,564	16,564
	Ending Net Assets	86,444	81,719	39,552	16,564	30,364	10,267	10,267

CITY OF OAK PARK RETIREEES OVERVIEW

Health Care benefits for City of Oak Park Retirees are also being exhibited. An actuarial study has been approved in FY 2010-2011 to determine the liability of this commitment. This study will be compiled using data from the City's June 30, 2011 actuarial valuation. Computation techniques used in this study will be calculated using similar methods as those used to determine pension benefits.

ASSUMPTIONS

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

This fund is in addition to the City's Employee Retirement system. These funds will be used for future City retiree health care costs.

2012 – 2013 BUDGET

ACCT. NO.	FUND NO.: 680 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-12	ACTUAL AS OF 2/29/12 FY 2011-12	EST YEAR END FY 2011-12	DEPT. REQUEST FY 2012-13	MANAGERS REC. FY 2012-13	CITY COUNCIL APPROVED FY 2012-13
REVENUES								
664	Interest Income	104	250	57	104	175	175	175
669	Gain on Investments	84,091	75,000	36,449	70,000	75,000	75,000	75,000
	TOTAL REVENUE	84,195	75,250	36,506	70,104	75,175	75,175	75,175
EXPENDITURES								
801	Professional Services	10,400	0	0	0	10,700	10,700	10,700
830	Loss on Investments	0	0	49,792	55,000	0	0	0
	TOTAL EXPENDITURES	10,400	0	49,792	55,000	10,700	10,700	10,700
	EXCESS DEFICIT	73,795	75,250	(13,286)	15,104	64,475	64,475	64,475
	Beginning Net Assets	352,883	428,448	426,678	426,678	441,782	441,782	441,782
	Ending Net Assets	426,678	503,698	413,392	441,782	506,257	506,257	506,257



“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

Annual Budget

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 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 2012-2013 budget recommends revenues of \$620,255 from rents charged to other funds, sales of fixed assets, and interest income. This is a \$181,000 increase from the assumption that was made for FY 2011-2012 of \$439,255.

EXPENDITURES

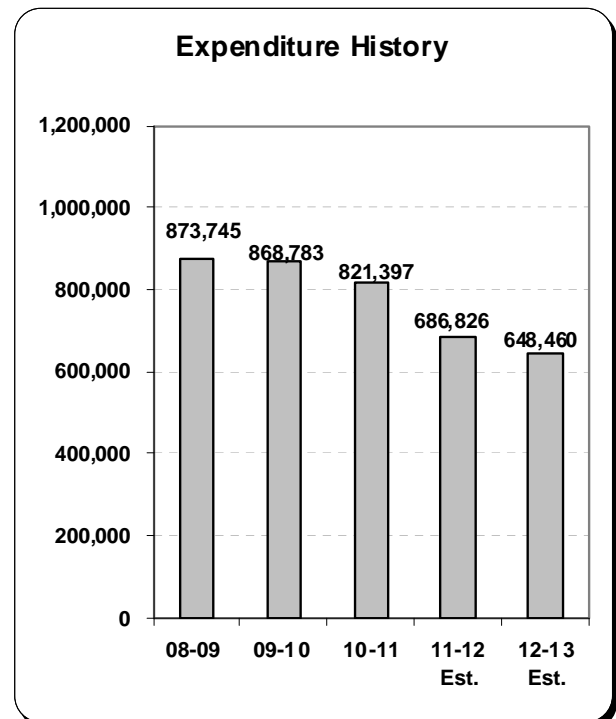
A total appropriation of \$648,460 is recommended for FY 2012-2013, an increase of \$151 from FY 2011-2012. This is mainly attributable to the fact that fewer vehicles will be purchased in FY 2012-2013 than in the previous fiscal year.

For FY 2012-2013 it is being recommended that \$32,500 be allocated in Capital Outlay for motor vehicles and equipment, while \$65,000 was appropriated for FY 2011-2012.

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
2012-2013 BUDGET
MOTOR POOL**

ACCT. NO.	FUND NO. 654-18-875 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
REVENUES								
664	Interest	322	200	188	200	200	200	200
673	Sale of Fixed Assets	5,632	34,000	13,033	34,000	34,000	34,000	34,000
699.101	Rents - General Fund	9,801	5,000	8,231	7,500	200,000	200,000	200,000
699.202	Rents - Major Streets	57,058	54,000	38,517	64,000	80,000	80,000	80,000
699.203	Rents - Local Streets	104,952	110,000	64,044	80,000	55,000	55,000	55,000
699.226	Rents - Solid Waste	77,087	100,000	96,955	160,000	140,000	140,000	140,000
699.402	Rents - City Owned Property	29	55	11	55	55	55	55
699.403	Rents - Neighborhood Stabilization Program	12,198	2,500	329	2,500	2,500	2,500	2,500
699.451	Rents - Special Assessments	5,399	500	946	500	500	500	500
699.592	Rents - Water & Sewer	98,082	133,000	58,063	75,000	108,000	108,000	108,000
TOTAL REVENUE		370,560	439,255	280,317	423,755	620,255	620,255	620,255
EXPENDITURES								
702	Salaries & Wages	85,138	100,755	58,243	100,755	100,755	100,755	100,755
712	Employee Benefits	71,549	94,954	63,370	97,732	95,105	95,105	95,105
726	Materials & Supplies	206,751	180,000	99,829	175,000	180,000	180,000	180,000
801	Professional Services	2,824	9,000	2,061	5,000	9,000	9,000	9,000
860	Transportation	197,191	195,000	124,006	195,000	195,000	195,000	195,000
861	Fleet Collision Repairs	2,560	2,500	0	2,500	2,500	2,500	2,500
958	Memberships & Dues	0	100	20	100	100	100	100
960	Education and Training	0	1,000	0	1,000	1,000	1,000	1,000
968	Depreciation	255,384	0	0	0	0	0	0
970	Capital Outlay	0	65,000	23,827	65,000	65,000	32,500	32,500
TOTAL EXPENDITURES		821,397	648,309	371,356	642,087	648,460	615,960	615,960
EXCESS / DEFICIT		(450,837)	(209,054)	(91,039)	(218,332)	(28,205)	4,295	4,295
Retained Earnings - Beginning of Year		2,189,417	1,913,726	1,738,580	1,738,580	1,520,248	1,520,248	1,520,248
Retained Earnings - End of Year		1,738,580	1,704,672	1,647,541	1,520,248	1,492,043	1,524,543	1,524,543

MOTOR POOL REQUESTS

ITEM	VEHICLE NO.	PRIOR YEAR ACTUAL FY 2010-2011	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
Motor Pool Fund						
Police Cars - 2 Marked			30,000	65,000	32,500	32,500
Police Evidence Vehicle - Marked Tahoe			35,000		0	0
Ford Crown Victoria	251	21,746				
Ford Crown Victoria	256	21,746				
Ford Crown Victoria	257	21,746				
Ford Crown Victoria	280	21,746				
Ford Crown Victoria	271	21,850				
Sub-total Governmental Funds		108,834	65,000	65,000	32,500	32,500
Water & Sewer Fund						
Sub-Total Water & Sewer		0	0	0	0	0
TOTAL		108,834	65,000	65,000	32,500	32,500

CITY OF OAK PARK
FISCAL YEAR 2012-2013 BUDGET
GENERAL FUND

No.	Vehicle	Assignment	Historical Cost.	Current Budget FY 2011-12	Department Request FY 2012-13	City Manager Recommended FY 2012-13	City Council Approved FY 2012-13	Future Years					Beyond 5 Years	Expected Life	Old City #
								FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18			
101	2006 GMC Sierra Pickup	Motor Pool	28,428											5	
120	1985 Lathie Brake Van - Norman	Tech. & Plan.	6,606											5	
218	2001 Ford 4 Door Crown Victoria	Public Safety	21,298											5	117 & 261
240	2006 GMC Canyon Pickup	Tech & Plan	19,648											5	
243	2007 GMC Sierra	Tech & Plan	21,539											5	
251	2011 Ford 4 Door Crown Victoria	Public Safety	21,746					25,000						3	
251 OLD	2006 Ford 4 Door Crown Victoria	Public Safety	20,856						25,000					To Be Sold	
252	2009 Ford 4 Door Crown Victoria	Public Safety	20,568											3	
253	2008 Ford 4 Door Crown Victoria	Public Safety	20,834											3	
253 OLD	2006 Ford 4 Door Crown Victoria	Public Safety	20,856					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				16,250	25,000						3	
256	2011 Ford 4 Door Crown Victoria	Public Safety	21,746			16,250								3	
256 OLD	2007 Ford 4 Door Crown Victoria	Public Safety	20,856					25,000						To Be Sold	
257	2011 Ford 4 Door Crown Victoria	Public Safety	21,746											3	
257 OLD	2007 Ford 4 Door Crown Victoria	Public Safety	20,856											To Be Sold	
258	2009 Ford 4 Door Crown Victoria	Public Safety	20,568						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	
262	2006 Pontiac Grand Prix	Public Safety	16,775											5	
263	2008 Ford Explorer	Public Safety	22,125	35,000	35,000	16,250	16,250		30,000					Extended	
265	2008 Ford 4 Door Crown Victoria	Public Safety	20,562	30,000										5	118
266	2006 Dodge Grand Caravan	Public Safety	17,089											5	118
267	2006 Dodge Charger	Public Safety	17,609											5	
268	2009 Dodge Charger SE	Public Safety	17,903						25,000					3	
269	2007 Ford 500	Public Safety	21,884											5	
270	2007 GMC Sierra	Public Safety	35,355											5	
271	2011 Ford 4 Door Crown Victoria	Public Safety	21,850											3	
271 OLD	2008 Ford 4 Door Crown Victoria	Public Safety	20,834											3	
275	1992 GMC Cargo Van	Public Safety	5,500										Extended	5	
280	2011 Ford 4 Door Crown Victoria	Public Safety	21,746											3	
280 OLD	2007 Ford 4 Door Crown Victoria	Public Safety	20,856											To Be Sold	
281	2008 Ford 4 Door Crown Victoria	Public Safety	20,834											3	
282	Haley Davidson Cycle	Public Safety	14,500											5	
305	2004 Elgin Pelican P Series Street Sweeper	DPW	129,743											12	
307	1999 Loader John Deere	DPW	113,047											15	
346	2002 Traffic Line Remover	DPW	5,214											10	
362	1981 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	1981 Swenson EV Series V-Box Hyd Salt Spreader	DPW	4,701											15	304S
400	2010 Ford Fusion	Tech. & Plan.	14,927											3	
401	1989 GMC Savana Van	Tech. & Plan.	17,790						18,000					5	
416	2000 Ford 4 Door Crown Victoria	Tech. & Plan.	21,073											269 & 263	
417	2002 Ford 4 Door Crown Victoria	Tech. & Plan.	21,285											5	117 & 400
441	1996 Chevrolet Pickup	Tech. & Plan.	15,487											5	

