

# **City of Warren, Michigan**

## **BUDGET**

### **AS ADOPTED BY COUNCIL**



## **FISCAL YEAR**

July 1, 2023 through June 30, 2024

# City of Warren



JAMES R. FOUTS  
MAYOR

ONE CITY SQUARE  
WARREN, MICHIGAN 48093

## ADMINISTRATION

City of Warren was incorporated January 1, 1957, under Act 279, P.A. 1909, as amended (Home Rule Act). The 2020 population per Federal Census, 139,387

City is administered by a Mayor, a Council of seven members, Treasurer and Clerk, all of whom are elected for four-year terms.

## PRESENT ELECTIVE OFFICERS (Terms expire November 12, 2023)

### MAYOR

JAMES R. FOUTS

### COUNCIL

PATRICK GREEN, President  
RONALD PAPANDREA

MINDY MOORE, Secretary  
JONATHAN LAFFERTY, Asst. Secretary  
GARRY WATTS, Vice President

ANGELA ROGENSUES  
EDDIE KABACINSKI

### TREASURER

LORIE BARNWELL

### CITY CLERK

SONJA BUFFA

## DEPARTMENT HEADS

(Appointed Officials)

GUST GHANAM, Public Services Director  
WILBURT MCADAMS, Fire Commissioner  
RICHARD FOX, City Controller

WILLIAM DWYER, Police Commissioner  
RONALD F. WUERTH, Planning Director  
DINO TURCATO, Recreation Director

GEORGE DIMAS, HR Director  
ETHAN VINSON, City Attorney  
JENNIFER CZEISZPERGER, City Assessor

## City Seal

The inscription "City of Warren, Michigan -Seal-" encompasses the circular seal. The hand holding a sheaf of wheat at the bottom represents the agricultural heritage of the community. The residential dwelling on the lower left hand side represents the residential character of the community. A factory on the right side represents commerce and industry. A hand holding a rocket on the upper left side represents national defense technology. The heads of a young man and young woman in center at the top represent the youth of the City.



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**CITY CONTROLLER'S OFFICE**

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[www.cityofwarren.org](http://www.cityofwarren.org)

May 9, 2023

Honorable Mayor and  
Members of the Warren City Council

Dear Mayor and Council Members,

The City Council Adopted Budget reflects changes made to the Mayor's Recommended Budget as presented on April 6, 2023, and is now the final Fiscal 2024 Annual Budget for the City of Warren. The adopted budget includes modifications made by City Council and approved by resolution on May 9, 2023.

The adoption of the Budget by the City Council has followed the legally required public hearings prescribed by State law and City Charter. City Council reviewed the Budget during two budget sessions and the Charter required public hearing. The Appropriations Resolution is the City's legislative vehicle for appropriations and sets the legal expenditures by budgetary center and may not be changed, except with City Council approval, as provided by the State Budget Act.

With the adoption of this budget, the property tax levy for all services will be 27.0913 mills (\$27.0913 of taxes for every \$1,000 of taxable valuation). City property taxes will average \$1,369.49 per residential property taxpayer.

Changes to the Mayor's Recommended Budget

General Fund:

General Fund revenues and expenditures each total \$151,942,922, compared to the Mayor's Recommended Budget of \$155,275,419, a decrease of \$3,360,497. Since the decrease includes deferral of commitment on various projects to be supported by \$3,810,000 in federal ARPA funds, City Council changes actually increased General Fund operating and capital costs by \$477,503.

Some of the significant changes and subsequent financial impacts include:

General Fund:

• Decrease Intergovernmental Revenues: ARPA projects	\$ <u>3,810,000</u>
• Increase Clerk's Budget:	\$ 62,620
Increase postage by \$37,620 and increase Equipment by \$25,000	
• Decrease Information Systems:	(300,000)
Eliminate ARPA expenditures, \$200,000	
and eliminate Door Access Point upgrade, \$100,000	
• Decrease Assessing Department Budget: Vehicle denied	(33,500)
• Decrease Human Resources Budget: Labor Relations Director denied	(188,670)
• Decrease Community Economic Budget:	(85,000)
Eliminated Contractual Services, \$75,000 and Promotions \$10,000	
• Decrease Administration Unallocated Budget:	(15,000)
Community Promotions eliminated, \$30,000 and	
Create new expenditure - Incoming Mayor transition expense, \$15,000	
• Veterans Advisory & Memorial Commission	29,000
• Decreased Fire Department Budget:	(1,867,639)
Increase Contractual Services, \$23,521	
ARPA purchases eliminated \$2,700,000	
Reduce Cadet Program by 3 positions: \$81,486 (\$24,355 plus \$2,807 fringe benefits)	
Added 3 Fire Fighters \$366,219 (\$93,051 plus \$29,022 fringe benefits)	
and added Capital Equipment/Vehicles:	
1 EMS Squad, 1 Life Pak 15 Monitor & 1 Power Load Stretcher \$524,107	
• Decrease Police Department Budget:	(834,308)
Added 2 Police Officers \$284,196 (\$91,234 plus associated benefits)	
Captain position denied \$208,504 (\$133,577 plus \$74,927 fringe benefits)	
and eliminated ARPA funding for vehicles \$910,000	
• Decrease Building Maintenance Department: Library/Civic Center Roof	(100,000)
Total decrease in Expenditures	\$ <u>3,332,497</u>
Total General Fund Increase in Fund Balance Appropriated	\$ <u>477,503</u>

Special Revenue Funds:

• Library Department Budget: Vehicle purchase denied	
Total Library Fund Decrease in Fund Balance Appropriated	\$ <u>60,000</u>
• Recreation Department Budget:	
Decrease Intergovernmental Revenue – ARPA	\$ 4,700,000
ARPA Project(s) eliminated	(4,700,000)
• Communication Department Budget:	
Broadcast Operations Technician denied	\$ 83,653
Eliminate newsletter \$52,000 add Contractual Services \$25,000	27,000
Total Communication Fund Decrease in Fund Balance Appropriated	\$ <u>110,653</u>



- |   |                     |
|---|---------------------|
| Downtown Development Authority Budget:                              |                     |
| Director pay increase denied (\$5,000 plus associated fringes)      | \$ ( 6,579)         |
| Eliminate Community Promotions                                      | (200,000)           |
| Eliminate Contractual Services                                      | (500,000)           |
| Denied Golf Simulator   | (240,000)           |
| Denied Bullet Proof Glass – City Hall                               | (600,000)           |
| Removed T.I.F.A. District Initiatives                               | (1,000,000)         |
| Increase Capital Outlay – City Hall Door/Door Access Point upgrades | 100,000             |
| Increase Capital Outlay – City Hall Security Camera upgrade         | 150,000             |
| Increase Capital Outlay – Civic Center Library Roof                 | 100,000             |
| Increase Capital Outlay – City Hall Window Washing                  | <u>80,000</u>       |
| Total decrease in Expenditures                                      | \$ <u>2,116,579</u> |
| Total DDA Fund Decrease in Fund Balance Appropriated                | \$ <u>2,116,579</u> |

Water & Sewer System Enterprise Fund:

- |  |           |
|--|-----------|
| Deputy Superintendent (Water & Sewer Maintenance) and Superintendent (Shared Services) wage increases denied | \$ 23,675 |
|--|-----------|
- |   |           |
|---|-----------|
| Denied Capital Outlay (Waste Water Treatment) – IPP Lab Truck | \$ 50,000 |
|---|-----------|

The Fiscal 2024 Budget has been modified to reflect all City Council amendments and represents the City's plan for providing services to Warren residents.

I wish to recognize the excellent work of all departments who participated in the budget process. I would like to express my sincere appreciation to all members of the Controller's Office who assisted and contributed in the preparation of this budget. I would also like to thank your office and members of the Warren City Council for your interest and support in planning and conducting the financial operations of the City in a responsible and progressive manner.

Respectfully,



Richard A. Fox  
City Controller



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April 6, 2023

Honorable Council Members:

I respectfully present the Administration's proposed 2023-2024 Budget for the City of Warren. This budget serves as a planning guide outlining our goals and how they will be implemented in the upcoming year. It is the means of allocating financial and personnel resources to provide City services to meet the needs and desires of our residential and business communities. The budget illustrates the City's administrative structure and work plan for the upcoming fiscal year.

This budget reflects the continuation of our overall strategic financial plan that has been in place for several years. 5-year renewals of the Public Safety and the Local Road millages were both approved in August, 2021 by wide margins. Augmented by this strong showing of community support, this budget allows us to maintain our strong city services and continue to retain our excellent bond rating.

### **BUDGET OVERVIEW**

The budget is balanced with use of fund balance and is financially conservative. It continues the City's commitment to providing high quality, dependable services and it allocates available resources to service areas experiencing the greatest demands. Building from a strong base, this budget addresses current and future needs of our community and balances demands for service, with conservative financial management. This budget adequately meets the City's equipment, infrastructure, vehicle, and general operating needs while maintaining and in certain cases, enhancing current City service levels.

The total General Fund recommended budget is \$155,275,419 which represents an increase of \$7,025,044 or 4.7% from the previous year's recommended budget. The largest portion of the budget is for salaries and benefits that amount to 74.5% of the total overall budget. The increase is primarily due to several factors:

- Negotiated agreements with the Police and Fire Departments to eliminate tiered wage rates and make pay scales more conducive to attracting new employees.
- The addition of thirty (30) new positions – thirteen (13) added to the Police budget, five (5) added to the Fire budget, three (3) added to the Michigan Transportation Fund, two (2) positions added in each of the D.P.W. Garage, Building Inspection and Community & Economic Development and one (1) position added in each of Controller, Human Resources and Building Maintenance.
- \$9,950,000 for American Rescue Plan Act (ARPA) projects
  - \$150,000 for Security Camera Upgrades
  - \$50,000 for Cyber Security Upgrades
  - \$400,000 capital outlay for Bryz Alerting System (Fire)
  - \$1,100,000 capital outlay for Quintuple Combination Pumper (Fire)
  - \$1,200,000 capital outlay for Fire Station concrete replacement
  - \$720,000 capital outlay for Police vehicles
  - \$190,000 capital outlay for Police vehicle upfitting
  - \$5,700,000 capital outlay for Park Improvements
  - \$440,000 for Water utility customer bill payment assistance

The millage rates applied to our estimated Taxable Value of \$4.06 billion will generate approximately \$110 million city-wide. Since the recommended budget is based on an estimated Taxable Value, some adjustments may be necessary upon final review by the Macomb County Equalization Department and State Tax Commission. Based upon our estimated Taxable Value, the average market value of a single-family residence in Warren is \$101,122. City taxes for a typical Warren home will be \$1,369 in fiscal 2022-2023, or \$3.75 per day. I am confident that as you examine this budget, you will be convinced that our taxpayers are getting outstanding service for their tax dollars.

The recommended budget attempts to prioritize the areas of most importance to our community, including the following:

Public Safety

Neighborhoods

Library and Education

Parks and Recreation  
Economic Development and Redevelopment  
Major and Local Roads  
Sanitation and Environment  
Financial Planning

### **PUBLIC SAFETY**

Public Safety continues to be the biggest priority in our General Fund budget. This budget includes 435 full-time positions in Police (291) and Fire (144), plus 15 cadets in Fire. The Fire Department is purchasing one (1) quintuple pumper fire engine for \$1,100,000 as part of their equipment rotation plan and another \$1,200,000 to replace deteriorating concrete work as fire station both from ARPA funds. The Police Department is continuing to update their headquarters with over \$500,000 in building improvements and equipment. Additionally, the Police Department will purchase and upfit new vehicles in the amount of \$910,000 from federal ARPA monies.

### **NEIGHBORHOODS**

The neighborhoods are the backbone of our community. We are committed to improving them to provide a healthy atmosphere for everyone to live, work and raise their families. Our residents and businesses must be informed of all important programs and decisions affecting this community. Community pride and community standards are vital to the neighborhoods and businesses throughout the entire City. The budget provides for communications with residents and businesses on issues of importance to them about our City.

Code enforcement efforts along with an aggressive nuisance abatement program are a strong priority in the Administration. Policies have been instituted and ordinances amended to get an early start on control of summer blight issues. Sound leadership, coupled with the restructuring of enforcement personnel duties, has boosted our efforts to curb blight in the City of Warren. Our City has received very good response from our residents and the media regarding these programs.

We provide programs to assist residents in need of improving their homes but without the financial resources to do so. The C.D.B.G. residential rehabilitation program is available to improve and upgrade their home to an acceptable level. Various volunteer organizations receive funding in the 2023-2024 City Budget. The Beautification Commission, Cultural Commission, Crime Commission, Historical Commission and Village Historical Commission, among others, provide programs that enhance the quality of life in our community.

## **LIBRARY AND EDUCATION**

The Library continues its transformation after the successful voter approved millage in August 2010 of .8500 mills. Up through Fiscal 2020 use of the full voter approved millage allowed for the library to keep all four libraries open without substantial reductions in fund balance. It also allowed for adequate staffing levels, and provided substantial funding to increase our collections and to bring each of our branches to a state of the art facility. The Burnette Branch Library is now complete. With the completion of this project, the City has now completed upgrades of all four libraries. The City is moving forward with the construction of a new neighborhood library to serve the southeast quadrant of Warren, as funded with \$2,000,000 in ARPA monies in the 2022-2023 budget.

The Warren Public Library is a member of the Suburban Library Cooperative. These services provide Warren residents with access to library collections throughout the state.

## **PARKS AND RECREATION**

The total recommended Parks and Recreation budget is \$11,854,483 which represents an increase of \$4,823,297 or 68.6% from the previous year's recommended budget. The increase is due primarily to the allocation of \$5.7 million in ARPA for city-wide park improvements, Retiree Health Insurance, Contractual Services and Public Utilities. The recommended millage rate for Parks and Recreation is .9247 mills with the Headlee Amendment rollback. The principal sources of revenues other than property taxes and ARPA revenues for Parks & Recreation are memberships and other user fees generated by the Community Center.

The Community Center and Park at the old Warren High School site has enhanced the area by offering both youth and seniors recreational activities. This approximately 135,000 square foot facility consolidates most of Parks and Recreation's office and maintenance staff operations. It offers a home for our commissions and new historical museum for our residents.

The community park around the City Hall is still very much a "work-in-progress" but is rapidly becoming a major focal point for residents and visitors. On hot summer days, a large contingent of people can be found utilizing the wading pool. The Farmer's Market on Sundays is enjoying increasing popularity. There is a continuous array of concerts, art shows and other social events to be found in what is becoming the first ever identifiable downtown area in the City of Warren.

The \$5.7 million in ARPA funds is intended fund substantial upgrades at Halmich Park and various park facilities throughout the City.

## **ECONOMIC DEVELOPMENT AND REDEVELOPMENT**

The City is committed to an aggressive effort of attracting new companies into the City and creating new jobs for our residents. We endorse Public/Private Partnerships not only to retain existing jobs, but also to create new ones. We are currently working on several exciting projects with our current business partners to bring construction and jobs to the City.

The Tax Increment Finance Authority (T.I.F.A.) Board will continue to pursue vacant buildings and parcels of land to promote new development that will improve the area. The T.I.F.A. Board is working in partnership with the City of Center Line to coordinate redevelopment from 8 Mile to 11 Mile along Van Dyke Avenue.

The amended Downtown Development Authority (DDA) plan broadens the scope of its impact, providing direct benefits to residents and businesses from one end of the City to the other. Enhancements to existing City facilities and new developments will provide residents and businesses with access to educational, recreational, and public safety services. There is strong consideration for a full service hotel and additional retail in the DDA area.

## **MAJOR AND LOCAL ROADS**

Road maintenance is important to the daily lives of the hundreds of thousands of people who use our roads every day. Our state-shared Michigan Transportation funds are not sufficient to keep up with the repair needs of deteriorating major and local roads throughout our City. Thus, the Administration proposed a local street repair & maintenance millage to the citizens in November 2011. This millage was renewed in August 2016, and again in August 2021 for another five years.

We are committed to an aggressive street sweeping program. Again, this year we will hire seasonal laborers to assist in removing debris from our streets, cutting grass and general maintenance throughout the entire City.

## **SANITATION AND ENVIRONMENT**

The total recommended Sanitation budget is \$13,426,831, which represents an increase of \$1,089,086 or 8.8% from the previous year's recommended budget. The increase is primarily due to additional landfill costs capital purchases for a garbage truck and a recycling/trash truck. The millage rate is recommended at 2.7750 mills.

The City Administration is concerned with environmental issues that face this community. The current administration is committed to a very aggressive policy of maintaining a safe environment for all residents in Warren.

Our Recycling and Composting program is one of the best in our Great State. We remain committed to providing a quality Recycling and Composting program at a reasonable price to our community.

### **FINANCIAL PLANNING**

The City of Warren has again received the “Certificate of Achievement for Excellence in Financial Reporting”. This award recognizes the quality of financial leadership to the community and other interested readers. I would like to thank my Staff for their hard work and dedication that enabled our City to receive this award.

We received an “unmodified opinion” for our Comprehensive Annual Financial Report for the period ending June 30, 2022. This helps us maintain our “AA” credit rating from Standard and Poor’s. This AA rating improves the investments of our bondholders and reduces the cost of borrowing to our taxpayers.

### **BUDGET PROCESS, COUNCIL REVIEW AND ADJUSTMENT, PUBLIC HEARING, AND ADOPTION**

On April 6th you will receive your copy of the proposed 2023-2024 Budget. The Council will have a number of weeks to deliberate the budget with all departments and divisions. Public inspection copies of the recommended budget will be available in the Clerk’s office, all Library branches and on the City website. The Council is required to have a public hearing no later than one week before its final adoption at such time as the Council shall direct. In accordance with the City Charter, no later than the third Monday in May of each year, the Council shall, by resolution, adopt a balanced budget for the ensuing fiscal year. This year, the budget must be adopted by May 15, 2023.

## SUMMARY

In conclusion, we have worked many long hours to produce this 2023/2024 fiscal budget. Our business and residential taxpayers expect and deserve that our services will be efficient and cost effective. I firmly believe that if all the stakeholders can work together, we can obtain our goals and more positive change for the City of Warren.

Respectfully,

A handwritten signature in black ink, appearing to read 'Richard A. Fox', written in a cursive style.

Richard A. Fox  
City Controller



**GENERAL APPROPRIATIONS RESOLUTION  
ADOPTING FISCAL YEAR 2023/2024 BUDGET AND  
TAX RATE FOR FISCAL YEAR 2023/2024**

The following resolution was offered by Councilperson Moore and supported by Councilperson Lafferty.

The City of Warren proposed budget for the fiscal year of July 1, 2023 to June 30, 2024 has been submitted by the Mayor to the City Council.

A public hearing on the proposed budget was held on April 25, 2023 and the City Council has completed its review of the Mayor's proposed budget for the fiscal year 2023/2024.

The sums to be raised by taxation for the general purpose of the City and for the payment of principal and interest on its indebtedness are as follows:

THEREFORE, BE IT RESOLVED, that the Council adopts the sums to be raised by taxation for the general purpose of the City and for the payment of principal and interest on its indebtedness as follows:

<u>Funds:</u>	<u>Tax Rate</u>
<u>General Fund</u>	
Charter Millage	8.3263
Special Levies:	
Police and Fire Pension	4.9848
Police & Fire Operating	4.6741
Emergency Medical Service	0.2770
Police	0.9289
Fire	<u>0.9289</u>
Total General Fund Operating Levy	20.1200
<u>Special Revenue</u>	
Library (Charter)	0.4622

Library (Voted)	0.8065
Sanitation	2.7750
Parks & Recreation	0.9247
2011 Local Street Repair & Maintenance	<u>2.0029</u>
Total Special Revenue Fund Levy	6.9713
Total Levy	<u>27.0913-</u>

BE IT FURTHER RESOLVED that the aforementioned tax rates shall be adopted as the City tax rate for fiscal year July 1, 2023 to June 30, 2024.

BE IT FURTHER RESOLVED that the 2023/2024 budget shall remain a “line-item” budget.

BE IT FURTHER RESOLVED that the City Council adopts the Mayor’s Proposed Budget for 2023/2024 with the following amendments:

**CITY COUNCIL**

- No changes

**37<sup>th</sup> DISTRICT COURT**

- No changes

**MAYOR**

- Positions in the Mayor’s office shall not be “loaned” to other Departments or Divisions without a budget amendment from Council<sup>1</sup>.

**CITY CLERK**

- Increase postage to \$114,000, to include cost of prepaid business reply mail for absentee ballots

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<sup>1</sup> The Clerical Technician position was “loaned” by the Mayor to the Public Service Department in the 2020/2021 Budget without any authority from Council.

- Add citywide ballot boxes with collection container (6) \$25,000

#### **TREASURER**

- No changes

#### **CONTROLLER**

- No changes

#### **INFORMATION SYSTEMS**

- Delete ARPA Expenditures
- Delete Capital Outlay – \$100,000 Door/Door Access Point Upgrade
- Delete Capital Outlay – \$150,000 Security Camera Upgrade

#### **LEGAL**

- No changes

#### **ASSESSING**

- Delete Capital Outlay – \$33,500 Vehicle – Passenger

#### **HUMAN RESOURCES**

- Delete Labor Relations Director \$138,117

#### **PROPERTY MAINTENANCE INSPECTION**

- No changes

#### **COMMUNITY AND ECONOMIC DEVELOPMENT**

- Reduce Contractual Services to \$0
- Reduce Promotions to \$0

#### **ADMINISTRATIVE UNALLOCATED EXPENSE**

- Reduce Community Promotions to \$0
- Add \$15,000 Incoming Mayor transition expense

**POLICE AND FIRE CIVIL SERVICE COMMISSION**

- No changes

**ZONING BOARD OF APPEALS**

- No changes

**BEAUTIFICATION COMMISSION**

- No changes

**CULTURAL COMMISSION**

- No changes

**CRIME COMMISSION**

- No changes

**HISTORICAL COMMISSION**

- No changes

**EMPLOYEES RETIREMENT COMMISSION**

- No changes

**POLICE AND FIRE RETIREMENT COMMISSION**

- No changes

**VILLAGE HISTORICAL COMMISSION**

- No changes

**SENIOR HEALTH CARE SERVICES**

- No changes

**COUNCIL OF COMMISSIONS**

- No changes

**ANIMAL WELFARE COMMISSION**

- No changes

### **FIRE DEPARTMENT**

- Add additional 3 fully credentialed Firefighter/Paramedics @\$93,051 with benefits
- Reduce Cadet Firefighters to 12
- Earmark Capital Outlay \$855,000 to include 30 dayroom chairs equal in quality to Duty-Built Ultimate Firefighter Recliner, and Station 6 kitchen and heating and cooling renovation
- Add Capital Outlay \$310,000 Squad
- Increase Capital Outlay \$134,000 Lifepak 15 Monitor to (4)
- Add Capital Outlay \$104,000 Power-LOAD and Stretcher, LUCAS device \$80,106.70
- Add Contractual Services \$23,521.20 Preventive Maintenance Inspection & Repairs
- Delete ARPA Expenditures (no description)

### **POLICE DEPARTMENT**

- Add 2 police officers @\$91,234 plus benefits
- Delete 1 New Captain position and approve only existing three (3) Captain Positions.
- Remove \$910,000 ARPA Expenditures (no description)

### **ANIMAL CONTROL**

- No changes

### **CIVIL DEFENSE**

- No changes

### **DEPARTMENT OF PUBLIC SERVICE**

- No changes

### **ENGINEERING DIVISION**

- No changes

#### **BUILDING INSPECTIONS DIVISION**

- No changes

#### **D.P.W. FLEET MAINTENANCE**

- No changes

#### **BUILDING MAINTENANCE**

- Remove Capital Outlay \$100,000 Roof – Civic Center Library

#### **STREET LIGHTING**

- No changes

#### **PLANNING**

- No changes

#### **STREET MAINTENANCE DIVISION**

- Delete 1 Account Technician
- Add Office Coordinator @\$85,382

#### **LIBRARY**

- Delete Capital Outlay \$60,000 Vehicle – Pick Up with Plow
- The Library Millage will be approved as recommended

#### **RECREATION**

- Remove \$5,700,000 ARPA Expenditure.
- Add \$1,000,000 ARPA Funds Halmich Park Bathroom renovations

#### **COMMUNICATIONS**

- Delete City Newsletter
- Delete Broadcast Operations Technician

- Add \$25,000 to Contractual Services - Streaming Issues – Auditorium and Miller Library

#### **SANITATION DIVISION**

- Add Recycling Bins at Halmich \$25,000

#### **RENTAL ORDINANCE FUND**

- Add an additional \$31,520 Temporary Inspectors (\$200,000)

#### **VICE CRIME CONFISCATION FUND**

- No changes

#### **DRUG FORFEITURE FUND**

- No changes

#### **ACT 302 POLICE TRAINING FUND**

- No changes

#### **DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS FUND**

- Add Capital Outlay – \$100,000 Door/Door Access Point Upgrade - IT
- Add Capital Outlay – \$150,000 Security Camera Upgrade - IT
- Add Capital Outlay - \$100,000 Roof – Civic Center Library
- Add City Hall window washing \$80,000
- Contractual Services reduce to \$0
- Community Promotions reduce to \$0
- Delete Capital Outlay – \$240,000 Golf Simulator – Parks & Rec
- Delete Capital Outlay - \$600,000 Bulletproof Glass – City Hall
- Approve Capital Outlay TBD Panic Buttons
- Delete Capital Outlay - \$1,000,000 TIFA District Initiatives

- Delete (e) additional wage increase of \$5,000 (4.48%)

#### **2011 LOCAL STREET ROAD REPAIR & REPLACEMENT FUND**

- No changes

#### **INDIGENT DEFENSE FUND**

- No changes

#### **TAX INCREMENT FINANCE AUTHORITY CONSTRUCTION FUND**

- Reduce Community Promotions to \$0

#### **SENIOR CITIZEN HOUSING**

- No changes

#### **WATER & SEWER SYSTEM**

##### **Water & Serwer Maintenance**

- Deputy Superintendent – Delete (e) additional wage increase of \$8,240 (7.47%)
- Remove Capital Outlay \$50,000 Truck – IPP/Lab – WWTP

##### **Shared Services**

- Superintendent - Delete (f) additional wage increase of \$11,015 (8.68%)

#### **37<sup>th</sup> DISTRICT COURT BUILDING RENOVATION FUND**

- No changes

#### **DEBT SERVICE FUNDS**

- No changes

#### **VETERANS ADVISORY & MEMORIAL COMMISSION**

- Add page to Budget; expenditures subject to publishing of ordinance and appointment of commission
- Add \$1,000 Operating Supplies



- Add \$3,000 Community Promotions/PR
- Add Capital Improvements – Memorial \$25,000

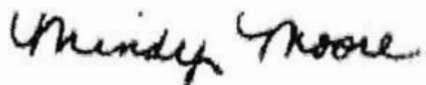
BE IT FURTHER RESOLVED THAT the Controller's Office shall prepare a Table I Estimated Revenue Budget and Table II- Budget Appropriations copies of which will be attached and incorporated by reference into this General Appropriations Resolution.

BE IT FURTHER RESOLVED THAT the City officials responsible for the departmental, division, board, commission or activity expenditures authorized in the Budget Appropriations may expend funds up to, but shall not exceed, the total appropriation authorized for each department, division, board, commission or activity; and the mayor has no authority to authorize expenditures that exceed the total appropriation in any line-item in the budget.

AYES: Councilmembers Moore, Lafferty, Papandrea, Rogensues, Watts, Green

NAYS: Councilmembers Kabacinski

RESOLUTION DECLARED ADOPTED this 9th day of May, 2023




MINDY MOORE  
Secretary to the Council

#### CERTIFICATION

STATE OF MICHIGAN )  
 )SS.

COUNTY OF MACOMB)

I, SONJA BUFFA, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting on May 9, 2023.



SONJA BUFFA  
City Clerk

TABLE I  
ESTIMATED REVENUE BUDGET

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>General Fund:</u>			
Property Taxes	\$ 84,368,523	\$ -	\$ 84,368,523
Intergovernmental Revenues	30,300,144	(3,810,000)	26,490,144
Licenses and Permits	5,905,000	-	5,905,000
Fines and Forfeitures	4,548,982	-	4,548,982
Interest on Investments	400,000	-	400,000
Charges for Services	5,430,124	-	5,430,124
Miscellaneous Income	9,305,810	-	9,305,810
Capital Equipment Reserve	15,016,836	477,503	15,494,339
Fund Balance Appropriated	-	-	-
Total General Fund	<u>\$ 155,275,419</u>	<u>\$ (3,332,497)</u>	<u>\$ 151,942,922</u>
<u>Michigan Transportation Funds:</u>			
<u>Major Streets:</u>			
State Shared Revenues	\$ 13,259,400	\$ -	\$ 13,259,400
Interest on Investments	18,000	-	18,000
Miscellaneous Reimbursements	89,406	-	89,406
Fund Balance Appropriated	348,572	1,740	350,312
Total Major Streets	<u>\$ 13,715,378</u>	<u>\$ 1,740</u>	<u>\$ 13,717,118</u>
<u>Local Streets:</u>			
State Shared Revenues	\$ 4,968,250	\$ -	\$ 4,968,250
Interest on Investments	12,000	-	12,000
Transfer from General Fund	86,906	-	86,906
Transfer from Major Fund	1,000,000	-	1,000,000
Fund Balance Appropriated	1,007,263	1,739	1,009,002
Total Local Streets	<u>\$ 7,074,419</u>	<u>\$ 1,739</u>	<u>\$ 7,076,158</u>
<u>Library Special Revenue Fund:</u>			
Property Taxes	\$ 5,217,021	\$ -	\$ 5,217,021
Intergovernmental Revenues	474,000	-	474,000
Interest on Investments	15,000	-	15,000
Charges for Services	86,500	-	86,500
Fund Balance Appropriated	-	-	-
Total Library Special Revenue Fund	<u>\$ 5,792,521</u>	<u>\$ -</u>	<u>\$ 5,792,521</u>
<u>Recreation Special Revenue Fund:</u>			
Property Taxes	\$ 3,802,458	\$ -	\$ 3,802,458
Intergovernmental Revenues	6,297,045	(4,700,000)	1,597,045
Interest on Investments	43,000	-	43,000
Charges for Services	1,245,350	-	1,245,350
Miscellaneous Income	62,500	-	62,500
Fund Balance Appropriated	404,130	-	404,130
Total Recreation Special Revenue Fund	<u>\$ 11,854,483</u>	<u>\$ (4,700,000)</u>	<u>\$ 7,154,483</u>
<u>Communications Special Revenue Fund:</u>			
Franchise Fee Revenues	\$ 1,840,066	\$ -	\$ 1,840,066
Interest on Investments	65,000	-	65,000
Miscellaneous Income	200	-	200
Fund Balance Appropriated	716,401	(110,653)	605,748
Total Communications Special Revenue Fund	<u>\$ 2,621,667</u>	<u>\$ (110,653)</u>	<u>\$ 2,511,014</u>

TABLE I  
ESTIMATED REVENUE BUDGET

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>Sanitation Special Revenue Fund:</u>			
Property Taxes	\$ 11,411,090	\$ -	\$ 11,411,090
Intergovernmental Revenues	440,000	-	440,000
Interest on Investments	80,000	-	80,000
Miscellaneous Income	167,305	-	167,305
Transfer Station Royalties	145,000	-	145,000
Fund Balance Appropriated	1,183,436	25,000	1,208,436
Total Sanitation Special Revenue Fund	<u>\$ 13,426,831</u>	<u>\$ 25,000</u>	<u>\$ 13,451,831</u>
 <u>Rental Ordinance Fund:</u>			
Inspection Fees	\$ 1,195,000	\$ -	\$ 1,195,000
Interest on Investments	66,000	-	66,000
Fund Balance Appropriated	-	-	-
Total Rental Ordinance Fund	<u>\$ 1,261,000</u>	<u>\$ -</u>	<u>\$ 1,261,000</u>
 <u>Vice Crime Confiscation Fund:</u>			
Vice Crime Confiscation's	\$ 59,000	\$ -	\$ 59,000
Interest on Investments	1,000	-	1,000
Fund Balance Appropriated	-	-	-
Total Vice Crime Confiscation Fund	<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ 60,000</u>
 <u>Drug Forfeiture Fund:</u>			
Drug Forfeitures	\$ 525,000	\$ -	\$ 525,000
Interest on Investments	7,500	-	7,500
Fund Balance Appropriated	7,500	-	7,500
Total Drug Forfeiture Fund	<u>\$ 540,000</u>	<u>\$ -</u>	<u>\$ 540,000</u>
 <u>Act 302 Police Training Fund:</u>			
State Grant	\$ 22,000	\$ -	\$ 22,000
Interest on Investments	250	-	250
Fund Balance Appropriated	2,750	-	2,750
Total Act 302 Police Training Fund	<u>\$ 25,000</u>	<u>\$ -</u>	<u>\$ 25,000</u>
 <u>Downtown Development Authority Fund:</u>			
Property Taxes	\$ 7,313,000	\$ -	\$ 7,313,000
Intergovernmental Revenues	4,200,000	-	4,200,000
Interest on Investments	75,000	-	75,000
Miscellaneous Income	25,000	-	25,000
Fund Balance Appropriated	7,033,902	(2,116,579)	4,917,323
Total Downtown Development Authority Fund	<u>\$ 18,646,902</u>	<u>\$ (2,116,579)</u>	<u>\$ 16,530,323</u>
 <u>2011 Local Street Repair &amp; Replacement Fund:</u>			
Property Taxes	\$ 8,236,129	\$ -	\$ 8,236,129
Intergovernmental Revenues	320,000	-	320,000
Interest on Investments	15,000	-	15,000
Fund Balance Appropriated	-	-	-
Total 2011 Local Street Repair & Replacement	<u>\$ 8,571,129</u>	<u>\$ -</u>	<u>\$ 8,571,129</u>

TABLE I  
ESTIMATED REVENUE BUDGET

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>Indigent Defense Fund:</u>			
Fund Balance Appropriated	\$ -	\$ -	\$ -
Total Indigent Defense Fund	\$ -	\$ -	\$ -
<u>Tax Increment Finance Authority Fund:</u>			
Property Taxes	\$ 350,000	\$ -	\$ 350,000
Intergovernmental Revenues	4,000	-	4,000
Interest on Investments	2,500	-	2,500
Miscellaneous Income	-	-	-
Fund Balance Appropriated	303,375	(5,000)	298,375
Total Tax Increment Finance Authority Fund	\$ 659,875	\$ (5,000)	\$ 654,875
<u>Enterprise Funds:</u>			
<u>Stilwell Manor:</u>			
Rental Revenues	\$ 584,755	\$ -	\$ 584,755
Interest on Investments	1,500	-	1,500
Miscellaneous Income	499,377	-	499,377
Appropriation of Retained Earnings	280,425	-	280,425
Total Stilwell Manor	\$ 1,366,057	\$ -	\$ 1,366,057
<u>Coach Manor:</u>			
Rental & Maintenance Revenues	\$ 1,717,525	\$ -	\$ 1,717,525
Interest on Investments	3,000	-	3,000
Miscellaneous Income	17,500	-	17,500
Appropriation of Retained Earnings	343,301	-	343,301
Total Coach Manor	\$ 2,081,326	\$ -	\$ 2,081,326
<u>Water and Sewer System:</u>			
Water and Sewer Charges	\$ 55,368,790	\$ -	\$ 55,368,790
Pre-Treatment/Cross Connection Charges	1,262,467	-	1,262,467
Interest on Investments	168,040	-	168,040
Miscellaneous Income	1,835,604	-	1,835,604
Appropriation of Retained Earnings-Restricted	10,289,110	-	10,289,110
Total Water and Sewer System	\$ 68,924,011	\$ -	\$ 68,924,011
<u>Capital Project Fund:</u>			
<u>37th District Court Renovation Fund:</u>			
Court Building Renovation Fee	\$ 500,000	\$ -	\$ 500,000
Interest on Investments	15,000	-	15,000
Total 37th District Court Renovation Fund	\$ 515,000	\$ -	\$ 515,000
<u>Civic Center South Construction Fund:</u>			
Fund Balance Appropriated	-	-	-
Total Civic Center South Construction Fund	\$ -	\$ -	\$ -

TABLE I  
ESTIMATED REVENUE BUDGET

	Mayor's Recommended <u>Budget</u>	City Council Amendments <u>Add/(Delete)</u>	City Council Adopted <u>Budget</u>
<u>Operating Funds:</u>			
<u>Debt Funds:</u>			
Chapter 20 & 21 Drain Debt Fund:			
Interest on Investments	\$ 500	\$ -	\$ 500
Total Chapter 20 & 21 Drain Debt Fund	\$ 500	\$ -	\$ 500
 Michigan Transportation Debt:			
Transfer from Major Roads	\$ 4,890,188	\$ -	\$ 4,890,188
Total Michigan Transportation Debt	\$ 4,890,188	\$ -	\$ 4,890,188
 Capital Improvement Debt:			
Transfer from Major Roads	\$ 493,911	\$ -	\$ 493,911
Total Capital Improvement Debt	\$ 493,911	\$ -	\$ 493,911
 Downtown Development Authority Debt:			
Transfer from DDA Operating Fund	\$ 7,768,968	\$ -	\$ 7,768,968
Total Downtown Development Authority Debt	\$ 7,768,968	\$ -	\$ 7,768,968
 Total All Funds	\$ 325,564,585	\$ (10,236,250)	\$ 315,328,335

TABLE II  
BUDGET APPROPRIATIONS

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>General Fund:</u>			
Council	\$ 1,449,264	\$ -	\$ 1,449,264
District Court	8,013,903	-	8,013,903
Mayor	787,397	-	787,397
Clerk	2,556,616	62,620	2,619,236
Treasurer	1,534,490	-	1,534,490
Controller	2,131,438	-	2,131,438
Information Systems	1,835,193	(300,000)	1,535,193
Legal	1,926,059	-	1,926,059
Assessing	2,334,814	(33,500)	2,301,314
Human Resources	2,004,747	(188,670)	1,816,077
Property Maintenance Inspection	3,988,225	-	3,988,225
Community & Economic Development	426,967	(85,000)	341,967
Unallocated Expense	5,609,923	(15,000)	5,594,923
Commissions (12)	249,123	29,000	278,123
Total General Government	<u>\$ 34,848,159</u>	<u>\$ (530,550)</u>	<u>\$ 34,317,609</u>
Fire Department	\$ 36,374,688	\$ (1,867,639)	\$ 34,507,049
Police Department	57,315,949	(834,308)	56,481,641
Animal Control	568,555	-	568,555
Civil Defense	247,663	-	247,663
Total Public Safety	<u>\$ 94,506,855</u>	<u>\$ (2,701,947)</u>	<u>\$ 91,804,908</u>
Director of Public Services	\$ 581,064	\$ -	\$ 581,064
Engineering and Inspections	2,298,019	-	2,298,019
Building and Inspections	4,716,415	-	4,716,415
DPW Garage	10,747,330	-	10,747,330
Building Maintenance	3,063,741	(100,000)	2,963,741
Street Lighting	3,300,000	-	3,300,000
Total Public Services	<u>\$ 24,706,569</u>	<u>\$ (100,000)</u>	<u>\$ 24,606,569</u>
Planning	<u>\$ 1,213,836</u>	<u>\$ -</u>	<u>\$ 1,213,836</u>
Total General Fund	<u>\$ 155,275,419</u>	<u>\$ (3,332,497)</u>	<u>\$ 151,942,922</u>
<u>Special Revenue Funds:</u>			
<u>Michigan Transportation Funds:</u>			
<u>Major Streets:</u>			
Operating Costs	\$ 5,731,279	\$ 1,740	\$ 5,733,019
Debt Service Costs	5,384,099	-	5,384,099
Transfer to Local Street Fund	1,000,000	-	1,000,000
Construction Projects	1,600,000	-	1,600,000
Total Major Streets	<u>\$ 13,715,378</u>	<u>\$ 1,740</u>	<u>\$ 13,717,118</u>
<u>Michigan Transportation Funds:</u>			
<u>Local Streets:</u>			
Operating Costs	\$ 6,474,419	\$ 1,739	\$ 6,476,158
Construction Projects	600,000	-	600,000
Total Local Streets	<u>\$ 7,074,419</u>	<u>\$ 1,739</u>	<u>\$ 7,076,158</u>

TABLE II  
BUDGET APPROPRIATIONS

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>Library Special Revenue Fund:</u>			
Personnel Services	\$ 1,940,196	\$ -	\$ 1,940,196
Employee Benefits	1,482,958	-	1,482,958
Supplies	97,600	-	97,600
Other Services and Charges	1,524,489	-	1,524,489
Capital Outlay	527,000	(60,000)	467,000
Total Library Special Revenue Fund	<u>\$ 5,572,243</u>	<u>\$ (60,000)</u>	<u>\$ 5,512,243</u>
<u>Recreation Special Revenue Fund:</u>			
Personnel Services	\$ 1,913,160	\$ -	\$ 1,913,160
Employee Benefits	1,105,134	-	1,105,134
Supplies	207,200	-	207,200
Other Services and Charges	2,502,489	-	2,502,489
Capital Outlay	6,126,500	(4,700,000)	1,426,500
Total Recreation Special Revenue Fund	<u>\$ 11,854,483</u>	<u>\$ (4,700,000)</u>	<u>\$ 7,154,483</u>
<u>Communications Special Revenue Fund:</u>			
Personnel Services	\$ 791,203	\$ (51,619)	\$ 739,584
Employee Benefits	496,038	(32,034)	464,004
Supplies	25,500	-	25,500
Other Services and Charges	1,243,926	(27,000)	1,216,926
Capital Outlay	65,000	-	65,000
Total Communications Special Revenue Fund	<u>\$ 2,621,667</u>	<u>\$ (110,653)</u>	<u>\$ 2,511,014</u>
<u>Sanitation Special Revenue Fund:</u>			
Personnel Services	\$ 3,159,707	\$ -	\$ 3,159,707
Employee Benefits	2,871,800	-	2,871,800
Supplies	565,000	-	565,000
Other Services and Charges	5,619,324	-	5,619,324
Capital Outlay	1,211,000	25,000	1,236,000
Total Sanitation Special Revenue Fund	<u>\$ 13,426,831</u>	<u>\$ 25,000</u>	<u>\$ 13,451,831</u>
<u>Rental Ordinance Fund:</u>			
Personnel Services	\$ 656,400	\$ 31,520	\$ 687,920
Employee Benefits	290,179	18,491	308,670
Supplies	12,300	-	12,300
Other Services and Charges	129,100	-	129,100
Capital Outlay	67,000	-	67,000
Total Rental Ordinance Fund	<u>\$ 1,154,979</u>	<u>\$ 50,011</u>	<u>\$ 1,204,990</u>
<u>Vice Crime Confiscation Fund:</u>			
Other Services and Charges	<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ 60,000</u>
Total Vice Crime Confiscation Fund	<u>\$ 60,000</u>	<u>\$ -</u>	<u>\$ 60,000</u>
<u>Drug Forfeiture Fund:</u>			
Other Services and Charges	<u>\$ 540,000</u>	<u>\$ -</u>	<u>\$ 540,000</u>
Total Drug Forfeiture Fund	<u>\$ 540,000</u>	<u>\$ -</u>	<u>\$ 540,000</u>
<u>Act 302 Police Training Fund:</u>			
Other Services and Charges	<u>\$ 25,000</u>	<u>\$ -</u>	<u>\$ 25,000</u>
Total Act 302 Police Training Fund	<u>\$ 25,000</u>	<u>\$ -</u>	<u>\$ 25,000</u>



TABLE II  
BUDGET APPROPRIATIONS

	Mayor's Recommended Budget	City Council Amendments Add/(Delete)	City Council Adopted Budget
<u>Operating Funds:</u>			
<u>Downtown Development Authority Fund:</u>			
Personnel Services	\$ 296,179	\$ (5,019)	\$ 291,160
Employee Benefits	181,905	(1,560)	180,345
Supplies	3,000	-	3,000
Other Services and Charges	8,955,818	(700,000)	8,255,818
Capital Outlay	9,210,000	(1,410,000)	7,800,000
Total Downtown Development Authority Fund	<u>\$ 18,646,902</u>	<u>\$ (2,116,579)</u>	<u>\$ 16,530,323</u>
<u>2011 Local Street Repair &amp; Replacement Fund:</u>			
Capital Improvements	\$ 7,472,410	\$ -	\$ 7,472,410
Other Services and Charges	297,200	-	297,200
Total 2011 Local Street Repair & Replacement	<u>\$ 7,769,610</u>	<u>\$ -</u>	<u>\$ 7,769,610</u>
<u>Indigent Defense Fund:</u>			
Personnel Services	\$ -	\$ -	\$ -
Employee Benefits	-	-	-
Supplies	-	-	-
Other Services and Charges	-	-	-
Capital Outlay	-	-	-
Total Indigent Defense Fund	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Tax Increment Finance Authority Fund:</u>			
Personnel Services	\$ 18,000	\$ -	\$ 18,000
Employee Benefits	6,000	-	6,000
Supplies	500	-	500
Other Services and Charges	260,375	(5,000)	255,375
Capital Outlay	375,000	-	375,000
Total Tax Increment Finance Authority Fund	<u>\$ 659,875</u>	<u>\$ (5,000)</u>	<u>\$ 654,875</u>
<u>Enterprise Funds:</u>			
<u>Stilwell Manor:</u>			
Personnel Services	\$ 400,117	\$ -	\$ 400,117
Employee Benefits	239,052	-	239,052
Supplies	14,000	-	14,000
Other Services and Charges	554,688	-	554,688
Capital Outlay	158,200	-	158,200
Total Stilwell Manor	<u>\$ 1,366,057</u>	<u>\$ -</u>	<u>\$ 1,366,057</u>
<u>Coach Manor:</u>			
Personnel Services	\$ 161,448	\$ -	\$ 161,448
Employee Benefits	104,751	-	104,751
Supplies	48,000	-	48,000
Other Services and Charges	1,212,827	-	1,212,827
Capital Outlay	554,300	-	554,300
Total Coach Manor	<u>\$ 2,081,326</u>	<u>\$ -</u>	<u>\$ 2,081,326</u>

TABLE II  
BUDGET APPROPRIATIONS

	Mayor's Recommended <u>Budget</u>	City Council Amendments <u>Add/(Delete)</u>	City Council Adopted <u>Budget</u>
<u>Operating Funds:</u>			
<u>Enterprise Funds:</u>			
Water and Sewer System:			
Personnel Services	\$ 8,804,429	\$ (19,330)	\$ 8,785,099
Employee Benefits	7,899,256	(4,345)	7,894,911
Supplies	964,000	-	964,000
Water Purchases	11,155,000	-	11,155,000
Other Services and Charges	25,045,402	-	25,045,402
Capital Outlay	<u>15,845,000</u>	<u>(50,000)</u>	<u>15,795,000</u>
Total Water and Sewer System	<u>\$ 69,713,087</u>	<u>\$ (73,675)</u>	<u>\$ 69,639,412</u>
 <u>Capital Project Fund:</u>			
37th District Court Renovation Fund:			
Capital Improvements	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ 500,000</u>
Total 37th District Court Renovation Fund	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ 500,000</u>
 Civic Center South Construction Fund:			
Capital Improvements	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Civic Center South Construction Fund	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
 <u>Debt Funds:</u>			
Mchapter 20 and 21 Drait	\$ 25,000	\$ -	\$ 25,000
Michigan Transportation Debt	4,890,188	-	4,890,188
Capital Improvement Debt	493,911	-	493,911
Downtown Development Authority Debt	<u>7,768,968</u>	<u>-</u>	<u>7,768,968</u>
Total Debt Funds	<u>\$ 13,178,067</u>	<u>\$ -</u>	<u>\$ 13,178,067</u>
 Total All Funds	 <u>\$ 325,235,343</u>	 <u>\$ (10,319,914)</u>	 <u>\$ 314,915,429</u>

# **CITY OF WARREN, MICHIGAN**

## **ASSOCIATED AGENCIES**

The budget presented herein includes all of the funds relevant to the operation of the City of Warren as required by the Michigan Public Act 621 of 1978, the Uniform Budgeting and Accounting Act.

The budget for agencies which have an indirect relationship to the City or which may have been formed under applicable Federal and State Laws as separate and distinct entities apart from the City's operations are not included.

The following are significant agencies which are specifically excluded from the budget presented herein:

Warren Public School Districts:

- Fitzgerald School District
- Van Dyke School District
- East Detroit School District
- Center Line School District
- Warren Woods School District
- Warren Consolidated School District

- Warren Economic Development Corporation (inactive)
- Warren Building Authority

Separate budget reports can be obtained from these respective agencies.

## **CITY OF WARREN, MICHIGAN GENERAL INFORMATION**

The City of Warren was incorporated as a home rule City on January 1, 1957. The City is governed by a seven-member Council, Mayor, Treasurer and City Clerk. The City encompasses 34.5 square miles (22,080 acres) of the southwestern section of Macomb County where it is adjacent to the City of Detroit. The City's boundaries are Eight Mile Road on the south, Fourteen Mile Road on the north, Dequindre Road on the west and a parallel line running due north from the Gratiot-Eight Mile Road intersection on the east. With a population of 134,056 (2010 census figure), Warren remains the third largest City in the State of Michigan.

Warren is an area rich with ethnic flavor and charm. We are proud of our community, from its rural beginnings to its phenomenal growth and its unique blend of industrial innovation, residential comfort, and educational and cultural opportunities.

With over 4,000 businesses, Warren has a diverse business climate. Unquestionably contributing to the economic vitality of the City is the presence of General Motors Corporation and FCA/Chrysler Corporation automotive facilities. Warren is proud to be the home of General Motors Technical Center, a 330-acre complex housing General Motors Corporation staff operations; research laboratories, engineering, and design. General Motors Corporation also owns the idle Hydramatic Transmission Plant that occupies a 117-acre site within the City. FCA/Chrysler Corporation has three major facilities in Warren. Occupying a 224-acre site, this complex includes an assembly plant, a stamping plant and a paint plant. The presence of General Motors Corporation and FCA/Chrysler represents approximately 9.5% of the City's taxable value.

The South Campus of Macomb Community College is a public college located on a 100-acre site on Twelve Mile Road. Macomb Community College is one of the nations' leading community colleges. Macomb ranks nationally in the top two percent in the number of associate's degrees awarded and as the largest grantor of associate's degrees in Michigan. The college's comprehensive educational programming includes pre-college experiences, university transfer and career preparation programs, bachelor's degree completion and graduate degree programs, workforce training, professional and continuing education and enrichment opportunities.

Protecting the lives and property of Warren's citizens is the mission of our public safety departments. The Fire Department strives to ensure that the best fire extinguishment and emergency medical service is available to service the community. The Police Department operates an Emergency 911 System, in-vehicle wireless communications and a high tech mobile command center to afford residents the quickest possible response to any emergency situation. This continual investment in equipment, facilities and personnel has resulted in Warren having one of the lowest crime rates in the nation for a city over 100,000 people.

The mission of the Warren Public Library is to improve the quality of life for the citizens of Warren by providing services and resources that promote educational, cultural, social and economic well being. The library strives to be a source of information for lifetime learning and enjoyment. One of its primary goals is to stimulate young children's interest in reading and learning and to encourage literacy among all age groups. The Warren Public Library operates a Civic Center Library and occupies 35,000 square feet on the main floor of the City Hall building. The Library features a computer lab, self check-out units, private study rooms and an inviting reading room with fireplace. Services such as after hours book pick-up and a drive-up book drop are also available. This centrally located library benefits all citizens of Warren. Warren also has branch libraries, each providing internet access and adaptive devices for the visually impaired. As a member of the Suburban Library Cooperative, the Warren Libraries provide access for patrons to all library materials in the State of Michigan.

**CITY OF WARREN, MICHIGAN**  
**(Continued)**

The City of Warren has developed 30 City parks. Halmich Park, the largest of the City parks sits on approximately 80 acres and has four-lighted baseball diamonds, soccer fields, a concession stand and picnic pavilions. The City operates three indoor recreational facilities: the Warren Community Center, Owen Jax Recreation Center and the Stilwell Manor Senior Drop-In Center.

The Warren Community Center facility houses the Parks and Recreation, Communications Department and City Council offices as well as the Miller Branch of the Warren Public Library. The facility operates a year round aquatics center which includes a 150-foot water slide, a lazy river, play structure and lap pool. In addition, there are three gymnasiums, multi-purpose meeting rooms, and an auditorium and fitness center. The exterior grounds include a lighted football stadium, walking paths and irrigated soccer fields. With grant assistance from the Michigan Department of Transportation, the Recreation Department continues to offer specialized transportation for seniors and special populations.

The Parks and Recreation Department offers many year-round recreational programs, including baseball, softball, basketball, volleyball, swimming, bowling, arts and crafts, music, theater and dancing. Programs service pre-school children to senior citizens. Summer concerts are conducted by the City's Cultural Commission and the Parks and Recreation Department.

The City's Public Service Department provides a variety of services to the City's residents. Amongst these are weekly garbage collection; street maintenance, including snow and ice removal; building inspections; operation of the Waste Water Treatment Plant and the Water and Sewer System.

Affordable and safe housing is provided to Warren seniors through the operation of its 366-unit Senior Citizen Housing Complex.

**MAJOR INITIATIVES**

There is an ongoing commitment to improve conditions of road surfaces and traffic flows throughout the City as well as water and sewer main infrastructure where necessary. The majority of the road projects in this budget are funded directly by the City utilizing state shared state gas and weight taxes, through cooperative efforts with the Michigan Department of Transportation or Macomb County Road Commission and from the local road/replacement millage. Water mains will be replaced in conjunction with many of these road projects. The City continues with the commitment to replace aging equipment and vehicles.

This budget has over \$70 million worth of capital improvements. The main items include several road projects, police vehicles, fire station improvements, various Waste Water Treatment Plant improvements, and water and sewer main replacements. In addition, we are continuing to build a 21.5-million-gallon detention basin to help prevent flooding caused by severe weather conditions.

# **BUDGETARY DATA**

## **Introduction**

As you review the City's Budget document, note that it is organized by fund type. These fund types are distinguished by tabs and include the General Fund, Special Revenue Funds, Enterprise Funds, Capital Project Funds, and Debt Service Funds. The General Fund is further divided into major divisions or departments. Each division or department contains a Service Mission Statement, Performance Objectives and Indicators, Expenditure History Chart, Personnel and Budget changes for prior years, and requested, recommended by the Mayor and Adopted by Council for the new Budget year. The Service Mission Statement highlights the types of services each activity provides. The Performance Objectives give specific objectives that the activity hopes to achieve in the current year while the Performance Indicators provide a listing of key measurements of the activity's service, efforts and accomplishments. The Expenditure History Chart provides a graphic look at the activity's expenditures over the past ten fiscal years.

## **Uniform Budget Act**

The City is legally subject to the budgetary control requirements of State of Michigan P.A. 621 of 1978 (the Uniform Budgeting Act). The following statements represent a brief synopsis of the major provisions of this Act.

- Budgets must be adopted for the General Fund, Special Revenue Funds, and Debt Service Funds.
- The budgets must be balanced.
- The budgets must be amended when necessary.
- Debt cannot be entered into unless permitted by law.
- Expenditures cannot exceed budget appropriations.
- Expenditures cannot be made unless authorized in the budget.
- A public hearing must be held before budget adoptions.

## **Budgetary Basis of Accounting**

Budgets for the General, Special Revenue, Debt Service and Capital Project Funds are prepared and adopted on the modified accrual basis of accounting consistent with Generally Accepted Accounting Principles (GAAP).

## **Budgetary Process**

The preparation of the budget begins in December with the distribution of budget instructions by the Controller's Office. During January and February, the Mayor and Controller's Office hold meetings with all departments, divisions, and commissions to review proposed spending and activities. At this time alternative approaches are sought to provide better services and reduce costs. Departmental requests are addressed by the Mayor within overall City needs and an estimate of available resources. The remaining steps and deadlines are strictly outlined in the City Charter as follows:

1. Not later than the second Monday in April of each year, the Mayor shall submit to the Council a recommended budget for the next fiscal year, which is within the tax limit and other revenue sources of the City.
2. The recommended budget of the Mayor, together with his supporting schedules, information and messages, shall be reviewed by the Council.
3. A public hearing on the budget shall be held not less than one week before its final adoption.
4. Not later than the third Monday in May of each year, the Council shall, by resolution, adopt a budget for the ensuing fiscal year in accordance with the Michigan Uniform Accounting and Budgetary Act.

In addition to the Charter requirements, the Administrators of all City offices have made budget requests to the Mayor, which he has reviewed before arriving at his proposed budget recommendations.

**The Recommended Budget vs. Adopted Budget:** The terminology "Recommended Budget" is utilized throughout the document to indicate the budgetary totals and concepts as presented by the Mayor to the City Council on or before the second Monday in April. The terminology "Adopted Budget" refers to the official budgetary totals adopted by the City Council after the Mayor's submission and required public hearing is held.

Once adopted, the budget becomes the legally binding financial plan for the City. The City adopts its budget by budgetary center, which is in accordance with the State's legal requirement and is the level of classification detail at which expenditures may not legally exceed appropriations. The Council must approve any changes to a total budgetary center appropriation. Budgets are monitored carefully with the use of an encumbrance system.

In conformance to the State of Michigan Uniform Budgeting Act, the City amends the budgeted revenues and expenditures periodically to provide funding for new programs adopted during the fiscal year or to reflect changes in revenues and expenditure patterns as they occur. The purpose of this process is to ensure that the budget remains a timely and accurate management tool.

# **BUDGET CALENDAR**

## **November**

Controllers Office prepares budget preparation instructions and budget request forms.

## **December**

7 Budget instructions and budget request forms are distributed to all departments, divisions, and commissions.

## **January**

3 – 4 Controllers Office prepares estimated revenues and expenditures for current fiscal year.

6 Operating budget requests due from all departments, divisions, and commissions.

10 – 11 Controllers Office prepares revenue forecast.

12 – 31 Controllers Office analyzes all budget requests.

## **February**

1 – 28 Controllers Office prepares budgets in preparation for budget hearings.

## **March**

1 – 20 The Mayor and Controllers Office hold administrative budget hearings with all departments, divisions, and commissions.

21 – 21 Final administration review of all budget material is completed.

21 – 25 Final adjustments are made to the Budget document and all funds are brought into balance.

28 – 31 Controllers Office prepares proposed Budget document.

## **April**

1 – 6 Proposed Budget is duplicated.

6 The Mayor's Proposed Budget is submitted to City Council in accordance with Charter deadline.

17 Budget Notice published in local newspaper. Public notice must be made seven days prior to the hearing.

17 – 22 Departments, through the Mayor's office, will respond in writing to written Council inquiries.

Questions and responses will be made available to the public via the City's website.

25 Public Hearing for Budget.

## **May**

9 City Council adopts Taxation Resolution and Fiscal 2024 Budget Resolution incorporating changes negotiated between the Mayor and City Council.

16 – 31 Controllers Office prepares final budget as negotiated between Mayor and City Council.

## **June**

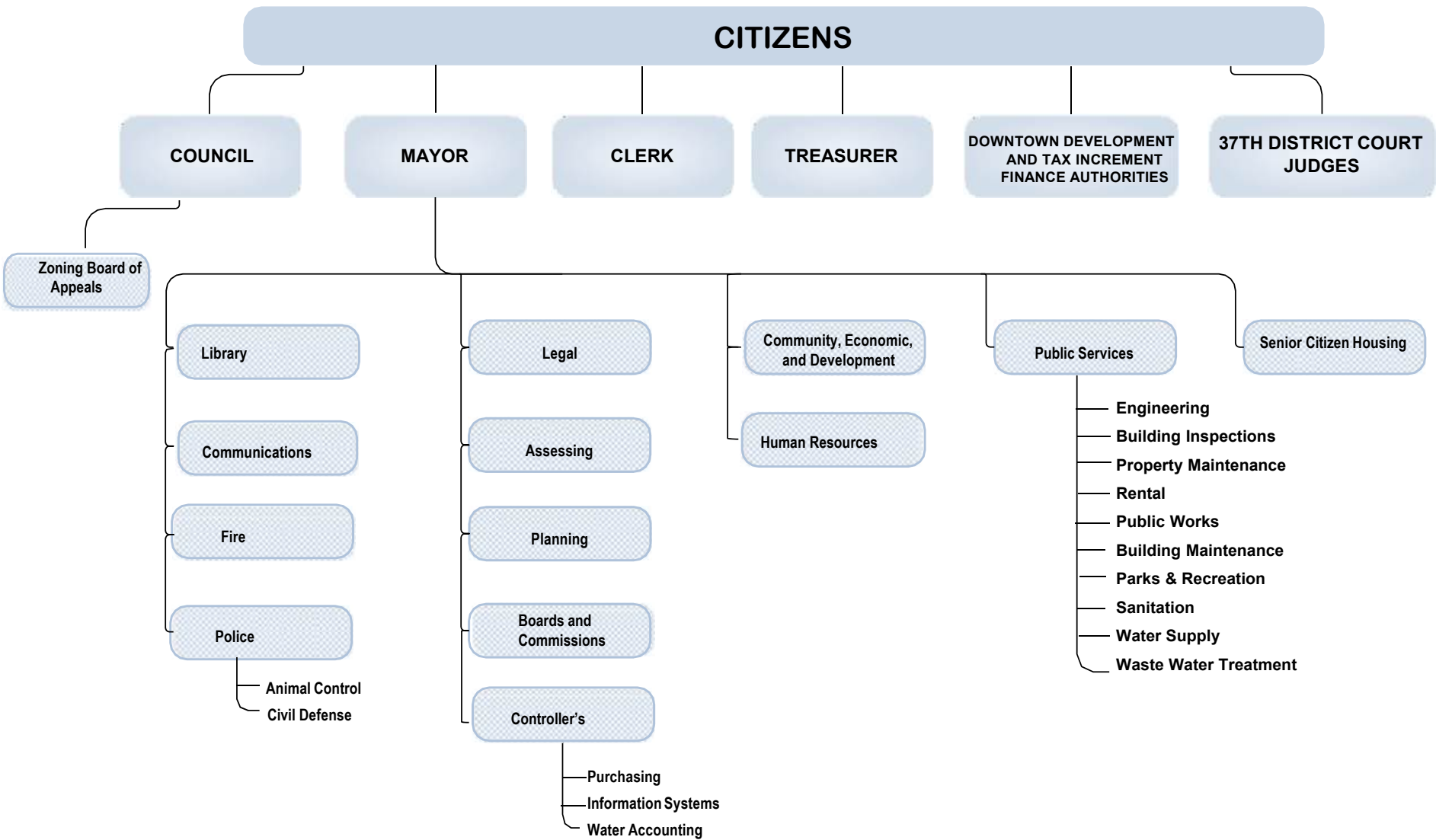
1 – 15 Adopted Budget is duplicated and distributed to City Council, departments, divisions, commissions, and public.

## **July**

1 Beginning of Fiscal Year 2024.



# City of Warren, Michigan Organization Chart



# **CITY GOALS & OBJECTIVES**

## **Public Health and Safety**

Everyone who lives, works, or visits the City must be safe and perceive it as a community in which people can live healthfully, move about safely and feel confident that they and their property are protected from criminal harm and the hazard of fire and natural and manmade disasters. Supporting this effort are hundreds of volunteers who are committed to maintaining safe neighborhoods and workplaces. Our neighborhood watch program along with the Police Department's community policing efforts continues to be valuable tools in reducing crime. Prevention programs, particularly youth anti-drug programs will continue to be emphasized to focus upon higher-order prevention activities and contribute to the City's overall desirability. Premier fire prevention programs and life support services also will continue to be provided.

## **Neighborhoods**

The neighborhoods of the City are the backbone of our community. Community pride and standards are vital to the neighborhoods and businesses throughout the entire community. One of City government's major focuses is to encourage its citizens to strengthen and improve their neighborhoods. Beautification and ongoing maintenance of property are encouraged to assure high community standards, along with social and recreational activities for people of all ages and interests. The City will continue to strive for a permanent stock of decent housing which is available to meet the needs of all members of the community regardless of age, income, or background. Young people and young families are urged to develop an attachment to Warren and its neighborhoods, to maintain the same level of commitment as today's senior adults, its founding citizens.

## **Education**

Public education is the responsibility of the school districts located within the City. However, the importance of both public and private schools to the social and economic vitality of Warren neighborhoods and the business community is a primary concern to City government. The City supports strong, imaginative and innovative public school systems, which demand the highest educational standards of its administrators, teachers and students. The City will continue to provide excellent public library programs, which serve as major resources to all Warren educational institutions, citizens and the business community.

## **Recreational and Cultural**

An enriched recreational and cultural life is an essential ingredient to every successful community. The City is committed to providing outstanding cultural and recreational activities to residents of all ages. Citizen volunteers on the Cultural, Recreation, Library, Beautification, Historical, and Village Historical Commissions provide opinions and ideas as to how the City's cultural and recreational resources can and should be used. The City has thirty (30) City parks distributed throughout its neighborhoods. Strong cultural and recreational programs will help residents of all ages to maintain both active, healthy minds and bodies.

# **CITY GOALS & OBJECTIVES**

## **Economic Development**

City government acknowledges the ability to provide services is tied directly to tax base growth and seeks to balance congenial land uses that promote a healthy environment. The City will continue to encourage economic development in the existing industrial and commercial areas to expand the tax base and retain and create jobs. It is important to assure a community climate, which encourages economic activity and full employment, rewards creative enterprise and provides the means to realize other goals in the plan.

## **Maintenance and Appearance**

Warren's extensive infrastructure (buildings, roads, bridges and utilities) helps attract and retain residents and businesses, along with the City's natural resources. Preservation of the physical appearance and structural integrity of buildings must be applied to both publicly and privately owned properties to maintain high appearance standards. The City will continue to encourage the revitalization of many existing facilities and properties to meet current standards.

Ease of travel within the community is attractive to both residents and businesses. The City will continue to provide a fully balanced transportation system which is integrated with the regional systems and provides transit options for everyone in the community. Warren must maintain its desirability by continuing to plan and implement a road improvement priority system. These plans must remain sensitive to the needs of the City's neighborhoods to prevent any negative impact on the integrity of residential areas.

## **Intergovernmental Relations**

The City acknowledges that it is part of a larger urban area and that solutions to certain problems must be addressed on a regional level. By doing so, duplication of services and related costs can be avoided. A greater responsibility for public services has been shifted to cities by state and federal governments in recent years; adequate financing, however, has not always accompanied these new service needs. The City will continue to aggressively seek its fair share of state and federal funding and will remain actively involved in legislation on critical issues.

## **Financial Planning**

Financial planning and responsible management are mandatory to create an ongoing balanced budget in a community for its short-term and long-term welfare. The City will continue to evaluate all services in order to effectively and efficiently provide them at the lowest cost possible to Warren taxpayers. It is also necessary to review all revenue sources available and adjust any user fee charges where appropriate. The City will continue its thoughtful, innovative financial approach, which has earned it national recognition in budget preparation and financial reporting. Also, the City continues to maintain one of the highest credit ratings of any municipal government in the United States. This rating improves the investments of our bondholders and reduces the cost of borrowing to our taxpayers.

# **FINANCIAL POLICIES & STRATEGIES**

## **Financial Policies**

The City of Warren financial policies detailed below set forth the basic framework for the overall fiscal management of the City. Operating independently of changing circumstances and conditions, these policies assist the decision-making process of the City Council and the Administration. These policies provide guidelines for reviewing current activities and proposals for future programs.

## **Operating Budget Policies**

1. No new or expanded services shall be implemented without implementing trade-offs of expenses or revenues at the same time. This applies to personnel, equipment and any other peripheral expense associated with the service.
2. The City shall continue to support a scheduled level of maintenance and replacement of its infrastructure and fleet. Expansions to the fleet must be offset through reductions in other equipment and/or costs.
3. The City will maintain a budgetary control system to ensure adherence to the budget and will prepare monthly reports comparing actual revenues and expenditures to budgeted amounts.
4. The City will monitor departmental expenditures continuously to ensure conformity to budgets and decide on actions to bring the budget into balance, if necessary.
5. The City will avoid budgetary practices or procedures that balance current period expenditures at the expense of future years' revenues.
6. The budget will provide for adequate levels of funding for all retirement systems.
7. The City will develop and maintain accounting and budgetary control systems to adequately safeguard the assets held in public trust.
8. Minimize the impact in the use of property tax financing by seeking alternative financing for City services including user fees and upgrading and/or enhancement of the property tax base.
9. Where possible, the City will integrate performance measurement and productivity indicators within the budget.

## **Revenue Policies**

1. The City will attempt to maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source.
2. The City will attempt to obtain additional major revenue sources as a way of ensuring a balanced budget.
3. The City will establish all user charges and fees at a level related to the full cost (operating, direct, indirect and capital) of providing the service.
4. The City will review fees/charges annually and will design or modify revenue systems to include provisions that automatically allow charges to grow at a rate that keeps pace with the cost of providing the service.
5. The City will project its annual revenues by an objective and thorough analytical process.
6. The City will maintain sound appraisal procedures and practices to reflect current property values.
7. The City will follow an aggressive policy of collecting revenues.

# **FINANCIAL POLICIES & STRATEGIES**

## **Investment Policies**

1. The City will deposit all funds on the same day the funds are received.
2. The City will make a cash-flow analysis of all funds on a regular basis. Disbursement, collection and deposit of all funds will be scheduled to insure maximum investment capabilities.
3. The City will pool cash from several different funds for investment purposes to maximize potential earnings, when permitted by law.
4. The City will analyze market conditions and potential investments to maximize its yield, while maintaining the integrity, diversification and safety of the principal.
5. The City's accounting system will provide regular information concerning cash position and investment performance.

## **Debt Policies**

1. The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues, and where the issuance of long-term debt is required, it will pay back the bonds within a period not to exceed the expected useful life of the project.
2. The City will not incur long-term debt to finance operating deficits.
3. The City will publish and distribute an official statement for each bond and note issue.
4. General obligation debt will not be used for enterprise activities.
5. The City will maintain a sound relationship with all bond-rating agencies and will keep them informed about our current capital projects.

## **Reserve Policies**

1. The City will strive to maintain investment grade credit ratings, reduce susceptibility to emergency or unanticipated expenditures, or revenue shortfalls, and maintain a General Fund unassigned fund balance which represents between ten and fifteen percent of the Funds expenditures.
2. If at the end of a fiscal year, the fund balance falls below ten percent, the City shall, within one year, take action necessary to restore the unassigned fund balance to acceptable levels, and the Mayor shall prepare and submit to the City Council a plan for expenditure reductions and/or revenue increases.

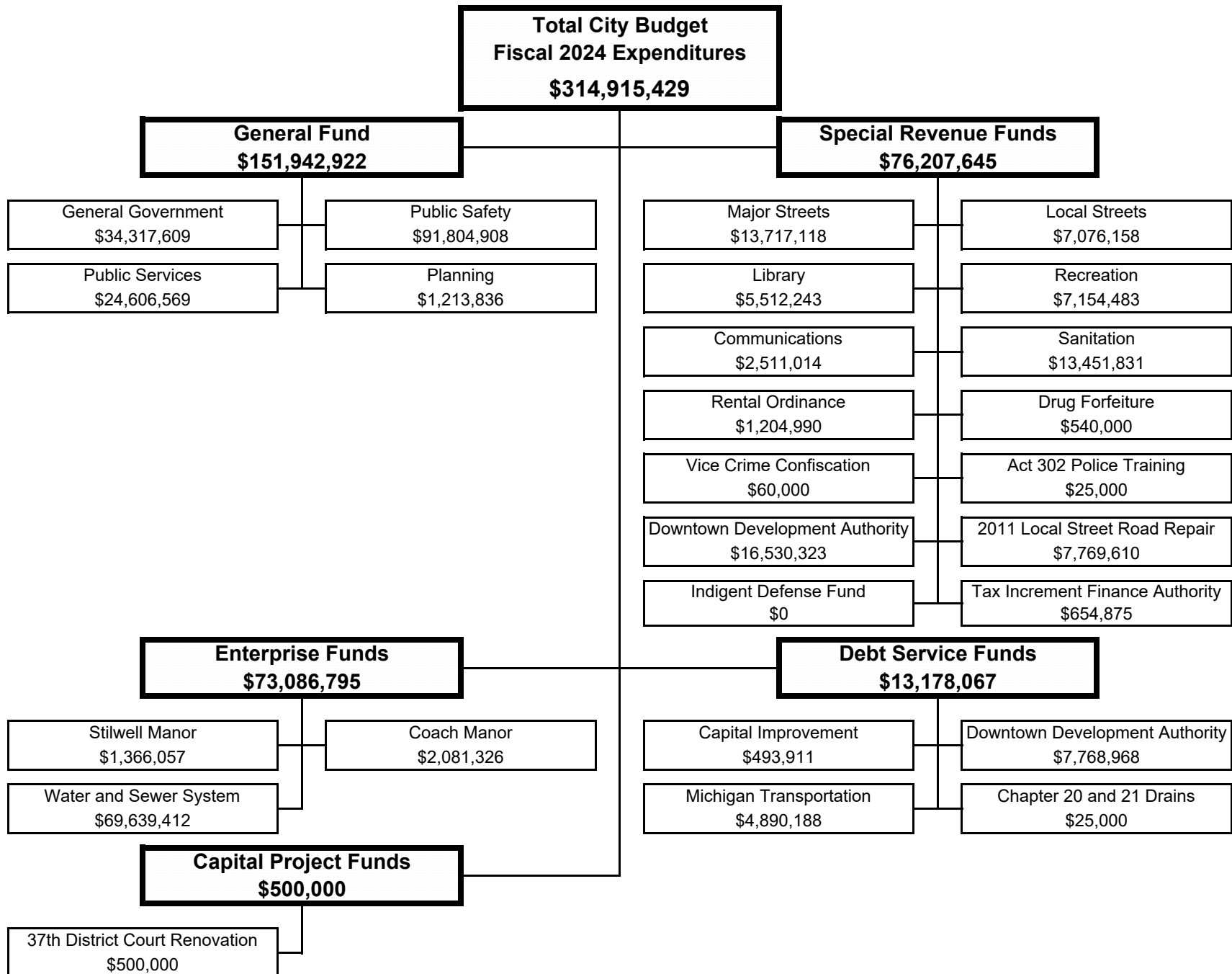
## **Accounting, Auditing and Financial Reporting Policies**

1. An independent audit will be performed annually.
2. The City will produce comprehensive annual financial reports in accordance with Generally Accepted Accounting Practices (GAAP), the body of accounting and financial reporting standards, conventions, and practices that have authoritative support from standard setting bodies such as the Governmental Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB).

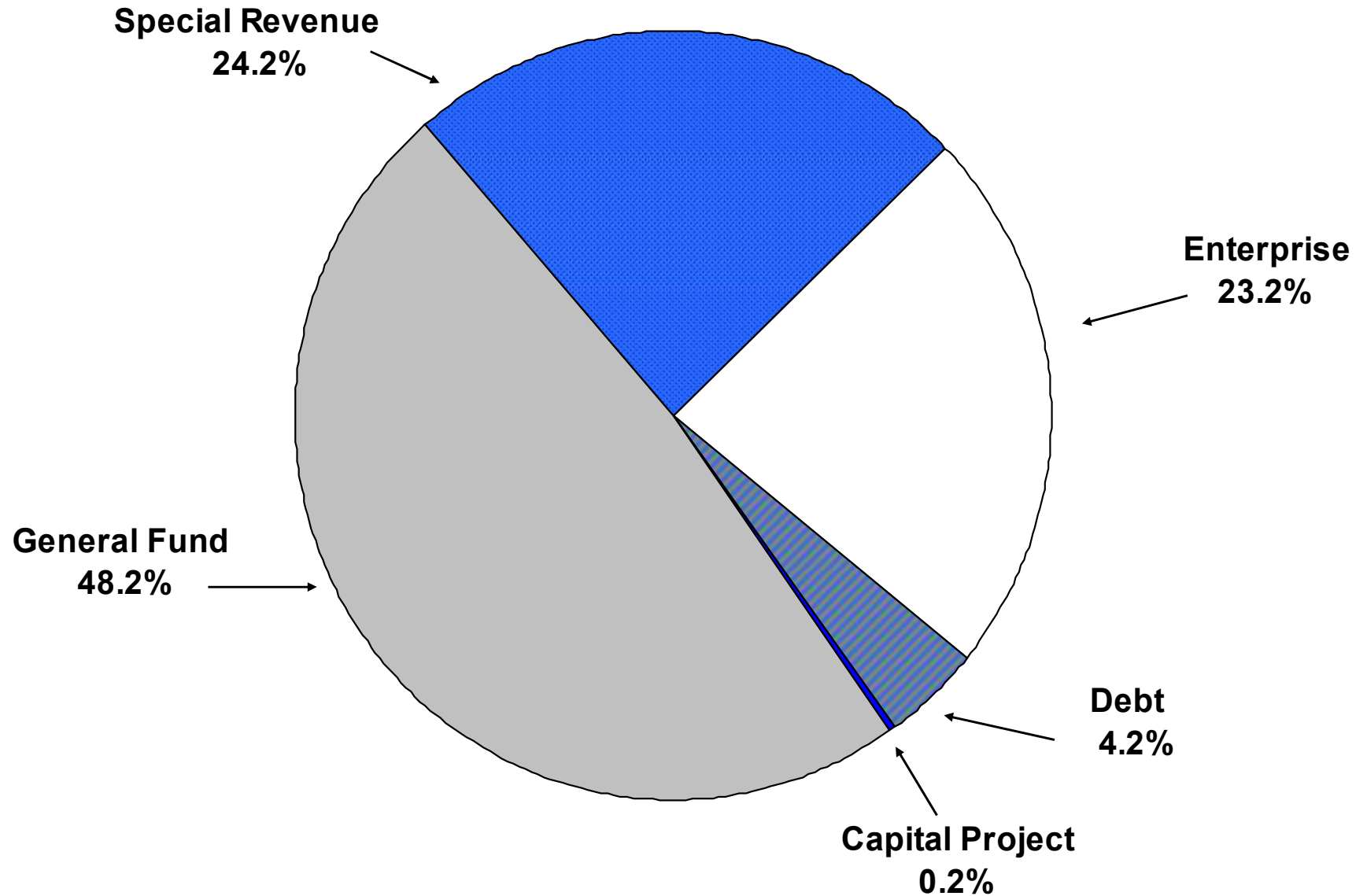
## ***All Funds Summary***

The All Funds Summary provides the reader with a quick overview of the entire financial plan of the City for the upcoming fiscal year. Several schedules, charts and graphs are also included which highlight the revenue, expenditure and fund balance history and trends for all of the City's funds and helps to better illustrate the City's overall fund structure.