CITY OF OAK PARK
FISCAL YEAR 2012-2013 BUDGET
GENERAL FUND

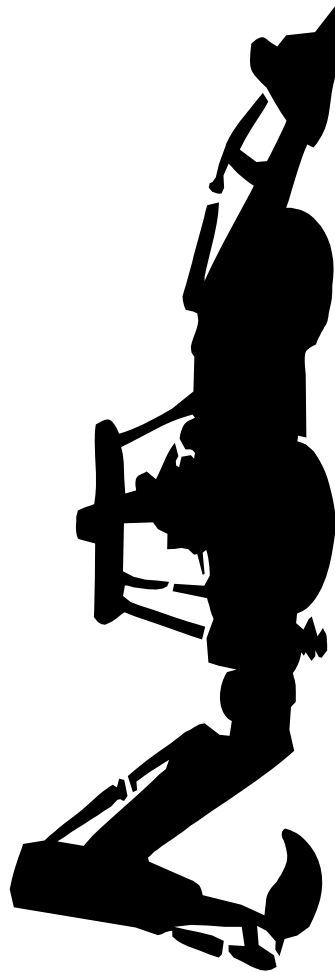
No.	Vehicle	Assignment	Historical Cost.	Current Budget FY 2011-12	Department Request FY 2012-13	City Manager Recommended FY 2012-13	City Council Approved FY 2012-13	Future Years			Beyond 5 Years	Expected Life	Old City #
								FY 2013-14	FY 2014-15	FY 2015-16			
442	1997 Animal Control Box/1996 GMC Truck Body	Tech. & Plan.	9,995									5	
450	2002 GMC Van	Tech. & Plan.	19,514									3	
500	1996 International 2654 6X4 Cab & Chassis	Tech. & Plan.	74,490									10 325	
518	2002 GMC Stake Truck	DPW	27,421									3	
522	2006 Sterling Dump Truck	DPW	87,190									To Be Replaced	
523	2007 GMC Sierra	DPW	24,808									303	
525	2006 Sterling Dump Truck	DPW	95,921					40,000				10	
528	2002 Chevy Dump Truck	DPW	31,124									10	
529	2002 GMC Dump	DPW	66,761									10 301	
531	1999 Ford F 150 Pick-Up	DPW	15,412									5 261	
532	1998 Pickup 4x4 (green)	DPW	18,810									5 300	
533	2005 Chevrolet 3500 Dump Truck	DPW	35,973									To Be Replaced	
534	2006 GMC 1 1/2 Yd Dump w/ OPT Arrow	DPW	35,592									15 313	
535	2002 International Truck	DPW	100,941									15	
536	1992 Chevrolet Conventional Truck Cab/Chassis	DPW	25,158							Extended		304	
537	2007 GMC Sierra	DPW	22,670					25,000				10	
538	2001 5/7 Yd. Dump Truck	DPW	74,410									15	
541	American LaFrance Eagle Aerial Fire Engine	Public Safety	573,760							Extended		25	
542	2008 American LaFrance Pumper	Public Safety	334,161							Extended		25	
543	1997 Quality Fire Engine	Public Safety	153,926							Extended		25	
544	1997 Fire Engine Pierce Dash Pumper	Public Safety	250,326									25	
551	2006 GMC Sierra	Public Safety	22,261									5	
606	1996 Trailer LoadPacker New Way	DPW	32,991							Extended		10	
608	2001 John Deere Mowing Tractor	DPW	12,336							Extended		5	
610	1997 John Deere Tractor #6200	DPW	19,598					30,000				10	
611	2006 GMC Crew Cab Pickup	DPW	21,975							Extended		5	
612	1998 Ford F350 Pickup	DPW	25,944									10	
613	1997 Chevrolet 1 Ton Pickup/Crew Cab	DPW	18,734									10	
615	1981 Ford Tractor 3600 - Diesel	DPW	790					20,000				15	
616	1984 Ford Tractor 3900	DPW	3,918							Extended		15	
617	2006 Bobcat 5600 Toolcat	DPW	46,004						55,000			10	
618	2010 GMC Sierra	DPW	46,294									10	
619	1988 Giant Vac 4000 Leaf Blower	DPW	675							Extended		15	
620	1999 Chipper Brush Bandit	DPW	23,984									15	
621	2004 Rayco Slump Cutter RG1672-DXH	DPW	30,881					35,000				To Be Replaced	
622	2006 GMC Sierra	DPW	24,448							Extended		5	
***	2007 John Deere Mowing Tractor	DPW	15,305									5	
623	2001 John Deere Mowing Tractor	DPW	14,054									5	
624	2005 Husler Turn Zero Mower	DPW	7,718									To Be Replaced	
626	2010 GMC Sierra Pick Up with Snow Plow	DPW	25,879						32,000			5	
627	2006 Husler Zero Turn Mower	DPW	7,721									To Be Sold	
627 OH	1995 John Deere Mowing Tractor	DPW	9,619									15	
630G OLD	1986 Prentice Log Loader	DPW	11,160							Extended		15	
630G	1997 Prentice Log Loader	DPW	33,844									15	
630	1996 International w/ Dump Body	DPW	41,320									10	
631	2002 GMC Hi-Ranger w/ Aerial Lift	DPW	114,652									25	
633	1996 Silva Utility Trailer	DPW	3,542							Extended		10	

CITY OF OAK PARK
FISCAL YEAR 2012-2013 BUDGET
GENERAL FUND

No.	Vehicle	Assignment	Historical Cost	Current Budget FY 2011-12	Department Request FY 2012-13	City Manager Recommended FY 2012-13	City Council Approved FY 2012-13	Future Years					Beyond 5 Years	Expected Life	Old City #
								FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18			
634	1991 Utility Trailer UHDT-12T1FR-EG	DPW	2,489											10	
636	1996 Silva Utility Trailer	DPW	3,542									Extended		10	
639	1992 STHL 020AV Chain Saw	DPW	167											5	
643	2002 Barkwing Mower	DPW	9,689											10	
648	1989 MD80 Mower Deck	DPW	3,155							15,000				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											To Be Replaced	
725BLO	1995 Salsco Debris Blower #317	DPW	750											3	
726BLO	1995 Salsco 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 Push Rotary Mower (2)	DPW	83											3	
746	1993 Rally 20 Inch Push Rotary Mower (2)	DPW	83											3	
800	2001 Ford Eldorado 21 Ft. Coach	Recreation	50,100											15	
806	2005 Ford 4 Door Crown Victoria	Recreation	20,593											259	
807	1992 Ford Ranger 4 Wheel Drive Pickup	Recreation	5,046											10	240
829	2005 Ford 4 Door Crown Victoria	Recreation	20,593											3	271 OLD
*****	2008 Leaf Claw	DPW	14,600							15,000				3	
*****	Peabody-Gallon 402U Dump Body & Access.	Motor Pool	12,820											15	
*****	MD80 Mower Deck	DPW	3,154											10	
*****	45Watt VHF GM300 Radios 1995	Motor Pool	4,125											3	
*****	1995 Equipment to be Converted - PSD	Public Safety	3,327											3	
*****	1993 Mobile Car Telephone - Ameritech	Motor Pool	178											5	
*****	1993 Lights, Siems, Flashers	Public Safety	4,742											5	
*****	1994 VEH Graphics Package	Motor Pool	560											3	
*****	1995 Instal Police EQ 5VEH	Motor Pool	6,448											3	
*****	1998 Vehicle Lift	Motor Pool	15,400											20	
Total General				65,000	110,000	32,500	32,500	188,000	18,000	87,000	125,000				

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 2011-12	Department Request FY 2012-13	City Manager Recommended FY 2012-13	City Council Approved FY 2012-13	Future Years				Beyond 5 Years To Be Sold	Expected Life	Old City #
								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	1996 International 10' yard Dump Truck	Water	72,354										10	
503	2008 GMC 11/2 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				Extended	10 518BR
516	1999 Backhoe/Loader John Deere 710D	Water	99,500										Extended	
517	1989 John Deere Tractor/Loader/Bucket	Water	70,600										15	
527	2001 Truck Sterling Vector Model 2110J	Water	186,000					25,000						
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	10 502
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	
555	2002 Chevrolet Van 1500	Water	19,643					5,000					10	505
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 2012-2013 BUDGET
GENERAL FUND
VEHICLE ACQUISITIONS AND DISPOSALS**

Vehicle No.	Model Year	Vehicle Description	Acquisitions	Disposals
NEW	2012	Ford Taurus	32,500	
251 OLD	2006	Ford Crown Victoria		(2,272)
256 OLD	2007	Ford Crown Victoria		(3,636)
257 OLD	2007	Ford Crown Victoria		(3,554)
280 OLD	2007	Ford Crown Victoria		(3,536)
TBD	PENDING	Various		(21,002)
Est. Acquisitions and Disposals FY 2011-2012			32,500	(34,000)

Motor Pool Fund Value of 6/30/11	4,070,539
Less Accumulated Depreciation	(1,465,416)
Fixed Assets Net of Accumulated Depreciation 06/30/12	2,605,123

Motor Pool Fund Value as of 6/30/11	4,070,539
Estimated Acquisitions FY 2011-2012	32,500
Estimated Disposals FY 2011-2012	(34,000)
Estimated Value 06/30/12	4,069,039
Estimated Acquisitions FY 2012-2013	32,500
Estimated Disposals FY 2012-2013	(34,000)
Estimated Motor Pool Fund Value as of 06/30/13	4,067,539

MOTOR POOL VEHICLE & EQUIPMENT ASSIGNMENT CLASSIFIED BY DEPARTMENT	
<u>DEPARTMENT</u>	<u>HISTORICAL COST</u>
PUBLIC WORKS	1,711,081
PUBLIC SAFETY	1,952,813
RECREATION	96,332
TECHNICAL & PLANNING	242,354
MOTOR POOL/MISC ASSIGNMENTS	67,959
TOTAL HISTORICAL COST 06/30/11	4,070,539



“The Family City”

**Fiscal Year July 1, 2012
through June 30, 2013**

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 2012-2013. This is the same allocation that was made for FY 2011-2012.

Interest

For FY 2012-2013, \$100 of Interest Revenue is projected. This is a \$450 decrease from the allocation of \$550 that was estimated for FY 2011-2012.

EXPENDITURES

The Central Services fund proposes an appropriation of \$74,400 for FY 2012-2013, which remains unchanged from FY 2011-2012.

Materials and Supplies are expected to remain the same. The allocation is \$2,500 for both FY 2012-2013 and for FY 2011-2012.

Expenditures of \$11,800 for Professional Services are anticipated during FY 2012-2013. This appropriation amount will fund printing costs.

The \$59,700 allocation amount for postage will be the same as FY 2011-2012. This account covers the cost of postage & delivery charges for UPS and regular mail.