# FINANCIAL ORGANIZATION CHART



# FISCAL 2024 TOTAL CITY BUDGETED FUNDS PERCENT OF TOTAL EXPENDITURES





## REVENUE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2021 Actual	Fiscal 2022 Actual	Fiscal 2023 Estimated	Fiscal 2024 Council Adopted
<b>General Fund</b>				
General Fund	\$ 127,337,446	\$ 122,006,799	\$ 131,180,950	\$ 136,448,583
<b>Special Revenue Funds</b>				
Major Road Fund	11,706,730	12,604,109	13,217,744	13,366,806
Local Road Fund	5,451,662	5,751,540	7,442,100	6,067,156
Library Fund	4,256,924	4,737,823	7,481,113	5,792,521
Recreation Fund	3,908,671	4,849,056	5,351,577	6,750,353
Communications Fund	2,020,412	1,912,532	2,033,362	1,905,266
Sanitation Fund	9,714,913	11,929,928	11,599,638	12,243,395
Rental Ordinance Fund	1,040,222	1,239,647	1,153,580	1,261,000
Vice Crime Confiscation Fund	75,608	87,356	20,150	60,000
Drug Forfeiture Fund	774,004	707,231	505,000	532,500
Act 302 Police Training Fund	22,139	24,974	22,010	22,250
Downtown Development Authority Fund	10,901,862	10,951,146	11,365,000	11,613,000
2011 Local Street Road Repair Fund	7,498,465	8,407,654	8,007,702	8,571,129
Indigent Defense Fund	585,461	328,834	446,731	-
Tax Increment Finance Authority	352,999	325,450	330,000	356,500
<b>Total Special Revenue Funds</b>	<b>58,310,072</b>	<b>63,857,280</b>	<b>68,975,707</b>	<b>68,541,876</b>
<b>Enterprise Funds</b>				
Stilwell Manor	925,334	985,535	1,034,137	1,085,632
Coach Manor	1,561,370	1,614,157	1,668,039	1,738,025
Water and Sewer System	64,655,025	57,385,504	76,477,999	58,634,901
<b>Total Enterprise Funds</b>	<b>67,141,729</b>	<b>59,985,196</b>	<b>79,180,175</b>	<b>61,458,558</b>
<b>Capital Project Funds</b>				
37 <sup>th</sup> District Court Renovation	649,839	630,710	505,000	515,000
<b>Total Capital Project Funds</b>	<b>649,839</b>	<b>630,710</b>	<b>505,000</b>	<b>515,000</b>
<b>Debt Service Funds</b>				
Chapter 20 and 21 Drain Debt	7	32,040	500	500
Michigan Transportation Debt	1,110,618	2,364,318	3,285,773	4,890,188
Capital Improvement Debt	742,121	743,122	513,912	493,911
Downtown Development Authority Debt	6,498,657	6,378,584	6,124,739	7,768,968
<b>Total Debt Service Funds</b>	<b>8,351,403</b>	<b>9,518,064</b>	<b>9,924,924</b>	<b>13,153,567</b>
<b>Total All Funds</b>	<b>\$ 261,790,489</b>	<b>\$ 255,998,049</b>	<b>\$ 289,766,756</b>	<b>\$ 280,117,584</b>

## EXPENDITURE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2021 Actual	Fiscal 2022 Actual	Fiscal 2023 Estimated	Fiscal 2024 Council Adopted
<b>General Fund</b>				
General Fund	\$ 110,352,808	\$ 118,820,780	\$ 147,907,304	\$ 151,942,922
<b>Special Revenue Funds</b>				
Major Road Fund	8,064,590	14,182,136	22,750,896	13,717,118
Local Road Fund	4,011,092	5,032,873	9,808,426	7,076,158
Library Fund	4,256,294	4,556,748	7,505,909	5,512,243
Recreation Fund	4,438,009	5,192,456	6,612,133	7,154,483
Communications Fund	1,958,072	2,153,904	2,545,474	2,511,014
Sanitation Fund	9,598,228	10,257,151	12,523,879	13,451,831
Rental Ordinance Fund	844,942	868,085	1,159,925	1,204,990
Vice Crime Confiscation Fund	20,812	48,097	60,000	60,000
Drug Forfeiture Fund	735,039	1,198,472	1,434,232	540,000
Act 302 Police Training Fund	21,262	20,645	26,000	25,000
Downtown Development Authority Fund	8,736,360	9,589,903	22,269,716	16,530,323
2011 Local Street Road Repair Fund	7,777,283	6,874,375	14,650,085	7,769,610
Indigent Defense Fund	617,901	789,609	1,192,091	-
Tax Increment Finance Authority	187,701	133,066	645,000	654,875
<b>Total Special Revenue Funds</b>	<b>51,267,585</b>	<b>60,897,520</b>	<b>103,183,766</b>	<b>76,207,645</b>
<b>Enterprise Funds</b>				
Stilwell Manor	917,759	965,065	1,282,245	1,366,057
Coach Manor	1,448,754	1,391,664	1,807,006	2,081,326
Water and Sewer System	78,737,444	91,531,400	92,086,302	69,639,412
<b>Total Enterprise Funds</b>	<b>81,103,957</b>	<b>93,888,129</b>	<b>95,175,553</b>	<b>73,086,795</b>
<b>Capital Project Funds</b>				
37 <sup>th</sup> District Court Renovation	131,762	184,888	900,000	500,000
<b>Total Capital Project Funds</b>	<b>131,762</b>	<b>184,888</b>	<b>900,000</b>	<b>500,000</b>
<b>Debt Service Funds</b>				
Chapter 20 and 21 Drain Debt	-	-	-	25,000
Michigan Transportation Debt	1,110,618	2,364,318	3,285,773	4,890,188
Capital Improvement Debt	742,121	743,122	513,912	493,911
Downtown Development Authority Debt	6,498,657	6,378,584	6,124,739	7,768,968
<b>Total Debt Service Funds</b>	<b>8,351,396</b>	<b>9,486,024</b>	<b>9,924,424</b>	<b>13,178,067</b>
<b>Total All Funds</b>	<b>\$ 251,207,508</b>	<b>\$ 283,277,341</b>	<b>\$ 357,091,047</b>	<b>\$ 314,915,429</b>

## UNASSIGNED FUND BALANCE COMPARISON – CITY BUDGETED FUNDS

Fund Name	Fiscal 2021 Actual	Fiscal 2022 Actual	Fiscal 2023 Estimated	Fiscal 2024 Council Adopted
<b>General Fund</b>				
General Fund	\$ 19,360,088	\$ 21,537,370	\$ 22,186,046	\$ 22,186,046
<b>Special Revenue Funds</b>				
Major Road Fund	18,957,187	17,416,224	7,883,072	7,532,760
Local Road Fund	4,585,750	5,315,286	2,948,960	1,939,958
Library Fund	4,315,564	4,509,481	4,484,685	4,764,963
Recreation Fund	1,992,017	2,064,120	1,678,720	1,274,590
Communications Fund	2,866,869	2,625,097	2,112,985	1,507,237
Sanitation Fund	2,744,135	4,359,377	3,435,136	2,226,700
Rental Ordinance Fund	1,736,795	2,099,961	2,093,616	2,149,626
Vice Crime Confiscation Fund	355,985	395,244	355,394	355,394
Drug Forfeiture Fund	2,625,720	2,134,479	1,205,247	1,197,747
Act 302 Police Training Fund	14,852	19,181	15,191	12,441
Downtown Development Authority Fund	20,880,426	22,241,668	11,336,952	6,419,629
2011 Local Street Road Repair Fund	8,118,548	9,651,827	3,009,444	3,810,963
Indigent Defense Fund	1,066,153	745,360	-	-
Tax Increment Finance Authority	-	1,251,071	936,071	637,696
<b>Total Special Revenue Funds</b>	<b>70,260,001</b>	<b>74,828,376</b>	<b>41,495,473</b>	<b>33,829,704</b>
<b>Enterprise Funds</b>				
Stilwell Manor	1,617,015	1,633,321	1,275,213	884,788
Coach Manor	7,183,343	7,580,321	7,371,354	6,808,053
Water and Sewer System	13,244,615	9,871,642	10,444,605	9,729,204
<b>Total Enterprise Funds</b>	<b>22,044,973</b>	<b>19,085,284</b>	<b>19,091,172</b>	<b>17,422,045</b>
<b>Capital Project Funds</b>				
37 <sup>th</sup> District Court Renovation	9,869,224	10,315,046	9,920,046	9,935,046
<b>Total Capital Project Funds</b>	<b>9,869,224</b>	<b>10,315,046</b>	<b>9,920,046</b>	<b>9,935,046</b>
<b>Debt Service Funds</b>				
Chapter 20 and 21 Drain Debt	50,133	82,173	82,673	58,173
Michigan Transportation Debt	-	-	-	-
Capital Improvement Debt	-	-	-	-
Downtown Development Authority Debt	-	-	-	-
<b>Total Debt Service Funds</b>	<b>50,133</b>	<b>82,173</b>	<b>82,673</b>	<b>58,173</b>
<b>Total All Funds</b>	<b>\$ 121,584,419</b>	<b>\$ 125,848,249</b>	<b>\$ 92,775,410</b>	<b>\$ 83,431,013</b>

## ***General Fund***

The General Fund is the City's major operating fund, providing the majority of services available to our residents. The function of the fund is to record all revenues and expenditures of the City which are not accounted for in other funds. The major activities financed by the General Fund are Police and Fire Protection, City Administration and most Public Services. The primary source of revenue to fund these services is local property taxes generated annually and supplemented by state shared revenues.

# **GENERAL FUND SUMMARY INFORMATION**

GENERAL FUND SUMMARY  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>REVENUES:</u></b>			
\$ 75,880,568	\$ 39,389,761	\$ 79,701,001	\$ 79,701,001	Property Taxes	\$ 84,368,523	\$ 84,368,523	\$ 84,368,523
25,004,874	9,841,610	26,684,014	24,516,998	Intergovernmental Revenues	30,300,144	30,300,144	26,490,144
5,022,366	2,237,251	5,405,000	5,405,000	Licenses and Permits	5,905,000	5,905,000	5,905,000
3,862,108	1,503,797	4,548,982	4,548,982	Fines and Forfeitures	4,548,982	4,548,982	4,548,982
(614,228)	67,777	400,003	400,000	Interest on Investments	400,000	400,000	400,000
4,755,055	2,248,446	5,325,624	5,325,624	Charges for Services	5,430,124	5,430,124	5,430,124
8,096,056	4,056,001	9,116,326	9,116,326	Miscellaneous Income	9,305,810	9,305,810	9,305,810
<u>\$ 122,006,799</u>	<u>\$ 59,344,643</u>	<u>\$ 131,180,950</u>	<u>\$ 129,013,931</u>	Total Revenues	<u>\$ 140,258,583</u>	<u>\$ 140,258,583</u>	<u>\$ 136,448,583</u>
				<b><u>EXPENDITURES:</u></b>			
\$ 25,942,572	\$ 14,839,208	\$ 33,436,640	\$ 33,431,278	General Government	\$ 34,848,159	\$ 34,848,159	\$ 34,317,609
76,973,150	39,242,691	90,116,397	90,116,397	Public Safety	94,506,855	94,506,855	91,804,908
15,207,227	6,856,627	23,110,209	23,110,209	Public Services	24,706,569	24,706,569	24,606,569
697,831	314,484	1,244,058	1,244,058	Planning	1,213,836	1,213,836	1,213,836
<u>\$ 118,820,780</u>	<u>\$ 61,253,010</u>	<u>\$ 147,907,304</u>	<u>\$ 147,901,942</u>	Total Expenditures	<u>\$ 155,275,419</u>	<u>\$ 155,275,419</u>	<u>\$ 151,942,922</u>
<u>\$ 3,186,019</u>	<u>\$ (1,908,367)</u>	<u>\$ (16,726,354)</u>	<u>\$ (18,888,011)</u>	Excess (Deficit) of Revenues over Expenditures	<u>\$ (15,016,836)</u>	<u>\$ (15,016,836)</u>	<u>\$ (15,494,339)</u>
				<b><u>OTHER FINANCING SOURCES:</u></b>			
\$ -	\$ -	\$ 8,902,084	\$ 8,902,084	Reserves	\$ 15,016,836	\$ 15,016,836	\$ 15,494,339
-	-	9,985,927	9,985,927	Fund Balance Appropriated	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,888,011</u>	<u>\$ 18,888,011</u>	Total Other Financing Sources	<u>\$ 15,016,836</u>	<u>\$ 15,016,836</u>	<u>\$ 15,494,339</u>
\$ 3,186,019	\$ (1,908,367)	\$ 2,161,657	\$ -	Excess (Deficit) of Revenues over Expenditures and Other Sources	\$ -	\$ -	\$ -
82,554,458	85,740,477	85,740,477	85,740,477	Estimated Fund Balance - Beginning of Period	69,014,123	69,014,123	69,014,123
				Reserve for:			
(800,677)	(800,677)	(800,677)	(800,677)	Nonspendable	(800,677)	(800,677)	(800,677)
(63,402,430)	(63,402,430)	(46,027,400)	(46,027,400)	Assigned	(31,010,564)	(31,010,564)	(30,533,061)
<u>-</u>	<u>-</u>	<u>(18,888,011)</u>	<u>(18,888,011)</u>	Fund Balance Supplemental Appropriation	<u>(15,016,836)</u>	<u>(15,016,836)</u>	<u>(15,494,339)</u>
<u>\$ 21,537,370</u>	<u>\$ 19,629,003</u>	<u>\$ 22,186,046</u>	<u>\$ 20,024,389</u>	Estimated Unassigned Fund Balance (Deficit) End of Period	<u>\$ 22,186,046</u>	<u>\$ 22,186,046</u>	<u>\$ 22,186,046</u>

GENERAL FUND REVENUES  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>PROPERTY TAXES:</u></b>			
\$ 73,396,814	\$ 39,039,981	\$ 77,442,725	\$ 77,442,725	Property Taxes	\$ 81,695,751	\$ 81,695,751	\$ 81,695,751
692,908	312,636	625,276	625,276	Industrial Facilities Tax	1,039,772	1,039,772	1,039,772
389,330	10,899	300,000	300,000	Penalties & Interest on Taxes	300,000	300,000	300,000
1,367,299	23,102	1,300,000	1,300,000	Administration Fee - Schools	1,300,000	1,300,000	1,300,000
34,217	3,143	33,000	33,000	Trailer & Senior Housing Fees in Lieu of Taxes	33,000	33,000	33,000
<u>\$ 75,880,568</u>	<u>\$ 39,389,761</u>	<u>\$ 79,701,001</u>	<u>\$ 79,701,001</u>	<b>Total Property Taxes</b>	<u>\$ 84,368,523</u>	<u>\$ 84,368,523</u>	<u>\$ 84,368,523</u>
				<b><u>INTERGOVERNMENTAL REVENUES:</u></b>			
				Federal Revenue:			
\$ 72,399	\$ 63,742	\$ -	\$ -	Civil Defense Grant	\$ -	\$ -	\$ -
223,931	9,775	-	-	Byrne JAG Grant - 2018-2021	-	-	-
-	-	81,446	81,446	Byrne JAG Grant - 2022	-	-	-
264,120	91,793	-	-	Substance Abuse Grant - 2021/2022	-	-	-
-	-	400,000	400,000	Substance Abuse Grant - 2023	-	-	-
31,012	-	-	-	OHSP Ped Bike Grant	-	-	-
56,482	54,499	-	-	DOJ Coronavirus CESF - 2020 Police	-	-	-
5,841	7,038	-	-	Homeland Security Grant	-	-	-
-	6,629	-	-	Bulletproof Vest Grant	-	-	-
11,204	13,036	-	-	DOJ Coronavirus CESF - 2022 Court	-	-	-
61,060	-	-	-	Other Federal Grants - Covid19/ARPA	3,810,000	3,810,000	-
				State Shared Revenue:			
17,879,667	6,430,933	18,244,345	16,062,000	Sales and Use Tax	18,560,248	18,560,248	18,560,248
4,768,040	2,858,666	6,000,000	6,000,000	Reimbursement for Personal Property Loss	6,000,000	6,000,000	6,000,000
98,327	93,377	95,000	80,000	Liquor Licenses	80,000	80,000	80,000
-	8,134	-	-	Medical Marihuana Excise Tax	-	-	-
-	-	400,000	400,000	Michigan Economic Development Grant	-	-	-
88,757	6,408	-	-	Michigan Drug Court Program Grant - 2021/2022	-	-	-
-	-	90,000	90,000	Michigan Drug Court Program Grant - 2023	-	-	-
				Police Grants:			
-	-	-	-	MATS Grant	-	-	-
227,704	12,369	220,000	220,000	911 Dispatch Training/Equipment	670,000	670,000	670,000
-	-	-	-	Medical Marihuana Operation Oversight Grant	-	-	-
172,872	34,293	156,223	186,552	Judges Salary Standardization	182,896	182,896	182,896
-	47,672	132,000	132,000	Election Expense Reimbursement	132,000	132,000	132,000
				Local Revenue:			
553,268	103,246	375,000	375,000	Reimbursement - City of Center Line	375,000	375,000	375,000
490,190	-	490,000	490,000	Reimbursement - School Resource Officers	490,000	490,000	490,000
<u>\$ 25,004,874</u>	<u>\$ 9,841,610</u>	<u>\$ 26,684,014</u>	<u>\$ 24,516,998</u>	<b>Total Intergovernmental Revenues</b>	<u>\$ 30,300,144</u>	<u>\$ 30,300,144</u>	<u>\$ 26,490,144</u>

GENERAL FUND REVENUES  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>LICENSES AND PERMITS:</u></b>			
\$ 1,529,978	\$ 690,943	\$ 1,800,000	\$ 1,800,000	Building Permits	\$ 1,900,000	\$ 1,900,000	\$ 1,900,000
544,747	281,224	700,000	700,000	Electrical Permits	745,000	745,000	745,000
171,018	88,541	400,000	400,000	Plumbing Permits	410,000	410,000	410,000
547,260	247,535	475,000	475,000	Mechanical Permits	500,000	500,000	500,000
176,297	75,239	180,000	180,000	Zoning Permits and Fees	190,000	190,000	190,000
7,732	3,832	20,000	20,000	Sidewalk Permits	20,000	20,000	20,000
16,703	3,654	25,000	25,000	Animal Licenses	25,000	25,000	25,000
371,816	170,546	430,000	430,000	Plan Review Fees	440,000	440,000	440,000
1,656,815	675,737	1,375,000	1,375,000	Other Permits and Licenses	1,675,000	1,675,000	1,675,000
<u>\$ 5,022,366</u>	<u>\$ 2,237,251</u>	<u>\$ 5,405,000</u>	<u>\$ 5,405,000</u>	<b>Total Licenses and Permits</b>	<u>\$ 5,905,000</u>	<u>\$ 5,905,000</u>	<u>\$ 5,905,000</u>
				<b><u>CHARGES FOR SERVICES:</u></b>			
\$ 65,279	\$ 31,178	\$ 80,000	\$ 80,000	Engineering & Inspection Fees	\$ 80,000	\$ 80,000	\$ 80,000
183,400	80,650	180,000	180,000	Abandoned Auto Administrative Towing Fee	180,000	180,000	180,000
44,375	31,625	70,000	70,000	Foreclosure Fee	70,000	70,000	70,000
143,212	45,188	208,624	208,624	Clerk's Services	208,624	208,624	208,624
84,648	46,410	175,000	175,000	Weed Cutting	175,000	175,000	175,000
30,685	14,555	40,000	40,000	Board of Appeals	40,000	40,000	40,000
265,133	194,206	250,500	250,500	Police Services & Auctions	250,000	250,000	250,000
26,110	6,762	15,000	15,000	Fire Services	15,000	15,000	15,000
3,487,171	1,675,992	3,800,000	3,800,000	EMS Services	3,800,000	3,800,000	3,800,000
41,030	15,526	30,000	30,000	Planning Commission	30,000	30,000	30,000
91,757	27,920	45,000	45,000	Site Plan Fees	45,000	45,000	45,000
99,452	15,267	80,000	80,000	Community Development Administration	195,000	195,000	195,000
25,000	189	90,000	90,000	Block Grant Reimbursement	90,000	90,000	90,000
2,000	1,500	1,500	1,500	IFT Exemption Processing Fees	1,500	1,500	1,500
165,803	61,478	260,000	260,000	Miscellaneous	250,000	250,000	250,000
<u>\$ 4,755,055</u>	<u>\$ 2,248,446</u>	<u>\$ 5,325,624</u>	<u>\$ 5,325,624</u>	<b>Total Charges for Services</b>	<u>\$ 5,430,124</u>	<u>\$ 5,430,124</u>	<u>\$ 5,430,124</u>
				<b><u>FINES &amp; FORFEITURES</u></b>			
\$ 3,459,056	\$ 1,288,753	\$ 4,098,982	\$ 4,098,982	37th District Court Fines & Fees	\$ 4,098,982	\$ 4,098,982	\$ 4,098,982
177,350	65,531	250,000	250,000	Probation Fees	250,000	250,000	250,000
152,396	108,392	150,000	150,000	Property Maintenance Fines	150,000	150,000	150,000
73,306	41,121	50,000	50,000	Drug Court Revenue	50,000	50,000	50,000
<u>\$ 3,862,108</u>	<u>\$ 1,503,797</u>	<u>\$ 4,548,982</u>	<u>\$ 4,548,982</u>	<b>Total Fines &amp; Forfeitures</b>	<u>\$ 4,548,982</u>	<u>\$ 4,548,982</u>	<u>\$ 4,548,982</u>

(Continued)



GENERAL FUND REVENUES  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>MISCELLANEOUS REVENUES:</u></b>			
				Michigan Transportation Funds:			
\$ 1,089,943	\$ 516,169	\$ 1,486,000	\$ 1,486,000	Equipment & Service Reimbursements	\$ 1,486,000	\$ 1,486,000	\$ 1,486,000
945,487	510,550	1,021,100	1,021,100	Administrative Expense	1,051,600	1,051,600	1,051,600
5,000	5,000	5,000	5,000	Salt Dome Rental	5,000	5,000	5,000
				Administrative Expense:			
2,793,200	1,438,450	2,876,900	2,876,900	Water & Sewer System	2,963,200	2,963,200	2,963,200
183,800	94,600	189,200	189,200	Senior Citizen Housing	194,800	194,800	194,800
261,300	134,550	269,100	269,100	Library	277,100	277,100	277,100
135,600	69,800	139,600	139,600	Recreation	143,700	143,700	143,700
87,800	45,200	90,400	90,400	Rental Ordinance	93,100	93,100	93,100
360,500	185,650	371,300	371,300	Communications	382,400	382,400	382,400
407,000	209,600	419,200	419,200	Downtown Development Authority	431,700	431,700	431,700
280,200	144,300	288,600	288,600	2011 Local Street Road Repair Fund	297,200	297,200	297,200
				Fleet Maintenance Expense			
587,613	267,077	534,154	534,154	Sanitation	545,276	545,276	545,276
227,168	117,886	235,772	235,772	Water & Sewer System	244,734	244,734	244,734
428,479	1,209	900,000	900,000	Sale of Property/Equipment	900,000	900,000	900,000
-	-	-	-	Insurance Proceeds	-	-	-
51	-	5,000	5,000	Donations	5,000	5,000	5,000
52,915	65,960	35,000	35,000	Telecom Leases/Lease Proceeds	35,000	35,000	35,000
250,000	250,000	250,000	250,000	Court Building Rental	250,000	250,000	250,000
<u>\$ 8,096,056</u>	<u>\$ 4,056,001</u>	<u>\$ 9,116,326</u>	<u>\$ 9,116,326</u>	<b>Total Miscellaneous Revenue</b>	<u>\$ 9,305,810</u>	<u>\$ 9,305,810</u>	<u>\$ 9,305,810</u>
				<b><u>INTEREST ON INVESTMENTS:</u></b>			
\$ 613,784	\$ 874,589	1,247,155	\$ 400,000	Interest on Investments - Realized	\$ 400,000	\$ 400,000	\$ 400,000
(1,228,012)	(806,812)	(847,153)	-	Interest on Investments - Unrealized	-	-	-
<u>\$ (614,228)</u>	<u>\$ 67,777</u>	<u>\$ 400,003</u>	<u>\$ 400,000</u>	<b>Total Interest on Investments</b>	<u>\$ 400,000</u>	<u>\$ 400,000</u>	<u>\$ 400,000</u>
				<b><u>OTHER FINANCING SOURCES:</u></b>			
\$ -	\$ -	\$ 8,902,084	\$ 8,902,084	Reserves	\$ 15,016,836	\$ 15,016,836	\$ 15,494,339
-	-	9,985,927	9,985,927	Fund Balance Appropriated	-	-	-
<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,888,011</u>	<u>\$ 18,888,011</u>	<b>Total Other Financing Sources</b>	<u>\$ 15,016,836</u>	<u>\$ 15,016,836</u>	<u>\$ 15,494,339</u>
<u>\$ 122,006,799</u>	<u>\$ 59,344,643</u>	<u>\$ 150,068,961</u>	<u>\$ 147,901,942</u>	<b>TOTAL GENERAL FUND REVENUES</b>	<u>\$ 155,275,419</u>	<u>\$ 155,275,419</u>	<u>\$ 151,942,922</u>

# **Fiscal 2024 General Fund Revenues**

## **PROPERTY TAXES:**

The property tax is a local tax. All property tax revenues are collected, administered, and spent at the local level. Every property owner in Michigan is subject to property tax by at least four units of government - the County, the school district, intermediate school districts, and the City or Township in which the property is located. Villages, special authorities, and community colleges may also levy taxes on that property. The property tax is determined by two factors: The tax rate and assessment on property as finally equalized by the State. The unit of measurement for the property tax, the "mill", is defined as \$1 per \$1,000 of Taxable Value.

<b>Funds:</b>	<b><u>Estimated Taxable Value</u></b>	<b><u>Tax Rate</u></b>	<b><u>Levy</u></b>
<u>General Fund:</u>			
Charter Millage	\$ 4,060,425,000	8.3263	\$ 33,808,317
<u>Special Levies:</u>			
Police & Fire Pension	4,060,425,000	4.9848	20,240,407
Police & Fire Operating	4,060,425,000	4.6741	18,978,832
Emergency Medical Service	4,060,425,000	0.2770	1,124,738
Police	4,060,425,000	0.9289	3,771,729
Fire	4,060,425,000	0.9289	3,771,729
Total General Fund Operating Levy		<u>20.1200</u>	<u>\$ 81,695,751</u>
<u>Special Revenue:</u>			
Library (Charter)	4,060,425,000	0.4622	1,876,728
Library (Voted)	4,060,425,000	0.8065	3,274,733
Sanitation	4,060,425,000	2.7750	11,267,679
Parks & Recreation	4,060,425,000	0.9247	3,754,675
2011 Local Street Repair & Maintenance	4,060,425,000	2.0029	8,132,625
Total Special Revenue Fund Levy		<u>6.9713</u>	<u>\$ 28,306,441</u>
Total Levy		<u>27.0913</u>	<u>\$ 110,002,192</u>

## **Fiscal 2024 General Fund Revenues**

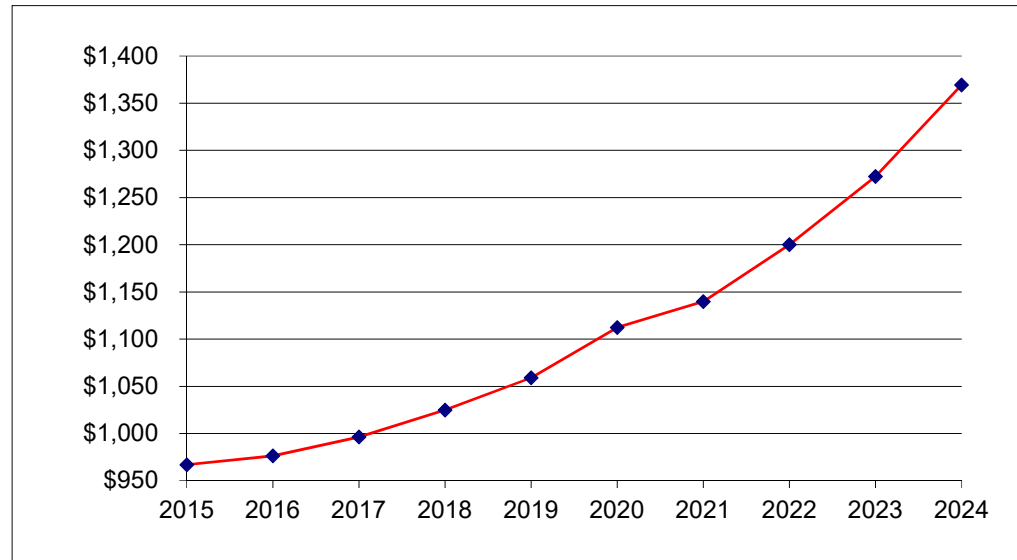
### **INDUSTRIAL FACILITY TAXES:**

Act No. 198, P.A. 1974 was designed to provide a stimulus in the form of significant tax incentives to industry to renovate and expand aging plants and to build new plants in Michigan. Under the provisions of the Act, a local governmental unit may establish plant rehabilitation districts and industrial development districts and offer industrial firms certain property tax incentives to encourage restoration or replacement of obsolete industrial facilities and to attract new plants to the area. The tax is determined by multiplying one-half of the total mills for the year by the state-equalized value of the facilities excluding land and inventory.

<b>Funds:</b>	<b><u>Estimated Taxable Value</u></b>	<b><u>Tax Rate</u></b>	<b><u>Levy</u></b>
<u>General Fund:</u>			
Charter Millage	\$103,359,000	4.1631	\$ 430,295
<u>Special Levies:</u>			
Police & Fire Pension	103,359,000	2.4924	257,612
Police & Fire Operating	103,359,000	2.3370	241,550
Emergency Medical Service	103,359,000	0.1385	14,315
Police	103,359,000	0.4644	48,000
Fire	103,359,000	0.4644	48,000
Total General Fund Operating Levy		<u>10.0598</u>	<u>\$ 1,039,772</u>
 <u>Special Revenue:</u>			
Library (Charter)	103,359,000	0.2311	23,886
Library (Voted)	103,359,000	0.4032	41,674
Sanitation	103,359,000	1.3875	143,411
Parks & Recreation	103,359,000	0.4623	47,783
2011 Local Street Repair & Maintenance	103,359,000	1.0014	103,504
Total Special Revenue Fund Levy		<u>3.4855</u>	<u>\$ 360,258</u>
 Total Levy		<u>13.5453</u>	<u>\$ 1,400,030</u>

## Average Residential City Tax Ten Fiscal Years

	<u>Fiscal 2015</u>	<u>Fiscal 2016</u>	<u>Fiscal 2017</u>	<u>Fiscal 2018</u>	<u>Fiscal 2019</u>	<u>Fiscal 2020</u>	<u>Fiscal 2021</u>	<u>Fiscal 2022</u>	<u>Fiscal 2023</u>	<u>Fiscal 2024</u>
Charter Millage	8.7724	8.7285	8.7285	8.7101	8.6709	8.6249	8.5421	8.4600	8.3263	8.3263
Police & Fire Pension	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848	4.9848
Emergency Medical Service	0.2923	0.2908	0.2908	0.2901	0.2887	0.2871	0.2843	0.2815	0.2770	0.2770
Police Operating	0.9746	0.9697	0.9697	0.9676	0.9632	0.9624	0.9531	0.9439	0.9289	0.9289
Fire Operating	0.9746	0.9697	0.9697	0.9676	0.9632	0.9624	0.9531	0.9439	0.9289	0.9289
Police & Fire Operating (Voted)	4.9000	4.8755	4.8755	4.8897	4.8676	4.8418	4.7953	4.7492	4.6741	4.6741
Library (Charter)	0.4873	0.4848	0.4848	0.4837	0.4815	0.4789	0.4743	0.4697	0.4622	0.4622
Library (Voted)	0.8500	0.8457	0.8457	0.8439	0.8401	0.8356	0.6014	0.6014	0.8065	0.8065
Sanitation	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550	2.5550	2.8196	2.7750	2.7750
Parks & Recreation	0.9746	0.9697	0.9697	0.9676	0.9632	0.9580	0.9488	0.9396	0.9247	0.9247
2011 Local Street Repairs (Voted)	<u>2.1000</u>	<u>2.0895</u>	<u>2.1000</u>	<u>2.0955</u>	<u>2.0860</u>	<u>2.0749</u>	<u>2.0549</u>	<u>2.0351</u>	<u>2.0029</u>	<u>2.0029</u>
Total	27.8656	27.7637	27.7742	27.7556	27.6642	27.5658	27.1471	27.2287	27.0913	27.0913
Average Residential Taxable Value	\$ 34,700	\$ 35,168	\$ 35,867	\$ 36,923	\$ 38,279	\$ 40,350	\$ 41,980	\$ 44,075	\$ 46,961	\$ 50,551
Average Residential City Taxes	\$ 966.94	\$ 976.39	\$ 996.18	\$ 1,024.82	\$ 1,058.96	\$ 1,112.28	\$ 1,139.64	\$ 1,200.10	\$ 1,272.23	\$ 1,369.49

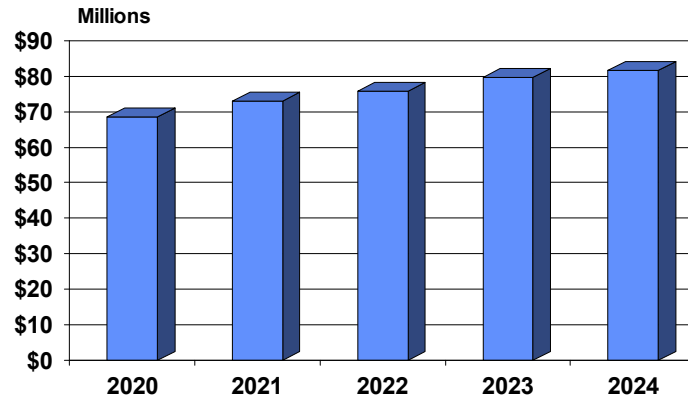


# **Fiscal 2024 General Fund Revenues**

## **City Taxes**

The city's major source of revenue is generated by property taxation. This revenue calculation is based on a relationship between two variables. The first is the taxable valuation of industrial, commercial, and residential parcels, both real and personal property.

Operating Tax Revenue



The second variable is the application of a specific tax levy for general operations. If either of these variables increases or decreases, a relative change to the city tax revenue will be experienced.

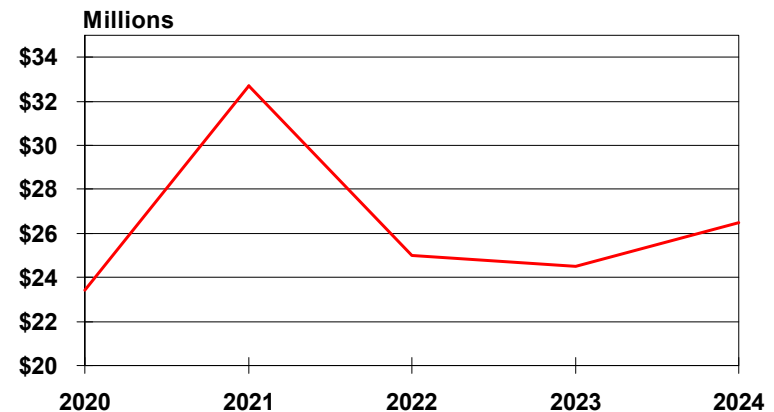
In the Fiscal 2024 Budget, operating city tax revenue represents 55.5% of total revenue sources, an increase of \$4,667,522 or approximately 5.9% more than the Fiscal 2023 Budget. The increase is the result of a slight rise in property values.

The Total General Fund Operating Levy for the 2024 Fiscal Year is 20.12 mills per \$1,000 of taxable value. The mills stayed the same as the prior year due to the Headlee reduction factor. The operating millage rate continues to be below the 20.97 millage rate limit established by City Charter and at the 20.12 Headlee maximum allowable levy.

## **Intergovernmental Revenues**

Another major source of revenue to the City is Intergovernmental Revenues. This source of revenue is comprised of grants from the Federal, State, and County levels of government. The major source in this revenue category is State Shared Revenue. These revenue sharing distributions, made by the State to communities in Michigan, are distributed based on formulas determined by the State. These formulas take into consideration population estimates and sales tax collections made by the State.

Intergovernmental Revenues



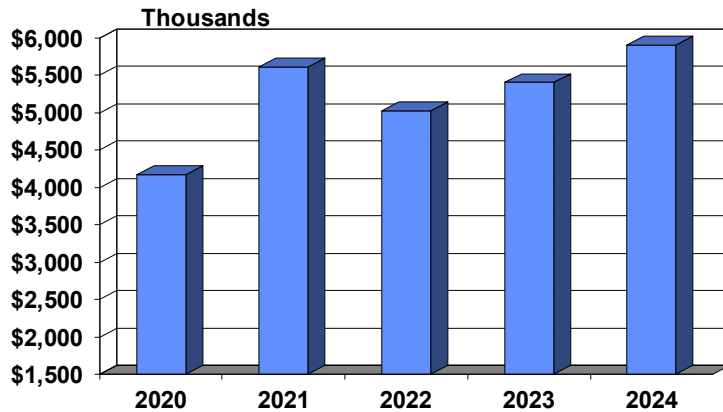
In Fiscal 2024, Intergovernmental Revenues represent 17.4% of total revenue sources. Intergovernmental revenues increased from Fiscal 2023 due to an estimated increase in revenue sharing that is expected from the State of Michigan.

## **Fiscal 2024 General Fund Revenues**

### **Licenses & Permits**

The revenue source of licenses and permits represents fees charged by City Departments to individuals and businesses that allow for the building of new structures as well as improvements made to existing structures. New structures that require permits include garages, sheds, decks, porches, and buildings. Improvements such as central air conditioning, furnace replacement, electrical and plumbing modifications, fences and pools also require permits from the respective City department.

Licenses & Permits

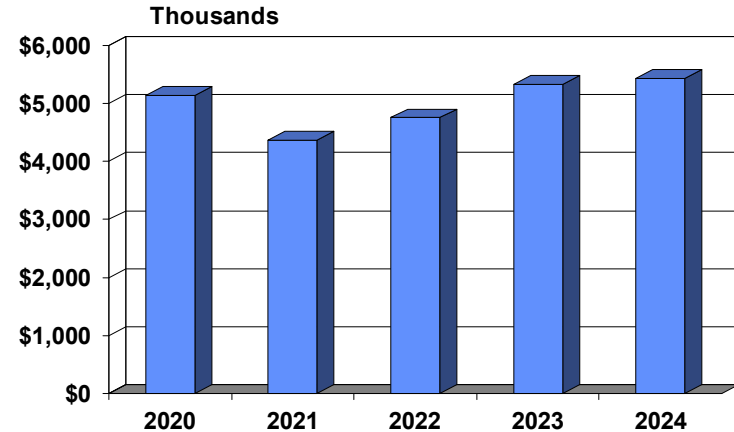


In the Fiscal 2024 Budget, License and Permit revenues represent 3.9% of total revenue sources. No significant change is anticipated for the Fiscal 2024 Budget as compared to the Fiscal 2023 Budget.