FUND BALANCE

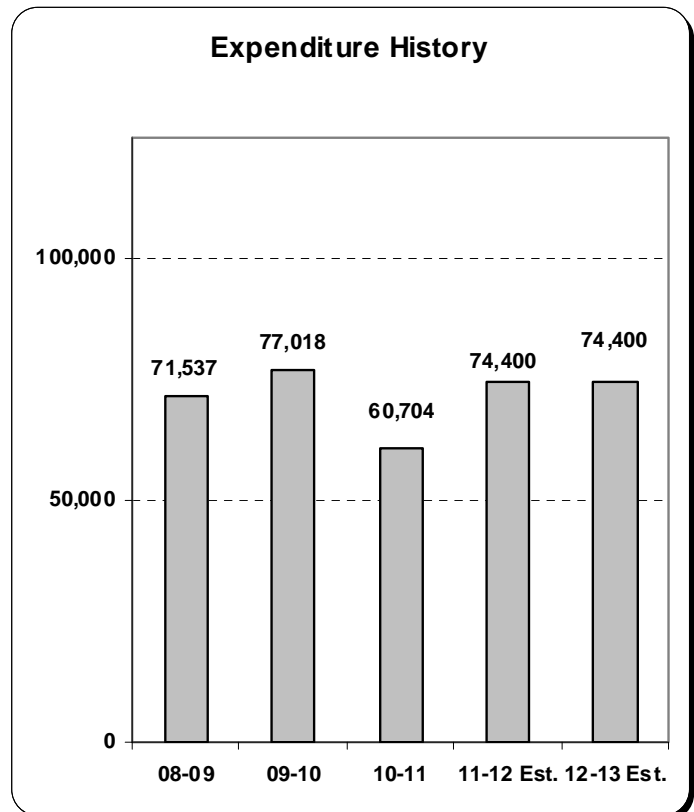
Fund Balance in the Central Services Fund is projected to be \$20,880 as of June 30, 2013.

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.



CITY OF OAK PARK

2012-2013 BUDGET

CENTRAL SERVICES

ACCT. NO.	FUND NO.: 653 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPARTMENT REQUEST FY 2012-2013	MANAGERS RECOMMENDED FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	<u>REVENUES</u>							
664	Interest	7	550	17	35	100	100	100
699.101	Transfers-In - General Fund	75,000	75,000	50,000	75,000	75,000	75,000	75,000
	TOTAL REVENUE	75,007	75,550	50,017	75,035	75,100	75,100	75,100
	<u>EXPENDITURES</u>							
726	Materials & Supplies	8,603	2,500	583	2,500	2,500	2,500	2,500
801	Professional Services	7,944	11,800	4,192	11,800	11,800	11,800	11,800
860	Transportation	0	400	0	400	400	400	400
903	Postage	44,157	59,700	47,386	59,700	59,700	59,700	59,700
	TOTAL EXPENDITURES	60,704	74,400	52,161	74,400	74,400	74,400	74,400
	EXCESS / DEFICIT	14,303	1,150	(2,144)	635	700	700	700
	Total Net Assets - Beginning	5,242	6,392	19,545	19,545	20,180	20,180	20,180
	Total Net Assets - Ending	19,545	7,542	17,401	20,180	20,880	20,880	20,880

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 45th 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 2012-2013. 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 2012-2013.

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 \$19,600 recommended for FY 2012-2013.

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 will be replacement projects planned for Fiscal Year 2012-2013.

REVENUE ASSUMPTIONS

Special assessments of \$364,000 will be recommended for FY 2012-2013. This fund is expected to earn interest in the amount of \$4,000.

EXPENDITURES

Expenditures of \$350,000 are anticipated during FY 2012-2013 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 \$20.00 per ticket charge levied by the 45th District Court and from interest income due from pooled investments. An appropriation for FY 2012-2013 of \$191,652 is anticipated. Interest earned is expected to total \$1,000.

EXPENDITURES

\$40,000 in planned expenditures are being allocated to this fund during FY 2012-2013.

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. There are no anticipated revenues for FY 2012-2013.

EXPENDITURES

Expenditures for planned projects during FY 2012-2013 will total \$1,125,000.

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. \$400,00 is expected to be received during FY 2012-2013. This is a temporary program, so future funding is not guaranteed.

EXPENDITURES

Rehabilitation reimbursements totaling \$400,000 are expected during FY 2012-2013.

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 \$5,000 are anticipated for FY 2012-2013.

EXPENDITURES

Construction and improvement costs of \$12,591,647 are planned for FY 2012-2013.

PERFORMANCE OBJECTIVES

To reconstruct and improve the City's current municipal complex.

**CITY OF OAK PARK
2012-2013 BUDGET
CAPITAL PROJECT FUNDS**

PUBLIC IMPROVEMENT FUND

ACCT. NO.	FUND NO.: 401 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	REVENUES							
664	Interest Income	73	100	45	100	100	100	100
	TOTAL REVENUE	73	100	45	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	73	100	45	100	100	100	100
	Beginning Fund Balance	53,933	54,033	54,006	54,006	54,106	54,106	54,106
	Ending Fund Balance	54,006	54,133	N/A	54,106	54,206	54,206	54,206

CITY OWNED PROPERTY

ACCT. NO.	FUND NO.: 402 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	REVENUES							
673	Sale of Property	34,379	0	800	800	0	0	0
664	Interest Income	0	0	24	50	0	0	0
699.101	Transfer-In - General Fund	0	55,000	55,000	55,000	55,000	55,000	55,000
	TOTAL REVENUE	34,379	55,000	55,824	55,850	55,000	55,000	55,000
	EXPENDITURES							
702	Salaries & Wages	175	9,626	4	5,000	0	0	0
712	Fringe Benefits	71	9,072	1	2,500	0	0	0
726	Materials & Supplies	0	0	0	0	0	0	0
801	Professional Services	143,282	0	19	200	19,600	19,600	19,600
956	Miscellaneous	925	0	0	0	0	0	0
956.100	Purchase of Property		0	0	0			
956.101	Property Taxes		0	0	0	0	0	0
	TOTAL EXPENDITURES	144,453	18,698	24	7,700	19,600	19,600	19,600
	EXCESS/DEFICIT	(110,074)	36,302	55,800	48,150	35,400	35,400	35,400
	Beginning Fund Balance	86,300	(30,011)	(23,774)	(23,774)	24,376	24,376	24,376
	Ending Fund Balance	(23,774)	6,291	N/A	24,376	59,776	59,776	59,776

SIDEWALK PROGRAM

ACCT. NO.	FUND NO.: 451 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	REVENUES							
628	Weeds	36,985	5,000	15,176	20,000	10,000	10,000	10,000
653	Sidewalk	281,115	10,000	7,681	10,000	350,000	350,000	350,000
664	Interest Income	20,974	500	2,784	4,000	4,000	4,000	4,000
674	Special Services	7,934	35,000	0	35,000	0	0	0
	TOTAL REVENUE	347,008	50,500	25,641	69,000	364,000	364,000	364,000
	EXPENDITURES							
702	Salaries & Wages	12,180	0	3,155	5,000	0	0	0
712	Employee Benefits	7,272	0	2,491	4,000	0	0	0
940	Rentals	5,398	2,500	946	2,500	0	0	0
801	Professional Services	6,767	35,000	6,808	35,000	0	0	0
818.001	Graffiti	0	0	0	0	0	0	0
818.003	Weed Mowing	0	0	0	0	0	0	0
818.006	Snow Removal	0	0	0	0	0	0	0
970.000	Sidewalks	308,628	0	0	0	350,000	350,000	350,000
	TOTAL EXPENDITURES	340,245	37,500	13,400	46,500	350,000	350,000	350,000
	EXCESS/DEFICIT	6,763	13,000	12,241	22,500	14,000	14,000	14,000
	Beginning Fund Balance	145,943	130,143	152,706	152,706	175,206	175,206	175,206
	Ending Fund Balance	152,706	143,143	N/A	175,206	189,206	189,206	189,206

**CITY OF OAK PARK
2012-2013 BUDGET
CAPITAL PROJECT FUNDS**

ROAD CONSTRUCTION FUND

ACCT. NO.	FUND NO.: 450-16 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
REVENUES								
502	Federal Grants	92,184	0	0	0	0	0	0
664	Interest Income	0	1,500	1,962	2,500	0	0	0
TOTAL REVENUE		92,184	1,500	1,962	2,500	0	0	0
EXPENDITURES								
Coolidge Highway Reconstruction								
702	Salaries & Wages	0	0	0	0	0	0	0
712	Fringe Benefits	0	0	0	0	0	0	0
801	Professional Services	0	0	0	0	400,000	400,000	400,000
Harding Avenue								
801	Professional Services	0	0	0	0	0	0	0
City Parks - Parking Lots								
801	Professional Services	0	200,000	0	200,000	500,000	500,000	500,000
Nine Mile								
702	Salaries & Wages	0	0	0	0	0	0	0
712	Fringe Benefits	0	0	0	0	0	0	0
801	Professional Services	0	0	0	0	0	0	0
Coolidge & Nine Mile								
702	Salaries & Wages	0	0	0	0	0	0	0
712	Fringe Benefits	0	0	0	0	0	0	0
801	Professional Services	0	0	0	0	0	0	0
Miscellaneous								
801	Professional Services	31,135	400,000	123,057	300,000	225,000	225,000	225,000
Total								
	Salaries & Wages	0	0	0	0	0	0	0
	Fringe Benefits	0	0	0	0	0	0	0
	Professional Services	31,135	600,000	123,057	500,000	1,125,000	1,125,000	1,125,000
TOTAL EXPENDITURES		31,135	600,000	123,057	500,000	1,125,000	1,125,000	1,125,000
EXCESS/DEFICIT		61,049	(598,500)	(121,095)	(497,500)	(1,125,000)	(1,125,000)	(1,125,000)
Beginning Fund Balance		1,865,797	694,297	1,926,846	1,926,846	1,429,346	1,429,346	1,429,346
Ending Fund Balance		1,926,846	95,797	1,805,751	1,429,346	304,346	304,346	304,346

MUNICIPAL BUILDING CONSTRUCTION FUND

ACCT. NO.	FUND NO.: 470 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
REVENUES								
659	Ordinance Fines	150,644	236,280	145,221	180,000	191,652	191,652	191,652
664	Interest	1,163	1,000	788	500	1,000	1,000	1,000
TOTAL REVENUE		151,807	237,280	146,009	180,500	192,652	192,652	192,652
EXPENDITURES								
801	Professional Services	0	0	0	0	40,000	40,000	40,000
970	Capital Outlay	0	0	0	0	0	0	0
TOTAL EXPENDITURES		0	0	0	0	40,000	40,000	40,000
EXCESS/DEFICIT		151,807	237,280	146,009	180,500	152,652	152,652	152,652
Beginning Fund Balance		699,507	842,997	851,314	851,314	1,031,814	1,031,814	1,031,814
Ending Fund Balance		851,314	1,080,277	N/A	1,031,814	1,184,466	1,184,466	1,184,466

NEIGHBORHOOD STABILIZATION PROGRAM (NSP) FUND

ACCT. NO.	FUND NO.: 403 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
REVENUES								
502	Federal Grants	1,406,727	1,028,145	128,159	510,000	400,000	400,000	400,000
TOTAL REVENUE		1,406,727	1,028,145	128,159	510,000	400,000	400,000	400,000
EXPENDITURES								
702	Salaries & Wages	93,913	22,167	31,411	49,000	0	0	0
712	Fringe Benefits	43,208	5,978	20,576	33,000	0	0	0
726	Materials & Supplies	0	0	0	0	0	0	0
801	Professional Services	938,956	1,000,000	289,703	408,000	390,000	390,000	390,000
956	Miscellaneous	0	0	0	20,000	10,000	10,000	10,000
TOTAL EXPENDITURES		1,076,077	1,028,145	341,690	510,000	400,000	400,000	400,000
EXCESS/DEFICIT		330,650	0	(213,531)	0	0	0	0
Beginning Fund Balance		401,169	0	731,819	731,819	731,819	731,819	731,819
Ending Fund Balance		731,819	0	N/A	731,819	731,819	731,819	731,819

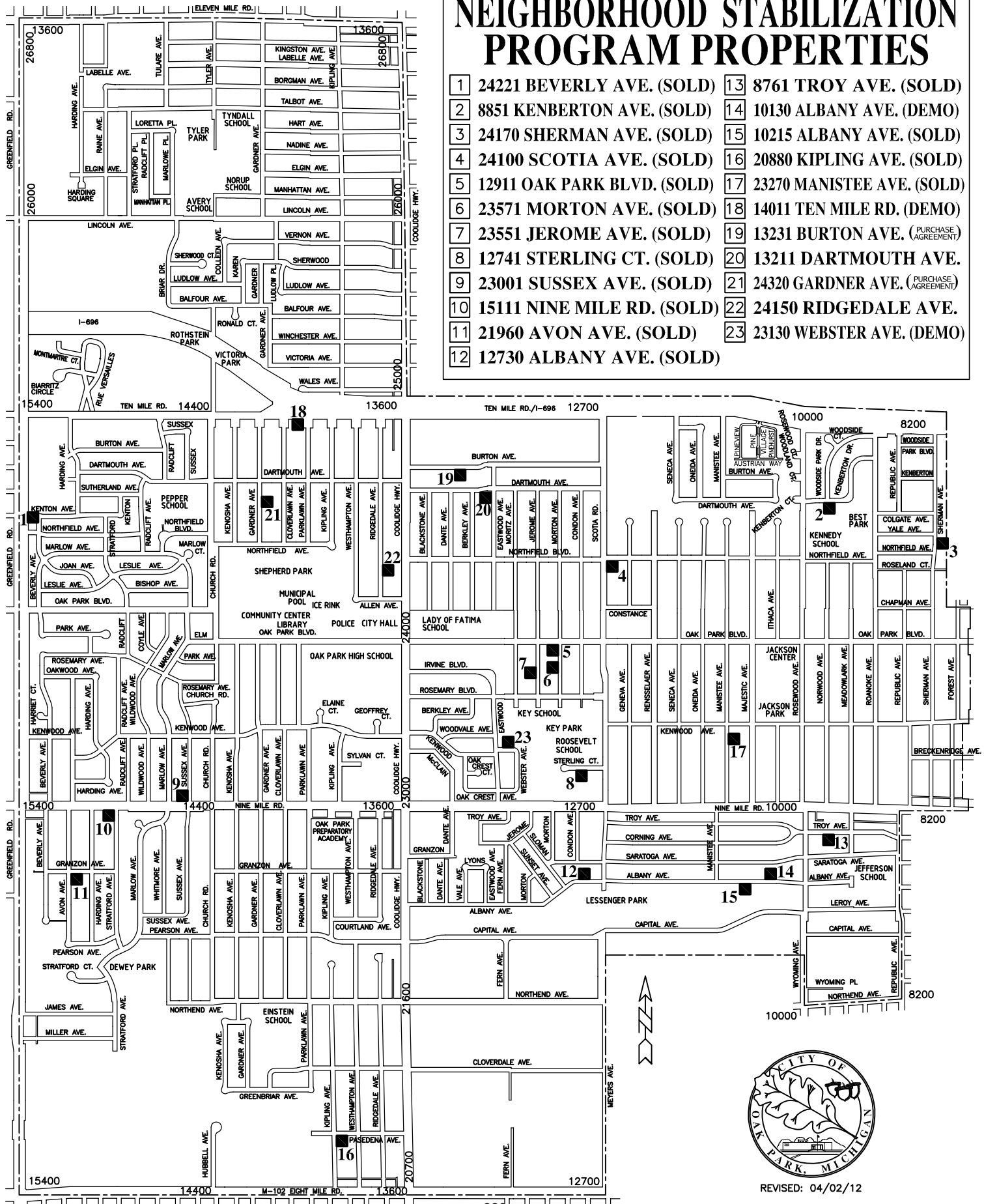
MUNICIPAL COMPLEX FACILITY FUND

ACCT. NO.	FUND NO.: 452 ACCOUNT CLASSIFICATION	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/29/2012 FY 2011-2012	EST. YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	MANAGERS REC. FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
REVENUES								
659	Bond Proceeds	13,326,647	0	0	0	0	0	0
664	Interest	20,868	2,000	12,049	15,000	5,000	5,000	5,000
TOTAL REVENUE		13,347,515	2,000	12,049	15,000	5,000	5,000	5,000
EXPENDITURES								
801	Professional Services	801,944	12,591,647	316,340	12,591,647	12,591,647	12,591,647	12,591,647
TOTAL EXPENDITURES		801,944	12,591,647	316,340	12,591,647	12,591,647	12,591,647	12,591,647
EXCESS/DEFICIT		12,545,571	(12,589,647)	(304,291)	(12,576,647)	(12,586,647)	(12,586,647)	(12,586,647)
Beginning Fund Balance		0	12,589,647	12,545,571	12,545,571	(31,076)	(31,076)	(31,076)
Ending Fund Balance		12,545,571	0	N/A	(31,076)	(12,617,723)	(12,617,723)	(12,617,723)

City of Oak Park

NEIGHBORHOOD STABILIZATION PROGRAM PROPERTIES

- | | | | |
|----|-----------------------------|----|---|
| 1 | 24221 BEVERLY AVE. (SOLD) | 13 | 8761 TROY AVE. (SOLD) |
| 2 | 8851 KENBERTON AVE. (SOLD) | 14 | 10130 ALBANY AVE. (DEMO) |
| 3 | 24170 SHERMAN AVE. (SOLD) | 15 | 10215 ALBANY AVE. (SOLD) |
| 4 | 24100 SCOTIA AVE. (SOLD) | 16 | 20880 KIPLING AVE. (SOLD) |
| 5 | 12911 OAK PARK BLVD. (SOLD) | 17 | 23270 MANISTEE AVE. (SOLD) |
| 6 | 23571 MORTON AVE. (SOLD) | 18 | 14011 TEN MILE RD. (DEMO) |
| 7 | 23551 JEROME AVE. (SOLD) | 19 | 13231 BURTON AVE. (PURCHASE AGREEMENT) |
| 8 | 12741 STERLING CT. (SOLD) | 20 | 13211 DARTMOUTH AVE. |
| 9 | 23001 SUSSEX AVE. (SOLD) | 21 | 24320 GARDNER AVE. (PURCHASE AGREEMENT) |
| 10 | 15111 NINE MILE RD. (SOLD) | 22 | 24150 RIDGEDALE AVE. |
| 11 | 21960 AVON AVE. (SOLD) | 23 | 23130 WEBSTER AVE. (DEMO) |
| 12 | 12730 ALBANY AVE. (SOLD) | | |



REVISED: 04/02/12

CITY OF OAK PARK
CAPITAL IMPROVEMENT PROGRAM
FY 2012-2013 BUDGET

Project Description General Fund	Fund	Current Budget FY 2011-2012	Estimated Year End FY 2011-2012	Department Request FY 2012-2013	City Manager Recommended FY 2012-2013	City Council Approved FY 2012-2013	Future Years				7 Year Total	
							FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017		FY 2017-2018
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
Parks	General											
New Tennis Court Light Poles												
Swimming Pool Repairs - Water Heater Alteration & Mechanical Room												
Swimming Pool Repairs - Marcle & Pebble												
New Pool Lockers												
Paint Pool Locker Room Floors												
Playground Equipment												
Total Parks	General	10,000	0	0	0	0	75,000	75,000	75,000	75,000	75,000	375,000
Equipment - Public Safety	General	10,000	0	0	0	0	75,000	75,000	75,000	75,000	75,000	375,000
Total General Fund		10,000	0	0	0	0	200,000	200,000	200,000	200,000	200,000	1,000,000
Major Street Fund												
Gardner - Eleven Mile to Hart	Major Streets			35,000	35,000	35,000						0
Coolidge Highway Reconstruction - Ten Mile to Eleven Mile	Major Streets											35,000
Eight Mile Bridge Deck	Major Streets											0
Joint Sealing	Major Streets	200,000	200,000	100,000	100,000	100,000						200,000
Miscellaneous Concrete	Major Streets											100,000
Tri-County Funds	Major Streets											70,000
Total Major Street Fund		200,000	200,000	135,000	135,000	135,000	14,000	14,000	14,000	14,000	14,000	405,000
Local Street Fund												
No Planned Projects	Local Streets	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
45th District Court/Probation												
Equipment	45th District Court											0
Total 45th District Court/Probation		0	0	0	0	0	0	0	0	0	0	0
Public Improvement Fund												
No Planned Projects	Public Improvement											0
Total Public Improvement Fund		0	0	0	0	0	0	0	0	0	0	0
Sidewalk Program												
Sidewalks	Special Assessments		10,000	350,000	350,000	350,000	0	250,000	250,000	250,000	250,000	860,000
Total Sidewalk Program		0	10,000	350,000	350,000	350,000	0	250,000	250,000	250,000	250,000	860,000
Road Construction Fund												
Wales - Coolidge West to End	Road Construction											105,600
Ithaca - Oak Park Blvd. to Northfield	Road Construction											105,600
Winchester - Gardner to Coolidge	Road Construction											134,400
Coolidge Highway Reconstruction - Ten Mile to Eleven Mile	Road Construction											400,000
Scotia - Oak Park Blvd. to Nine Mile Rd.	Road Construction											237,600
Coolidge Hwy. - Eight to Ten Mile Rds.	Road Construction											3,052,800
Nine Mile Rd. - Greenfield to East Limits	Road Construction											3,657,600
Joint & Crack Sealing	Road Construction											1,400,000
Eleven Mile Road - Greenfield to Coolidge	Road Construction											300,000
Coolidge Hwy. & Nine Mile Rd.	Road Construction											0
Miscellaneous Reconstruction & Road Patches	Road Construction	400,000	300,000	225,000	225,000	225,000	400,000	500,000	500,000	500,000	300,000	2,525,000
Parking Lots - City Parks	Road Construction	200,000	200,000	500,000	500,000	500,000	400,000	400,000	400,000	400,000	300,000	700,000
Total Road Construction Fund		600,000	500,000	1,125,000	1,125,000	1,125,000	7,310,400	1,383,200	800,000	600,000	600,000	12,318,600
Municipal Building Construction Fund												
Minor Renovation for Court Consolidation & New Entry Doors	45th District Court			40,000	40,000	40,000	0	0	0	0	0	0
Total Municipal Building Construction Fund		0	0	40,000	40,000	40,000	0	0	0	0	0	0