### **Charges for Services**

Charges for Services consists of revenue received from individuals, schools, businesses, and other City funds. These funds are used to reimburse the General Fund for services provided by General Fund departments. The primary revenue accounts within this revenue center include EMS services, Engineering & Inspection fees, City Clerk services, and reimbursements for Police services.

Charges for Services

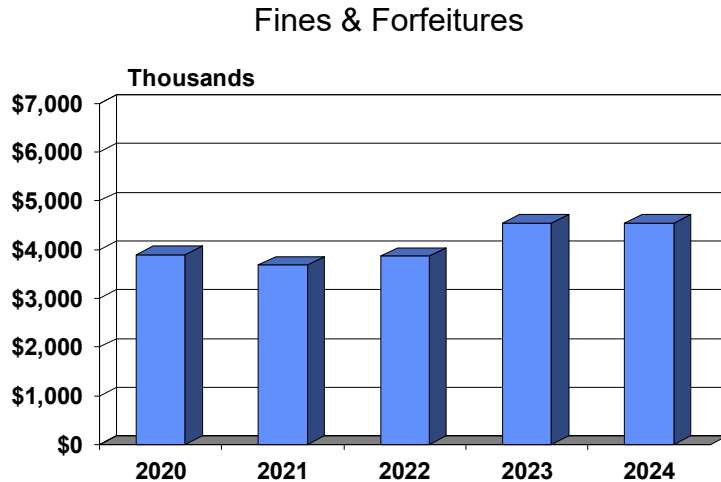


In the Fiscal 2024 Budget, revenues from Charges for Services represent 3.6% of total revenue sources, a \$104,500 increase or 2.0% more than the Fiscal 2023 Budget. This is due mainly to an increase in Community Development Administration reimbursements.

## **Fiscal 2024 General Fund Revenues**

### **Fines & Forfeitures**

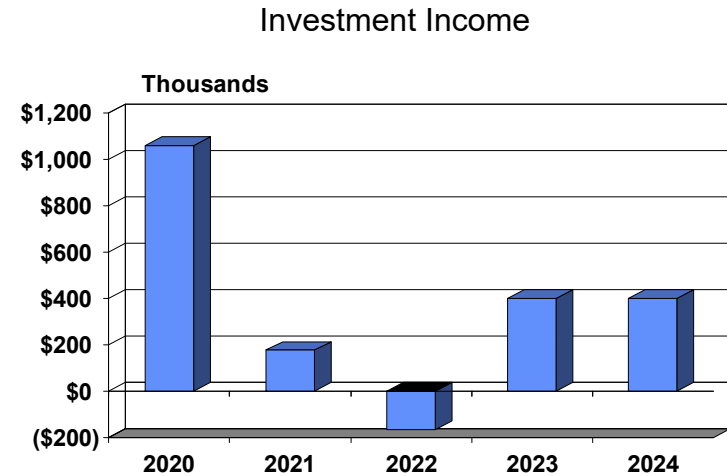
Fines & Forfeiture revenues are comprised of payments made by individuals, businesses or corporations who have violated various statutes, ordinances or laws. Included in this revenue center are court costs, parking fines, bond forfeitures, and default judgment fees.



In the Fiscal 2024 Budget, Fines & Forfeiture revenues represent 3.0% of total revenue sources. No significant change is anticipated for the Fiscal 2024 Budget as compared to the Fiscal 2023 Budget.

### **Investment Income**

Investment income provides a minimal contribution to revenues. These revenues are budgeted cautiously due to the fact that they are largely a direct function of interest rates.

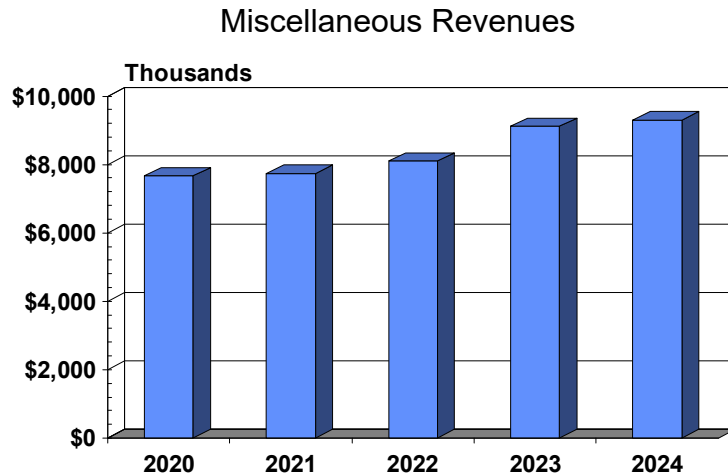


In the Fiscal 2024 Budget, Investment Income revenues represent 0.3% of total revenue sources. No significant change is anticipated for Fiscal 2024. The FY2022 and FY2023 interest comparisons include an “unrealized” investment offset as is required by GAAP. The offset is based on a comparison of investment cost versus market value at a point in time. It would only be realized if an investment was not held to maturity. At maturity, full interest is realized and there is no loss of principal.

## **Fiscal 2024 General Fund Revenues**

### **Miscellaneous Revenues**

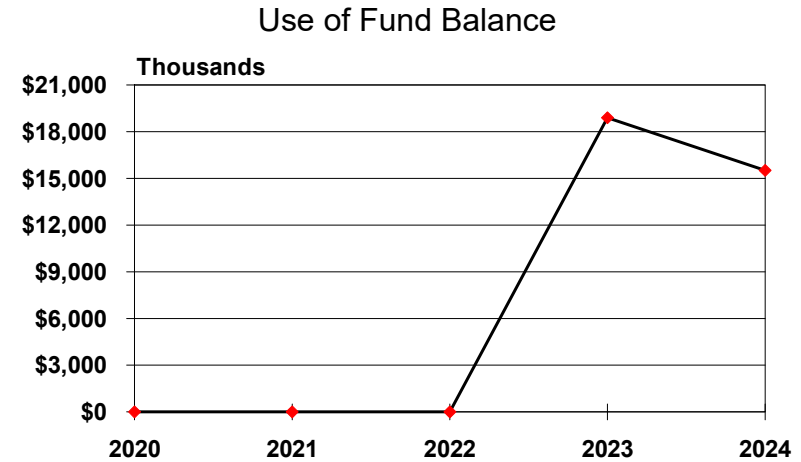
The revenue source of Miscellaneous Revenue includes revenues that cannot be easily classified in other revenue areas. Included in this revenue area are Rental Income and Administrative Costs from different sources, and Sale of Equipment.



In the Fiscal 2024 Budget, Miscellaneous Revenues represent 6.1% of total revenue sources, an increase of \$189,484 or 2.1% more than the Fiscal 2023 Budget. This increase is a result of an increase in inter-governmental charges for administrative services provided with General Fund resources.

### **Use of Fund Balance**

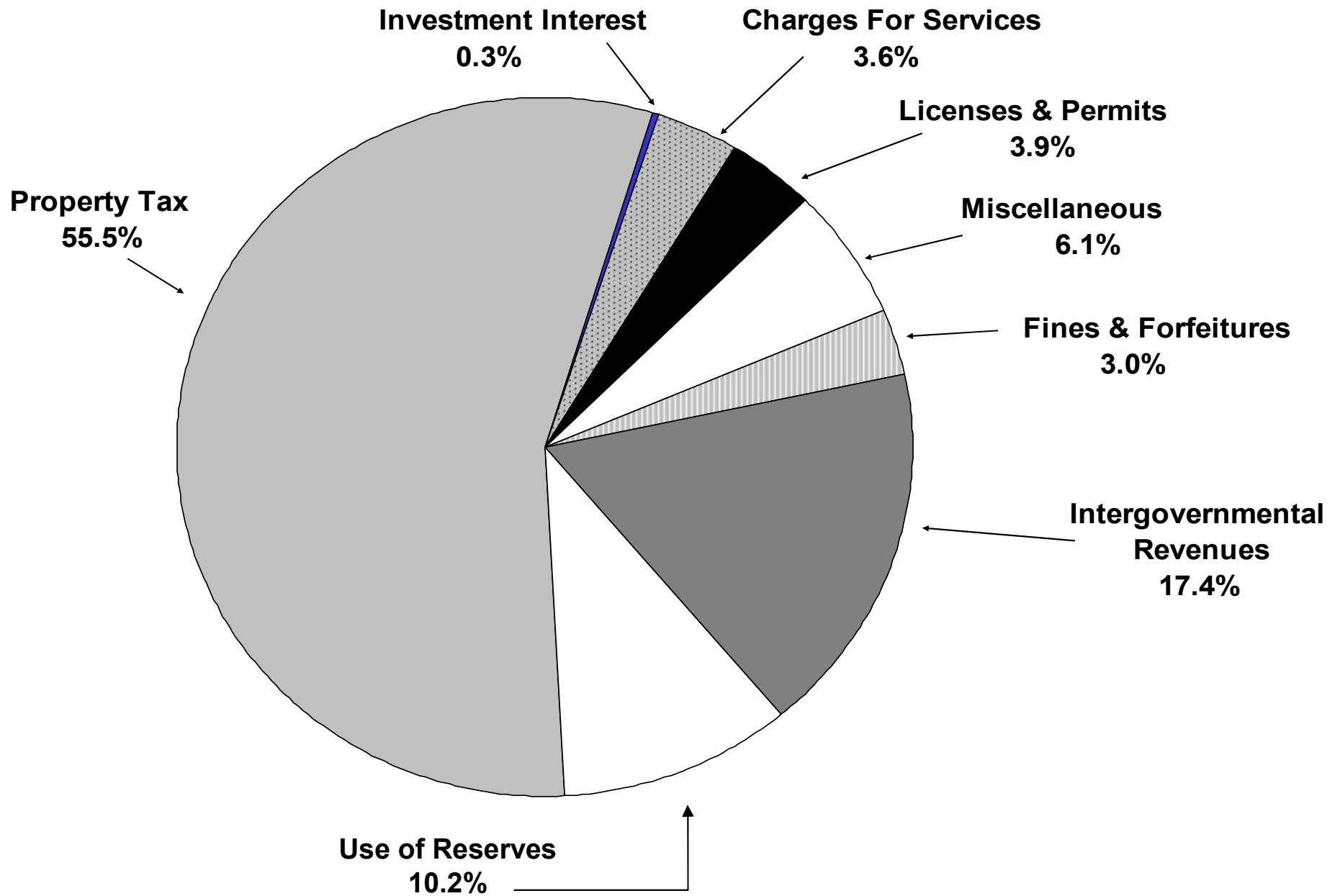
A use of Fund Balance exists when there is an inequality in the relationship between revenues and expenditures in a given fund. If expenditures exceed revenues, a Use of Fund Balance is needed to balance the budget.



In the Fiscal 2024 Budget, Use of Fund Balance represents 10.2% of total revenue sources, a decrease of \$3,393,672 or 18.0% less than the Fiscal 2023 Budget. More funds are needed as a result of increasing public safety positions and rising costs of goods and services.



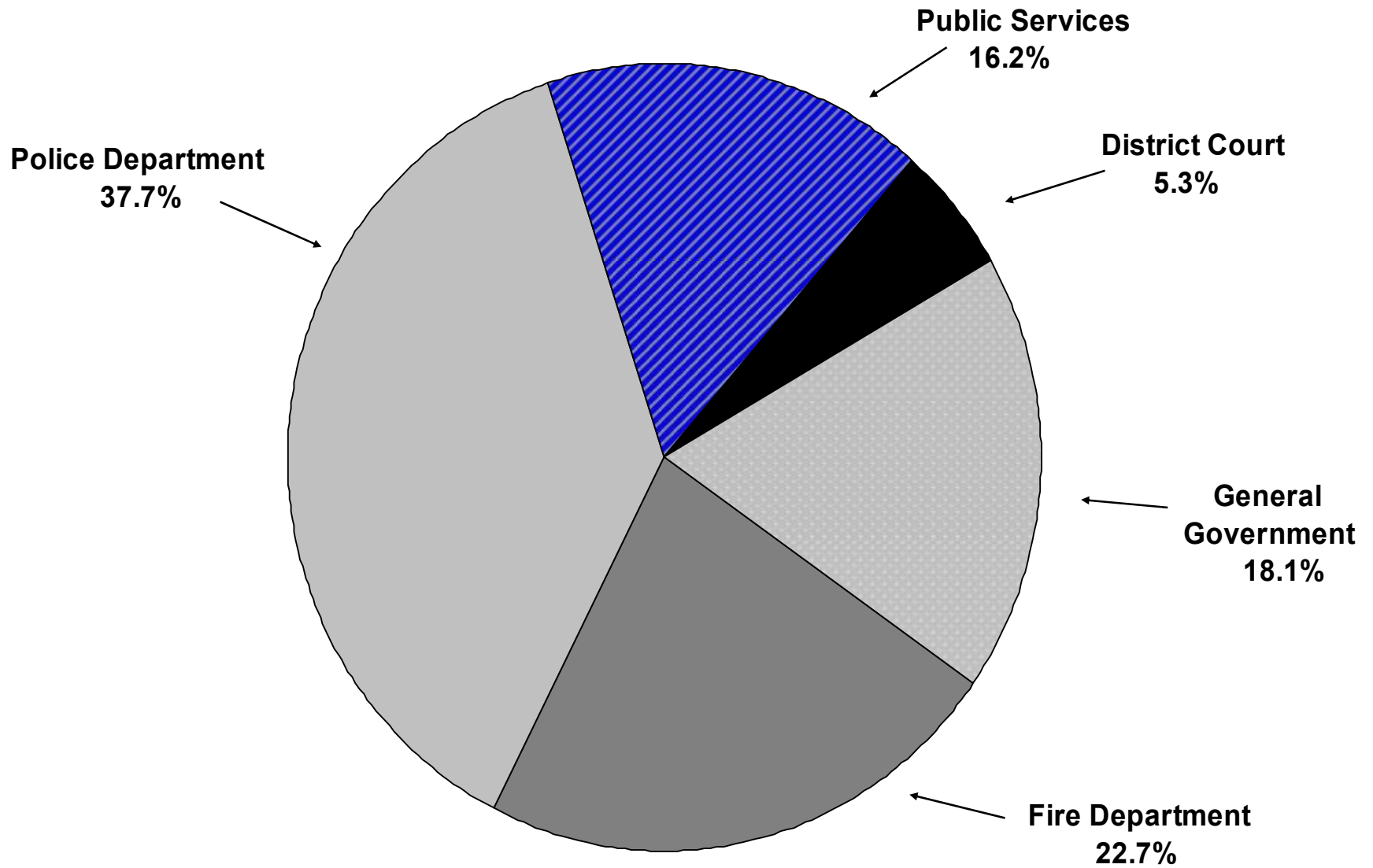
# FISCAL 2024 GENERAL FUND REVENUES



GENERAL FUND REVENUES

Fiscal 2023 Amended Budget		Description	Fiscal 2024 Council Adopted Budget	
Percentage	Amount		Amount	Percentage
53.9%	\$ 79,701,001	Property Tax	\$ 84,368,523	55.5%
16.6%	24,516,998	Intergovernmental	26,490,144	17.4%
3.6%	5,405,000	Licenses and Permits	5,905,000	3.9%
3.1%	4,548,982	Fines and Forfeitures	4,548,982	3.0%
0.3%	400,000	Interest on Investments	400,000	0.3%
3.6%	5,325,624	Charges for Services	5,430,124	3.6%
6.2%	9,116,326	Miscellaneous	9,305,810	6.1%
6.0%	8,902,084	Capital Equipment and Other Reserves	15,494,339	10.2%
<u>6.7%</u>	<u>9,985,927</u>	Fund Balance Appropriated	<u>-</u>	<u>-</u>
<u>100.0%</u>	<u>\$ 147,901,942</u>	Total Revenues	<u>\$ 151,942,922</u>	<u>100.0%</u>

# FISCAL 2024 GENERAL FUND EXPENDITURES



GENERAL FUND APPROPRIATIONS

Fiscal 2023 Amended Budget		Description	Fiscal 2024 Council Adopted Budget	
Percentage	Amount		Amount	Percentage
16.9%	\$ 24,968,475	General Government	\$ 26,303,706	17.3%
5.7%	8,462,803	District Court	8,013,903	5.3%
24.3%	35,911,586	Fire Department	34,507,049	22.7%
36.6%	54,204,811	Police Department	57,297,859	37.7%
13.6%	20,110,209	Public Service	21,306,569	14.0%
2.0%	3,000,000	Street Lighting	3,300,000	2.2%
<u>0.8%</u>	<u>1,244,058</u>	Planning	<u>1,213,836</u>	<u>0.8%</u>
<u>100.0%</u>	<u>\$ 147,901,942</u>	Total Appropriations	<u>\$ 151,942,922</u>	<u>100.0%</u>

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

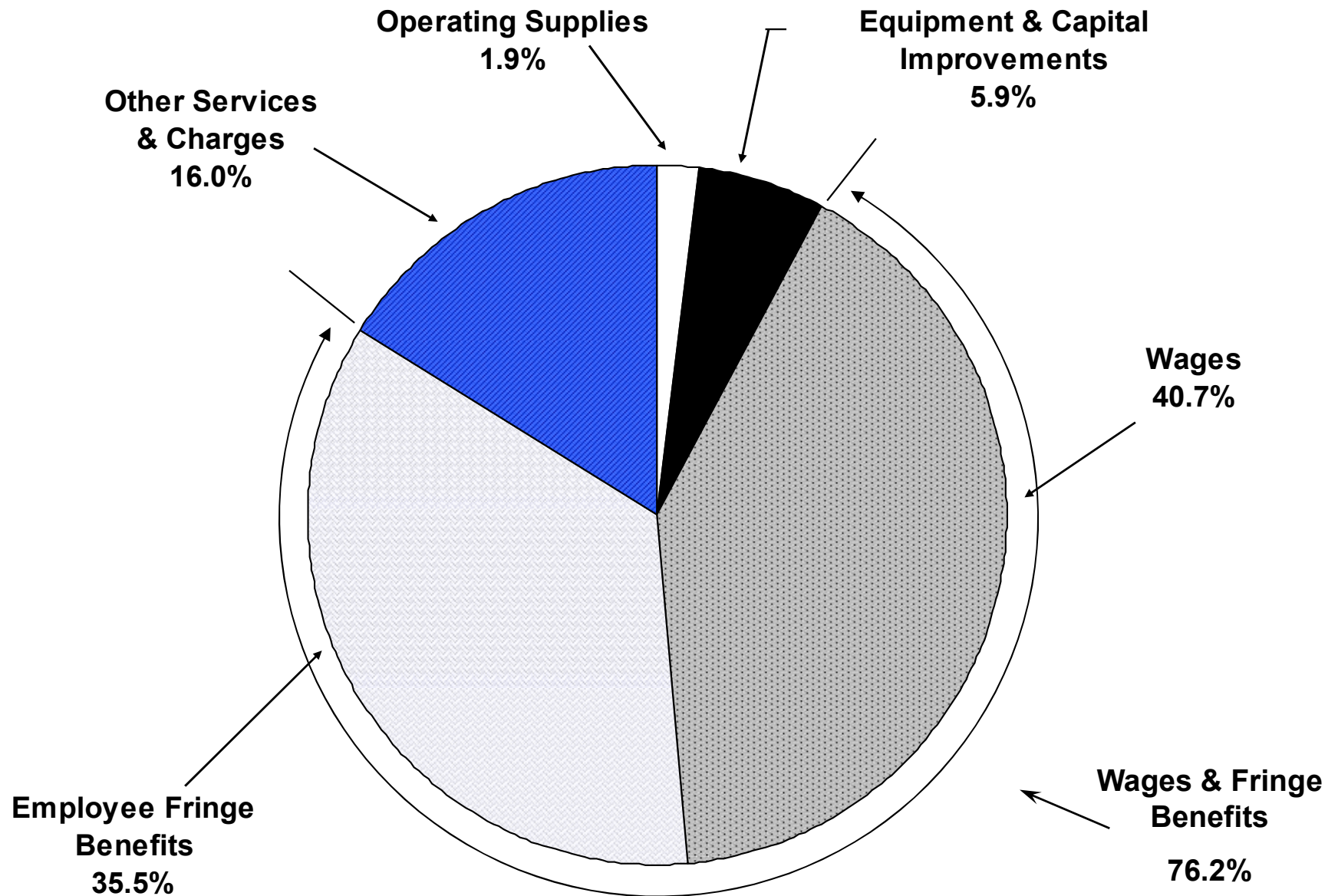
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
<b><u>GENERAL GOVERNMENT:</u></b>							
\$ 1,153,767	\$ 526,508	\$ 1,427,809	\$ 1,427,859	Council	\$ 1,449,264	\$ 1,449,264	\$ 1,449,264
7,792,986	3,808,995	8,462,803	8,462,803	District Court	8,013,903	8,013,903	8,013,903
532,632	261,986	769,048	769,163	Mayor	787,397	787,397	787,397
1,210,101	743,545	2,068,401	2,068,274	Clerk	2,556,616	2,556,616	2,619,236
1,394,594	687,603	1,497,370	1,497,370	Treasurer	1,534,490	1,534,490	1,534,490
1,802,442	854,828	1,938,752	1,937,352	Controller	2,131,438	2,131,438	2,131,438
840,884	450,961	1,132,324	1,128,324	Information Systems	1,835,193	1,835,193	1,535,193
1,646,544	836,513	1,770,998	1,770,998	Legal	1,926,059	1,926,059	1,926,059
1,933,590	945,094	2,149,891	2,149,891	Assessing	2,334,814	2,334,814	2,301,314
1,395,730	632,598	1,696,739	1,696,739	Human Resources	2,004,747	2,004,747	1,816,077
1,971,688	1,067,934	3,488,443	3,488,443	Property Maintenance Inspection	3,988,225	3,988,225	3,988,225
200,128	55,496	168,210	168,210	Community and Economic Development	426,967	426,967	341,967
3,942,356	3,900,914	6,625,611	6,625,611	Administration Unallocated Expense	5,609,923	5,609,923	5,594,923
<u>Commissions:</u>							
14,353	203	23,800	23,800	Police & Fire Civil Service	28,900	28,900	28,900
9,919	7,546	27,440	27,440	Zoning Board of Appeals	27,510	27,510	27,510
38,621	22,882	52,188	52,188	Beautification	53,400	53,400	53,400
21,723	23,378	29,100	29,100	Cultural	29,100	29,100	29,100
13,747	4,127	14,800	14,800	Crime	14,800	14,800	14,800
7,275	516	18,363	18,363	Historical	18,363	18,363	18,363
-	-	-	-	Employees Retirement Commission	-	-	-
-	-	-	-	Police & Fire Retirement Commission	-	-	-
2,612	553	3,950	3,950	Council of Commissions	3,950	3,950	3,950
11,702	4,964	51,100	51,100	Village Historical	51,100	51,100	51,100
5,178	1,832	17,500	17,500	Animal Welfare	20,000	20,000	20,000
-	-	-	-	Veterans Advisory and Memorial Commission	-	-	29,000
-	232	2,000	2,000	Senior Health Care Services	2,000	2,000	2,000
<u>\$ 25,942,572</u>	<u>\$ 14,839,208</u>	<u>\$ 33,436,640</u>	<u>\$ 33,431,278</u>	<b>Total General Government</b>	<u>\$ 34,848,159</u>	<u>\$ 34,848,159</u>	<u>\$ 34,317,609</u>
<b><u>PUBLIC SAFETY:</u></b>							
\$ 28,562,971	\$ 14,377,919	\$ 35,911,586	\$ 35,911,586	Fire Department	\$ 36,374,688	\$ 36,374,688	\$ 34,507,049
47,679,779	24,537,739	53,401,319	53,401,319	Police Department	57,315,949	57,315,949	56,481,641
489,490	203,189	542,006	542,006	Animal Control	568,555	568,555	568,555
240,910	123,844	261,486	261,486	Civil Defense	247,663	247,663	247,663
<u>\$ 76,973,150</u>	<u>\$ 39,242,691</u>	<u>\$ 90,116,397</u>	<u>\$ 90,116,397</u>	<b>Total Public Safety</b>	<u>\$ 94,506,855</u>	<u>\$ 94,506,855</u>	<u>\$ 91,804,908</u>

(Continued)

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>PUBLIC SERVICES:</u></b>			
\$ 439,849	\$ 209,561	\$ 569,989	\$ 569,989	Director	\$ 581,064	\$ 581,064	\$ 581,064
2,067,958	820,546	2,100,253	2,100,253	Engineering and Inspection	2,298,019	2,298,019	2,298,019
3,387,832	1,718,648	4,451,134	4,451,134	Building Inspections	4,716,415	4,716,415	4,716,415
4,589,430	1,979,659	10,449,017	10,449,017	DPW Garage	10,747,330	10,747,330	10,747,330
2,043,866	999,031	2,539,816	2,539,816	Building Maintenance	3,063,741	3,063,741	2,963,741
2,678,292	1,129,182	3,000,000	3,000,000	Street Lighting	3,300,000	3,300,000	3,300,000
<u>\$ 15,207,227</u>	<u>\$ 6,856,627</u>	<u>\$ 23,110,209</u>	<u>\$ 23,110,209</u>	<b>Total Public Services</b>	<u>\$ 24,706,569</u>	<u>\$ 24,706,569</u>	<u>\$ 24,606,569</u>
<u>\$ 697,831</u>	<u>\$ 314,484</u>	<u>\$ 1,244,058</u>	<u>\$ 1,244,058</u>	<b><u>PLANNING:</u></b>	<u>\$ 1,213,836</u>	<u>\$ 1,213,836</u>	<u>\$ 1,213,836</u>
<u>\$ 118,820,780</u>	<u>\$ 61,253,010</u>	<u>\$ 147,907,304</u>	<u>\$ 147,901,942</u>	<b>TOTAL GENERAL FUND</b>	<u>\$ 155,275,419</u>	<u>\$ 155,275,419</u>	<u>\$ 151,942,922</u>

# GENERAL FUND BY TYPE OF EXPENDITURE FISCAL 2024



FISCAL 2024  
GENERAL FUND BUDGET DATA

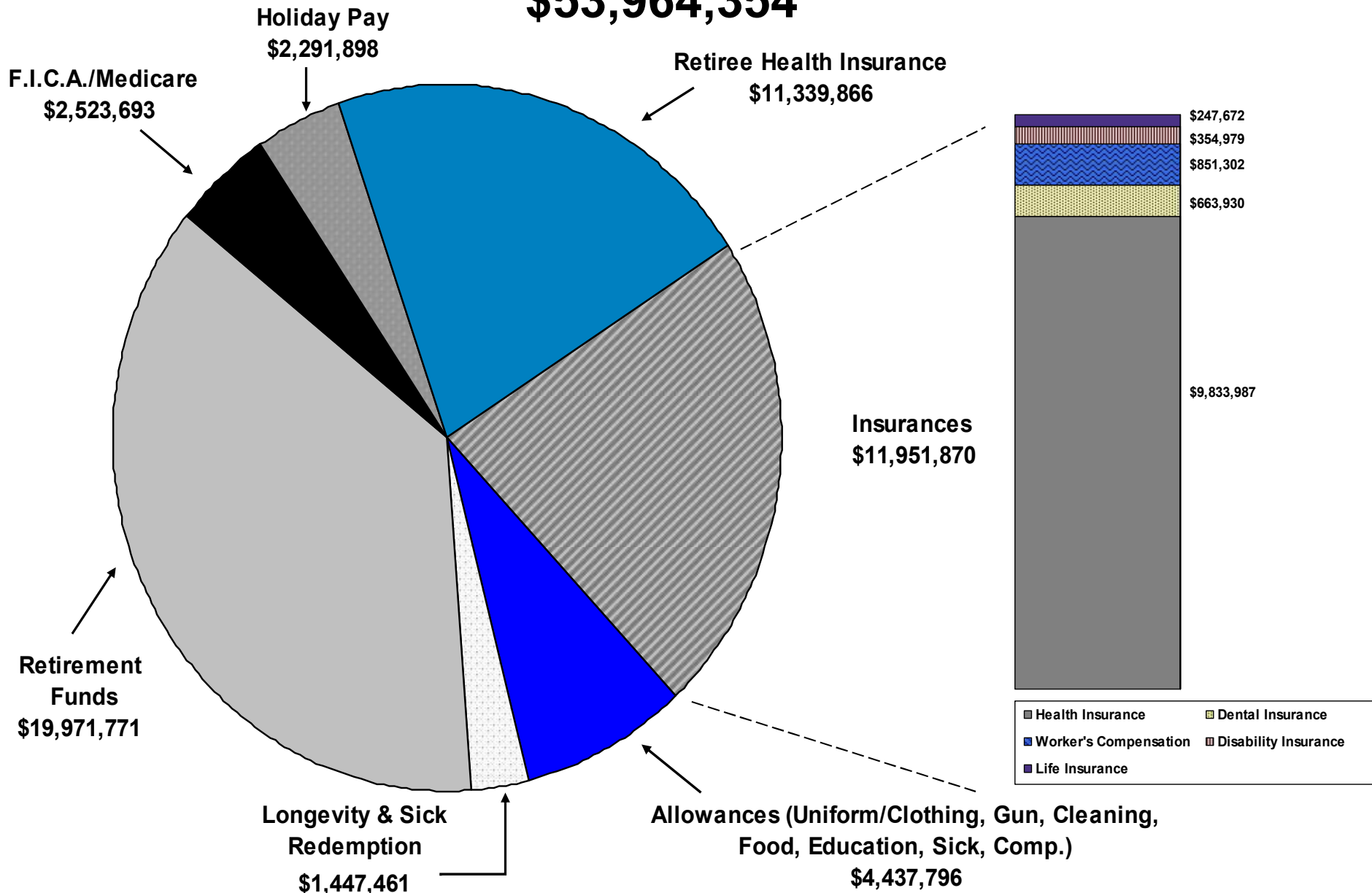
	Fiscal 2024 Council Adopted Budget	Personnel Services	Employee Benefits	Supplies	Other Services & Charges	Capital Equipment & Improvements
Department						
Council	\$ 1,449,264	\$ 500,798	\$ 498,701	\$ 17,215	\$ 432,550	\$ -
District Court	8,013,903	3,566,671	2,982,757	110,000	1,354,475	-
Mayor	787,397	509,628	243,269	10,000	24,500	-
Clerk	2,619,236	834,480	444,586	40,000	1,263,225	36,945
Treasurer	1,534,490	733,753	620,042	21,150	145,545	14,000
Controller	2,131,438	1,270,823	817,615	25,000	18,000	-
Information Systems	1,535,193	467,633	313,520	23,740	480,300	250,000
Legal	1,926,059	1,141,154	688,905	24,000	72,000	-
Assessing	2,301,314	1,052,282	917,482	15,000	316,550	-
Human Resources	1,816,077	724,149	544,128	14,500	518,300	15,000
Property Maintenance Inspection	3,988,225	2,167,044	690,731	76,000	835,950	218,500
Community & Economic Development	341,967	210,382	111,385	1,000	19,200	-
Unallocated Expense	5,594,923	-	320,000	-	5,274,923	-
Commissions (12)	278,123	18,200	-	13,290	221,633	25,000
TOTAL GENERAL GOVERNMENT	\$ 34,317,609	\$ 13,196,997	\$ 9,193,121	\$ 390,895	\$ 10,977,151	\$ 559,445
Fire Department	\$ 34,507,049	\$ 14,607,263	\$ 13,549,788	\$ 868,000	\$ 1,873,891	\$ 3,608,107
Police Department	56,481,641	27,032,767	25,640,673	785,688	1,439,740	1,582,773
Animal Control	568,555	204,784	219,271	5,500	139,000	-
Civil Defense	247,663	112,501	116,062	2,500	16,600	-
TOTAL PUBLIC SAFETY	\$ 91,804,908	\$ 41,957,315	\$ 39,525,794	\$ 1,661,688	\$ 3,469,231	\$ 5,190,880
Director	\$ 581,064	\$ 360,990	\$ 209,607	\$ 6,300	\$ 4,167	\$ -
Engineering and Inspections	2,298,019	817,612	539,134	42,300	842,973	56,000
Building Inspections	4,716,415	2,424,765	1,766,075	47,000	327,575	151,000
DPW Garage	10,747,330	1,317,116	1,067,854	610,750	4,916,610	2,835,000
Building Maintenance	2,963,741	1,146,041	1,274,900	103,040	339,760	100,000
Street Lighting	3,300,000	-	-	-	3,300,000	-
TOTAL PUBLIC SERVICE	\$ 24,606,569	\$ 6,066,524	\$ 4,857,570	\$ 809,390	\$ 9,731,085	\$ 3,142,000
Planning	\$ 1,213,836	\$ 620,267	\$ 387,869	\$ 18,550	\$ 187,150	\$ -
TOTAL GENERAL FUND	\$ 151,942,922	\$ 61,841,103	\$ 53,964,354	\$ 2,880,523	\$ 24,364,617	\$ 8,892,325
PERCENTAGES	<u>100.0%</u>	<u>40.7%</u>	<u>35.5%</u>	<u>1.9%</u>	<u>16.0%</u>	<u>5.9%</u>



# TOTAL GENERAL FUND FRINGE BENEFITS

## FISCAL YEAR 2024

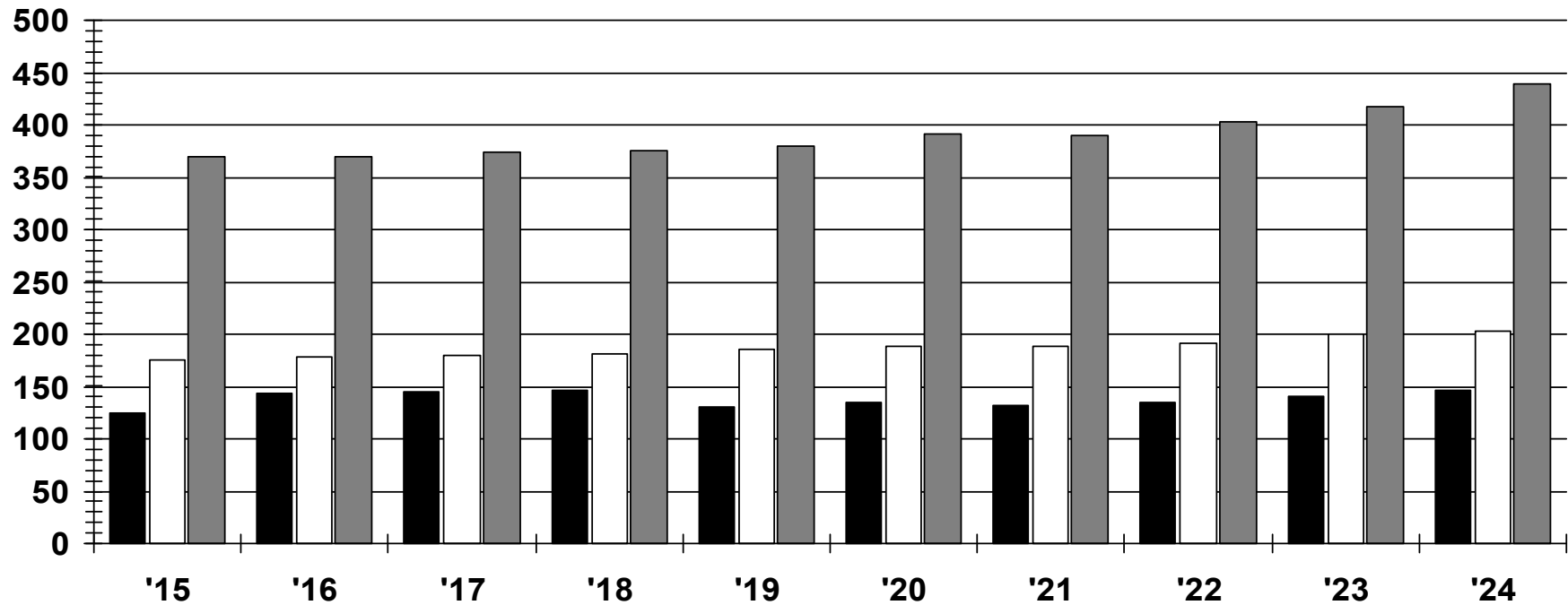
### \$53,964,354



# FULL TIME POSITIONS CHART

## FISCAL 2015 - 2024

<b>TOTAL</b>	<b>669</b>	<b>692</b>	<b>698</b>	<b>704</b>	<b>696</b>	<b>715</b>	<b>710</b>	<b>730</b>	<b>757</b>	<b>789</b>
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AUTHORIZED FULL-TIME POSITIONS FY 2020 to FY 2024

	Council Adopted <u>Fiscal 2020</u>	Council Adopted <u>Fiscal 2021</u>	Council Adopted <u>Fiscal 2022</u>	Council Adopted <u>Fiscal 2023</u>	Council Adopted <u>Fiscal 2024</u>
<u>GENERAL FUND:</u>					
Council	11	11	11	11	11
District Court	50	50	50	50	50
Mayor	6	5	4	6	6
Clerk	8	8	8	8	8
Treasurer	9	9	9	9	9
Controller	12	11	12	12	13
Information Systems	4	4	4	5	5
Legal	10	10	10	10	10
Assessing	13	12	12	12	12
Human Resources	10	9	9	9	9
Property Maintenance Inspection	5	9	11	12	12
Community and Economic Development	2	2	2	1	3
Commissions (12)	4	4	4	5	5
TOTAL GENERAL GOVERNMENT	<u>144</u>	<u>144</u>	<u>146</u>	<u>150</u>	<u>153</u>
Fire Department	134	133	134	139	147
Police Department	253	253	265	274	288
Animal Control	3	3	3	3	3
Civil Defense	1	1	1	1	1
TOTAL PUBLIC SAFETY	<u>391</u>	<u>390</u>	<u>403</u>	<u>417</u>	<u>439</u>
Director	4	4	4	4	4
Engineering and Inspections	6	6	6	6	6
Building Inspections	24	22	23	25	27
DPW Garage	14	13	13	14	16
Building Maintenance	17	17	18	19	20
TOTAL PUBLIC SERVICE	<u>65</u>	<u>62</u>	<u>64</u>	<u>68</u>	<u>73</u>
Planning	4	5	5	7	7
TOTAL GENERAL FUND	<u>604</u>	<u>601</u>	<u>618</u>	<u>642</u>	<u>672</u>
<u>SPECIAL REVENUE FUNDS:</u>					
Michigan Transportation	26	26	27	27	30
Library	24	23	24	24	24
Recreation	9	8	9	11	11
Communications	6	6	6	6	6
Sanitation	38	38	38	39	38
Rental Ordinance	6	6	6	6	6
Downtown Development Authority	2	2	2	2	2
TOTAL SPECIAL REVENUE FUNDS	<u>111</u>	<u>109</u>	<u>112</u>	<u>115</u>	<u>117</u>
GRAND TOTAL	<u>715</u>	<u>710</u>	<u>730</u>	<u>757</u>	<u>789</u>