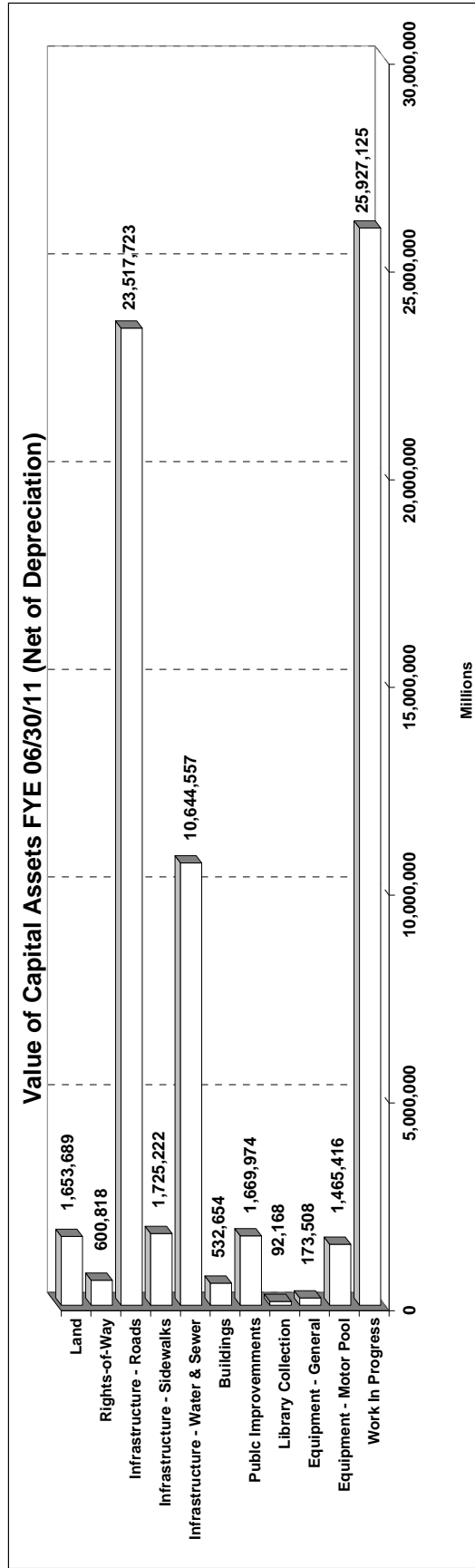
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CITY OF OAK PARK
CAPITAL IMPROVEMENT PROGRAM
FY 2012-2013 BUDGET

Project Description	Fund	Current Budget FY 2011-2012	Estimated Year End FY 2011-2012	Department Request FY 2012-2013	City Manager Recommended FY 2012-2013	City Council Approved FY 2012-2013	Future Years			7 Year Total
							FY 2013-2014	FY 2014-2015	FY 2015-2016	
Municipal Complex Facility Fund	Public Improvement	12,591,647	12,591,647	12,591,647	12,591,647	12,591,647	0	0	0	0
Total Municipal Complex Facility Fund		12,591,647	12,591,647	12,591,647	12,591,647	12,591,647	0	0	0	0
Motor Pool Fund	Motor Pool	65,000	65,000	65,000	32,500	32,500	229,000	532,000	424,500	1,683,000
Total Motor Pool Fund		65,000	65,000	65,000	32,500	32,500	229,000	532,000	424,500	1,683,000
Water & Sewer Fund	Water & Sewer	100,000	100,000	75,000	75,000	75,000	200,000	200,000	200,000	200,000
Sewer Repairs as a Result of Televised Inspections	Water & Sewer	100,000	100,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
City Hall - Storm Sewer Lines, Catch Basins & Construction	Water & Sewer	100,000	100,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Replacement of Water Main - Woodside Park	Water & Sewer	100,000	100,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Vehicles/Equipment	Water & Sewer	100,000	100,000	275,000	275,000	275,000	250,000	25,000	25,000	375,000
Total Water & Sewer Fund		100,000	100,000	275,000	275,000	275,000	450,000	225,000	225,000	1,750,000
GRAND TOTAL		13,566,647	13,466,647	14,581,647	14,509,147	14,509,147	7,974,400	2,326,200	1,713,500	18,016,600

SUMMARY OF CAPITAL IMPROVEMENTS

Project Description	Current Budget FY 2011-2012	Estimated Year End FY 2011-2012	Department Request FY 2012-2013	City Manager Recommended FY 2012-2013	City Council Approved FY 2012-2013	Future Years			7 Year Total	
						FY 2013-2014	FY 2014-2015	FY 2015-2016		
Highways & Streets	800,000	710,000	1,610,000	1,610,000	1,610,000	1,610,000	1,647,200	814,000	13,583,600	
Water & Sewer System	100,000	100,000	275,000	275,000	275,000	275,000	200,000	200,000	1,375,000	
Buildings	12,591,647	12,591,647	12,631,647	12,591,647	12,591,647	12,591,647	50,000	50,000	250,000	
Parks	10,000	0	0	0	0	0	75,000	75,000	375,000	
Equipment	65,000	65,000	65,000	32,500	32,500	32,500	354,000	632,000	2,433,000	
Total Improvements	13,566,647	13,466,647	14,581,647	14,509,147	14,509,147	14,509,147	7,974,400	2,326,200	1,713,500	18,016,600



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 2012-2013 and their impact on this and future years budgets.

EQUIPMENT

An amount of \$32,500 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 various sidewalk improvements planned for the 2012-2013 fiscal year. When projects are planned, the citizens affected would be assessed for the cost of any replacements/repairs made. This factors in cost savings when it comes to potential lawsuits resulting from trip and fall injuries.

PARKS

There are no budget recommendations for park improvements. However, to accomplish the many projects that need to be implemented, the City applies for various grants to replace old playground equipment with updated, ADA accessible versions of current playground accessories. If the City is awarded grant funds, the General Fund will supply the monies needed for the local match amount.

Several other projects also need to be addressed, but due to budget constraints they will not be accomplished during this fiscal year. Repairing old and unsafe facilities in the parks will reduce initial operating costs however the overall impact will be immaterial to future operating budgets.

HIGHWAYS AND STREETS

An amount of \$535,000 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 2012-2013 are: miscellaneous

concrete repair due to water main breaks or general deterioration (\$100,000) and the Coolidge Highway reconstruction project (\$435,000).

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 \$75,000. Another planned project is the Woodside Park water main replacement totaling \$200,000.

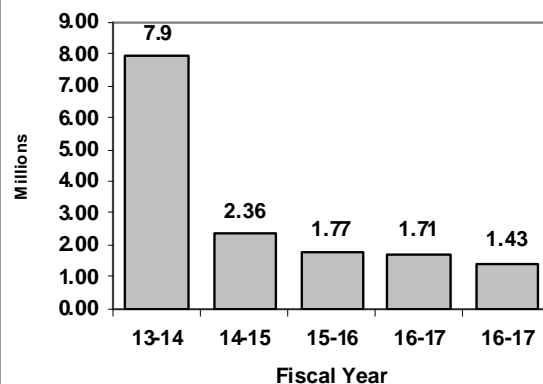
Implementation of these projects helps to determine the most efficient manner to evaluate and perform repairs and maintenance of the City's water and sewer system.

BUILDINGS

Capital Outlay for the Municipal Complex Facility Fund during FY 2012-2013 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.

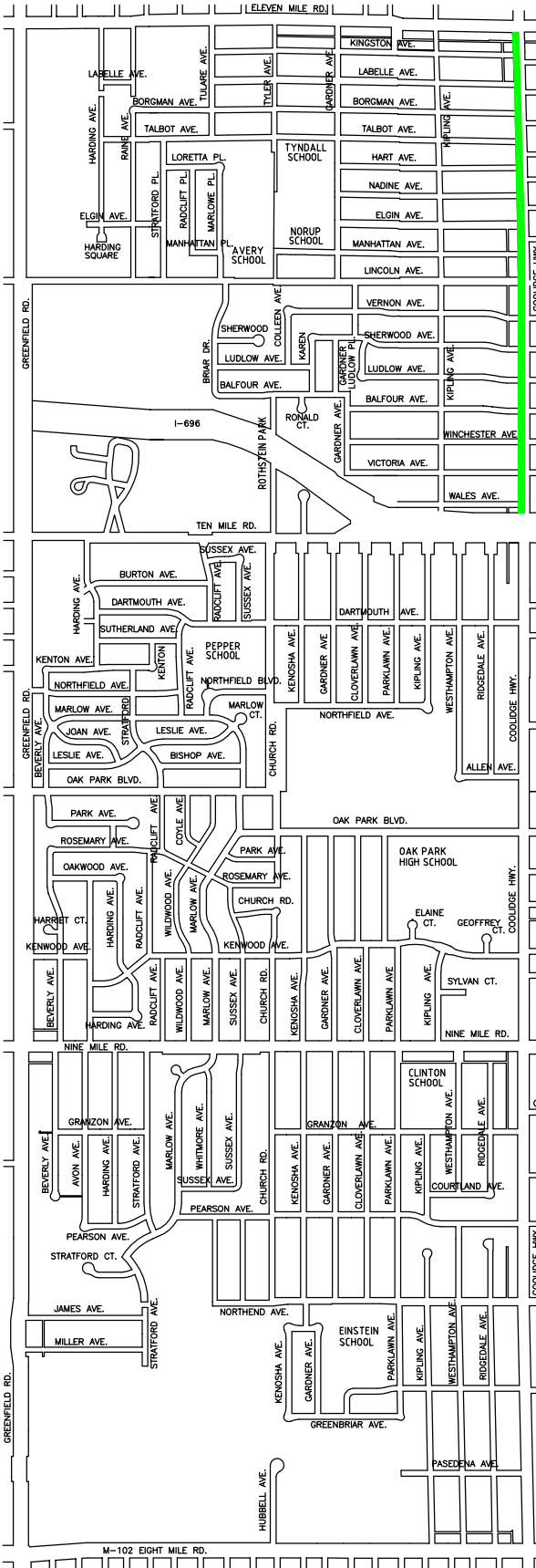
Costs savings can be appreciated through the construction of modern, energy efficient buildings.