GENERAL FUND AND SPECIAL REVENUE FUNDS BUDGET COMPARISON  
FISCAL 2023 AMENDED BUDGET vs FISCAL 2024 COUNCIL ADOPTED BUDGET

	<u>DEPARTMENTAL MANPOWER</u>			<u>DEPARTMENTAL BUDGET</u>						
	<u>FULL TIME</u>			Fiscal 2023		Fiscal 2024		Departmental		
	Amended	Council	Increase	Amended Budget	% of	Council Adopted	% of	Increase		% of
<u>GENERAL FUND:</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>Amount</u>	<u>Budget</u>	<u>Amount</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>Amount</u>	<u>Change</u>
Council	11	11	-	\$ 1,427,859	0.97%	\$ 1,449,264	0.95%	\$ 21,405		1.5%
District Court	50	50	-	8,462,803	5.72%	8,013,903	5.27%	(448,900)		(5.3)%
Mayor	6	6	-	769,163	0.52%	787,397	0.52%	18,234		2.4%
Clerk	8	8	-	2,068,274	1.40%	2,619,236	1.72%	550,962		26.6%
Treasurer	9	9	-	1,497,370	1.01%	1,534,490	1.01%	37,120		2.5%
Controller	12	13	1	1,937,352	1.31%	2,131,438	1.40%	194,086		10.0%
Information Systems	5	5	-	1,128,324	0.76%	1,535,193	1.01%	406,869		36.1%
Legal	10	10	-	1,770,998	1.20%	1,926,059	1.27%	155,061		8.8%
Assessing	12	12	-	2,149,891	1.45%	2,301,314	1.51%	151,423		7.0%
Human Resources	9	9	-	1,696,739	1.15%	1,816,077	1.20%	119,338		7.0%
Property Maintenance Inspection	12	12	-	3,488,443	2.36%	3,988,225	2.62%	499,782		14.3%
Community and Economic Development	1	3	2	168,210	0.11%	341,967	0.23%	173,757		103.3%
Unallocated Expense	-	-	-	6,625,611	4.48%	5,594,923	3.68%	(1,030,688)		(15.6)%
Commissions (12)	5	5	-	240,241	0.16%	278,123	0.18%	37,882		15.8%
<b>TOTAL GENERAL GOVERNMENT</b>	<b>150</b>	<b>153</b>	<b>3</b>	<b>\$ 33,431,278</b>	<b>22.60%</b>	<b>\$ 34,317,609</b>	<b>22.57%</b>	<b>\$ 886,331</b>		<b>2.7%</b>
Fire Department	139	147	8	\$ 35,911,586	24.28%	\$ 34,507,049	22.71%	\$ (1,404,537)		(3.9)%
Police Department	274	288	14	53,401,319	36.11%	56,481,641	37.17%	3,080,322		5.8%
Animal Control	3	3	-	542,006	0.37%	568,555	0.37%	26,549		4.9%
Civil Defense	1	1	-	261,486	0.18%	247,663	0.16%	(13,823)		(5.3)%
<b>TOTAL PUBLIC SAFETY</b>	<b>417</b>	<b>439</b>	<b>22</b>	<b>\$ 90,116,397</b>	<b>60.94%</b>	<b>\$ 91,804,908</b>	<b>60.41%</b>	<b>\$ 1,688,511</b>		<b>1.9%</b>
Director	4	4	-	\$ 569,989	0.39%	\$ 581,064	0.38%	\$ 11,075		1.9%
Engineering and Inspections	6	6	-	2,100,253	1.42%	2,298,019	1.51%	197,766		9.4%
Building Inspections	25	27	2	4,451,134	3.01%	4,716,415	3.10%	265,281		6.0%
DPW Garage	14	16	2	10,449,017	7.06%	10,747,330	7.07%	298,313		2.9%
Building Maintenance	19	20	1	2,539,816	1.72%	2,963,741	1.95%	423,925		16.7%
Street Lighting	-	-	-	3,000,000	2.03%	3,300,000	2.17%	300,000		10.0%
<b>TOTAL PUBLIC SERVICE</b>	<b>68</b>	<b>73</b>	<b>5</b>	<b>\$ 23,110,209</b>	<b>15.63%</b>	<b>\$ 24,606,569</b>	<b>16.18%</b>	<b>\$ 1,496,360</b>		<b>6.5%</b>
Planning	7	7	-	\$ 1,244,058	0.83%	\$ 1,213,836	0.84%	\$ (30,222)		(2.4)%
<b>TOTAL GENERAL FUND</b>	<b>642</b>	<b>672</b>	<b>30</b>	<b>147,901,942</b>	<b>100.00%</b>	<b>\$ 151,942,922</b>	<b>100.00%</b>	<b>\$ 4,040,980</b>		<b>2.7%</b>

(Continued)

GENERAL FUND AND SPECIAL REVENUE FUNDS BUDGET COMPARISON  
FISCAL 2023 AMENDED BUDGET vs FISCAL 2024 COUNCIL ADOPTED BUDGET

	<u>DEPARTMENTAL MANPOWER</u>			<u>DEPARTMENTAL BUDGET</u>					
	<u>FULL TIME</u>			Fiscal 2023		Fiscal 2024		Departmental	
	Amended	Council	Increase	Amended Budget	% of	Council Adopted	% of	Increase	% of
<u>SPECIAL REVENUE FUNDS:</u>	<u>Budget</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>Amount</u>	<u>Budget</u>	<u>Amount</u>	<u>Budget</u>	<u>(Decrease)</u>	<u>Change</u>
Michigan Transportation	27	30	3	\$ 32,553,820	31.62%	\$ 20,793,276	27.29%	\$ (11,760,544)	(36.1)%
Library	24	24	-	7,500,059	7.28%	5,512,243	7.23%	(1,987,816)	(26.5)%
Recreation	11	11	-	6,612,133	6.42%	7,154,483	9.39%	542,350	8.2%
Communications	6	6	-	2,530,449	2.46%	2,511,014	3.29%	(19,435)	(0.8)%
Sanitation	39	38	(1)	12,358,679	12.00%	13,451,831	17.65%	1,093,152	8.8%
Rental Ordinance	6	6	-	1,158,125	1.12%	1,204,990	1.58%	46,865	4.0%
Vice Crime Confiscation	-	-	-	60,000	0.06%	60,000	0.08%	-	0.0%
Drug Forfeiture	-	-	-	1,434,232	1.39%	540,000	0.71%	(894,232)	(62.3)%
Act 302 Police Training	-	-	-	26,000	0.03%	25,000	0.03%	(1,000)	(3.8)%
Downtown Development Authority	2	2	-	22,269,716	21.63%	16,530,323	21.69%	(5,739,393)	(25.8)%
2011 Local Street Road Repair	-	-	-	14,628,655	14.21%	7,769,610	10.20%	(6,859,045)	(46.9)%
Tax Increment Finance Authority	-	-	-	645,000	0.63%	654,875	0.86%	9,875	1.5%
Indigent Defense Grant Fund	-	-	-	1,192,091	1.16%	-	0.00%	(1,192,091)	(100.0)%
TOTAL SPECIAL REVENUE FUNDS	<u>115</u>	<u>117</u>	<u>2</u>	<u>\$ 102,968,959</u>	<u>100.0%</u>	<u>\$ 76,207,645</u>	<u>100.0%</u>	<u>\$ (26,761,314)</u>	<u>(26.0)%</u>
GRAND TOTAL	<u>757</u>	<u>789</u>	<u>32</u>	<u>\$ 250,870,901</u>		<u>\$ 228,150,567</u>		<u>\$ (22,720,334)</u>	<u>(9.1)%</u>

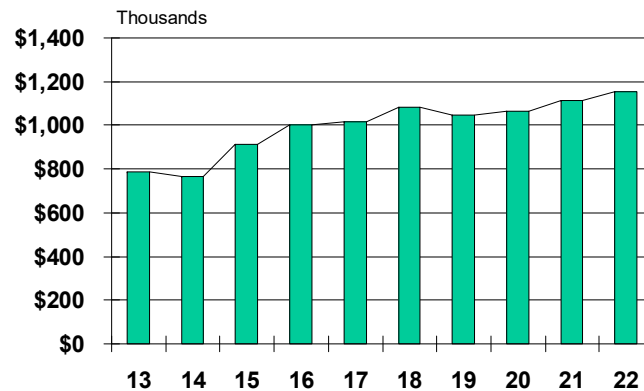
**GENERAL FUND  
DEPARTMENTAL  
EXPENDITURES**

## CITY COUNCIL

The City Council is an elected body responsible for the legislative activities of the City of Warren. City Council is composed of seven members, five are District Council Members, and two are at large. In addition to the legislative activities, the City Council is responsible for approving the City of Warren's Budget and the Water and Sewer System Budget on an annual basis.

City Council meets twice a month, on the second and fourth Tuesday of the month in the Council chambers, located in the Warren Community Center. Council will routinely meet for Committee of the Whole, Closed Sessions or Special Meetings. These meetings are designed to study, discuss, develop strategy or take immediate action on a wide range of topics facing the City. Council Members also sit on a number of commissions that are in place to help the community at large. Most of these commissions are run by residents who volunteer their time and report back to various City Departments.

### **Expenditure History City Council**



GENERAL FUND PERSONNEL

<u>COUNCIL</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Council Member	7	\$ 31,412	7	\$ 31,412	7	\$ 31,412	7	\$ 31,412
Deputy Council Secretary	1	95,757	1	98,630	1	98,630	1	98,630
Senior Administrative Secretary/Council	1	66,269	1	68,257	1	68,257	1	68,257
Administrative Clerical Technician	1	61,086	1	62,919	1	62,919	1	62,919
Office Assistant	1	40,977	1	42,206	1	42,206	1	42,206
Temporary/Co-op		-		-		-		-
Overtime	—	10,000	—	7,839	—	7,839	—	7,839
Total Personnel	<u>11</u>		<u>11</u>		<u>11</u>		<u>11</u>	

(a) Wage rates are based on Local 412 Unit 35 and Local 227 contracts that expire 6/30/24.



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT COUNCIL</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 219,884	\$ 110,846	\$ 219,885	\$ 219,884	Elected Officials	\$ 219,884	\$ 219,884	\$ 219,884
169,223	80,791	264,717	265,118	Permanent Employees	273,075	273,075	273,075
-	-	-	-	Temporary/Co-op	-	-	-
4,616	1,159	10,000	10,000	Overtime	7,839	7,839	7,839
				<b>Employee Benefits:</b>			
30,014	14,686	38,848	38,848	Social Security	39,454	39,454	39,454
137,444	65,478	185,483	185,483	Employee Insurance	199,520	199,520	199,520
116,151	37,906	78,037	78,037	Retiree Health Insurance	78,830	78,830	78,830
-	-	7,239	7,239	Bonus/Sick Redemption	7,457	7,457	7,457
3,075	-	5,282	5,282	Longevity	5,917	5,917	5,917
300	650	650	300	Clothing	1,400	1,400	1,400
175,269	82,062	175,218	175,218	Retirement Fund	166,123	166,123	166,123
3,606	493	6,300	6,300	<b>Office Supplies</b>	17,215	17,215	17,215
				<b>Other Services and Charges:</b>			
64	55	1,300	1,300	Postage	1,300	1,300	1,300
293,380	130,340	425,000	425,000	Contractual Services	425,000	425,000	425,000
-	-	1,200	1,200	Court Reporter	1,200	1,200	1,200
512	252	1,100	1,100	Telephone	1,100	1,100	1,100
-	-	450	450	Mileage	450	450	450
229	590	2,100	3,500	Printing and Publishing	3,500	3,500	3,500
				<b>Capital Outlay:</b>			
-	1,200	5,000	3,600	Equipment - Office	-	-	-
<u>\$ 1,153,767</u>	<u>\$ 526,508</u>	<u>\$ 1,427,809</u>	<u>\$ 1,427,859</u>	<b>Total Council</b>	<u>\$ 1,449,264</u>	<u>\$ 1,449,264</u>	<u>\$ 1,449,264</u>

## **37TH DISTRICT COURT**

The 37th District Court is part of a State system of courts and operates under the supervision of the Michigan Supreme Court. The Court's four judges are elected by the citizens of Warren and Center Line for six year terms. The Court has a location in Warren and a location in Center Line. The judges rotate hearing cases at the Center Line Court on Wednesday mornings. In total, the 37<sup>th</sup> District Court processed approximately 58,240 new cases during 2022. Revenues and expenditures operate through the general fund.

The District Court has exclusive jurisdiction over 1) all civil litigation up to \$25,000; 2) the arraignment, setting of bail, and preliminary examination of all criminal felony cases; 3) all criminal misdemeanors of State Statutes where the penalty does not exceed one year in jail; 4) all city ordinance violations; and 5) all traffic violations.

To perform these responsibilities, the District Court is divided into the following divisions:

### **TRAFFIC**

The District Court handles all traffic violations within the Cities of Warren and Center Line. Approximately 38,568 traffic tickets were processed by the Court in 2022. Seven clerks staff the traffic division.

### **CRIMINAL**

The District Court processes the arraignment, setting of bail and preliminary examinations of all felony charges in the district. In addition, the District Court handles the entire disposition of all misdemeanor criminal prosecutions. In order to handle the approximately 3,029 felony and 6,791 misdemeanor prosecutions processed by the Court each year, four clerks staff the criminal division.

### **CIVIL**

The District Court processes all civil litigation under \$25,000, landlord tenant litigation, evictions, land contract forfeitures and small claim cases. In addition, the District Court processes garnishments and other collection actions. In order to handle approximately 549 small claims, 7,604 general civil matters, and 5,171 landlord tenant matters, five clerks staff the civil division. The court was selected by the Michigan Supreme Court to be the first Model Michigan District Court to implement the "MiFile" solution which is the statewide e-Filing Project relating to electronic filing of civil cases. The e-filing system is great benefit to court participants using the electronic filing system.

In addition, each of the four judges has a Court Clerk, Court Reporter, and Court Officer to administer daily court hearings. The administrative management staff includes a Court Administrator, Office Manager, Financial Coordinator and Assistant. Financial transaction support includes three cashiers and two clerks who process bonds and other electronic fund transactions. One Court Officer provides security at the front door. The Probation Department is staffed by three Probation Officers and two support staff.

The District Court also operates a Drug Court that is in large part funded by Federal matching funds. The program is staffed by three full time employees and two part-time employees.

Lastly, the Center Line Court is staffed by three clerks that process all criminal and traffic violations.

(\* Note: change in case management system may affect the numbers for FY24 budget)

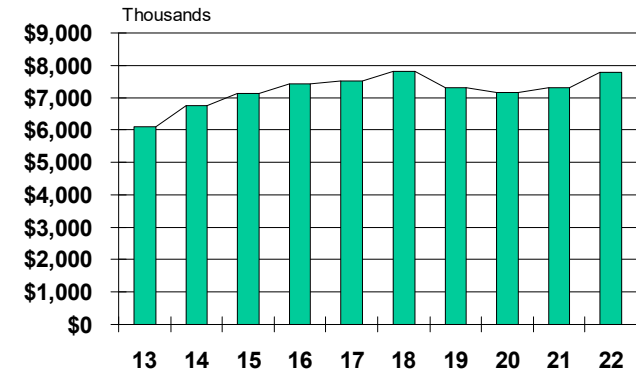
## 37TH DISTRICT COURT

### Fiscal 2024 Performance Objectives

1. To process in a speedy and efficient manner all cases filed in the 37th District Court.
2. To enforce all sanctions and sentences imposed by the Judges of the Court, through the use of drivers' license sanctions, vehicle immobilization, warrants, show cause hearings and probation enforcement.
3. To extend the use of community service programs to assist in the clean-up of property maintenance violations.
4. To increase utilization of the Probation Department.
5. To reduce the backlog of open files with outstanding fines and costs owing.
6. To continue rigorous collection efforts pertaining to appointed counsel fee reimbursement.
7. To maintain an effective and productive Drug Court.
8. To comply with the requirements set forth in the Michigan indigent Defense Commission Act.
9. To continue to support the Landlord-Tenant Legal Aid Clinic.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Small claims	549	700	700	700
Landlord and tenant	5,171	5,000	5,000	5,000
Parking tickets	1,533	2,500	2,500	2,500
Traffic misdemeanor and civil	36,737	53,000	45,000	45,000
Non-traffic felony	3,029	2,200	2,500	2,500
Non-traffic misdemeanor and civil	3,410	1,700	2,500	2,500
Traffic OUIL/OWI	298	300	300	300
General civil	7,513	6,600	6,000	6,000
Probation – active cases	1,647	900	1,600	1,600
Pre-sentence investigations/alcohol evaluations	251	350	300	300

### Expenditure History 37<sup>th</sup> District Court



GENERAL FUND PERSONNEL

<u>37TH DISTRICT COURT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Judge	4	\$ 45,724	4	\$ 45,724	4	\$ 45,724	4	\$ 45,724
Court Administrator	1	125,964	1	129,743	1	129,743	1	129,743
Chief Probation Officer	1	85,467	1	88,031	1	88,031	1	88,031
Probation Officer II	1	79,582	1	81,969	1	81,969	1	81,969
Probation Officer I	1	74,919	1	77,167	1	77,167	1	77,167
Probation Officer - Drug Court	1	74,919	1	77,167	1	77,167	1	77,167
Office Manager/IT Coordinator	1	77,079	1	79,391	1	79,391	1	79,391
Court Recorder	4	74,585	4	76,823	4	76,823	4	76,823
Drug Court Administrator	1	79,503	1	81,888	1	81,888	1	81,888
Drug Court - Administrative Clerk	1	52,275	1	53,843	1	53,843	1	53,843
Court Officer	5	69,260	5	71,338	5	71,338	5	71,338
Court Clerk II	7	63,687	7	65,598	7	65,598	7	65,598
Court Clerk I	8	60,248	8	62,055	8	62,055	8	62,055
Court Typist	6	56,100	6	57,783	6	57,783	6	57,783
Court File Clerk	6	52,275	6	53,843	6	53,843	6	53,843
Administrative Assistant to Court Administrator	1	66,919	1	68,927	1	68,927	1	68,927
Financial Coordinator	1	66,919	1	68,927	1	68,927	1	68,927
Temporary Employees		212,093		212,093		212,093		212,093
Overtime	—	5,025	—	5,025	—	5,025	—	5,025
Total Personnel	<u>50</u>		<u>50</u>		<u>50</u>		<u>50</u>	

(a) Wage rates are based on Local 412 Unit 35 and Local 227 Court Employees contracts that expire 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>GENERAL GOVERNMENT 37TH DISTRICT COURT</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 173,575	\$ 68,586	\$ 183,608	\$ 183,608	Elected Officials	\$ 183,612	\$ 183,612	\$ 183,612
2,756,716	1,347,650	2,874,610	2,874,610	Permanent Employees	3,108,514	3,108,514	3,108,514
171,632	106,922	212,093	212,093	Temporary Employees	269,520	269,520	269,520
19,236	2,937	150,303	150,303	Temporary Employees-Drug Court	-	-	-
-	1,857	5,025	5,025	Overtime	5,025	5,025	5,025
				<b>Employee Benefits:</b>			
231,445	119,034	262,364	262,364	Social Security	273,043	273,043	273,043
773,461	366,467	860,067	860,067	Employee Insurance	891,608	891,608	891,608
1,051,226	338,477	679,778	679,778	Retiree Health Insurance	683,936	683,936	683,936
-	36,834	97,956	97,956	Bonus/Sick Redemption	82,366	82,366	82,366
84,180	36,125	81,913	81,913	Longevity	87,069	87,069	87,069
5,700	5,725	5,725	5,725	Clothing	16,100	16,100	16,100
1,016,500	483,674	979,532	979,532	Retirement Fund	948,635	948,635	948,635
				<b>Supplies:</b>			
92,761	39,529	119,050	119,050	Office Supplies	110,000	110,000	110,000
11,204	21,343	53,055	53,055	DOJ Coronavirus CESF Grant	-	-	-
				<b>Other Services and Charges:</b>			
15,790	8,246	22,000	22,000	Postage	122,000	122,000	122,000
9,204	6,250	16,000	16,000	Bank Service Charges	16,000	16,000	16,000
29,408	7,796	72,000	72,000	State of Michigan MIDC fee	45,000	45,000	45,000
91,036	31,436	96,000	96,000	Contractual Services	138,200	138,200	138,200
383,953	135,976	465,784	465,784	Contractual Services - Data Processing	356,450	356,450	356,450
63,828	61,245	60,000	60,000	Contractual Services - Judge/Magistrate	82,500	82,500	82,500
4,231	3,220	15,000	15,000	Drug Court Expense	15,000	15,000	15,000
195,185	77,774	159,564	159,564	Substance Abuse Grant Expense - 2021/22	-	-	-
-	19,884	294,887	294,887	Substance Abuse Grant Expense - 2023	-	-	-
74,481	23,782	118,139	118,139	Michigan Drug Court Grant - 2021/22/23	-	-	-
-	-	650	650	Transcripts	650	650	650
121,606	123,769	130,000	130,000	Transfer to Indigent Defense	135,000	135,000	135,000
13,350	2,237	15,000	15,000	Witness and Jury Fees	15,000	15,000	15,000
25,770	21,437	46,000	46,000	Telephone	40,735	40,735	40,735
54	58	1,700	1,700	Mileage	1,700	1,700	1,700
-	-	500	500	Community Promotion	500	500	500
105,264	50,366	107,000	107,000	Public Utilities	110,000	110,000	110,000
250,000	250,000	250,000	250,000	Building Rental	250,000	250,000	250,000
13,351	5,998	15,500	15,500	Books	13,500	13,500	13,500
8,839	4,361	12,000	12,000	Memberships and Dues	12,240	12,240	12,240
<u>\$ 7,792,986</u>	<u>\$ 3,808,995</u>	<u>\$ 8,462,803</u>	<u>\$ 8,462,803</u>	<b>Total 37th District Court</b>	<u>\$ 8,013,903</u>	<u>\$ 8,013,903</u>	<u>\$ 8,013,903</u>

## **MAYOR**

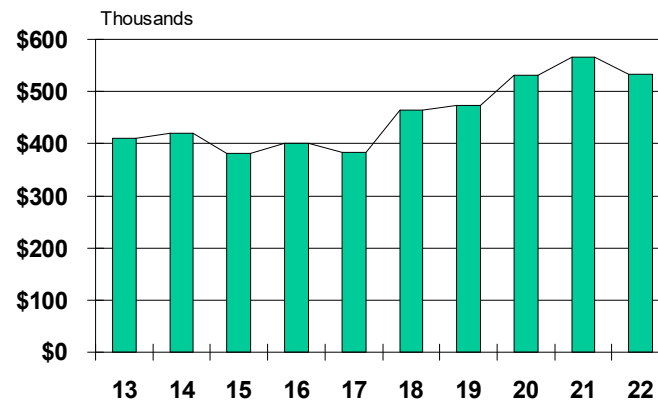
The Mayor, the City's chief elected official, is elected to a four-year term by Warren voters. He serves as liaison between Warren and other governmental agencies at all levels.

As the Chief Executive Officer of the City, the Mayor, through his department heads is responsible for the day-to-day operations of the City. He also renders his recommendation on all labor contracts to City Council for their consideration and approval.

The duties of the Mayor include serving as signatory on official City documents as required by Council, City Charter, state or federal law, including validation of bonds, notes, and contracts along with the City Clerk, and/or Treasurer. He prepares the City budget and presents it to Council with comments in April of each year. Additionally, the Mayor has veto power over Council actions as they relate to ordinances, resolutions, and Council proceedings.

The Mayor presides over many ceremonial activities. He also is the appointing authority of all the City's major departments and has the power to prevent disorder, preserve public peace and health, and provide for the safety of persons and property.

### **Expenditure History Mayor**



GENERAL FUND PERSONNEL

<u>MAYOR</u>	<u>No.</u>	<u>Present</u>		<u>No.</u>	<u>Requested(a)</u>		<u>No.</u>	<u>Recommended By Mayor(a)</u>		<u>No.</u>	<u>Adopted By Council(a)</u>	
		<u>Rate</u>			<u>Rate</u>			<u>Rate</u>			<u>Rate</u>	
Mayor	1	\$	125,642	1	\$	125,642	1	\$	125,642	1	\$	125,642
Executive Administrator	1		95,945	1		98,823	1		98,823	1		98,823
Administrative Assistant - Mayor	1		82,889	1		85,376	1		85,376	1		85,376
Neighborhood Services Coordinator	1		64,416	1		66,348	1		66,348	1		66,348
Administrative Technician-Mayor	1		47,218	1		48,635	1		48,635	1		48,635
Clerical Technician	1		46,560	1		47,957	1		47,957	1		47,957
Temporary/Co-op	—		35,000	—		35,000	—		35,000	—		35,000
Total Personnel	<u>6</u>			<u>6</u>			<u>6</u>			<u>6</u>		

(a) Wage rates are based on Local 412 Unit 35 contract that expires 6/30/2024.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>MAYOR</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 126,125	\$ 62,821	\$ 126,127	\$ 125,642	Elected Official	\$ 126,133	\$ 126,133	\$ 126,133
218,013	102,518	338,342	338,342	Permanent Employees	348,495	348,495	348,495
15,606	11,749	35,000	35,000	Temporary/Co-op	35,000	35,000	35,000
				<b>Employee Benefits:</b>			
28,047	13,957	39,312	39,312	Social Security	40,172	40,172	40,172
41,731	21,424	103,702	103,702	Employee Insurance	108,541	108,541	108,541
40,838	13,644	29,901	29,901	Retiree Health Insurance	30,118	30,118	30,118
-	-	7,401	7,401	Bonus/Sick Redemption	7,625	7,625	7,625
5,926	3,400	5,977	5,977	Longevity	6,054	6,054	6,054
900	900	900	1,500	Clothing	1,750	1,750	1,750
35,547	17,414	47,886	47,886	Retirement Fund	49,009	49,009	49,009
5,652	2,186	10,000	10,000	<b>Office Supplies</b>	10,000	10,000	10,000
				<b>Other Services and Charges:</b>			
1,122	312	5,000	5,000	Postage	5,000	5,000	5,000
9,266	9,276	13,000	13,000	U.S. Conference of Mayors Membership	13,000	13,000	13,000
3,859	2,385	6,500	6,500	Contractual Services	6,500	6,500	6,500
<u>\$ 532,632</u>	<u>\$ 261,986</u>	<u>\$ 769,048</u>	<u>\$ 769,163</u>	<b>Total Mayor</b>	<u>\$ 787,397</u>	<u>\$ 787,397</u>	<u>\$ 787,397</u>



## **CITY CLERK**

The City Clerk is the Chief Elections Officer of the City, and also is the custodian of all papers, documents, surety bonds and records, which pertain to the City. The City Clerk serves as an ex-officio member of the Police and Fire Civil Service Commission.

The City Clerk's duties include serving as signatory and keeper of records of all ordinances, resolutions, contracts, and actions of the City Council, as well as all Boards and Commissions of the City. The City Clerk administers any oath required for municipal purposes by law or City Ordinance, and is the custodian of the City Seal.

The City Clerk's Office issues licenses and permits as required by the City of Warren Ordinances. These licenses include business licenses, garage sale licenses, and dog licenses. The Clerk's Office processes all birth and death certificates for the City of Warren.

The City Clerk's Office provides forms to the public for all petitions required to be filed for any purpose by provisions of the City of Warren Charter or any Ordinance of the City. The City Clerk's Office supervises all Federal, State, County and School elections.

The City Clerk's Office administers licensing for the spring and fall dog vaccination fairs.

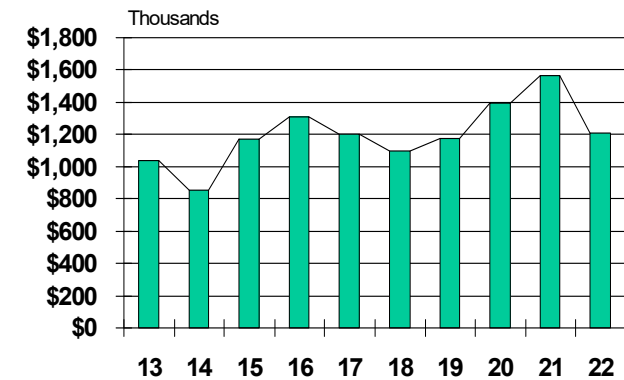
## CITY CLERK

### Fiscal 2024 Performance Objectives

1. To increase voter participation.
2. To comply with State mandates that accompany Proposal 2 and Proposal 3.
3. To improve business license program.
4. To continue scanning documents for department viewing.
5. To continue using the Electronic Death Registry Program.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Business licenses processed	626	800	800	800
Public hearings	38	60	60	60
Current voter registration	110,209	150,000	150,000	150,000
Dog licenses issued	2,608	4,000	4,000	4,000
Garage sale permits issued	638	700	700	700
Death certificates issued	3933	5,000	5,000	5,000
Birth certificates issued	2069	3,000	3,000	3,000
Lawsuits filed	32	75	32	75
Contracts signed, catalogued and filed	100	200	100	100

### Expenditure History City Clerk



GENERAL FUND PERSONNEL

<u>CLERK</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>By Mayor(a)</u>	<u>Rate</u>	<u>By Council(a)</u>	<u>Rate</u>
City Clerk	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923
Deputy City Clerk	1	95,757	1	98,630	1	98,630	1	98,630
Office & Elections Analyst	2	66,269	2	68,257	2	68,257	2	68,257
Assistant Election Technician	1	63,119	1	65,013	1	65,013	1	65,013
Office Assistant	2	40,977	2	42,206	2	42,206	2	42,206
Election Assistant Tech Trainee	1	40,977	1	42,206	1	42,206	1	42,206
Seasonal Employees		178,125		221,600		221,600		221,600
Temporary Employees - Election Wages		391,310		629,425		629,425		629,425
Overtime	—	67,808	—	92,900	—	92,900	—	92,900
Total Personnel	<u>8</u>		<u>8</u>		<u>8</u>		<u>8</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT CLERK</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 93,280	\$ 46,462	\$ 93,408	\$ 92,923	Elected Official	\$ 93,286	\$ 93,286	\$ 93,286
411,677	187,476	407,495	409,163	Permanent Employees	426,694	426,694	426,694
29,396	64,302	178,125	178,125	Seasonal Employees	221,600	221,600	221,600
6,263	20,344	67,808	67,808	Overtime	92,900	92,900	92,900
				<b>Employee Benefits:</b>			
41,808	25,143	59,392	59,392	Social Security	66,312	66,312	66,312
105,386	50,296	131,234	131,234	Employee Insurance	140,034	140,034	140,034
117,426	38,683	78,617	78,617	Retiree Health Insurance	79,552	79,552	79,552
-	-	18,812	18,812	Bonus/Sick Redemption	19,620	19,620	19,620
7,236	2,651	8,638	8,638	Longevity	10,163	10,163	10,163
125,002	60,235	126,687	126,687	Retirement Fund	126,455	126,455	126,455
1,502	2,157	2,810	1,500	Uniforms/Clothing	2,450	2,450	2,450
12,641	7,880	35,000	35,000	<b>Office Supplies</b>	40,000	40,000	40,000
				<b>Other Services and Charges:</b>			
81,430	155,290	391,310	391,310	Election Wages	629,425	629,425	629,425
38,191	26,155	76,380	76,380	Postage	76,380	76,380	114,000
84,357	30,787	271,849	271,849	Election Expense	398,900	398,900	398,900
20,923	12,428	57,891	57,891	Contractual Services	64,900	64,900	64,900
379	530	2,000	2,000	Auto Expense	2,000	2,000	2,000
32,274	12,726	45,000	45,000	Printing and Publishing	50,000	50,000	50,000
930	-	4,000	4,000	Building Maintenance	4,000	4,000	4,000
				<b>Capital Outlay:</b>			
-	-	11,945	11,945	Office Equipment	11,945	11,945	36,945
<u>\$ 1,210,101</u>	<u>\$ 743,545</u>	<u>\$ 2,068,401</u>	<u>\$ 2,068,274</u>	<b>Total Clerk</b>	<u>\$ 2,556,616</u>	<u>\$ 2,556,616</u>	<u>\$ 2,619,236</u>

## **TREASURER**

The Treasurer's Office is responsible for the collection, safekeeping, and allocation of all City revenues, including real and personal property taxes, highway revenues, federal and state grant and other revenues, special assessments, fees, licenses and water revenues. These moneys are invested utilizing several sophisticated techniques to optimize interest earnings while ensuring the safety of City funds. The interest revenue earned from investment of the City's funds is a significant factor in maintaining a high level of City services and minimizing City taxes.

In a constantly changing, increasingly complex economic environment, it is essential for the City Treasurer to keep abreast of new regulatory and technological developments in the financial marketplace. Government legislation, economic trends, new financial instruments, and technical innovations must be monitored and evaluated so investment strategies can be revised and improved. The Treasurer, in the capacity as the City's money manager, strives to keep Warren at the forefront of investment policy.

Organization and procedural methods that improve the efficiency and accuracy of the flow of financial information between the Treasurer's Office, the Controller's Office and other City departments have been updated and improved to meet the increasing demands by the public and other users for financial accountability and timely reporting. System improvements in several administrative functions, such as revenue collection, property tax information systems, and investment activity, are in process to further assist in meeting these demands.

As a Charter member of the Police and Fire Retirement System Board, the Treasurer also oversees the Police and Fire Pension Fund and the VEBA Trust Fund with the assistance of outside professional actuarial and financial consultants. These funds are managed in accordance with sound actuarially determined standards.

The Treasurer also acts as the property tax collection agent for all taxing units located in the City. Taxes are collected, accounted for, and distributed annually by the Treasurer to the units. The department is comprised of the elected Treasurer, eight full time employees, and one part-time clerical employee.

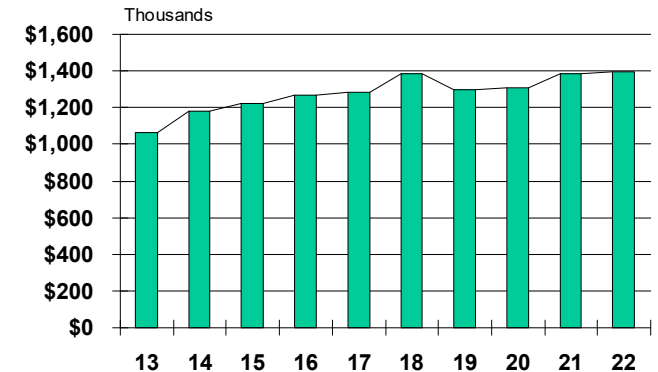
## TREASURER

### Fiscal 2024 Performance Objectives

1. To always put the resident at the forefront of every new innovation and improvement.
2. To train employees and expect a high level of customer service from them.
3. To spend time on the office floor leading by example in helping residents.
4. To continue to be versed in new banking and payment products, ensuring residents have many options when paying city bills.
5. To continue to keep up with the changing technological world.
6. To ensure the fund balance continues to be secure and earning optimal interest.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Tax bills processed manually	60,679	60,000	60,767	61,000
Tax bills processed off CD-ROM	55,024	60,000	56,000	60,000
Date of delivery to County	April 1	April 1	April 1	April 1
Payroll checks/Advice's processed	25,514	26,000	26,500	27,000
List of Bills checks processed	14,347	12,000	14,200	15,000
Water bills processed manually	238,087	250,000	236,507	240,000
Water bills automatic payment	5,206	5,500	5,300	5,300
Status changes manually	767	780	770	780
Personal Property tax accounts	2,494	2,600	2,505	2,600
Point and Pay Tax Payments	20,825	23,000	21,744	23,000
Point and Pay Water Bill Payments	184,862	185,000	195,000	200,000

### Expenditure History Treasurer



GENERAL FUND PERSONNEL

<u>CITY TREASURER</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Treasurer	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923	1	\$ 92,923
Deputy City Treasurer	1	95,757	1	98,630	1	98,630	1	98,630
Tax Accountant III	1	93,287	1	96,086	1	96,086	1	96,086
Investment Analyst	1	87,497	1	90,122	1	90,122	1	90,122
Accountant I	1	71,130	1	73,264	1	73,264	1	73,264
Tax Account Technician	4	63,867	4	65,783	4	65,783	4	65,783
Seasonal Employees		15,000		21,000		21,000		21,000
Overtime	—	4,000	—	4,000	—	4,000	—	4,000
Total Personnel	<u>9</u>		<u>9</u>		<u>9</u>		<u>9</u>	

(a) Wage rates are based on Local 412 Unit 35 and Unit 59, Warren Supervisors and Local 227 contracts that expire 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>TREASURER</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 93,280	\$ 46,462	\$ 93,281	\$ 92,923	Elected Official	\$ 93,286	\$ 93,286	\$ 93,286
574,191	254,560	596,958	598,866	Permanent Employees	615,467	615,467	615,467
-	7,420	15,000	15,000	Seasonal Employees	21,000	21,000	21,000
106	175	4,000	4,000	Overtime	4,000	4,000	4,000
				<b>Employee Benefits:</b>			
52,035	24,753	58,241	58,241	Social Security	59,541	59,541	59,541
170,827	69,788	181,031	181,031	Employee Insurance	195,127	195,127	195,127
187,951	59,807	121,741	121,741	Retiree Health Insurance	121,725	121,725	121,725
-	3,993	27,533	27,533	Bonus/Sick Redemption	22,007	22,007	22,007
18,894	10,200	22,110	22,110	Longevity	19,632	19,632	19,632
900	2,350	2,450	900	Clothing	2,800	2,800	2,800
203,089	93,541	198,145	198,145	Retirement Fund	199,210	199,210	199,210
7,857	3,834	13,000	13,000	<b>Office Supplies</b>	21,150	21,150	21,150
				<b>Other Services and Charges:</b>			
46,210	61,699	77,000	77,000	Postage	84,000	84,000	84,000
31,361	26,059	43,680	43,680	Contractual Services	45,545	45,545	45,545
7,893	14,356	15,000	15,000	Tax Statement Preparation	16,000	16,000	16,000
-	-	-	-	Mileage	-	-	-
				<b>Capital Outlay:</b>			
-	8,606	28,200	28,200	Office Equipment	14,000	14,000	14,000
<u>\$ 1,394,594</u>	<u>\$ 687,603</u>	<u>\$ 1,497,370</u>	<u>\$ 1,497,370</u>	<b>Total Treasurer</b>	<u>\$ 1,534,490</u>	<u>\$ 1,534,490</u>	<u>\$ 1,534,490</u>



## **CONTROLLER**

The Controller's Office is charged with the efficient administration, control and reporting of all funds expended by the city. The Controller as the chief financial officer of the city, directs the department, and plays a key role as a member of the Mayor's administrative team in policy development, and planning and control of city operations. The task of overseeing the city's financial well-being has become the major function of all employees in the department and they review all expenditures to ensure that Warren residents receive the best possible return for their tax dollars.

The Controller's Office is deeply involved in establishing, upgrading, coordinating, and administering the accounting systems used to control the operations of the city.

The three major sections of the Controller's Office are:

BUDGET AND PERFORMANCE MANAGEMENT  
ACCOUNTING AND FINANCIAL REPORTING  
PURCHASING AND INVENTORY MANAGEMENT

The Controller, with the assistance of the Budget Director, develops and continuously monitors the actual performance of the City's departments to the city's budget plan. The City and Water & Sewer System budgets exceed \$220 million dollars for the current fiscal year.