**Impact of Capital Projects
For Future Years**



City of Oak Park

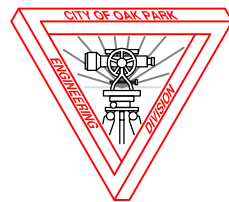
2012 / 2013 Capital Improvement Projects Road Bond



VARIOUS LOCATIONS - Joint Sealing
Estimate - \$125,000

 - Coolidge Hwy. Reconstruction
Estimate - \$400,000

VARIOUS LOCATIONS - Miscellaneous Concrete
Estimate - \$200,000

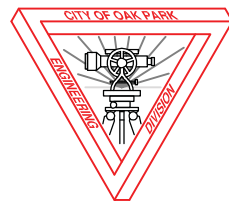
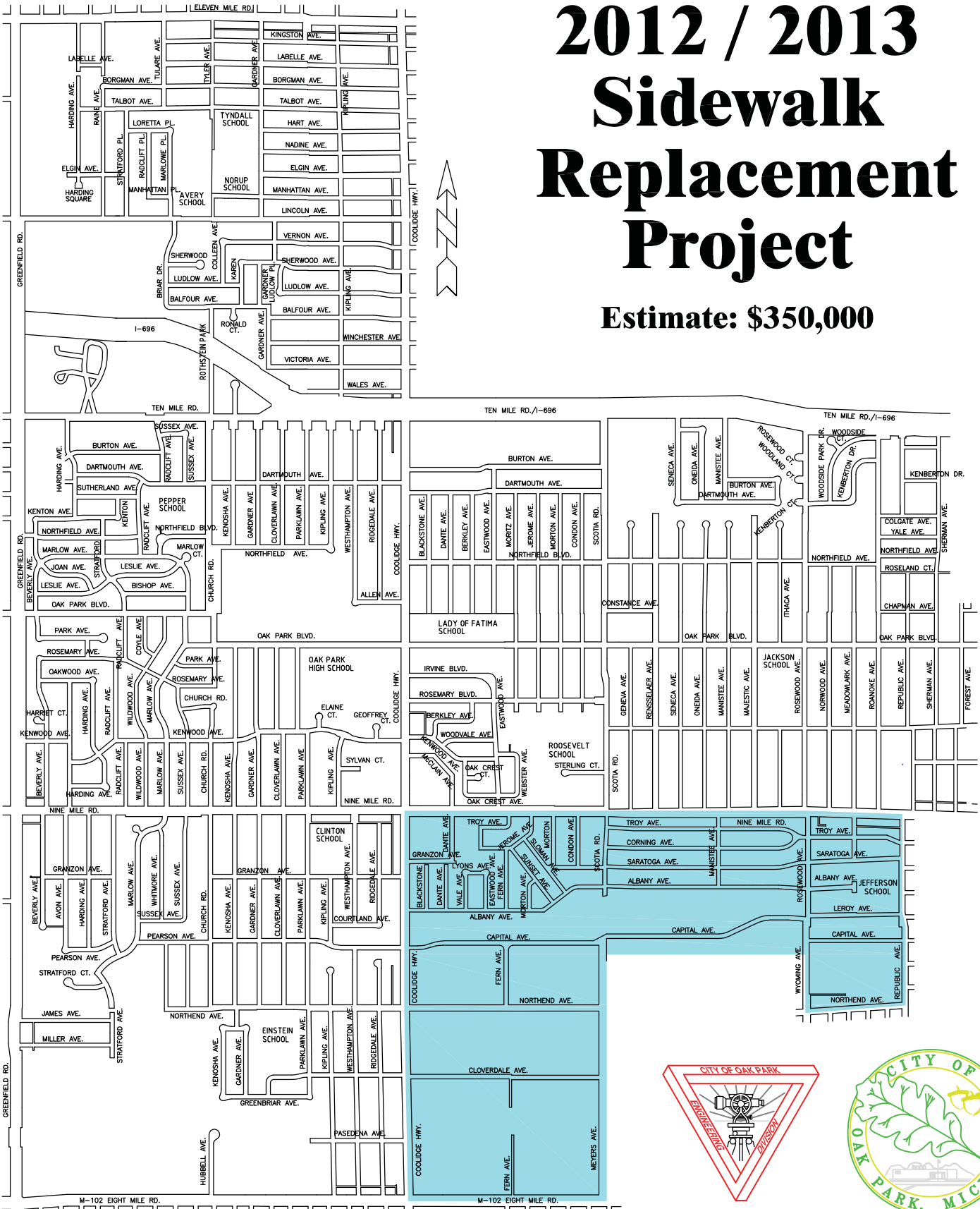


REVISED: MARCH 2012

City of Oak Park

2012 / 2013 Sidewalk Replacement Project

Estimate: \$350,000



REVISED: MARCH 2012

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, 2012
through June 30, 2013**

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 2012-2013 for the General employee membership is 59.95% and 39.00% 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

Fiscal Year	General Employees	Public Safety Employees
2007-08	25.66%	32.02%
2008-09	25.66%	32.43%
2009-10	49.00%	35.34%
2010-11	53.65%	36.92%
2011-12	57.75%	35.16%

As of June 30, 2011 there were 232 members receiving retirement benefits. The following are retiree group averages between General and Public Safety beneficiaries as of June 30, 2011:

Category	General	Public Safety
Age	48.1	37.8
Service Years	12.00	11.3
Annual Pay	\$49,902	\$85,112

The market value of assets in the fund as of June 30, 2011 total \$58,042,127, compared to \$51,122,614 for FY 2009-2010. This was an increase of \$6,919,513 or 11.92%.

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

Year	Value of Assets	Accrued Liabilities	%
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	\$93,774,353	66.5%
2010	\$61,560,855	\$93,719,400	65.7%

**CITY OF OAK PARK
2012 - 2013 FISCAL YEAR BUDGET**

EMPLOYEES RETIREMENT SYSTEM

ACCT. NO.	FUND NO.: 731 ACCOUNT NAME	PRIOR YEAR ACTUAL FY 2010-2011	CURRENT BUDGET FY 2011-2012	ACTUAL AS OF 2/28/2012 FY 2011-2012	ESTIMATED YEAR END FY 2011-2012	DEPT. REQUEST FY 2012-2013	CITY MANAGERS RECOMMENDED FY 2012-2013	CITY COUNCIL APPROVED FY 2012-2013
	OPERATING REVENUES							
593	Employee Contributions - General	76,928	45,522	49,711	58,500	45,000	45,000	45,000
594	Employee Contributions - Public Safety	335,071	312,930	243,447	312,930	300,000	300,000	300,000
664	Interest Earnings	353	7,102	147	250	800	800	800
665	Bond & Note Interest	803,275	629,319	515,454	677,000	600,000	600,000	600,000
666	Dividend Income	869,793	384,066	472,050	525,000	550,000	550,000	550,000
696	Contribution from City - Public Safety	1,854,623	1,842,713	1,141,609	1,842,713	1,621,811	1,621,811	1,621,811
697	Contribution from City - General	1,404,231	1,460,000	1,017,664	1,460,000	1,148,058	1,148,058	1,148,058
	TOTAL OPERATING REVENUES	5,344,274	4,681,652	3,440,082	4,876,393	4,265,669	4,265,669	4,265,669
	NONOPERATING REVENUES							
665	Gain on Investment	8,604,559	1,800,000	1,027,258	1,250,000	1,800,000	1,800,000	1,800,000
	TOTAL NONOPERATING REVENUE	8,604,559	1,800,000	1,027,258	1,250,000	1,800,000	1,800,000	1,800,000
	TOTAL REVENUES	13,948,833	6,481,652	4,467,340	6,126,393	6,065,669	6,065,669	6,065,669
	OPERATING EXPENSES							
801	Professional Services	176,636	202,000	139,480	202,000	150,000	150,000	150,000
874	Benefit Payments	6,658,873	6,100,000	4,616,680	6,658,873	6,800,000	6,800,000	6,800,000
964.001	Refunds and Rebates - General	879	6,244	884	1,000	1,000	1,000	1,000
964.002	Refunds and Rebates - PSD	198	292	813	1,000	1,000	1,000	1,000
	TOTAL OPERATING EXPENSES	6,836,586	6,308,536	4,757,857	6,862,873	6,952,000	6,952,000	6,952,000
	NONOPERATING EXPENSES							
830	Loss on investments	192,734	162,687	66,631	162,687	100,000	100,000	100,000
	TOTAL NONOPERATING EXPENSES	192,734	162,687	66,631	162,687	100,000	100,000	100,000
	TOTAL EXPENSES	7,029,320	6,471,223	4,824,488	7,025,560	7,052,000	7,052,000	7,052,000
	NET INCOME	6,919,513	10,429	(357,148)	(899,167)	(986,331)	(986,331)	(986,331)
	BEGINNING FUND BALANCE	51,122,614	57,017,215	58,042,127	58,042,127	57,142,960	57,142,960	57,142,960
	ENDING FUND BALANCE	58,042,127	57,027,644	57,684,979	57,142,960	56,156,629	56,156,629	56,156,629

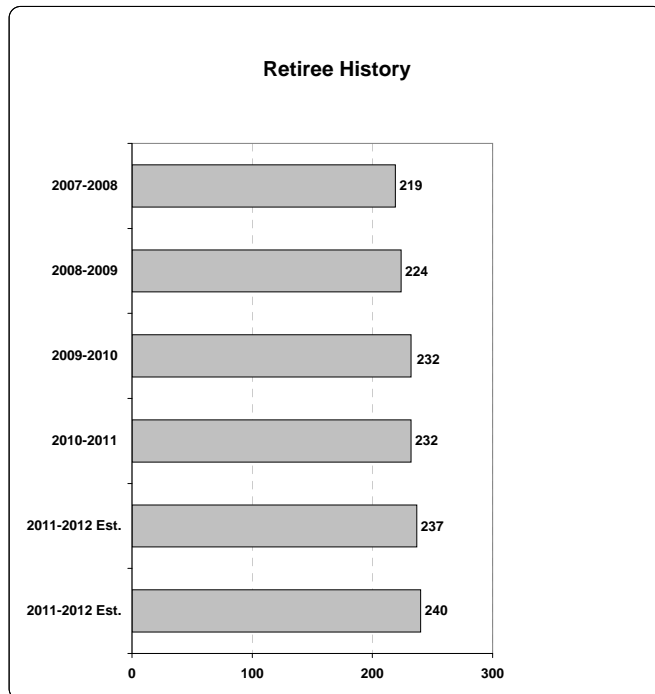
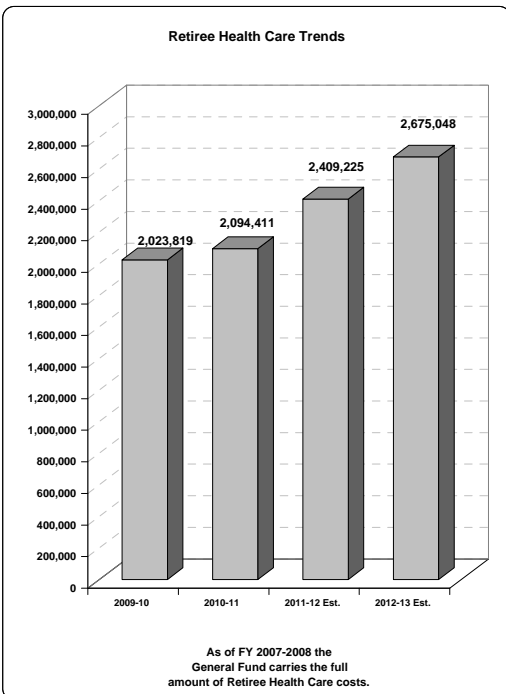


TABLE A - AFSCME

JOB CLASSIFICATION AND WAGE STRUCTURE

AS OF JULY 1, 2010 - Annual Amount 15% reduction - Hourly Based on 34 hour work week

SALARY GRADE	JOB TITLE	MINIMUM	6 month	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
1	Receptionist Service Aide	21,556 12.1923	22,658 12.8159	23,782 13.4514	24,885 14.0755	25,987 14.6986	25,987 14.6986	25,987 14.6986	25,987 14.6986
2	Administrative Clerk Records Clerk Water Meter Reader Bus Driver Janitor	22,450 12.6981	23,595 13.3457	24,761 14.0048	25,989 14.6995	27,196 15.3822	27,196 15.3822	27,196 15.3822	27,196 15.3822
3	Administrative Clerk II Assessing Clerk Finance Clerk Senior Citizen Outreach Provider Senior Janitor Bus Driver / Asst. to Senior Citizen Coordinator	24,406 13.8043	25,614 14.4875	26,903 15.2168	28,235 15.9702	29,671 16.7822	29,671 16.7822	29,671 16.7822	29,733 16.8173
4	Property Clerk	25,468 14.4048	26,738 15.1231	28,069 15.8760	29,484 16.6764	30,940 17.5000	30,940 17.5000	30,940 17.5000	31,085 17.5822
5	Administrative Secretary Finance Clerk II Appraiser I Library Computer Specialist	26,570 15.0284	27,923 15.7938	29,317 16.5822	30,774 17.4063	32,313 18.2764	32,313 18.2764	32,313 18.2764	32,542 18.4063
6	Meter Reader/Repairer	26,723 15.1149	28,067 15.8750	29,453 16.6587	30,946 17.5034	32,482 18.3721	32,482 18.3721	32,482 18.3721	34,103 19.2889
7	Office Coordinator	29,027 16.4178	30,503 17.2529	32,042 18.1236	33,583 18.9947	35,267 19.9476	35,267 19.9476	35,267 19.9476	35,746 20.2183

TABLE A - AFSCME

JOB CLASSIFICATION AND WAGE STRUCTURE

AS OF JULY 1, 2010 - Annual Amount 15% reduction - Hourly Based on 32 hour work week

SALARY GRADE	JOB TITLE	MINIMUM	6 month	1 Year	2 Year	3 Year	4 Year	5 Year	6 Year
8	Animal Control / Code Assistance Officer Technical Assistant	29,484 16.6764	30,940 17.5000	32,501 18.3827	34,123 19.3005	35,830 20.2659	36,350 20.5601		
9	Building Maintenance Repairer Recreation Coordinator Senior Appraiser Cable/IT Technician	30,399 17.1942	31,876 18.0293	33,478 18.9356	35,142 19.8769	36,911 20.8774	37,474 21.1957		
10	Public Service Worker I	26,487 14.9813	27,923 15.7938	29,379 16.6173	30,877 17.4644	32,501 18.3827	34,248 19.3712	36,038 20.3837	37,972 21.4774
11	Public Service Worker II	27,403 15.4995	30,399 17.1942	30,317 17.1476	31,045 17.5591	33,437 18.9125	35,164 19.8889	36,953 20.9010	38,888 21.9957
12	Librarian Engineering Technician	31,773 17.9712	33,374 18.8769	35,040 19.8188	36,787 20.8072	38,618 21.8428	39,305 22.2313		
13	Master Mechanic Assistant	32,189 18.2063	33,749 19.0889	35,226 19.9240	36,787 20.8072	38,327 21.6779	39,866 22.5486		
14	Code Inspector Mechanical Inspector	32,126 18.1707	34,727 19.6418	36,122 20.4308	37,556 21.2423	39,013 22.0663	40,428 22.8663		
15	Library Section Coordinator Master Mechanic Senior Systems Analyst Building Inspector Engineering Technician II	34,894 19.7365	36,642 20.7250	38,451 21.7486	40,387 22.8433	42,425 23.9962	43,362 24.5260		

**TABLE C
COURT EMPLOYEES
JOB CLASSIFICATION AND WAGE STRUCTURE**

CLASSIFICATION		CURRENT
<u>45th DISTRICT COURT</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

2012 - 2013 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	59.95%	7.5%
Defined Contribution	7.5% to 10.5%	-0- to 3%
Defined Contribution - HSP	3.0%	-0-
Defined Contribution Public Safety - HSP	1.0%	2.0%
General Non-Union	56.89%	3.0%
Dispatch	56.89%	2.0%
Defined Contribution Dispatch - HSP	1.0%	2.0%
General Part-Time	39.00%	-0-
General Union	39.00%	3.0%
Court – Defined Contribution	7.5% to 10.5%	-0- to 3%

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).

CITY OF OAK PARK

2012 – 2013 BUDGET

Fringe Benefits

Retirement Benefits (Continued)

Public Safety

City Council Hired Prior to August 1, 2004 (Continued)

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.

Public Safety POAM Hired After July 1, 2011

a) Retirement Benefit – Base Wage Rate FAC x 2.5% x Years of Credited Service.

b) Monetary benefits resulting from participation in the City's Health Savings Plan (HSP).

c) Life Insurance in the amount of \$3,000.

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

2012 - 2013 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 (2011/2012 rates)

<u>Group</u>	<u>Face Amount</u>	<u>Annual Premium</u>
AFSCME & Court Employees	\$20,000	\$59
POAM	\$35,000	\$103
COAM, Court Adm., Administrative, Supervisory, & Dispatch	\$40,000	\$118
Exempt, Judges & Legislative	\$50,000	\$ 147

CITY OF OAK PARK

2012 - 2013 BUDGET

Fringe Benefits

Disability Insurance (2011/2012 rates)

<u>Group</u>	<u>Monthly Limit Amount</u>	<u>Annual Premium</u>
AFSCME/Court Employees	\$4,500	\$167
Administrative/Supervisory	\$7,500	\$279
COAM & POAM	\$6,750	\$251

Health Insurance (2012/2013 Rates)

	<u>Coverage</u>	<u>Annual Premium</u>	<u>Vision Rider Annual Premium</u>
<u>Blue Cross Blue Community Blue - PPO COAM</u>	Single	\$6,396	\$29
	Two Person	\$14,930	\$70
	Family	\$18,587	\$86
POAM	Single	\$6,308	\$27
	Two Person	\$14,718	\$65
	Family	\$18,322	\$81
AFSCME	Single	\$6,081	\$29
	Two Person	\$14,174	\$70
	Family	\$17,642	\$86
Dispatch	Single	\$5,645	\$29
	Two Person	\$13,127	\$70
	Family	\$16,334	\$86
Administration	Single	\$6,479	\$29
	Two Person	\$15,129	\$70
	Family	\$18,836	\$86
Court	Single	\$6,944	\$27
	Two Person	\$16,245	\$65
	Family	\$20,231	\$81

CITY OF OAK PARK

2012 - 2013 BUDGET

Fringe Benefits

Dental Insurance (2012 Rate)

All full time employees.

Yearly Premium	\$1,004
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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

2012 – 2013 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

2012 - 2013 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

2012 - 2013 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 Eve	Thanksgiving Day
New Years Day	Day after Thanksgiving Day
Good Friday	Christmas Eve
Memorial Day	Christmas Day
Independence Day	Employee's Birthday
Labor Day	2 Unidentified Days (Floating)

CITY OF OAK PARK

2012 - 2013 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
281	Community Oriented Policing Services Grant (COPS)
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
403	Neighborhood Stabilization Project
450	Road Construction
451	Sidewalk Program
470	Municipal Building Construction Fund
592	Water & Sewer
653	Central Services
654	Motor Pool
677	Risk Management
678	Retiree Health Care - District Court
680	Retiree Health Care
731	Employees Retirement System

Trust Funds

701	Trust and Agency
703	Current Tax Collections
704	Other Trust Deposits
705	Employee Flexible Spending Account
727	ICMA - Deferred Compensation
732	Nationwide - Deferred Compensation
750	Imprest Payroll Fund
760	District Court Trust Fund
900	General Fixed Assets
950	General Long-Term Debt

**Retiree Health Care Funds 678 & 680 are combined for financial reporting purposes.

**CITY OF OAK PARK
CHART OF ACCOUNTS**

Listing of Activity Names by Number

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	NON-RESIDENTIAL - SEWER	644.155	RECREATION - ADMINISTRATION
452	BURGALAR ALARM PERMITS	643.004	ROYAL OAK TOWNSHIP WATER SALES	644.156	COMPLUWARE ARENA RENTAL
453	EMERGENCY RESPONSE FEES	643.005	RESIDENTIAL METER CHARGE	645	LIBRARY RENTALS
477	ANIMAL LICENSES	643.006	COMMERCIAL METER CHARGE	646	NON-RESIDENTIAL LIBRARY CARDS
478	SIDEWALK PERMITS	643.007	ROYAL OAK TOWNSHIP METER	647	COMMUNITY SERVICE FEES
479	BUILDING PERMITS	644	SPECIAL EVENTS - RECREATION	648	SALE OF SCRAP METAL
480	AIR CONDITIONING PERMITS	644.001	ADMIN. MISCELLANEOUS REVENUE	649	MISCELLANEOUS WATER SALES
481	ELECTRICAL PERMITS	644.102	COMMUNITY CENTER RENTALS	650	SERVICE CONNECTION
482	HEATING PERMITS	644.103	PARK SHELTER RENTAL	651	LOOK-BACK ADJUSTMENT
483	PLUMBING PERMITS	644.104	CONCESSION RENTAL	653.940	SIDEWALK BILLINGS 1994
484	ZONING PERMITS & FEES	644.105	AMUSEMENT PARK TICKETS	653.950	SIDEWALK BILLINGS 1995
485	OTHER NON-BUSINESS LICENSES	644.106	AREA AGENCY ON AGING	653.960	SIDEWALK BILLINGS 1996
486	BICYCLE REGISTRATIONS	644.107	SENIOR REC. DUES	655	FINES AND FORFEITS
501	TOTAL FEDERAL GRANTS	644.108	YOUTH ATHLETIC - MISC.	658	LIBRARY BOOK FINES
502	FEDERAL GRANTS	644.109	BASEBALL & SOFTBALL	659	ORDINANCE FINES
505	CIVIL DEFENSE	644.110	BASKETBALL	663	MISCELLANEOUS FINES & FORFEITS
523	FEDERAL GRANT LIBRARY	644.111	KIWANIS DONATIONS	664	INTEREST INCOME
544	STATE DRUNK DRIVING FUND	644.112	MINI-GOLF	665	BOND AND NOTE INTEREST
545	LIQUOR LICENSES	644.113	COMMUNITY CENTER	666	DIVIDEND INCOME
546	STATE GRANTS - MOTOR VEH. HIGHWAY REVENUE	644.114	SENIOR INSTRUCTION	672	SPECIAL ASSESSMENTS
552	GRANTS/REFUNDS	644.115	SENIOR SOFTBALL	672.499	SPECIAL ASSESSMENT 499
567	LIBRARIES-STATE AID	644.116	SENIOR BASKETBALL	672.509	SPECIAL ASSESSMENT 509
568	LIBRARIES-PENAL FINES	644.117	VOLLEYBALL	672.510	SPECIAL ASSESSMENT 510
569	REIMBURSEMENT-JUDGES SALARY	644.118	ATHLETIC FIELD RENTAL	672.511	SPECIAL ASSESSMENT 511
570	REIMBURSEMENT - ELECTIONS	644.119	ATHLETIC ACTIVITIES	672.512	SPECIAL ASSESSMENT 512
574	STATE REVENUE SHARING	644.120	OUTDOOR ACTIVITIES - MISC.	672.513	SPECIAL ASSESSMENT 513
574.1	STATE REVENUE - SALES TAX	644.121	DAY CAMP	672.514	SPECIAL ASSESSMENT 514
574.2	STATE REVENUE - SINGLE BUSINESS TAX	644.122	TOT-LOT	673	SALE OF FIXED ASSETS
574.3	STATE REVENUE - INCOME TAX	644.123	VACATION CAMP	674	MISCELLANEOUS FEES
574.4	STATE REVENUE - INTANGIBLES TAX	644.124	OAKLAND COUNTY SPORTS CAMP	674.1	CHARGES TO OUTSIDE SOURCE
574.5	STATE REVENUE - HOMESTEAD TAX	644.125	EXTENDED HOURS	674.2	CHARGES FOR POSTAGE
575	UNDERGROUND STORAGE TANKS	644.126	INSTRUCTIONAL MISC.	674.3	CHARGES TO OTHER FUNDS
593	EMPLOYEE CONTRIBUTIONS - GENERAL	644.127	SCHOOL YEAR LEARN TO SWIM	676	REIMB.-ICE RINK UTILITIES
594	EMPLOYEE CONTRIBUTIONS - PUBLIC SAFETY	644.128	SUMMER LEARN TO SWIM	677	REIMB. BLUE CROSS INSURANCE
600	CHARGES FOR SERVICES	644.129	THERAPEUTICS	677.001	REIMB. WORK'S COMP INS PREMIUM
601	PROBATION COSTS & OVERSIGHTS	644.130	DAY CARE	683	FRANCHISE FEE
602	WEDDING CEREMONIES	644.131	DANCE & AEROBICS CLASSES	695	OTHER FINANCING SOURCES
603	ART OVER THE INTERSTATE	644.132	EXERCISE	696	CONTRIBUTION FROM CITY - PUBLIC SAFETY
603.001	WEEDS	644.133	SPORTS	697	CONTRIBUTION FROM CITY - GENERAL
629	DOG POUND FEES	644.134	ARTS & CRAFTS	699	CHARGES TO OTHER FUNDS
632.001	APARTMENT INSPECTION FEE	644.135	PLAYGROUND & TOT-LOT ACTIVITIES	699.101	TRANSFER IN- GENERAL
630	ELECTRICAL FEES-OTHER	644.136	FAMILY TRIPS	699.202	TRANSFER IN- MAJOR STREET
631	REIMB. SERVICE-CODE ASSISTANCE	644.137	DANCES	699.203	TRANSFER IN- LOCAL STREET
632	HOUSING INSPECTIONS	644.138	WINTER CONCERTS	699.226	TRANSFER IN- SOLID WASTE FUND
633	CAR POUND FEES	644.139	FUNFEEST	699.251	TRANSFER IN- CABLE FUND
634	POLICE ALARM FEES	644.140	MUSIC IN THE PARK SOCIETY	699.252	TRANSFER IN- MOTOR POOL
635	POLICE REPORTS	644.141	SPECIAL EVENTS - MISCELLANEOUS	699.276	TRANSFER IN- DISTRICT COURT
636	DATA PROCESSING FEES	644.142	MUNICIPAL POOL - MISCELLANEOUS	699.592	TRANSFER IN- WATER & SEWER
637	WATER BILL PREPARATION	644.143	RENTALS	699.661	OTHER FUNDS
		644.144	ID. CARDS	699.677	TRANSFER IN- RISK MANAGEMENT