In planning for control, considerable data is gathered and subjected to classification and analysis by the accounting and reporting section. This section, under the direction of the Accounting Supervisor, assimilates all financial information into monthly and annual accounting reports of the city's financial condition. The reports are prepared for both internal use and external review. As evidenced by the city's maintenance of favorable underwriter and lender relationships, these reports are among the most significant communication mediums used by the city to reach parties interested in the City of Warren.

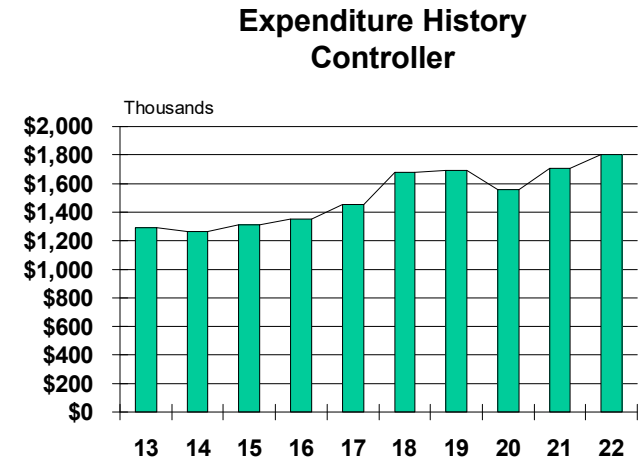
The Purchasing section is responsible for procuring the equipment, materials, supplies and services required for the operations of the city departments, at the best possible price. The Purchasing section processes over 4,200 purchase orders, having a value in excess of \$21 million dollars annually.

## CONTROLLER

### Fiscal 2024 Performance Objectives

1. To continue developing the City's financial strategy and continue fiscal responsibility while maintaining core City services.
2. To continue to assist in the financial well-being of the City and cost savings effort by monitoring all City finances, including long-term financing.
3. To continue to receive an Unmodified Audit Opinion (the best opinion an organization can receive) from our external auditor, who attests to the City's controls, processes, and overall financial stability.
4. To continue to receive the Certificate of Achievement for Excellence in Financial Reporting from the GFOA.
5. To refine and enhance our new purchasing and financial system to increase efficiency and internal controls.
6. To continue to negotiate in the Request for Proposal process to lower contractual amounts.
7. To continue to improve customer service and timeliness of payments to vendors by implementing sound purchasing practices.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Proposed & Final Budget Documents Printed	25	25	50	50
City Funds Budgeted & Monitored	33	33	33	33
Monthly Financial Reports Prepared	12	12	12	12
Budget Amendments Prepared	72	100	100	100
Travel Requests Processed	84	100	90	90
Labor Contracts Costed	8	7	8	8
F-65 Report Submitted	1	1	1	1
GFOA Certificate of Achievement Award	1	1	1	1
List of Bills Prepared	24	24	24	24
1099's Issued by January 31	348	285	350	350
Purchase Orders Processed	4,296	5,000	4,900	5,000
Bids – Council items recommended	207	135	202	200
Informal Bid Correspondence	44	50	65	55
Use of Co-operative Bids	46	40	66	65
Requests for Proposals	8	10	10	8



GENERAL FUND PERSONNEL

<u>CONTROLLER</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Controller	1	\$ 130,641	1	\$ 134,560	1	\$ 134,560	1	\$ 134,560
Assistant Controller	1	107,024	1	110,235	1	110,235	1	110,235
Budget Director	1	116,610	1	120,108	1	120,108	1	120,108
Accounting Supervisor	1	109,802	1	113,096	1	113,096	1	113,096
Purchasing Agent	1	103,558	1	106,665	1	106,665	1	106,665
Buyer - Purchasing	-	-	1 (b)	81,286	1 (b)	81,286	1 (b)	81,286
Accountant III	2	91,035	2	93,766	2	93,766	2	93,766
Budget Cost Analyst	1	83,429	1	85,932	1	85,932	1	85,932
Accountant I	1	71,130	1	73,264	1	73,264	1	73,264
Account Technician	3	63,862	3	65,778	3	65,778	3	65,778
Temporary/Co-op		50,000		40,000		40,000		40,000
Overtime	—	10,000	—	20,000	—	20,000	—	20,000
Total Personnel	<u>12</u>		<u>13</u>		<u>13</u>		<u>13</u>	

(a) Wage rates are based on Local 412 Unit 35, 412 Unit 59 and Local 227 contracts that expire 6/30/24.

(b) New position.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>CONTROLLER</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 136,233	\$ 65,320	\$ 131,150	\$ 131,150	Appointed Official	\$ 135,085	\$ 135,085	\$ 135,085
905,496	427,502	964,824	964,824	Permanent Employees	1,075,738	1,075,738	1,075,738
-	-	50,000	50,000	Temporary/Co-op	40,000	40,000	40,000
11,820	-	10,000	10,000	Overtime	20,000	20,000	20,000
				<b>Employee Benefits:</b>			-
83,203	42,499	95,050	95,050	Social Security	104,195	104,195	104,195
210,461	94,395	214,286	214,286	Employee Insurance	270,536	270,536	270,536
190,764	62,184	126,343	126,343	Retiree Health Insurance	130,357	130,357	130,357
-	31,616	50,390	50,390	Bonus/Sick Redemption	51,919	51,919	51,919
28,864	16,956	33,738	33,738	Longevity	34,548	34,548	34,548
2,100	3,800	3,800	2,400	Clothing	4,550	4,550	4,550
219,431	105,339	219,171	219,171	Retirement Fund	221,510	221,510	221,510
12,736	4,677	22,000	22,000	<b>Office Supplies</b>	25,000	25,000	25,000
				<b>Other Services and Charges:</b>			-
611	132	1,000	1,000	Postage	1,000	1,000	1,000
723	408	17,000	17,000	Contractual Services	17,000	17,000	17,000
<u>\$ 1,802,442</u>	<u>\$ 854,828</u>	<u>\$ 1,938,752</u>	<u>\$ 1,937,352</u>	<b>Total Controller</b>	<u>\$ 2,131,438</u>	<u>\$ 2,131,438</u>	<u>\$ 2,131,438</u>

## **INFORMATION SYSTEMS**

The Information Systems Department serves the computing and information needs of all City of Warren Departments. This includes but is not limited to support for the following:

- Existing Oracle and Access applications
- BS&A Applications: Financial, Tax, Assessing, Building, Cash Receipting, and Utility Billing applications
- District Court Onbase imaging applications
- IDC Payroll application
- Aclara meter reading server and software
- City of Warren internal and external web sites
- Personal computers and peripherals throughout the City of Warren
- Networking within City Hall and fiber optic network that serves 21 buildings throughout the City
- Cisco IP Phone system at City Hall, Community Center, District Court, Sanitation, Owen Jax, Water, DPW, WWTP and Fire Administration
- Camera security system within City Hall, District Court and Warren Community Center
- Card access system within City Hall
- Wireless internet access at and around City Hall
- Mobile Device management

In addition, the staff of the Information Systems Department operates a help desk for all computer problems of any kind. We also perform operations and maintenance of 24 computer servers. Analysts and programmers determine future departmental information needs and develop new computer systems as needed.

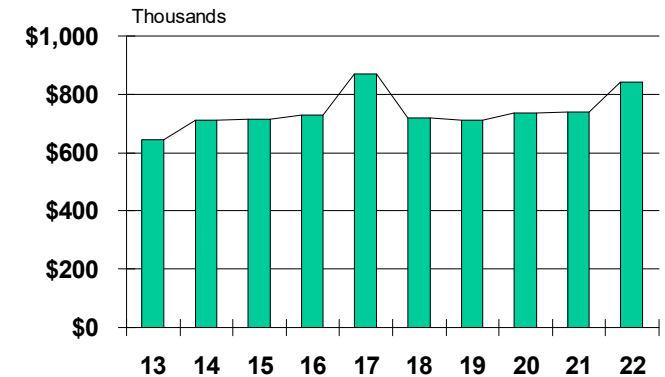
## INFORMATION SYSTEMS

### Fiscal 2024 Performance Objectives

1. To maintain, enhance and support the City's network.
2. To upgrade and modernize the City's cyber security footprint.
3. To support citywide internet access.
4. To implement an enterprise level data backup solution.
5. To upgrade and virtualize the City's server environment.
6. To enhance the City's web sites (External & Internal).
7. To develop and implement new applications.
8. To provide help desk support for City departments.
9. To maintain City telephone system.
10. To maintain City Hall security system.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
PCs supported	566	560	566	600
Help desk calls	3,900	3,875	4,000	4,000
New programs created	15	15	10	10
Existing program updates	50	50	50	50
Hardware platforms supported	20	20	20	20
Hours spent on PC support	5,275	5,150	5,575	5,650
Hours spent enhancing intranet web site	490	700	500	500

### Expenditure History Information Systems



GENERAL FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>INFORMATION SYSTEMS</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Information Systems Manager	1	\$ 109,735	1	\$ 113,027	1	\$ 113,027	1	\$ 113,027
Systems Analyst Supervisor	1	93,798	2 (c)	96,612	2 (c)	96,612	2 (c)	96,612
Computer Network Analyst	1	76,555	- (c)	-	- (c)	-	- (c)	-
Website Developer/Computer Support Analyst	1	76,555	1	78,852	1	78,852	1	78,852
Computer Technician	1	50,950	1	52,479	1	52,479	1	52,479
Temporary/Co-op		7,500		7,500		7,500		7,500
Overtime	—	5,435	—	15,000	—	15,000	—	15,000
Total Personnel	<u>5</u>		<u>5</u>		<u>5</u>		<u>5</u>	

(a) Wage rates are based on Local 412 Unit 59, Warren Supervisors and Local 227 contracts that expire 6/30/24.

(c) Reclassifications of Computer Network Analyst to Systems Analyst Supervisor, wage increase of \$17,760 (22.5%) after 7/1/23 contractual raise.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT INFORMATION SYSTEMS</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 346,364	\$ 153,497	\$ 410,204	\$ 410,204	Permanent Employees	\$ 445,133	\$ 445,133	\$ 445,133
-	-	7,500	7,500	Temporary Employee	7,500	7,500	7,500
2,858	8,946	10,000	6,000	Overtime	15,000	15,000	15,000
				<b>Employee Benefits:</b>			
27,567	13,601	34,616	34,616	Social Security	38,481	38,481	38,481
65,503	27,997	102,027	102,027	Employee Insurance	109,802	109,802	109,802
110,653	35,807	73,691	73,691	Retiree Health Insurance	74,370	74,370	74,370
-	4,313	16,460	16,460	Bonus/Sick Redemption	20,467	20,467	20,467
12,551	11,552	11,731	11,731	Longevity	13,094	13,094	13,094
600	1,050	1,050	1,050	Clothing	1,750	1,750	1,750
60,211	20,778	50,639	50,639	Retirement Fund	55,556	55,556	55,556
2,230	327	4,500	4,500	<b>Operating Supplies</b>	23,740	23,740	23,740
				<b>Other Services and Charges:</b>			
7,623	11,753	36,800	36,800	Software Services	27,500	27,500	27,500
141,719	142,518	277,706	277,706	Contractual Services	452,800	452,800	452,800
		-	-	<b>Capital Outlay:</b>		-	-
63,005	18,822	95,400	95,400	Equipment - Computer	350,000	350,000	250,000
-	-	-	-	ARPA Expenditures	200,000	200,000	-
<u>\$ 840,884</u>	<u>\$ 450,961</u>	<u>\$ 1,132,324</u>	<u>\$ 1,128,324</u>	<b>Total Information Systems</b>	<u>\$ 1,835,193</u>	<u>\$ 1,835,193</u>	<u>\$ 1,535,193</u>



## **LEGAL**

The City of Warren Law Department is a full service law office for the City of Warren. The City Attorney and all Assistant City Attorneys function as General Counsel serving the Mayor, City Council, Departments, Boards and Commissions. The role of General Counsel is to provide legal advice and guidance, thereby protecting taxpayer dollars.

The Law Department also works to protect City assets and interests by defending the City when it is sued; initiating lawsuits when directed by City Council; preparing contracts for goods and services; supporting development projects and community events; reviewing and approving contracts for road repairs, sewers, infrastructure and facilities; preparing leases to generate revenue for the City; filing legal actions for the collection of money owed to the City; and defending the real and personal property assessments that are appealed to the Michigan Tax Tribunal.

The Law Department provides legal support services to keep the City safe and clean, by drafting ordinances and amendments to protect public health, safety and welfare; providing legal services for nuisance abatement hearings and lawsuits; issuing property maintenance administrative warrants; obtaining court orders; and prosecuting all misdemeanor criminal cases and citations authorized in the 37<sup>th</sup> District Court.

In addition, the Law Department protects private property interests by providing advice to the Planning Commission and Zoning Board of Appeals regarding land use issues; preparing zoning ordinance amendments to ensure compatibility of uses and protect the enjoyment of property rights, and defends the City when decisions are appealed. The Law Department also provides legal services in the implementation of the City's efforts to encourage re-development and investment in the City through DDA, TIFA, the Brownfield Redevelopment Authority, and the federally funded Block Grant programs.

The Law Department is comprised of two separate offices, one at City Hall and the other at the 37<sup>th</sup> District Court Building. Support staff is a necessary component to the efficient operation of both offices. One Court Administrative Secretary is assigned to the District Court Office and is responsible to maintain the day-to-day administrative functions of that office, the third busiest district court in the state. One Legal Office Manager and two Paralegal Administrative Clerks maintain the day-to-day functions of the City Hall Office.

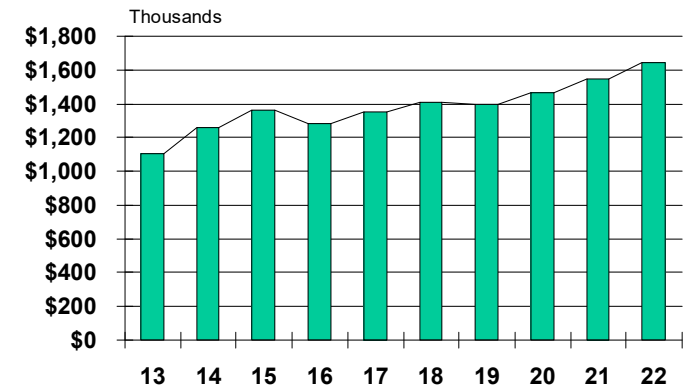
## LEGAL

### Fiscal 2024 Performance Objectives

1. To continue a vigorous defense of the City in both legal and administrative forums.
2. To continue to keep the City safe and clean by implementing fair and vigorous ordinance prosecution in the 37<sup>th</sup> District Court.
3. To protect the financial stability of the City by investigating and implementing all legal options available for cost recovery and collections.
4. To prepare ordinance amendments to update the Code of Ordinances where necessary.
5. To serve all Boards and Commissions in fulfilling their responsibilities and goals for the fiscal year.
6. To assist all administrative departments with legal services they need to continue providing quality services to the public.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Warrants – prosecuted	781	568	938	938
Civil Infractions – prosecuted	60,056	28,298	62,314	62,314
Misdemeanors – prosecuted	31,100	4,716	36,393	36,393
Pre-trials – prosecuted	6,431	8,270	4,173	4,173
Citizen Letter complaints	78	6	80	80
Citizen Day Letter responses	0	4	6	6
Requests to Further	72	44	88	88
Warrants reviewed and refused	134	104	146	146
Discovery requests	415	330	474	474
Victim rights action	1,464	1,028	1,888	1,888
Subpoenas	179	120	65	65
Tax Tribunal appeals	11	20	16	16
Civil litigation	47	45	50	50
Administrative requests for legal services	298	228	266	266
Freedom of Information Act review & responses	749	622	752	752
Tax Reverted Sales: Individual lot sales	84	100	60	60
Reports for tickets	1,729	1,596	1,690	1,690
Contracts/agreements/leases	255	216	225	225
Ordinances – proposed	21	16	12	12
Nuisance review	24	5	32	32
Gun and tow	66	70	84	84
Cash/Surety Bonds	38	18	28	28
Ticket Files for authorization	2,163	1,184	1,708	1,708
Warrant issued for arrest letters	247	146	314	314
Forfeitures	9	-	15	15

### Expenditure History Legal



GENERAL FUND PERSONNEL

<u>LEGAL</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Attorney	1	\$ 134,094	1	\$ 138,117	1	\$ 138,117	1	\$ 138,117
Chief Assistant City Attorney	1	123,076	1	126,768	1	126,768	1	126,768
Assistant City Attorney	4	121,012	4	124,642	4	124,642	4	124,642
Legal Office Manager	1	82,895	1	85,382	1	85,382	1	85,382
Court Administrative Secretary	1	70,841	1	72,966	1	72,966	1	72,966
Paralegal Administrative Clerk	2	63,862	2	65,778	2	65,778	2	65,778
<u>Permanent Part-time Employees:</u>								
Law Clerks		50,000		50,000		50,000		50,000
Temporary/Co-op		39,000		100,000		100,000		100,000
Overtime	—	7,500	—	7,500	—	7,500	—	7,500
Total Personnel	<u>10</u>		<u>10</u>		<u>10</u>		<u>10</u>	

(a) Wage rates are based on Local 412 Unit 35 and Local 412 Unit 59 contracts that expire 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>LEGAL</u></b>			
				<b>Personnel Services:</b>			
\$ 136,249	\$ 67,047	\$ 134,617	\$ 134,617	Appointed Official	\$ 138,656	\$ 138,656	\$ 138,656
450,023	256,391	519,907	519,907	Assistant Attorneys	553,962	553,962	553,962
271,934	137,436	282,557	282,557	Clerical Staff	291,036	291,036	291,036
				Part-time Employees -		-	-
46,283	18,257	50,000	50,000	Law Clerks	50,000	50,000	50,000
20,393	10,943	39,000	39,000	Temporary/Co-op	100,000	100,000	100,000
5,818	-	7,500	7,500	Overtime	7,500	7,500	7,500
				<b>Employee Benefits:</b>			
71,859	39,399	83,054	83,054	Social Security	91,846	91,846	91,846
202,765	96,437	205,096	205,096	Employee Insurance	221,457	221,457	221,457
156,943	51,438	105,237	105,237	Retiree Health Insurance	106,516	106,516	106,516
-	17,877	30,288	30,288	Bonus/Sick Redemption	32,049	32,049	32,049
18,988	5,823	18,776	18,776	Longevity	23,753	23,753	23,753
3,000	3,000	3,000	3,000	Clothing	3,500	3,500	3,500
215,038	107,469	214,566	214,566	Retirement Fund	209,784	209,784	209,784
6,636	3,546	10,500	10,500	<b>Office Supplies</b>	24,000	24,000	24,000
				<b>Other Services and Charges:</b>			
6,531	1,410	7,500	7,500	Contractual Services	13,600	13,600	13,600
906	434	1,700	1,700	Postage	1,700	1,700	1,700
1,958	1,507	14,000	14,000	Legal Fees	14,000	14,000	14,000
24	88	700	700	Mileage	700	700	700
31,196	15,271	39,000	39,000	Books, Dues, and Subscriptions	42,000	42,000	42,000
				<b>Capital Outlay:</b>			
-	2,740	4,000	4,000	Equipment - Office	-	-	-
<u>\$ 1,646,544</u>	<u>\$ 836,513</u>	<u>\$ 1,770,998</u>	<u>\$ 1,770,998</u>	<b>Total Legal</b>	<u>\$ 1,926,059</u>	<u>\$ 1,926,059</u>	<u>\$ 1,926,059</u>

## **ASSESSING**

The Assessing Department has the responsibility of preparing the Assessment Rolls and Tax Rolls of the City for all classes of property subject to taxation. Appraising and otherwise determining the true cash value of all such properties in the City carries out this responsibility. The state constitution and statutes require that, notwithstanding any other provision of law, the assessed values placed upon the assessment roll shall be at fifty percent (50%) of true cash value, and shall be determined by appraisers who are certified by the State Tax Commission. The Assessing Department's responsibilities provide the primary source of all General Fund revenues, which are local property taxes. In Fiscal Year 2022/2023, the Tax Rolls, including Special Assessments and Administration Fees, totaled more than \$113,483,655 in City operating revenues and more than \$255,109,759 in total levies for the City, County, State Education and School taxes.

The Assessing Department also serves as the primary source of property information in the City by maintaining the most current data for more than 58,970 parcels, consisting of approximately 54,490 real and 4,480 personal property parcels. These include Ad Valorem, Industrial Facility Tax (IFT), Commercial Facility Tax (CFT), Tax Increment Financing Authority (TIFA), Downtown Development Authority (DDA), Brownfield Authority and Neighborhood Enterprise Zone properties. The Assessing Department property information database is available to the public via internet access, and is the information backbone supporting the databases of the City's Treasury, Planning, Building, Water, Rental, and Property Maintenance Departments. Without the Assessing Department's perpetual diligence in keeping this information current, the integrity of the data relied on by all of these other departments would be compromised.

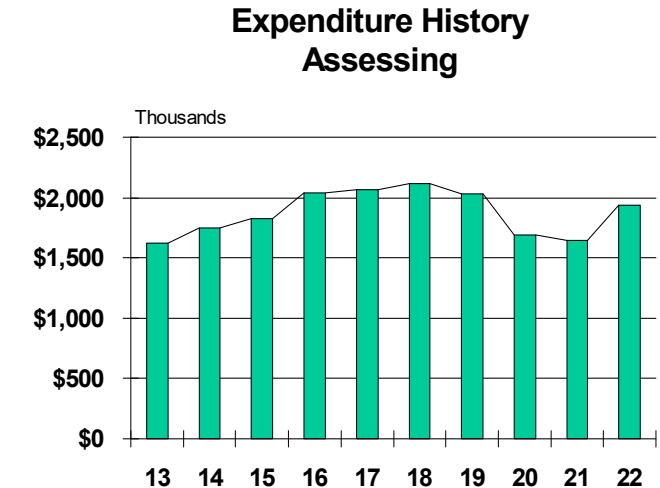
Assessing personnel are statutorily required to be certified by the State Tax Commission at varying levels of expertise for each of the different duties required by law within the Department. All certified personnel must meet annual continuing education requirements, and must pay annual fees to maintain their certifications. Though the City is required by law to provide and to fund the Assessing Department, the State Tax Commission maintains all regulatory authority over the responsibilities and compliance of the Assessing Department's employees and their functions. The City currently funds one Michigan Master Assessing Officers (MMAO), one Michigan Advanced Assessing Officer (MAAO), nine Michigan Certified Assessing Officers (MCAO), and one temporary employees who is currently enrolled in certification class. All of the 11 permanent certified employees also hold the Michigan Certified Personal Property Examiner (MCPPE) designation. The MCPPE certification allows the City to perform personal property audits of businesses within the City. During the past year, our audits discovered \$2,000,000 in incorrectly reported personal property taxable value, which generated an additional \$55,000 in City operating tax revenues.

## ASSESSING

### Fiscal 2024 Performance Objectives

1. To complete the re-appraisal of all Commercial real parcels and begin the re-appraisal of industrial real parcels.
2. To continue the residential re-appraisal of 3,500 real parcels per year.
3. To continue auditing businesses that are currently claiming exemption of personal property taxes.
4. To continue to train the new employees and fill any vacant positions.
5. To prepare and pass the scheduled 2024 State of Michigan AMAR audit.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Preparation of assessment rolls (Real, Personal, Special Acts	6	6	6	6
Preparation of Summer and Winter tax rolls	12	12	12	12
Brownfield, TIFA, & DDA captured reports	7	8	8	8
Personal property audits	100	100	100	100
Small Claim Michigan Tax Tribunal appeals pending	8	20	30	30
Full Tax Tribunal appeals pending	16	25	30	30
Board of Review appeals	557	750	750	750
State Tax Commission appeals	30	30	30	30
Mandated State and County reports	42	42	42	42
Processing of Principal Residence Exemption affidavits	3,000	3,000	3,000	3,000
Process deeds & transfer affidavits	5,000	5,000	5,000	5,000
Inspect, photograph, and verify sales of sold properties	8,000	8,000	8,000	8,000
Perpetual reappraisal of 20% of entire parcel count	15,000	15,000	15,000	15,000
Review I.F.T. & C.F.T. applications	5	5	5	5
Process property division/combinations	37	100	100	100
Prepare/review special assessment rolls	4	25	25	25
Review and determine property assessments	64,000	64,000	64,000	64,000
Process State and Local unit denials of principal residence exemption	500	600	500	500
Review, inspect, and sketch building permit activity	25,000	25,000	25,000	25,000
Prepare GIS Maps	15	20	20	20
Preparation of Settlement Tax Warrants	23	23	23	23



GENERAL FUND PERSONNEL

<u>ASSESSING</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
City Assessor	1	\$ 123,086	1	\$ 126,779	1	\$ 126,779	1	\$ 126,779
Deputy Assessor	1	98,919	1	101,887	1	101,887	1	101,887
Personal Property Examiner	1	88,920	1	91,588	1	91,588	1	91,588
Senior Property Appraiser	2	84,755	2	87,298	2	87,298	2	87,298
Property Appraiser III	2	78,604	2	80,962	2	80,962	2	80,962
Property Appraiser II	2	69,043	2	71,114	2	71,114	2	71,114
Property Appraiser I	1	65,578	1	67,545	1	67,545	1	67,545
Assessing Specialist	2	59,553	2	61,340	2	61,340	2	61,340
Seasonal Employees		50,000		50,000		50,000		50,000
Overtime	—	25,000	—	25,000	—	25,000	—	25,000
Total Personnel	<u>12</u>		<u>12</u>		<u>12</u>		<u>12</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>ASSESSING</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 134,179	\$ 61,543	\$ 123,566	\$ 123,566	Appointed Official	\$ 127,274	\$ 127,274	\$ 127,274
689,824	354,584	795,929	795,929	Permanent Employees	850,008	850,008	850,008
41,524	8,100	50,000	50,000	Seasonal Employees	50,000	50,000	50,000
14,348	12,132	25,000	25,000	Overtime	25,000	25,000	25,000
				<b>Employee Benefits:</b>			
67,419	34,472	79,366	79,366	Social Security	84,065	84,065	84,065
168,153	88,781	231,902	231,902	Employee Insurance	251,015	251,015	251,015
232,462	76,301	154,620	154,620	Retiree Health Insurance	155,786	155,786	155,786
-	8,669	28,510	28,510	Bonus/Sick Redemption	25,833	25,833	25,833
11,440	3,145	12,922	12,922	Longevity	16,392	16,392	16,392
900	3,800	1,500	1,500	Clothing	4,200	4,200	4,200
412,628	194,480	400,326	400,326	Retirement Fund	380,191	380,191	380,191
5,172	2,897	15,000	15,000	<b>Office Supplies</b>	15,000	15,000	15,000
				<b>Other Services and Charges:</b>			
2,877	400	7,000	7,000	Board of Review	7,000	7,000	7,000
31,726	3,131	35,000	35,000	Postage	34,300	34,300	34,300
				Contractual Services -		-	-
33,805	17,871	40,000	40,000	Software Services	41,000	41,000	41,000
9,886	1,222	12,000	12,000	Tax Roll Preparation	35,000	35,000	35,000
75	-	250	250	Telephone	250	250	250
1,071	737	2,000	2,000	Auto Expense	2,000	2,000	2,000
39,623	49,869	100,000	100,000	Professional Services	190,000	190,000	190,000
3,065	3,295	7,000	7,000	Memberships and Dues	7,000	7,000	7,000
				<b>Capital Outlay:</b>			
33,413	19,665	28,000	28,000	Equipment - Vehicle	33,500	33,500	-
<b><u>\$ 1,933,590</u></b>	<b><u>\$ 945,094</u></b>	<b><u>\$ 2,149,891</u></b>	<b><u>\$ 2,149,891</u></b>	<b>Total Assessing</b>	<b><u>\$ 2,334,814</u></b>	<b><u>\$ 2,334,814</u></b>	<b><u>\$ 2,301,314</u></b>



## **HUMAN RESOURCES**

The Human Resources Department was established in the Fiscal 2011 Budget. It has proven to be a cost effective consolidation and an efficient use of City personnel.

A brief summary of this department's responsibilities are as follows:

- Developing a human resources plan, under the direction of the City of Warren Civil Service Commission for the purpose of recruiting and staffing all full-time, part-time, seasonal and contractual services and for maintaining records on all staff once they are hired. The Director also acts as the Equal Employment Opportunity Officer for all City employees.
- Risk Management is an integral part of the Human Resources Department. The objective is to protect the City's assets along with our human resources in the most cost-effective manner possible. This is done through a process which includes exposure identification, risk evaluation, risk control and risk management administration.
- The Insurance Division manages the Employee Benefits which includes health insurance, dental insurance, disability insurance, life insurance, flexible spending programs and various other voluntary insurance programs along with maintaining records of eligibility for benefits and reconciling monthly invoices. In addition, the Insurance Division plays a key role in ensuring City compliance with certain state and federal regulations. They maintain all Michigan Occupational Safety and Health Act (MIOSHA) postings and process and manage any unemployment claims against the City.
- Labor Relations investigates and makes recommendations to the Mayor and City Council relative to employee union problems; acting as the agent for the City in matters of negotiations, collective bargaining, and agreements with the City employees along with grievance processing for the City's seven bargaining units, representing nearly one hundred percent of the City's full-time workforce.
- Payroll prepares payroll for some 700 full-time City employees along with numerous part-time and temporary employees.
- Human Resources also maintains compliance with Act 78 of 1935 under the direction of the City of Warren Police and Fire Civil Service Commission for the purpose of maintaining fairness for all police promotions and investigations.

Over the past several years, the size and scope of the Department's mission has increased significantly. The establishment of the Department of Human Resources will enable the City to continue to meet the demands placed on it through additional state and federal regulations in the most efficient manner. Human Resources will continue to ensure the City's compliance with various laws including the Americans with Disabilities Act, Family and Medical Leave Act, Affordable Care Act, and Department of Transportation's drug and alcohol testing programs. Human Resources will also continue to provide employees with training workshops on topics ranging from sexual harassment to cultural diversity and customer service, ensuring they are aware of and trained in issues affecting the work environment.

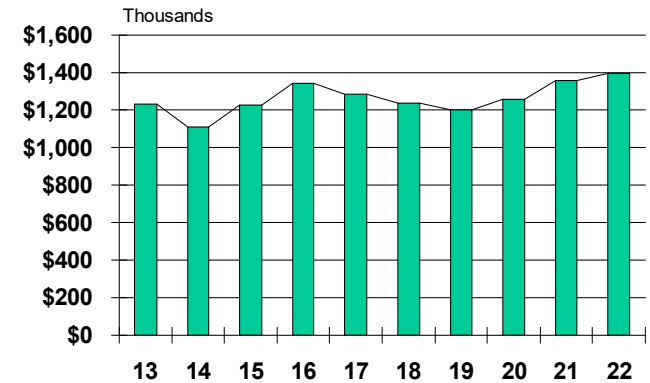
## HUMAN RESOURCES

### Fiscal 2024 Performance Objectives

1. To recruit and hire the most qualified applicants as an Equal Opportunity Employer.
2. To maintain the most comprehensive insurance coverage at the most competitive cost.
3. To monitor Health Care Reform and how it affects our employee/retiree costs and benefits.
4. To investigate staffing services contracts to supplement our employee workforce.
5. To implement an efficient, cost saving attendance, timekeeping and payroll process.
6. To negotiate labor contracts that preserve and protect the public interest.
7. To comply with the Civil Service Rules and Regulations along with all Federal and State employment laws.
8. To preserve an acceptable level of public service in the face of shrinking financial resources.
9. To ensure compliance with requirements of federal health care reform.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Promotional job postings	75	50	50	50
Open competitive job postings	106	60	60	70
Civil Service Commission meetings	16	25	16	16
Employees hired (FT and PT)	325	400	400	600
Applications processed	1,000	1,400	1,200	1,400
Random DOT alcohol tests	56	30	30	30
Random DOT drug tests	28	50	61	60
Workers' Comp. claims processed	120	120	95	110
Sick/Accident claims processed	50	50	43	50
Auto/glass claims processed	50	50	39	50
Gen. Liab./Property claims processed	35	35	20	30
Lawsuit files processed	40	40	24	40
Over the counter contacts	2,750	3,500	3,300	3,500
Written exams administered	3	10	6	10
Performance exams administered	175	100	100	100
MESC claims processed	25	25	9	25
W-2's issued by January 31	1,600	1,750	1,584	1,750
MESC Reports/Federal Tax deposits	8	8	8	8
Employee W-4 withholding changes	500	500	500	500
Labor contracts negotiated	8	8	8	8
Arbitration awards	0	60	10	60
GELC 227 grievances	35	50	45	50
GELC Supervisors grievances	10	25	18	25
WPOA grievances	12	25	15	25
WPFFU Local 1383 grievances	5	15	20	15
Compliance with labor employment laws	100	75	75	75
State and Federal court for claims in hours	350	350	200	350
Administration of claims/meetings in hours	150	150	150	150
Procurement of insurances in hours	150	150	150	150
Federal health care reform compliance/hrs	900	900	900	900
IRS 1094-C/1095-C returns processed	1,500	1,500	1,500	1,500

### Expenditure History Human Resources



GENERAL FUND PERSONNEL

<u>HUMAN RESOURCES</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Human Resource Director	1	\$ 115,160	1	\$ 118,615	1	\$ 118,615	1	\$ 118,615
Chief Equity, Diversity & Inclusion Officer*	1	126,721	1	126,721	1	126,721	1	126,721
Labor Relations Director	-	-	1 (b)	138,117	1 (b)	138,117	-	-
Human Resource Analyst	1	81,108	1	83,541	1	83,541	1	83,541
Benefits Administrator	1	79,336	1	81,716	1	81,716	1	81,716
Payroll Supervisor	1	91,035	1	93,766	1	93,766	1	93,766
Payroll Technician	1	63,862	1	65,778	1	65,778	1	65,778
Senior Risk Management Technician	1	78,777	1	81,140	1	81,140	1	81,140
Administrative Clerk Technician - HR	1	61,086	1	62,919	1	62,919	1	62,919
Office Assistant	1	40,977	1	42,206	1	42,206	1	42,206
Temporary/Co-op		75,000		75,000		75,000		75,000
Overtime	—	15,000	—	25,000	—	25,000	—	25,000
Total Human Resources	<u>9</u>		<u>10</u>		<u>10</u>		<u>9</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

(b) New position.

(\*) Position to remain unfunded until EDI Commission is appointed.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>HUMAN RESOURCES</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 527,887	\$ 265,978	\$ 582,540	\$ 582,540	Permanent Employees	\$ 758,805	\$ 758,805	\$ 620,149
60,063	26,406	75,000	75,000	Temporary/Co-op	75,000	75,000	75,000
9,459	4,491	15,000	15,000	Overtime	25,000	25,000	25,000
1,900	2,000	3,000	3,000	Fees and Per Diem	4,000	4,000	4,000
				<b>Employee Benefits:</b>			
46,070	23,962	54,170	54,170	Social Security	68,872	68,872	58,237
102,742	45,882	144,691	144,691	Employee Insurance	181,539	181,539	159,192
153,739	50,424	101,539	101,539	Retiree Health Insurance	105,311	105,311	102,530
-	6,860	22,300	22,300	Bonus/Sick Redemption	24,056	24,056	24,056
10,414	4,664	12,052	12,052	Longevity	14,138	14,138	14,138
1,200	2,350	1,200	1,200	Clothing	3,150	3,150	2,800
190,477	91,655	187,747	187,747	Retirement Fund	197,076	197,076	183,175
10,418	3,974	12,000	12,000	<b>Office Supplies</b>	14,500	14,500	14,500
				<b>Other Services and Charges:</b>			
1,209	828	2,000	2,000	Postage	2,000	2,000	2,000
101,332	36,646	195,000	195,000	Contractual Services	198,800	198,800	198,800
13,052	6,526	22,000	22,000	Contractual Services - E.A.C.	27,000	27,000	27,000
129,578	36,682	160,000	160,000	Medical Services	160,000	160,000	160,000
35,502	22,517	55,000	55,000	Printing and Publishing	79,000	79,000	79,000
688	-	50,000	50,000	Arbitration Expense	50,000	50,000	50,000
-	753	1,500	1,500	Membership and Dues	1,500	1,500	1,500
				<b>Capital Outlay:</b>			
-	-	-	-	Equipment - Office/Computer	15,000	15,000	15,000
<u>\$ 1,395,730</u>	<u>\$ 632,598</u>	<u>\$ 1,696,739</u>	<u>\$ 1,696,739</u>	<b>Total Human Resources</b>	<u>\$ 2,004,747</u>	<u>\$ 2,004,747</u>	<u>\$ 1,816,077</u>

## **DEPARTMENT OF PROPERTY MAINTENANCE INSPECTION**

The Department of Property Maintenance Inspection is charged with the enforcement of the Property Maintenance Code adopted by City Council on March 14, 2006. In addition, the Department enforces the City's weed control program, rodent control program, West Nile virus program, vacant/foreclosed registration program, and the rental licensing and inspection program. The Department is also the primary first contact for residents with any type of property related complaints.

During the fiscal year 2022, Department of Property Maintenance Inspection took 15,645 complaints from residents and inspectors of the City of Warren. Departmental staff currently includes three full-time clerical positions, three full-time Code Enforcement Officers, six full-time Blight Buster/Special Public Service Workers, twenty temporary Code Enforcement Officers, four temporary Blight Buster Crew workers, (two of which are reimbursed by TIFA) and one temporary clerical position.

Our Code Enforcement Officers monitor over 3,000 city owned and privately owned vacant lots and buildings, and abandoned/foreclosed homes for blight, rubbish/debris, rodent harborage, unsanitary conditions, weeds and board-ups. In the spring and summer seasons they also enforce the City's Weed Control ordinance.

Our Code Enforcement Officers also respond to all complaints regarding rubbish/debris, inoperative/unlicensed vehicles, unkempt pools, garbage containers, and all other general property maintenance blight concerns. They also partake in a six-month Clean Sweep Program where each inspector walks down every street in every section of the city checking for any blight issues. The staff's time is divided between answering telephones, inputting complaints, and inspecting properties. Our inspectors are also the first to respond to issues regarding vacant homes and rodent control issues.

The Department has several major goals for improving services in the upcoming years. The Property Maintenance Inspection Department's overall goal is to strengthen the emphasis on property maintenance, neighborhood stabilization, and reinvestment in the city. The Department's personnel secures continued knowledge of all applicable ordinances, laws and procedures. All vacant and blighted properties will continue to be monitored to ensure a clean and safe city.