**CITY OF OAK PARK
CHART OF ACCOUNTS**

Listing of Expenditure Accounts by Number

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 EXPENDITURE

A disbursement of money which results in the acquisition of or addition to fixed assets. The item must have a purchase price greater than \$5,000 and have a useful life of at least two years.

CAPITAL PROJECTS FUND

A fund to account for the development of municipal capital facilities other than those financed by the Enterprise Fund.

CFT

Commercial Facilities Tax - An exemption from property tax allowed to commercial businesses. This exemption has been discontinued.

CDBG

Community Development Block Grants - a federally funded program to assist communities in the expansion and improvement of community services, to develop and improve neighborhoods, and to restore and preserve property values.

COAM

Command Officers Association of Michigan - the bargaining unit representing the Public Safety command officers.

CONTINGENCY

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

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 the classification from Conferences & Workshops (864). If questions arise as to the proper classification for a particular item, they should be discussed with the Finance Director.

961 - CONTINGENCIES

This account is used strictly by the Solid Waster Fund for items such as hazardous waste disposal, private hauler for sweepings and excavated material, roll off of leaves, etc..

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	
Marian McClellan	(248) 691-7400
Manager	
Rick Fox	(248) 691-7410
Clerk	
Tonni Bartholomew	(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

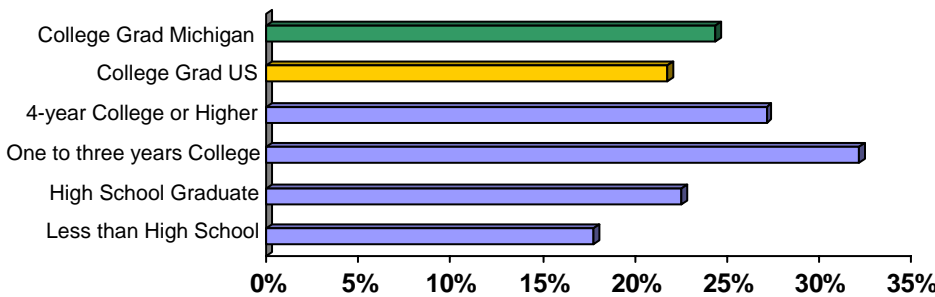
Private Schools

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

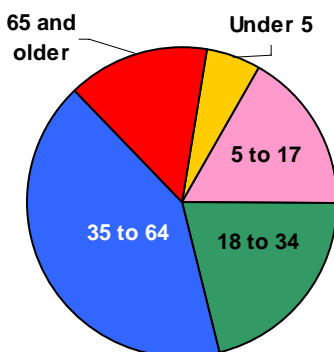
Colleges and Universities

None

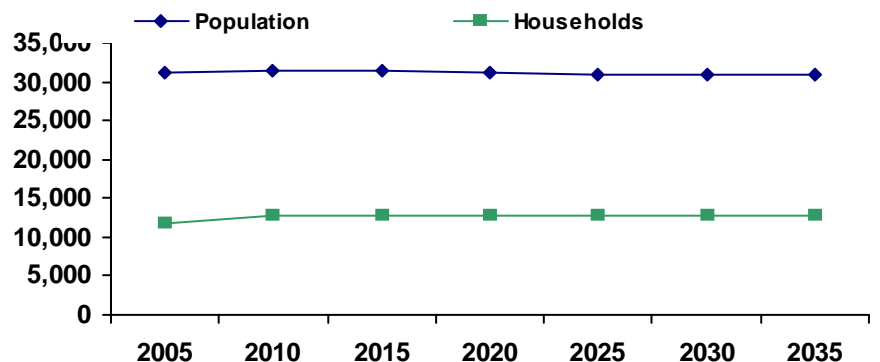
Educational Attainment of People Over 25 Years of Age



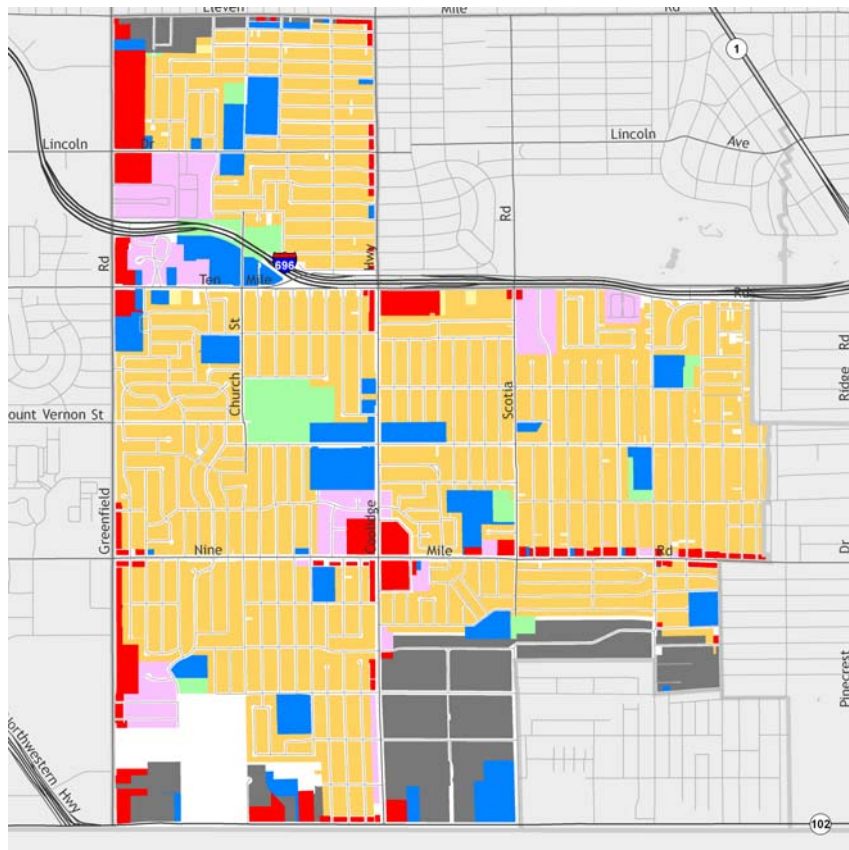
Population by Age



Population and Household Growth

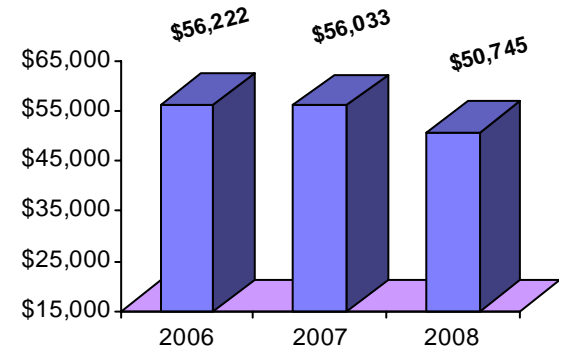


Oak Park



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
2012 - 2013 BUDGET
MISCELLANEOUS STATISTICS

City Charter Adopted		October 29, 1945
Form of Government		Council / Manager
Number of full-time employees		129
Legislative	5	
Exempt	10	
Supervisory	10	
Administrative	3	
Command Officers	13	
Public Safety Officers	30	
Dispatch	5	
AFSCME	34	
District Court	19	
Area in Square Miles		5.5
City of Oak Park facilities and services:		
Miles of Major Streets		19.27
Miles of Local Streets		65.33
Number of Street Lights		1,534
Culture and Recreation:		
Community Center		1
City Parks		10
Park Acreage		109.8
Swimming Pool		1
Tennis Courts		8
Sewerage System:		
Miles of Sanitary Sewers		80.64
Miles of Storm Sewers		80.64
Number of Service Connections		10,400
Water System:		
Miles of Water Mains		115
Number of Service Connections		10,484
Number of Fire Hydrants		967
Daily Average Consumption in Gallons		3.6 million
Education:		
Elementary Schools		7
Middle Schools		3
High Schools		1
Education Centers		2
Labor Market:		
Total Labor Force		13,687
Total Employed		11,648
Total Unemployed		2,039
Percent Unemployment		14.90%

Source: Michigan Department of Technology, Management & Budget - December, 2011