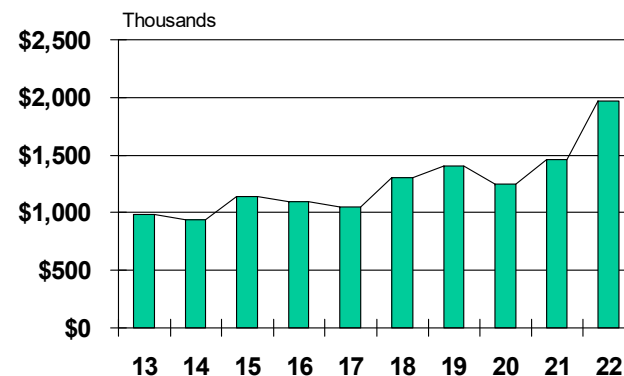
## PROPERTY MAINTENANCE INSPECTION

### Fiscal 2024 Performance Objectives

1. To promptly investigate citizen complaints for blight.
2. To continue to update the vacant, abandoned and foreclosed registration database.
3. To continue to make sure all staff members are up to date on current ordinances, laws and procedures.
4. To continue Warren's national "City Livability Award" winning anti-blight program "Operation: Clean Sweep".
5. To continue to monitor manufactured home communities for blight and property maintenance issues.
6. To continue our Winter Sweep program for occupied and vacant commercial properties.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Weed enforcement – complaints	7,019	6,500	8,000	8,000
Weed enforcement – vacant homes and lot work orders – grass cutting	2,712	4,500	4,500	4,500
Rodent complaints and investigations	253	570	570	570
Property Maintenance Complaints entered into tracking system	27,231	29,500	29,500	29,500
Vacant and foreclosed property clean ups (not including city lots/properties)	569	1,500	1,500	1,500
Manufactured home complaints and investigations	1,100	350	350	350

**Expenditure History  
Property Maintenance**



GENERAL FUND PERSONNEL

<u>PROPERTY MAINTENANCE INSPECTION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Rental Code Inspector	1	\$ 66,848	1	\$ 68,853	1	\$ 68,853	1	\$ 68,853
Code Enforcement Officer	2	66,848	2	68,853	2	68,853	2	68,853
Administrative Clerk	2	56,915	2	58,622	2	58,622	2	58,622
Special Public Service Worker	6	41,808	6	43,056	6	43,056	6	43,056
Office Assistant	1	40,977	1	42,206	1	42,206	1	42,206
Temporary/Co-op		-		35,000		35,000		35,000
Temporary Employees- Inspection		1,265,000		1,265,000		1,265,000		1,265,000
Overtime	—	250,000	—	250,000	—	250,000	—	250,000
Total Personnel	<u>12</u>		<u>12</u>		<u>12</u>		<u>12</u>	

(a) Wage rates are based on Local 227 contract that expires 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>GENERAL GOVERNMENT PROPERTY MAINTENANCE INSPECTION</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 128,590	\$ 72,911	\$ 196,687	\$ 196,687	Inspectors	\$ 202,587	\$ 202,587	\$ 202,587
208,128	116,656	374,008	374,008	Permanent Employees	414,457	414,457	414,457
21,558	17,050	-	-	Temporary/Co-op	35,000	35,000	35,000
670,424	390,189	1,265,000	1,265,000	Temporary Employees- Inspection	1,265,000	1,265,000	1,265,000
24,868	7,835	250,000	250,000	Overtime	250,000	250,000	250,000
				<b>Employee Benefits:</b>			
80,065	46,537	160,214	160,214	Social Security	167,021	167,021	167,021
115,640	83,144	343,496	343,496	Employee Insurance	401,533	401,533	401,533
4,147	3,960	6,880	6,880	Retiree Health Insurance	17,669	17,669	17,669
-	7,454	7,572	7,572	Bonus/Sick Redemption	8,360	8,360	8,360
-	957	1,018	1,018	Longevity	3,624	3,624	3,624
28,191	18,796	46,168	46,168	Retirement Fund	88,324	88,324	88,324
1,052	2,800	1,800	1,800	Clothing	4,200	4,200	4,200
				<b>Supplies:</b>			
21,272	9,267	52,000	52,000	Office Supplies	11,000	11,000	11,000
-	-	-	-	Operating Expense	65,000	65,000	65,000
				<b>Other Services and Charges:</b>			
2,088	1,079	5,000	5,000	Postage	5,000	5,000	5,000
-	-	10,000	10,000	West Nile Virus Expense	10,000	10,000	10,000
-	-	20,000	20,000	Wildlife Nuisance Control	20,000	20,000	20,000
192,954	75,892	325,000	325,000	Weed Mowing Program	350,000	350,000	350,000
349,472	188,980	325,000	325,000	Rodent Control Program	375,000	375,000	375,000
3,665	1,778	9,600	9,600	Telephone and Radio	4,450	4,450	4,450
29,868	21,934	25,000	25,000	Vehicle Maintenance	50,000	50,000	50,000
3,228	715	20,000	20,000	Printing and Publishing	20,000	20,000	20,000
-	-	-	-	Public Utilities	1,500	1,500	1,500
				<b>Capital Outlay:</b>			
86,478	-	-	-	Vehicles	192,500	192,500	192,500
-	-	44,000	44,000	Equipment	26,000	26,000	26,000
<u>\$ 1,971,688</u>	<u>\$ 1,067,934</u>	<u>\$ 3,488,443</u>	<u>\$ 3,488,443</u>	<b>Total Property Maintenance Inspection</b>	<u>\$ 3,988,225</u>	<u>\$ 3,988,225</u>	<u>\$ 3,988,225</u>

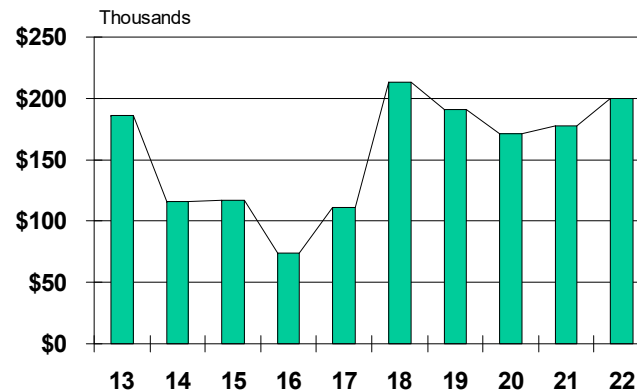


## **COMMUNITY AND ECONOMIC DEVELOPMENT**

The Department of Community and Economic Development represents a true collaboration between City Departments. In 2011 these two Departments were combined to create the Community and Economic Development Department. Since the establishment of the Community and Economic Development Department, the city has recognized significant savings in the cost of expenditures in both the Community Development and Economic Development areas. All programs funded through the Community and Economic Development Department are reviewed by the Mayor and City Council periodically throughout the year.

The Economic Development Department continues to concentrate on the retention and expansion of businesses in the City by personal attention provided to each and every business when contact is made. The Economic Development Department also continues to maximize the ability to assist businesses diversify and expand by utilizing all incentive programs available through State Statute.

**Expenditure History**  
**Community and Economic Development**  
(Department established in Fiscal 2011 Budget)



GENERAL FUND PERSONNEL

<u>COMMUNITY AND ECONOMIC DEVELOPMENT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Community Development Administrative Assistant	1	\$ 74,116	1	\$ 76,339	1	\$ 76,339	1	\$ 76,339
Community Development Block Grant Technician I	-	-	1 (b)	42,848	1 (b)	42,848	1 (b)	42,848
Economic Development Technician	-	-	1 (b)	55,512	1 (b)	55,512	1 (b)	55,512
Temporary/Co-op	—	35,000	—	35,000	—	35,000	—	35,000
Total Personnel	<u>1</u>		<u>3</u>		<u>3</u>		<u>3</u>	

(a) Wage rates are based on Local 412 Unit 35 and Local 227 contracts that expire 6/30/24.

(b) New position.

Note: All Community Development personnel salaries reimbursed through Community Development Block Grants funds.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

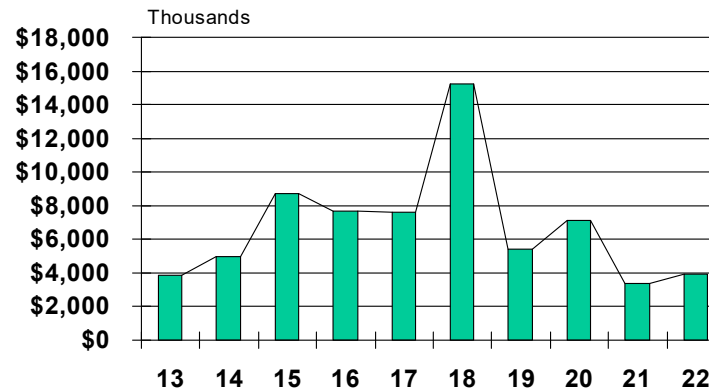
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>GENERAL GOVERNMENT COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 57,820	\$ -	\$ -	\$ -	Appointed Official	\$ -	\$ -	\$ -
77,701	39,902	74,405	74,405	Permanent Employees	175,382	175,382	175,382
-	-	35,000	35,000	Temporary/Co-op	35,000	35,000	35,000
				<b>Employee Benefits:</b>			
10,496	3,397	8,507	8,507	Social Security	16,707	16,707	16,707
23,841	5,093	20,173	20,173	Employee Insurance	64,698	64,698	64,698
2,848	912	1,524	1,524	Retiree Health Insurance	3,669	3,669	3,669
-	1,140	-	-	Bonus/Sick Redemption	3,524	3,524	3,524
2,515	-	1,482	1,482	Longevity	3,400	3,400	3,400
150	350	300	300	Clothing	1,050	1,050	1,050
14,239	4,559	7,619	7,619	Retirement Fund	18,337	18,337	18,337
-	-	-	-	<b>Office Supplies</b>	1,000	1,000	1,000
				<b>Other Services and Charges:</b>			
38	2	2,500	2,500	Postage	2,500	2,500	2,500
-	-	-	-	Contractual Services	75,000	75,000	-
1,000	-	1,500	1,500	Auto Expense	1,500	1,500	1,500
-	141	5,000	5,000	Printing and Publishing	5,000	5,000	5,000
-	-	3,000	3,000	Membership & Dues	3,000	3,000	3,000
-	-	7,200	7,200	8 Mile Boulevard Association Dues	7,200	7,200	7,200
9,480	-	-	-	Promotions	10,000	10,000	-
<u>\$ 200,128</u>	<u>\$ 55,496</u>	<u>\$ 168,210</u>	<u>\$ 168,210</u>	<b>Total Community &amp; Economic Development</b>	<u>\$ 426,967</u>	<u>\$ 426,967</u>	<u>\$ 341,967</u>

## **ADMINISTRATIVE UNALLOCATED EXPENSE**

This budget activity center is used for general City expenditures. Typically, the costs involved in providing these services are not attributable to a given operation or department. This situation exists when expenditure is incurred by the City in which benefit is realized by more than one activity. For example, rather than allocating the utility charges over all the departments in City Hall, it is much simpler and auditable to charge an activity specifically set up for this type of expenditure.

Other types of expenditures include audit services for the annual general year-end audit, general liability and vehicle insurance premiums, City memberships and dues, tuition reimbursement and so forth.

**Expenditure History  
Administration Unallocated Expense**



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>ADMINISTRATION UNALLOCATED EXPENSE</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Other Services and Charges:</b>			
\$ 74,680	\$ 84,950	\$ 94,300	\$ 94,300	Independent Audit	\$ 99,400	\$ 99,400	\$ 99,400
-	80,500	320,075	320,075	Contractual Services - Data Conversion	-	-	-
38,603	17,934	80,000	80,000	Telephone and Radio	80,000	80,000	80,000
23,443	17,475	40,000	40,000	Conferences and Workshops	40,000	40,000	40,000
57,567	61,800	70,000	70,000	Education Allowance	70,000	70,000	70,000
915	-	-	-	Community Promotion	30,000	30,000	-
-	-	-	-	Incoming Mayor Transition Expense	-	-	15,000
2,582,178	2,474,630	3,300,000	3,300,000	Insurance and Bonds	3,300,000	3,300,000	3,300,000
514,456	221,982	408,904	408,904	Professional Services	522,273	522,273	522,273
-	-	-	-	Cable Commission Operating Expense	-	-	-
-	-	-	-	VEBA Contribution	-	-	-
-	-	-	-	Pension Contribution	-	-	-
250,000	250,000	250,000	250,000	Grievance Settlements	250,000	250,000	250,000
272,102	141,183	290,000	290,000	Public Utilities - Civic Center	295,000	295,000	295,000
10,411	4,981	13,000	13,000	Public Utilities - Court Building	15,000	15,000	15,000
-	-	5,615	5,615	Unemployment Costs	1,250	1,250	1,250
55,000	13,750	55,000	55,000	401(a) Board Operating Expense	57,000	57,000	57,000
-	-	-	-	Disability Commission Operating Expense	-	-	-
-	500,000	500,000	500,000	Transfer to Nuisance Revolving Fund	-	-	-
1,941	5,419	850,000	850,000	Tax Reverted Property Acquisition/Expense	850,000	850,000	850,000
61,060	26,310	348,717	348,717	ARPA Expenditures - Guidehouse	-	-	-
-	-	-	-	ARPA Expenditures - Covid Related Expense	-	-	-
<u>\$ 3,942,356</u>	<u>\$ 3,900,914</u>	<u>\$ 6,625,611</u>	<u>\$ 6,625,611</u>	<b>Total Administration Unallocated Expense</b>	<u>\$ 5,609,923</u>	<u>\$ 5,609,923</u>	<u>\$ 5,594,923</u>

## **POLICE AND FIRE CIVIL SERVICE COMMISSION**

The Police and Fire Civil Service Commission is a board created by statute, Public Act 78 of 1935, and incorporated by reference into the City Charter as provided in section 7.18(b). This Board was established to oversee and provide a civil service system for the Police and Fire Departments based on examination and investigation as to merit, efficiency, and fitness for appointment, employment, and promotion. Since 1993 responsibility for hiring police and fire fighters was given to the Personnel Department via the respective collective bargaining agreements. With the creation of the Human Resources Department in the fiscal 2011 budget, compliance with the Act under the direction of the Commission became the responsibility of the Human Resources Department.

The Police and Fire Civil Service Commission performs the following functions:

1. Prescribes and amends rules and regulations for enforcing the provisions of the Act.
2. Conducts promotional examinations, and oversees recruitment and examinations of new hires.
3. Keeps minutes of the Commission's proceedings, records of all examinations, and roster and personnel files of all members of the Police Department, current and past.
4. Make investigations concerning all matters for enforcing the provisions of the Act.
5. Holds appeal hearings upon request of aggrieved applicants or employees and, in the course thereof, has the power to administer oaths and take testimony.
6. Has the authority to subpoena and require the attendance of witnesses for investigations authorized by the Act.

The Police and Fire Civil Service Commission consists of three part-time commissioners. The City Clerk is an ex-officio member of the Commission.

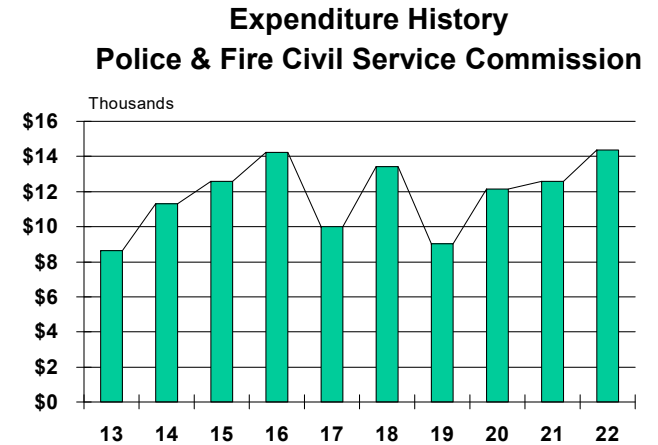
The City of Warren Police and Fire Civil Service Commission shall continue fulfilling its responsibilities according to the requirements of Act 78 to determine qualifications by competitive examinations. All appointments, reinstatements, promotions, and discharges in the Police and Fire Departments will continue to follow the manner and means as prescribed in Act 78 of the Michigan Public Acts of 1935 as amended, and as modified by union agreement.

## **POLICE & FIRE CIVIL SERVICE COMMISSION**

### **Fiscal 2024 Performance Objectives**

1. To provide current eligible police personnel with appropriate exam processes.
2. To provide current eligible police personnel with necessary information to prepare for exams.
3. To calculate and compile exam scores and eligibility lists as quickly and accurately as possible.
4. To be available to hear any appeals of police and/or fire applicants and/or current personnel and, in doing so, meet the requirements of the Rules and Regulations of the Police & Fire Civil Service Commission and Act 78 of 1935.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Employee promotional exams posted	3	3	3	3
Applications processed	113	100	100	100
Written exams conducted	3	3	3	3
Regular meetings held	12	12	12	12
Special meetings held	2	2	2	2
Certify police promotional list	3	3	3	3



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>POLICE &amp; FIRE CIVIL SERVICE</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 1,350	\$ 200	\$ 2,000	\$ 2,000	Fees and Per Diem	\$ 2,000	\$ 2,000	\$ 2,000
				<b>Supplies:</b>			
400	-	600	600	Office Supplies	700	700	700
1,248	-	6,000	6,000	Exams & Operating Supplies	6,000	6,000	6,000
				<b>Other Services and Charges:</b>			
11,343	-	15,000	15,000	Contractual Services	20,000	20,000	20,000
<u>12</u>	<u>3</u>	<u>200</u>	<u>200</u>	Postage	<u>200</u>	<u>200</u>	<u>200</u>
<b><u>\$ 14,353</u></b>	<b><u>\$ 203</u></b>	<b><u>\$ 23,800</u></b>	<b><u>\$ 23,800</u></b>	<b>Total Police &amp; Fire Civil Service</b>	<b><u>\$ 28,900</u></b>	<b><u>\$ 28,900</u></b>	<b><u>\$ 28,900</u></b>



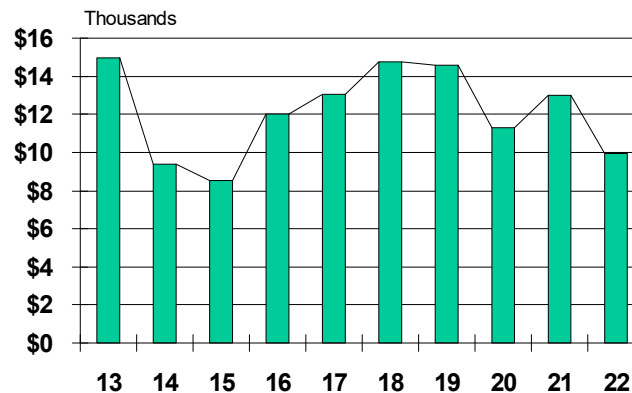
## **ZONING BOARD OF APPEALS**

The Zoning Board of Appeals is a nine-member with up to two alternates, quasi-judicial body authorized by the Michigan Zoning Enabling Act, MCL 125.3101 et seq., and the Warren Zoning Ordinance to:

1. Hear and decide appeals and review any administrative order, requirement, decision, or determination made by an administrative official or body charged with enforcement of the zoning ordinance.
2. Hear and decide questions related to the interpretation of the zoning ordinance.
3. Hear and decide questions related to interpretation of the zoning maps.
4. Grant land use and non-use variances as authorized by the Michigan Zoning Enabling Act and zoning ordinance.
5. Hear and decide special exceptions as provided for in the zoning ordinance which require approval of the Zoning Board of Appeals such as outdoor retail sales, fairs, carnivals and open air exhibitions.

Applications for approval of the Zoning Board of Appeals should be made to the Building Division. A public hearing will be scheduled and notices issued in compliance with legal requirements. Decisions of the Zoning Board of Appeals will be made at the conclusion of the public hearing. Questions related to the Zoning Board of Appeals should be directed to the Office of the Board of Appeals located within the City Council Offices

**Expenditure History  
Zoning Board of Appeals**



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

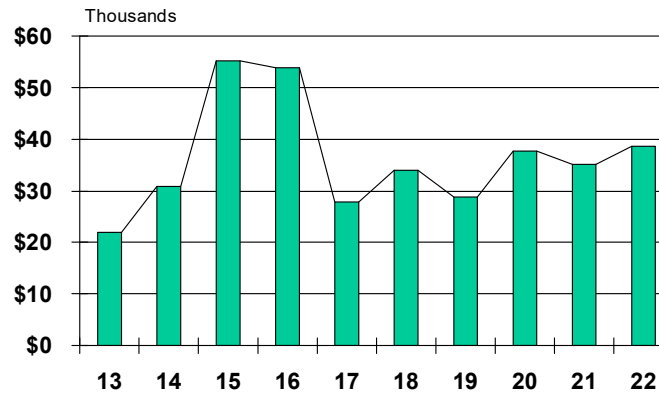
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>ZONING BOARD OF APPEALS</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 7,050	\$ 6,300	\$ 16,200	\$ 16,200	Meeting Allowance	\$ 16,200	\$ 16,200	\$ 16,200
-	-	1,400	1,400	<b>Office Supplies</b>	1,470	1,470	1,470
				<b>Other Services and Charges:</b>			
2,869	1,081	6,000	6,000	Postage	6,000	6,000	6,000
-	165	3,000	3,000	Outside Court Reporter	3,000	3,000	3,000
-	-	840	840	Printing and Publishing	840	840	840
<u>\$ 9,919</u>	<u>\$ 7,546</u>	<u>\$ 27,440</u>	<u>\$ 27,440</u>	<b>Total Zoning Board of Appeals</b>	<u>\$ 27,510</u>	<u>\$ 27,510</u>	<u>\$ 27,510</u>

## **BEAUTIFICATION COMMISSION**

The Beautification Commission was established in 1966, pursuant to Chapter 9, Section 2-101, Code of Ordinance for the City of Warren. Members are appointed by the Mayor and serve without compensation. The Commission has been charged with the following duties:

1. To study, conceive, formulate, promulgate and develop plans for the beautification of streets, highways, alleys, parks, streams, playgrounds, yards, lots and buildings.
2. To study, investigate and develop plans for improving the health, sanitation, safety and cleanliness of the city.
3. To foster the prevention of fires, diseases and other public hazards.
4. To encourage and recommend the placing, planting and preservation of trees, flowers, plants, shrubbery and other objects of ornamentation in the city.
5. To collect, study and evaluate information on community improvements and to make recommendations.
6. To sponsor, plan, promote, coordinate and carry out campaign activities for the restoration, preservation and enhancement of the beauty of the city.
7. To otherwise promote public interest in the general improvements of the appearance of the City: provided, however, that nothing herein shall be construed to abridge, invade, supplant or change the powers and duties of the other commissions, departments, boards and agencies of the city.

### **Expenditure History Beautification Commission**



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

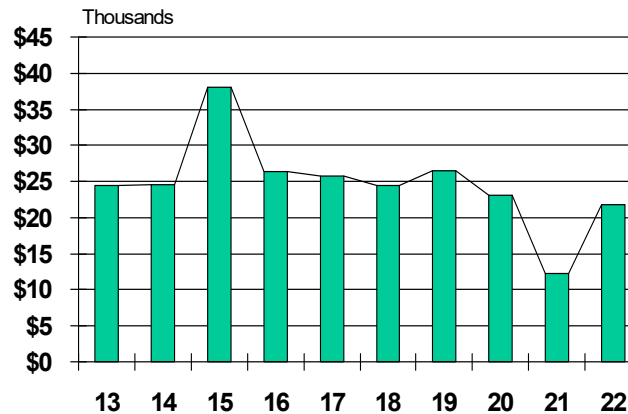
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT BEAUTIFICATION COMMISSION</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 9,288	\$ 3,192	\$ 10,000	\$ 10,000	Part-time Employee	\$ -	\$ -	\$ -
				<b>Employee Benefits:</b>			
710	244	765	765	Social Security	-	-	-
9	4	23	23	Employee Insurance	-	-	-
1,215	-	500	500	<b>Office Supplies</b>	500	500	500
				<b>Other Services and Charges:</b>			
5,500	2,000	6,500	6,500	Contractual Services	6,500	6,500	6,500
80	35	1,700	1,700	Postage	1,700	1,700	1,700
73	36	200	200	Telephone Expense	200	200	200
305	275	800	800	Mileage	800	800	800
580	233	1,000	1,000	Public Utilities	1,000	1,000	1,000
1,700	-	4,000	4,000	City Flower Plantings	4,000	4,000	4,000
629	-	1,200	1,200	School Program	1,200	1,200	1,200
2,073	3,013	8,000	8,000	Awards Committee	9,000	9,000	9,000
1,657	-	1,500	1,500	Clean-up Campaign	1,500	1,500	1,500
411	158	1,000	1,000	Installation & Informational Dinner Meetings	1,000	1,000	1,000
14,391	13,692	15,000	15,000	Decorations	26,000	26,000	26,000
<u>\$ 38,621</u>	<u>\$ 22,882</u>	<u>\$ 52,188</u>	<u>\$ 52,188</u>	<b>Total Beautification Commission</b>	<u>\$ 53,400</u>	<u>\$ 53,400</u>	<u>\$ 53,400</u>

## **CULTURAL COMMISSION**

The Cultural Commission was established by ordinance, on May 12, 1970. It consists of nine members, appointed by the Mayor, for three-year terms.

They act in an advisory capacity to the Mayor and City Council, and are responsible for considering, studying, recommending, and conducting plans for the development of city-wide cultural programs. They also are directed to promote, coordinate and develop the performing and creative arts by making recommendations for programs, and further facilitate communications with the State Council for the Arts.

### **Expenditure History Cultural Commission**



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>CULTURAL COMMISSION</u>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ -	\$ -	\$ 100	\$ 100	<b>Office Supplies</b>	\$ 100	\$ 100	\$ 100
				<b>Other Services and Charges:</b>			
6,100	6,900	11,500	11,500	Contractual Services	11,500	11,500	11,500
-	-	-	-	Concert Band	-	-	-
-	-	-	-	Warren Tri-County Fine Arts	-	-	-
-	-	-	-	Warren Civic Theatre	-	-	-
-	-	-	-	Warren Symphony Orchestra	-	-	-
13,623	16,478	16,500	16,500	Summer Program	16,500	16,500	16,500
-	-	1,000	1,000	Winter Program	1,000	1,000	1,000
2,000	-	-	-	Artist in Residence Program	-	-	-
<u>\$ 21,723</u>	<u>\$ 23,378</u>	<u>\$ 29,100</u>	<u>\$ 29,100</u>	<b>Total Cultural Commission</b>	<u>\$ 29,100</u>	<u>\$ 29,100</u>	<u>\$ 29,100</u>

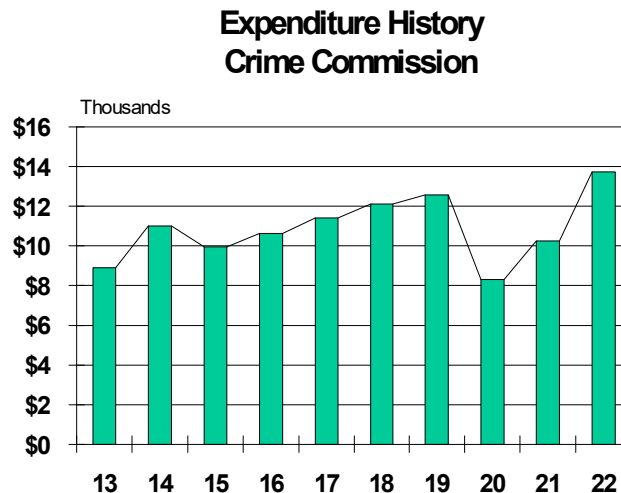
## **CRIME COMMISSION**

The Crime Commission, established on April 2, 1968, consists of twelve (12) members appointed by the Mayor. Members of the Commission may be persons with qualifications in such areas as: law enforcement, crime prevention, public communication and education.

Meetings are held once a month, and the Police Commissioner or his representative shall be an honorary member and attend all meetings unless excused therefore by the Commission.

The purpose of the Commission is to study the crime situation in the City and make recommendations for its prevention and elimination, serve to provide good communication and education with the community about law enforcement and crime prevention, and shall be available to receive citizens' questions and complaints about crime and make recommendations accordingly. The Commission shall recommend any needed changes in procedures to the Mayor.

The Commission will be working with the Police Department in prompting Community Policing and will participate in the Police and Fire Department Open House, the Senior Health Commission senior seminars, and will hold one Crime Prevention seminar and one Appreciation Dinner per year to award Citizens who assisted the Police and/or Fire Departments in some manner



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>CRIME COMMISSION</u>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 962	\$ 299	\$ 1,000	\$ 1,000	<b>Office Supplies</b>	\$ 1,000	\$ 1,000	\$ 1,000
				<b>Other Services and Charges:</b>			
1,500	900	1,800	1,800	Contractual Services	1,800	1,800	1,800
9,553	2,483	10,000	10,000	Community Promotion & Public Relations	10,000	10,000	10,000
<u>1,732</u>	<u>445</u>	<u>2,000</u>	<u>2,000</u>	Public Utilities	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
<u>\$ 13,747</u>	<u>\$ 4,127</u>	<u>\$ 14,800</u>	<u>\$ 14,800</u>	<b>Total Crime Commission</b>	<u>\$ 14,800</u>	<u>\$ 14,800</u>	<u>\$ 14,800</u>



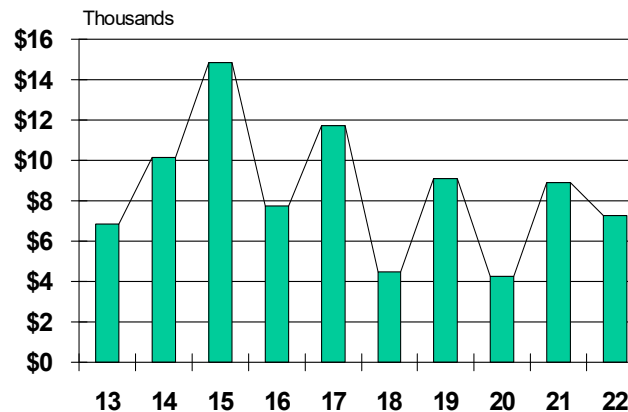
## **HISTORICAL COMMISSION**

The Historical Commission was established by ordinance, on December 9, 1969, and consists of nine members appointed by the Mayor. The office is held for three years.

The function of the Commission is to further public interest in all matters relating to the history of the City of Warren and its environment, and to that end it may acquire, collect, own or exhibit articles of historic interest and value. Further, it will maintain appropriate exhibits; cooperate in educational and research programs and issue bulletins and other publications.

Meetings are held regularly, at least once a month.

### **Expenditure History Historical Commission**



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>HISTORICAL COMMISSION</u>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 336	\$ 48	\$ 1,520	\$ 1,520	<b>Office Supplies</b>	\$ 1,520	\$ 1,520	\$ 1,520
				<b>Other Services and Charges:</b>			
73	36	300	300	Telephone Expense	300	300	300
195	231	1,200	1,200	Community Promotion & Public Relations	1,200	1,200	1,200
263	183	363	363	Membership & Dues	363	363	363
-	-	1,800	1,800	Historical Site Plaques	1,800	1,800	1,800
3,093	18	5,180	5,180	Museum Expense	5,180	5,180	5,180
-	-	4,000	4,000	Storage Unit Rental	4,000	4,000	4,000
-	-	2,000	2,000	Moving and Shelving Unit Expense	2,000	2,000	2,000
-	-	2,000	2,000	Hall of Fame	2,000	2,000	2,000
				<b>Capital Outlay:</b>			
2,775	-	-	-	Capital Improvements - Cemetery Sign	-	-	-
540	-	-	-	Equipment - DVR & Security Cameras	-	-	-
-	-	-	-	Equipment - Interpretive Signs	-	-	-
<u>\$ 7,275</u>	<u>\$ 516</u>	<u>\$ 18,363</u>	<u>\$ 18,363</u>	<b>Total Historical Commission</b>	<u>\$ 18,363</u>	<u>\$ 18,363</u>	<u>\$ 18,363</u>

## **EMPLOYEES RETIREMENT COMMISSION**

Established under General City Ordinance on January 1, 1958, the City of Warren Employees' Retirement System is the administrator of a single-employer public employees' retirement system that covers all remaining full time employees, except police and fire personnel hired prior to the close of the plan effective upon ratification of the final collective bargaining agreements in February 2000. As of December 31, 2021, there were 498 retirees and beneficiaries receiving benefits from the fund. In addition, 13 members have deferred their retirement benefits. All of the 42 active members in the system have vested pension rights.

The City of Warren Employees' Retirement System is governed by a board of five trustees; the Mayor or an alternate, a Council Member, a citizen appointed by the Mayor, and two elected members of the retirement system. Elected trustees serve three-year terms. The trustees' actions are governed under ordinances and resolutions adopted by Council, the City Retirement Board's adopted rules of procedure, and State of Michigan Public Act 55. The System has contractual agreements with nine money managers to invest approximately \$156 million in assets.

The system is funded through investment earnings and contributions from the City. The City's funding policy provides for periodic employer contributions at actuarially determined amounts that are designed to accumulate sufficient assets to pay benefits when due. The contribution for the fiscal year beginning July 1, 2023 is \$7,503,469, which will change annually after an annual actuarial valuation is completed. The system is audited annually by an independent certified public accountant and is evaluated each year by an actuarial firm. As of December 31, 2021, the retirement system is now 84.2% funded, which means that the accrued liabilities exceeded actuarial accrued assets by 15.8%.

In addition, the General Employees' Retirement System administers the VEBA Trust, which provides health, life, disability and dental insurance for retirees and their families. This Trust was closed to new hires effective in April of 2007. Regular retirement benefits are payable at any age with 30 years of service, attainment of age 50 with 25 years of service or age 60 with 8 years of service. The obligation to contribute to and maintain the system for these employees was established by City ordinance and collective bargaining agreements. At December 31, 2021 plan assets are in excess of \$94 million. As of the most recent actuarial valuation dated December 31, 2020 there are 587 retirees and beneficiaries, 38 deferred members and 132 active vested members covered by the VEBA Trust.

## **EMPLOYEE RETIREMENT COMMISSION**

### **Fiscal 2024 Performance Objectives**

1. To improve communication between Board of Trustees, Retirees, Employees and City Administration.
2. To promote awareness and use of Retirement System's Webpage for better communication and education of members.
3. To promote education for staff and trustees regarding pension law and changing legislation.
4. To improve the databases of healthcare eligibility for retirees.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Agendas prepared	22	24	24	24
Formal pension calculations prepared	23	25	25	25
Annual employee pension ledgers prepared	85	80	75	70
Pension checks distributed	6,300	6,250	6,250	6,250
1099R's mailed	540	545	545	535
Retirement actuarial statements prepared	1	1	1	1
Retirement financial statements prepared	1	1	1	1
VEBA Trust actuarial valuation prepared	0	1	1	0
VEBA Trust financial statements prepared	1	1	1	1

GENERAL FUND PERSONNEL

<u>CITY RETIREMENT</u>	<u>Present (a)</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Administrator II	1	\$ 87,653	1 (e)	\$ 93,766	1 (e)	\$ 93,766	1 (e)	\$ 93,766
Account Administrator	-	-	1 (c)	74,593	1 (c)	74,593	1 (c)	74,593
Senior Account Technician - Retirement	1	68,648	- (c)	-	- (c)	-	- (c)	-
Part-time Employee		10,000		10,000		10,000		10,000
Overtime	—	10,000	—	10,000	—	10,000	—	10,000
Total Personnel	<u>2</u>		<u>2</u>		<u>2</u>		<u>2</u>	

(a) Wage rates are based on Local 412 Unit 59 and Local 227 contracts that expire 6/30/24.

(c) Reclassifications of Senior Account Technician to Account Administrator, wage increase of \$3,886 (5.49%) after 7/1/23 contractual raise.

(e) Reflects additional wage increase of \$3,483 (3.85%) after 7/1/23 contractual raise.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>GENERAL GOVERNMENT</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>CITY RETIREMENT</u></b>			
				<b>Personnel Services:</b>			
\$ 165,844	\$ 78,150	\$ 156,911	\$ 156,911	Permanent Employees	\$ 169,016	\$ 169,016	\$ 169,016
3,395	1,085	10,000	10,000	Part-time Employee	10,000	10,000	10,000
5,767	3,670	10,000	10,000	Overtime	10,000	10,000	10,000
				<b>Employee Benefits:</b>			
13,720	6,926	14,736	14,736	Social Security	15,745	15,745	15,745
39,751	15,954	40,642	40,642	Employee Insurance	43,978	43,978	43,978
74,563	23,925	47,809	47,809	Retiree Health Insurance	47,939	47,939	47,939
-	4,208	7,214	7,214	Bonus/Sick Redemption	7,771	7,771	7,771
6,800	3,400	6,800	6,800	Longevity	6,800	6,800	6,800
1,400	1,400	1,400	1,400	Education Allowance	1,500	1,500	1,500
300	650	300	300	Clothing	700	700	700
18,011	9,138	18,762	18,762	Retirement Fund	19,579	19,579	19,579
				<b>Retiree Benefits:</b>		-	-
7,568,956	4,399,656	8,500,000	8,500,000	Retiree Insurance	8,500,000	8,500,000	8,500,000
996,071	532,072	1,150,000	1,150,000	Medicare Reimbursement	1,150,000	1,150,000	1,150,000
-	-	2,500	2,500	<b>Office Supplies</b>	6,100	6,100	6,100
				<b>Other Services and Charges:</b>		-	-
-	-	-	13,000	Legal Services	14,000	14,000	14,000
-	-	-	1,000	Fees & Per Diem	1,000	1,000	1,000
711	96	2,000	2,000	Postage	2,000	2,000	2,000
-	-	-	715,439	Contractual Services	596,563	596,563	596,563
-	-	-	1,000	Service Contracts	-	-	-
-	-	-	3,000	Disability Physicals	3,000	3,000	3,000
-	-	-	475	Membership & Dues	200	200	200
-	-	-	40,810	Bank Custodial Fees	41,360	41,360	41,360
-	-	-	7,000	Travel and Conferences	7,000	7,000	7,000
-	-	-	14,000	Insurance and Bonds	14,000	14,000	14,000
-	-	-	2,000	Printing & Publishing	2,000	2,000	2,000
764	361	1,000	1,000	Telephone	1,000	1,000	1,000
\$ 8,896,053	\$ 5,080,691	\$ 9,970,074	\$ 10,767,798	<b>Total City Retirement</b>	\$ 10,671,251	\$ 10,671,251	\$ 10,671,251
(199,206)	(89,561)	(194,244)	(991,968)	Charges Reimbursable via Public Act 55	(888,040)	(888,040)	(888,040)
(8,696,847)	(4,991,130)	(9,775,830)	(9,775,830)	Charges Reimbursable via VEBA Trust	(9,783,211)	(9,783,211)	(9,783,211)
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<b>Net City Retirement</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

## **POLICE AND FIRE RETIREMENT COMMISSION**

The Warren Police and Fire Retirement Commission was established with the authority to administer, manage, and operate the retirement system following the provisions established by Public Act 345 of 1937, as amended. The responsibility of the Police and Fire Retirement Board is to make certain that the assets of the retirement fund are invested in a safe and prudent manner, yielding the highest possible return on the investment of the funds.

The Board is also responsible for calculation of retiree benefits. Board meetings are held on the third Thursday of every month at 11:00 a.m. in the Baseline Conference Room, located on the fourth floor of city hall. These are public meetings with the notices posted near the Treasurer's Department in city hall by the end of the week prior to the meeting.

Total assets in the fund as of December 31, 2021, were \$343,475,691. The financial objective of the plan, which meets the State of Michigan requirements, is to establish and receive periodic employer contributions at actuarially determined amounts in order to accumulate sufficient assets to pay benefits when due. The contribution for the fiscal year beginning July 1, 2023 is \$14,306,183, which will change annually after an annual actuarial valuation is completed and a report is issued. As of December 31, 2021 the retirement system is now 78.6% funded, which means that accrued liabilities exceeded actuarial accrued assets by 21.4%.

There are currently 575 retirees or beneficiaries receiving benefits from the fund and 307 active members of the system who pay three and five percent of gross wages into the system. Retirement benefits vest after 10 years of service.

The members of the Police and Fire Retirement Board include the City Treasurer, a police department representative, a fire department representative and two mayoral appointed positions. The Commission uses the services of independent legal counsel (on a retainer basis) to handle the legal matters of the system. The system is audited annually by an independent certified public accounting firm.

In 2004, an ordinance was passed creating the Warren Police and Fire Health Benefits Plan. The board members are comprised of a police representative, fire representative, City Treasurer and two mayoral appointees. The primary objective is to receive contributions from the City and to fund for current employee's future health expenditures and pay current retirees health expenditures and Medicare reimbursements. Plan assets as of December 31, 2021, were \$79,428,353.

## **POLICE AND FIRE RETIREMENT COMMISSION**

### **Fiscal 2024 Performance Objectives**

1. To encourage more enrollments in the direct deposit program.
2. To continue software development for accounting system.
3. To continue software training for staff.
4. To continue education of active members regarding plan benefits.
5. To begin work on database of separating Police and Firefighters with different benefit tiers.
6. To begin work on actuarial study for Health Benefits Plan.
7. To encourage use of online capabilities relative to forms.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Pension calculations prepared	17	20	20	20
Actual pension calculations prepared	17	20	20	20
Agendas prepared	17	18	18	18
Active employee ledgers distributed	383	375	375	375
Pension checks distributed	57	128	55	54
Annuity withdrawals completed	17	20	20	20
Safe-Harbor method calculations	1	5	5	5
Retiree incentive bonuses paid	3	5	5	5
1099R's and W4-P's mailed	670	660	660	660
Buy-Back computations	13	25	25	25
Direct deposit enrollments	15	15	1	1
Monitoring monthly direct deposits	7,616	6,800	7,620	7,620
Direct deposits initiated	7,616	6,800	7,620	7,620
Pension verifications	580	570	0	570
Retirement System actuarial valuation prepared	1	1	1	1
Retirement System financial statements prepared	1	1	1	1
VEBA Trust actuarial valuation prepared	1	1	1	1
VEBA Trust financial statements prepared	1	1	1	1



GENERAL FUND PERSONNEL

	<u>Present (a)</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>POLICE &amp; FIRE RETIREMENT</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Police & Fire Retirement Director	1	\$ 94,860	1	\$ 97,706	1	\$ 97,706	1	\$ 97,706
Accountant I	1	71,130	1	73,264	1	73,264	1	73,264
Account Administrator	1	72,420	1	74,593	1	74,593	1	74,593
Part-time Employee		20,000		20,000		20,000		20,000
Overtime	—	5,200	—	5,200	—	5,200	—	5,200
Total Personnel	<u>3</u>		<u>3</u>		<u>3</u>		<u>3</u>	

(a) Wage rates are based on Local 412 Unit 59 and Local 227 contracts that expire 6/30/24.

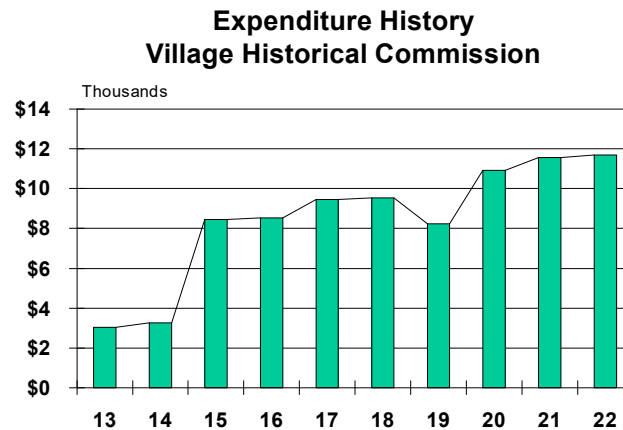
GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>POLICE &amp; FIRE RETIREMENT</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 163,358	\$ 92,697	\$ 239,339	\$ 239,339	Permanent Employees	\$ 246,522	\$ 246,522	\$ 246,522
12,469	7,410	20,000	20,000	Part-time Employee	20,000	20,000	20,000
12,132	6,130	5,200	5,200	Overtime	5,200	5,200	5,200
				<b>Employee Benefits:</b>			
14,871	8,405	21,509	21,509	Social Security	22,450	22,450	22,450
45,981	23,087	61,190	61,190	Employee Insurance	65,914	65,914	65,914
72,503	23,055	47,108	47,108	Retiree Health Insurance	47,344	47,344	47,344
-	-	7,720	7,720	Bonus/Sick Redemption	11,335	11,335	11,335
6,800	3,400	6,800	6,800	Longevity	6,800	6,800	6,800
1,500	1,500	1,500	1,500	Education Allowance	2,500	2,500	2,500
300	650	600	600	Clothing	1,050	1,050	1,050
95,200	46,219	97,806	97,806	Retirement Fund	94,377	94,377	94,377
				<b>Retiree Benefits:</b>			
8,599,013	4,644,133	10,500,000	10,500,000	Retiree Insurance	10,500,000	10,500,000	10,500,000
783,754	430,507	1,000,000	1,000,000	Medicare Reimbursement	1,000,000	1,000,000	1,000,000
100	-	5,218	5,218	<b>Office Supplies</b>	5,218	5,218	5,218
				<b>Other Services and Charges:</b>			
1,026	152	5,016	5,016	Postage	5,016	5,016	5,016
-	-	-	24,000	Audit Fees	24,000	24,000	24,000
-	-	-	1,800,000	Contractual Services	1,800,000	1,800,000	1,800,000
-	-	-	530	Service Contracts	1,000	1,000	1,000
-	-	-	3,500	Disability Physicals	3,500	3,500	3,500
-	-	-	8,000	Travel and Conferences	8,000	8,000	8,000
-	-	-	20,000	Insurance and Bonds	20,000	20,000	20,000
-	-	-	3,400	Printing & Publishing	3,400	3,400	3,400
573	270	1,000	1,000	Telephone	1,000	1,000	1,000
\$ 9,809,580	\$ 5,287,615	\$ 12,020,006	\$ 13,879,436	<b>Total Police &amp; Fire Retirement</b>	\$ 13,894,626	\$ 13,894,626	\$ 13,894,626
(426,813)	(212,975)	(520,006)	(2,379,436)	Charges Reimbursable via Public Act 55	(2,394,626)	(2,394,626)	(2,394,626)
(9,382,767)	(5,074,640)	(11,500,000)	(11,500,000)	Charges Reimbursable via VEBA Trust	(11,500,000)	(11,500,000)	(11,500,000)
\$ -	\$ -	\$ -	\$ -	<b>Net Police &amp; Fire Retirement</b>	\$ -	\$ -	\$ -

## VILLAGE HISTORICAL COMMISSION

On December 28, 1976, the City Council created the Village Historic District Commission, composed of seven members, appointed by the Mayor, for a three-year term.

The purpose of the Warren Village Historic District Commission is to enrich the present and future by preserving the past. It does this through efforts to beautify the neighborhood; to encourage historic preservation and property maintenance; educate citizens on Warren's unique cultural heritage; and apply rules and regulations to protect the district from alteration and development that might compromise its aesthetic integrity or diminish its unique historic value.



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>VILLAGE HISTORICAL COMMISSION</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ -	\$ 100	\$ 600	\$ 600	<b>Office Supplies</b>	\$ 600	\$ 600	\$ 600
				<b>Other Services and Charges:</b>			
8,435	-	14,000	14,000	Contractual Services	14,000	14,000	14,000
186	-	5,000	5,000	Community Promotion & Public Relations	5,000	5,000	5,000
3,081	4,864	3,300	3,300	Public Utilities	3,300	3,300	3,300
-	-	3,200	3,200	Historical Site Plaque	3,200	3,200	3,200
-	-	15,000	15,000	Old Village Hall Improvements	15,000	15,000	15,000
-	-	10,000	10,000	Vintage Light Poles	10,000	10,000	10,000
<u>\$ 11,702</u>	<u>\$ 4,964</u>	<u>\$ 51,100</u>	<u>\$ 51,100</u>	<b>Total Village Historical Commission</b>	<u>\$ 51,100</u>	<u>\$ 51,100</u>	<u>\$ 51,100</u>

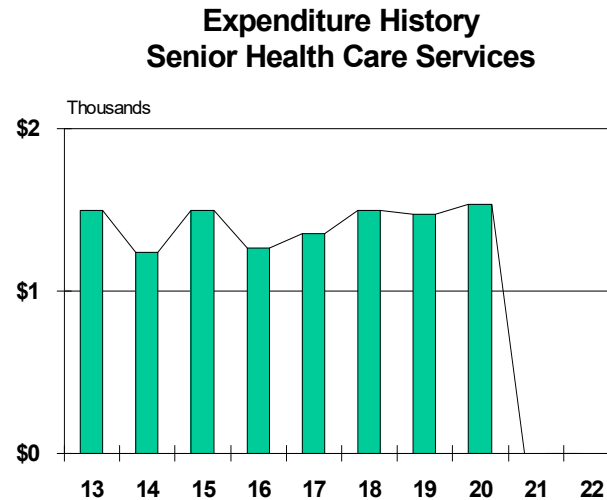
## **SENIOR HEALTH CARE SERVICES**

The Warren City Commission for Senior Health Care Services was created by city ordinance effective December 28, 1987.

The purpose of the Commission is to identify health care needs of Warren seniors and to provide information of health care services available in the city.

The Commission consists of twelve members. The members of the commission shall be appointed by the Mayor and confirmed by City Council. Five (5) members shall be Warren senior citizens, six (6) shall be representatives from healthcare organizations with varied backgrounds, and one (1) member shall be an employee of the City of Warren.

The Commission's officers shall be Chairman, Vice-Chairman, Secretary and Treasurer.



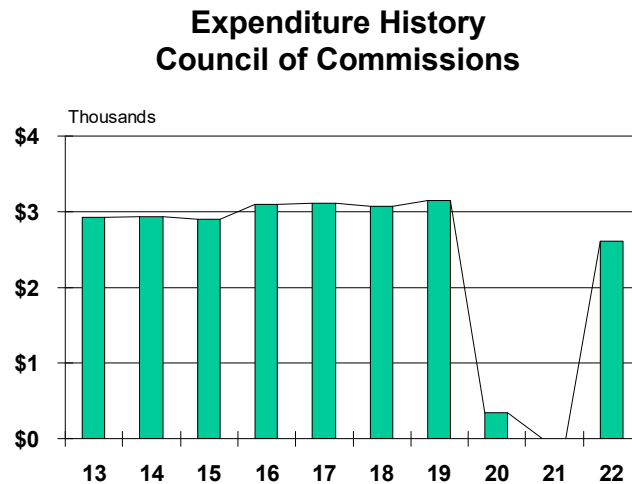
GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>CITY COMMISSION ON SENIOR HEALTH CARE SERVICES</u></b> <b>Other Services and Charges:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ -	\$ 232	\$ 2,000	\$ 2,000	Community Promotion & Public Relations	\$ 2,000	\$ 2,000	\$ 2,000
<u>\$ -</u>	<u>\$ 232</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<b>Total Senior Health Care Svcs Commission</b>	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>

## **COUNCIL OF COMMISSIONS**

The purpose and function of the Council of Commissions is to unite the City Commissions into a representative Council with the concept of sharing ideas, concerns, plans for improvement, and enrichment of the community. By promoting and encouraging public interest in its endeavors, the Council of Commissions intends to strengthen the purpose and function of the individual city commissions.

The Council of Commissions shall consist of one member from each city commission interested in participating. The representative shall be appointed annually to the Council of Commissions by each individual commission.



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>COUNCIL OF COMMISSIONS</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ -	\$ -	\$ 100	\$ 100	<b>Office Supplies</b>	\$ 100	\$ 100	\$ 100
				<b>Other Services and Charges:</b>			
2,612	553	3,850	3,850	Appreciation Reception	3,850	3,850	3,850
<u>\$ 2,612</u>	<u>\$ 553</u>	<u>\$ 3,950</u>	<u>\$ 3,950</u>	<b>Total Council of Commissions</b>	<u>\$ 3,950</u>	<u>\$ 3,950</u>	<u>\$ 3,950</u>



## **ANIMAL WELFARE COMMISSION**

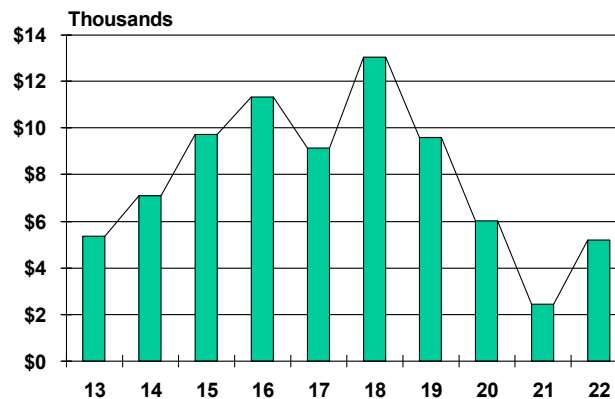
The Animal Welfare Commission was established on October 22, 1998. The Commission shall consist of seven members to be appointed by the Mayor. The members shall serve for three-year terms and may be re-appointed for any number of terms. Council and the Mayor may appoint ex-officio members.

The purpose and function of the commission shall be to study the proper care, husbandry, welfare, maintenance, education and awareness of issues of all animals that reside within City limits.

The duties of the Animal Welfare Commission shall be as follows:

1. Review and recommend to the Mayor and Council programs and practices that will develop citizen cooperation in the maintenance, proper care and animal rights of all animals in the City.
2. Advise and provide studies and recommendations to the Mayor and Council on such issues as husbandry (housing, food, shelter, water, general maintenance), medical care, cruelty to animals, licensing, promotion of spay and neuter programs, enforcement of ordinances and promotion of legislative action regarding animal cruelty, investigations and recommendations regarding wildlife incidents, and recommendations of additional ordinances designed to protect animals within the City.

**Expenditure History  
Animal Welfare Commission**



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<u>GENERAL GOVERNMENT</u> <u>ANIMAL WELFARE COMMISSION</u>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ -	\$ -	\$ 300	\$ 300	<b>Office Supplies</b>	\$ 300	\$ 300	\$ 300
				<b>Other Services and Charges:</b>			
1,995	-	1,500	1,500	Operating Expense	1,500	1,500	1,500
-	-	50	50	Postage	50	50	50
-	-	50	50	Telephone Expense	50	50	50
2,183	1,832	2,600	2,600	Vaccination Fair	3,000	3,000	3,000
1,000	-	3,000	3,000	Chipping Clinic	3,000	3,000	3,000
-	-	2,500	2,500	Education	4,000	4,000	4,000
-	-	-	-	Spay/Neuter Clinic	4,000	4,000	4,000
-	-	-	-	Community Outreach	2,000	2,000	2,000
-	-	7,500	7,500	Dog Park	2,100	2,100	2,100
<u>\$ 5,178</u>	<u>\$ 1,832</u>	<u>\$ 17,500</u>	<u>\$ 17,500</u>	<b>Total Animal Welfare Commission</b>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>

## **VETERANS ADVISORY AND MEMORIAL COMMISSION**

The purpose and function of the Veterans Advisory and Memorial Commission is to assist resident veterans and their families by creating awareness of the rights and needs of veterans among the veterans and within the community.

The Veterans Advisory and Memorial Commission shall:

- Establish working relationships with neighboring veteran agencies.
- Recognize and honor the contributions of resident veterans, deceased resident veterans and active service personnel.
- Offer and promote volunteer opportunities that benefit resident veterans and their families.
- Recognize and honor the community service of residents working to promote veterans rights and interests.
- Work cooperatively with other commissions, committees and boards, and City departments to develop recommendations for policies and programs addressing veterans' interests.
- The Commission is intended to be comprised of five (5) members appointed by the Mayor and confirmed by Council. At least three (3) members must be veterans.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>GENERAL GOVERNMENT</u></b> <b><u>VETERANS ADVISORY AND</u></b> <b><u>MEMORIAL COMMISSION</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ -	\$ -	\$ -	\$ -	<b>Office Supplies</b>	\$ -	\$ -	\$ 1,000
-	-	-	-	<b>Other Services and Charges:</b>	-	-	-
				Community Promotion	-	-	3,000
				<b>Capital Outlay:</b>			
-	-	-	-	Capital Improvements	-	-	25,000
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<b>Total Animal Welfare Commission</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 29,000</u>

## **FIRE DEPARTMENT**

The primary purpose of the Fire Department is to protect the lives and property of the citizens and business owners of the City of Warren. The operation of the department is based on its authority and responsibilities granted within home rule charter and divided into seven categories.

**ADMINISTRATION:** Executes and directs the research, planning and development of all department assignments, rules, and procedures, etc. Responsible for the preparation and submission of bi-weekly, monthly and annual reports, as well as preparation and administration of the annual budget. Monitors the use of apparatus, equipment, supplies and all assets of the department and reviews contracts. Maintains all incident reports, correspondence, records, files, operating procedures, resource manuals, orders and directives. Provides supervision and direction to all divisions within the department.

**FIREFIGHTING DIVISION:** The primary role of the firefighting division is to protect lives and property of residents, business owners and visitors to our community from products of combustion generated by fires. Fire fighters are also trained to respond to a wide range of incidents beyond their firefighting duties, including responding to hazardous materials and technical rescue incidents, natural or man-made disasters, chemical, biological, radiological or nuclear incidents.

**EMERGENCY MEDICAL DIVISION:** The primary role of cross-trained fire fighters/paramedics, who are licensed by the State of Michigan, is to provide advanced and basic medical response, treatment and transport of the sick and injured. Patients are treated and transported to the most appropriate medical facilities inside and outside the City.

**FIRE PREVENTION DIVISION:** The primary role of this division is the prevention of fires through inspection of building occupancies of all types with an emphasis on public gathering facilities including theaters, restaurants and bars. Review of site plans focus in the areas of fire protection systems and egress pathways for new or renovated facilities. Public fire safety education is also a responsibility of this division.

**HAZARDOUS MATERIALS TEAM:** The primary role of this specialized team within the firefighting division is to respond to and mitigate hazardous materials incidents. All fire fighters receive training while team members receive advanced specialized training to the technician level of certification. Team members are also responsible for maintaining an extensive inventory of specialized equipment and supplies necessary to mitigate and contain an incident. Team members are also part of the Macomb County Hazardous Materials Team providing response capabilities for larger scale incidents.

**TECHNICAL RESCUE TEAM:** The primary role of this specialized team within the Firefighting Division is to respond to and mitigate incidents in the areas of rescue from confined spaces, rescue from building collapse, rescue from heights, rescue from water incidents, and rescue from machine entrapments. Team members are also part of the Macomb County Technical Rescue Team providing response capabilities for larger scale incidents.

**TACTICAL MEDIC TEAM:** The primary function of this specialized team within the Firefighting Division is to respond to and provide medical support, treatment and or transport to the police department's special response team.

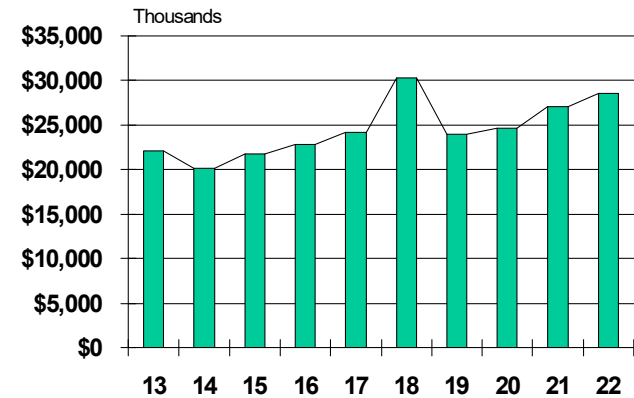
## **FIRE DEPARTMENT**

### **Fiscal 2024 Performance Objectives**

1. To collaborate with at least one other community to streamline the delivery of fire and EMS services to both communities or a group of communities, creating cost and delivery efficiencies.
2. To develop a strategy to refurbish, rebuild or replace fire stations and ancillary facilities that has the support of administration and approval of City Council.
3. To implement a replacement schedule for all apparatus, squad utility trucks and staff vehicles that has the support of the administration and the approval of City Council.
4. To implement technology advances that create work place efficiencies and further transition department towards a paperless environment.
5. To continue to modernize and transform the department to meet the challenges of the 21<sup>st</sup> century.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Incident reports reviewed	6,000	21,500	7,500	7,500
Fire station/apparatus/equipment inspections	60	60	72	72
Total incident responses	19,877	21,000	20,500	21,000
Total equipment responses	41,937	40,000	41,000	42,000
Mutual aid rendered and received	53	30	25	25
On duty injuries	16	30	15	15
Lost work hours from on duty injuries	1,480	4,000	5,000	5,000
Hours of hydrant maintenance	1,232	8,320	7,000	8,000
Hours of fire training	11,902	9,000	10,000	10,000
Hours of medical training	3,435	4,400	5,000	5,000
Fire Department vehicle accidents	10	10	10	10
Hours of haz-mat training	220	900	1,000	1,000
Hours of tech rescue training	424	900	1,000	1,000
Hours of SRT training	344	500	400	400

### **Expenditure History Fire Department**



GENERAL FUND PERSONNEL

<u>FIRE DEPARTMENT</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Fire Commissioner	1	\$ 140,723	1	\$ 145,999	1	\$ 145,999	1	\$ 145,999
Administrative Chief of Operations	1	131,315	1	136,239	1	136,239	1	136,239
Deputy Chief	1	125,345	1	130,045	1	130,045	1	130,045
Special Operations Chief	1	119,378	1	123,854	1	123,854	1	123,854
Battalion Chief	3	119,378	3	123,854	3	123,854	3	123,854
Fire Marshal	1	119,378	1	123,854	1	123,854	1	123,854
Chief of E.M.S.	1	119,378	1	123,854	1	123,854	1	123,854
Captain	6	119,378	6	123,854	6	123,854	6	123,854
Chief of Training	1	119,378	1	123,854	1	123,854	1	123,854
Training Coordinator	1	108,525	1	112,594	1	112,594	1	112,594
EMS Coordinator	-	-	1 (b)	112,594	1 (b)	112,594	1 (b)	112,594
Lieutenant	15	108,525	15	112,594	15	112,594	15	112,594
M.I.S. Specialist	1	108,525	1	112,594	1	112,594	1	112,594
Fire Inspector	4	108,525	4	112,594	4	112,594	4	112,594
Sergeant	6	98,656	6	102,355	6	102,355	6	102,355
Fire Fighter	72	89,688	75 (b)	93,051	75 (b)	93,051	78 (b)	93,051
Fire Fighter Engine & Ladder	21	89,688	21	93,051	21	93,051	21	93,051
Cadet Firefighters	27	23,645	15 (d)	24,355	15 (d)	24,355	12 (d)	24,355
Office Coordinator - Fire	1	82,895	1	85,382	1	85,382	1	85,382
Senior Administrative Secretary	-	-	1 (b)	68,257	1 (b)	68,257	1 (b)	68,257
Administrative Clerk Technician	1	61,086	1	62,919	1	62,919	1	62,919
EMS Billing Clerk	1	56,915	1	58,622	1	58,622	1	58,622
Temporary		-		35,000		35,000		35,000
Overtime - Fire Fighters		1,000,000		1,000,000		1,000,000		1,000,000
Overtime - Cadets		-		5,000		5,000		5,000
Overtime - Clerical		5,000		5,000		5,000		5,000
Total Personnel	<u>166</u>		<u>159</u>		<u>159</u>		<u>159</u>	

(a) Wage rates include holiday pay and are based on Local 1383 contract that expires 6/30/24 and Local 412 Unit 35 and Local 227 contracts that expire 6/30/24.

(b) New position.

(d) Position deleted.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SAFETY</u></b> <b><u>FIRE DEPARTMENT</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 138,710	\$ 66,523	\$ 133,566	\$ 133,566	Appointed Official	\$ 137,572	\$ 137,572	\$ 137,572
9,869,461	5,632,571	11,787,180	11,787,180	Fire Fighter Wages	12,424,495	12,424,495	12,687,538
377,008	161,491	631,445	631,445	Cadet Fire Fighters	366,750	366,750	293,400
195,861	97,349	201,679	201,679	Civilians & Clerical	276,253	276,253	276,253
-	-	-	-	Temporary/Co-op	35,000	35,000	35,000
9,701	2,306	5,000	5,000	Overtime - Clerical	5,000	5,000	5,000
2,636,535	873,388	1,000,000	1,000,000	Overtime - Fire Fighters	1,000,000	1,000,000	1,000,000
-	-	-	-	Overtime - Clerical	5,000	5,000	5,000
87,561	16,644	150,000	150,000	Shift Premium	150,000	150,000	150,000
61,000	11,833	28,000	28,000	A.E.M.T. Premium	17,500	17,500	17,500
				<b>- Employee Benefits:</b>			
78,009	22,850	30,050	30,050	Educational Allowance	22,450	22,450	23,950
14,301	10,280	21,600	21,600	Cleaning/Clothing Allowance	17,450	17,450	17,450
246,736	125,100	280,740	280,740	Social Security	280,640	280,640	279,155
575,572	365,511	685,064	685,064	Holiday Pay	818,242	818,242	835,375
2,581,524	1,293,918	3,045,640	3,045,640	Employee Insurance	3,399,793	3,399,793	3,468,541
4,222,542	1,936,575	3,877,871	3,877,871	Retiree Health Insurance	3,199,970	3,199,970	3,205,664
-	-	15,110	15,110	Bonus/Sick Redemption	18,473	18,473	18,473
168,338	78,423	168,141	168,141	Longevity	173,502	173,502	173,502
4,682,745	2,552,351	5,116,994	5,116,994	Retirement Fund	5,288,228	5,288,228	5,288,228
101,639	60,391	123,000	123,000	Food Allowance	126,000	126,000	129,000
93,777	67,542	88,200	88,200	Uniforms	110,000	110,000	110,450
				<b>Supplies:</b>			
424,567	167,619	563,500	563,500	Operating Supplies	410,000	410,000	410,000
151,542	59,709	210,000	210,000	EMS Medical Supplies	233,000	233,000	233,000
150,387	102,401	135,000	135,000	Gasoline & Diesel Oil	225,000	225,000	225,000
				<b>Other Services and Charges:</b>			
553,012	165,725	656,050	656,050	Contractual Services	572,500	572,500	596,021
159,554	30,847	420,000	420,000	Building Maintenance	406,000	406,000	406,000
111,541	41,570	187,000	187,000	Instruction	386,100	386,100	386,100
12,719	-	17,100	17,100	Medical Services	58,500	58,500	58,500
48,011	36,762	59,500	59,500	Telephone and Radio	86,000	86,000	86,000
147,985	48,569	135,000	135,000	Public Utilities	160,000	160,000	160,000
30,000	15,000	30,000	30,000	Hydrant Installation & Repairs	30,000	30,000	30,000
60,000	30,000	60,000	60,000	Public Fire Protection (Water)	60,000	60,000	60,000

(Continued)



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SAFETY</u></b> <b><u>FIRE DEPARTMENT (CONTINUED)</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Other Services and Charges:</b>			
\$ 6,977	\$ 1,611	\$ 29,870	\$ 29,870	Memberships & Dues	\$ 31,070	\$ 31,070	\$ 31,070
22,453	21,001	50,700	50,700	Fire Prevention Week	60,200	60,200	60,200
				<b>Capital Outlay:</b>			
55,240	116,566	4,961,936	4,961,936	Capital Improvements and Vehicles	1,390,000	1,390,000	1,914,107
487,963	165,493	606,650	606,650	Fire Equipment	1,694,000	1,694,000	1,694,000
-	-	-	-	ARPA Expenditures	2,700,000	2,700,000	-
-	-	400,000	400,000	Michigan Economic Development Grant	-	-	-
<u>\$ 28,562,971</u>	<u>\$ 14,377,919</u>	<u>\$ 35,911,586</u>	<u>\$ 35,911,586</u>	<b>Total Fire Department</b>	<u>\$ 36,374,688</u>	<u>\$ 36,374,688</u>	<u>\$ 34,507,049</u>

## **POLICE DEPARTMENT**

The primary purpose of the Police Department is to protect life and property. To accomplish this goal, police officers enforce the criminal laws of the State of Michigan and our City Ordinances.

Organizationally, the Police Department's operations are divided into four bureaus: Administrative, Patrol, Investigative and Professional Standards.

The Administrative Services Bureau is responsible for the operation of the Computer Services Division, Technical Systems Management, and Emergency Services Division. The Administrative Bureau develops and maintains the department's budget, distributes personnel as needed, plans, directs and implements the departments equipment needs, maintains the good order and condition of the departments building and infrastructure, and ensures the accomplishment of the departments overall goals and mission. The Bureau's Emergency Services Division is responsible for development and implementation of emergency operation plans that would account for any possible hazardous or emergency situations that could occur throughout the City.

The Patrol Services Bureau is responsible for the first response to the majority of calls for service. Included in the Patrol Bureau is the Uniformed Patrol Division, and The Patrol Support Division (Traffic). The Uniformed Patrol Division concentrates on crimes against persons and property, with the ultimate goal of arresting offenders and preventing crime. The Patrol Support Division (Traffic) is responsible for ensuring safe driving practices by the public on both major arteries and residential streets. To accomplish this, the division has a traffic enforcement unit, a traffic engineer, an abandoned officer unit, and an animal control unit. Patrol Services is also responsible for jail operations, neighborhood watch, The K9 Division, and interaction with prisoner processing through the 37<sup>th</sup> District Court. They also oversee the School Resource Officer Unit, which is the department's liaison to our community schools.

The Investigative Services Bureau is responsible for the investigation of all crimes after the initial contact by uniformed patrol officers. This includes prosecution of offenders through the entire court process. The two major divisions are the Criminal Investigations Division, which takes responsibility for all crimes perpetrated by persons over the age of 16, and the Family Investigations Division, which handles incidents of crime perpetrated by juveniles, child abuse, and criminal sexual conduct cases. Also included in this bureau is the Evidence/Property Unit, which is responsible for the storage and disposition of all property coming into the possession of the Police Department.

The Professional Standards Division Manages and oversees department hiring, the Technical Services Division, the Dispatch Center, and the Training Division. Technical Services responds to all request for FOIA, fingerprinting, records request and paperwork for firearms. The Dispatch Center handles all incoming calls from citizens requesting police or fire department assistance. Professional Standards also maintains all department policies and procedures, and maintains department accreditation.

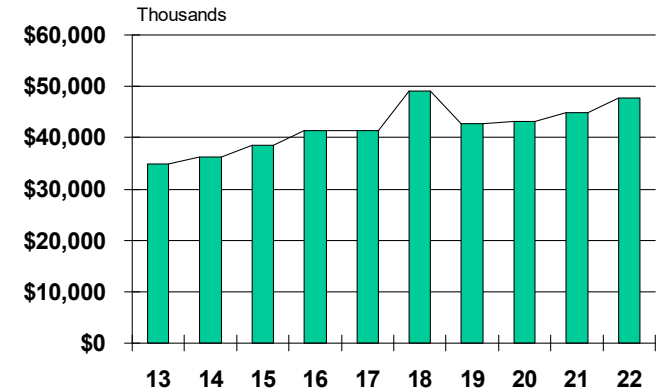
## **POLICE DEPARTMENT**

### **Fiscal 2024 Performance Objectives**

1. To continue to disrupt and dismantle drug networks/trafficking in and around Macomb with the DEA and FANTOM.
2. To dedicate officers to assist in the operating of the Civic Center South mini station.
3. To continue to grow and expand the Community Policing Unit and further expand Neighborhood Watch programs and initiatives.
4. To launch a cooperative effort with US Marshalls to apprehend sex offenders and wanted felons.
5. To update the forensic lab to protect the integrity of evidence.
6. To continue to complete essential infrastructure repairs to Police headquarters

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Calls for police service	96,497	99,750	105,000	107,000
Part A crimes	1,354	1,550	1,675	1,750
Burglary incidents	302	475	425	450
Auto theft incidents	536	450	500	550
Narcotic and drug incidents	1,222	600	1,300	1,450
License investigations (Liquor, Gambling, etc.)	209	250	250	275
Traffic citations	28,237	33,000	31,000	35,000
OUIL arrest	129	140	150	165
Traffic accidents	3,744	4,200	4,200	4,200
Juveniles arrest	130	170	155	165
Total arrests	4,063	4,400	4,500	4,950
Abandoned autos process/auctioned	840	1,100	1,100	1,225
Fingerprint requests	907	1,000	1,100	1,225
Guns registered	4,658	5,200	5,300	5,800
Neighborhood watch programs	-	140	140	140
Citizens Police Academy	-	3	3	3
Crime prevention/security survey	60	130	145	160
SRT training days	10	12	12	12
High risk incidents	5	12	12	14
Environmental investigations	7	14	14	14
SID/SOU Search Warrants Executed	146	170	180	200
Junior Detectives Club	2	3	3	3

**Expenditure History  
Police Department**



GENERAL FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>POLICE DEPARTMENT</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Police Commissioner	1	\$ 145,415	1	\$ 150,872	1	\$ 150,872	1	\$ 150,872
Deputy Police Commissioner	1	141,621	1	146,935	1	146,935	1	146,935
Captain	3	128,746	4 (b)	133,577	4 (b)	133,577	3	133,577
Lieutenant	10	117,042	10	121,434	10	121,434	10	121,434
Sergeant	17	106,403	21 (b)	110,395	21 (b)	110,395	21 (b)	110,395
Corporal	30	96,729	31 (b)	100,359	31 (b)	100,359	31 (b)	100,359
Police Officer	173	87,935	173	91,234	173	91,234	175 (b)	91,234
Sub-Total Police Personnel	<u>235</u>		<u>241</u>		<u>241</u>		<u>242</u>	
Crime M.I.S. Specialist	1	99,766	1	102,759	1	102,759	1	102,759
Assistant Crime M.I.S. Specialist	2	69,103	2	71,176	2	71,176	2	71,176
Forensic Technologist	1	79,278	1	81,656	1	81,656	1	81,656
Office Coordinator	1	82,895	1	85,382	1	85,382	1	85,382
Administrative Secretary	1	63,867	1	65,783	1	65,783	1	65,783
Police Asset Forfeiture Spec	1	70,841	1	72,966	1	72,966	1	72,966
Dispatch Supervisor	3	76,046	4 (b)	78,899	4 (b)	78,899	4 (b)	78,899
Dispatcher	21	66,126	25 (b)	68,607	25 (b)	68,607	25 (b)	68,607
Senior Clerk	1	63,867	1	65,783	1	65,783	1	65,783
Fire Arms Specialist	1	61,214	1	63,050	1	63,050	1	63,050
Administrative Clerical Technician	3	61,086	3	62,919	3	62,919	3	62,919
Administrative Clerk	1	56,915	3 (b)	58,622	3 (b)	58,622	3 (b)	58,622
Office Assistant	2	40,977	2	42,206	2	42,206	2	42,206
Sub-Total Civilian Personnel	<u>39</u>		<u>46</u>		<u>46</u>		<u>46</u>	
Temporary/Co-op		140,776		96,824		96,824		96,824
Permanent Part-time - Crossing Guards		151,775		330,000		330,000		330,000
Overtime - Police		1,066,646		1,213,795		1,213,795		1,213,795
Overtime - Civilians		151,913		151,913		151,913		151,913
Total Personnel	<u>274</u>		<u>287</u>		<u>287</u>		<u>288</u>	

(a) Wage rates include holiday pay and are based on WPCOA, WPOA, Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

(b) New position.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SAFETY</u></b> <b><u>POLICE DEPARTMENT</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 148,995	\$ 68,992	\$ 138,523	\$ 138,523	Appointed Official	\$ 142,680	\$ 142,680	\$ 142,680
17,416,583	9,164,601	19,960,551	19,960,551	Police Officers	21,837,325	21,837,325	21,883,563
2,073,226	943,802	2,438,221	2,438,221	Civilians & Clerical	2,888,992	2,888,992	2,888,992
125,232	86,334	223,675	223,675	Crossing Guards	330,000	330,000	330,000
59,667	44,293	140,776	140,776	Temporary/Co-op	96,824	96,824	96,824
1,252,830	624,284	1,066,646	1,066,646	Overtime - Police Officers	1,213,795	1,213,795	1,213,795
198,986	111,564	151,913	151,913	Overtime - Civilians	151,913	151,913	151,913
280,714	69,492	300,000	300,000	Shift Premium	325,000	325,000	325,000
				<b>Employee Benefits:</b>			
189,589	3,056	223,250	223,250	Gun Allowance	228,950	228,950	229,900
52,950	52,550	53,000	53,000	Education Allowance	58,700	58,700	59,300
126,033	116,727	148,800	148,800	Cleaning/Clothing Allowance	159,850	159,850	160,450
500,574	252,764	587,499	587,499	Social Security	651,599	651,599	652,342
970,071	524,016	1,150,619	1,150,619	Holiday Pay	1,447,289	1,447,289	1,450,123
4,856,150	2,363,854	5,943,570	5,943,570	Employee Insurance	6,633,243	6,633,243	6,655,595
7,525,592	3,328,002	6,701,711	6,701,711	Retiree Health Insurance	5,625,313	5,625,313	5,626,338
-	3,993	33,061	33,061	Bonus/Sick Redemption	47,548	47,548	47,548
319,011	174,349	350,584	350,584	Longevity	355,996	355,996	355,996
8,876,417	4,929,235	9,912,549	9,912,549	Retirement Fund	10,137,281	10,137,281	10,137,281
216,326	152,646	241,447	241,447	Uniforms	265,450	265,450	265,800
				<b>Supplies:</b>		-	-
57,348	21,481	60,765	60,765	Office Supplies	157,639	157,639	157,639
81,491	46,158	103,459	103,459	Operating Expense	128,049	128,049	128,049
57,948	53,034	55,046	55,046	2020 DOJ Coronavirus CESF Grant	-	-	-
363,371	235,202	300,000	300,000	Gasoline & Diesel Oil	500,000	500,000	500,000
				<b>Other Services and Charges:</b>			
11,745	4,467	60,000	60,000	Prisoners' Food	60,000	60,000	60,000
94,741	94,742	94,742	94,742	Capital Equipment Lease Payment	94,742	94,742	94,742
-	-	15,000	15,000	Crime Prevention	25,000	25,000	25,000
78,882	19,964	143,250	143,250	Building Maintenance	62,450	62,450	62,450
445,279	629,733	919,699	919,699	Contractual Services	703,461	703,461	703,461
5,057	2,656	7,000	7,000	Postage	7,000	7,000	7,000
63,500	14,121	65,000	65,000	Instruction	97,715	97,715	97,715
13,465	11,772	37,500	37,500	911 Dispatch Training Expense	37,500	37,500	37,500
131,536	29,667	128,266	128,266	Telephone and Radio	276,622	276,622	276,622
-	6,650	35,000	35,000	Vehicle Maintenance	26,250	26,250	26,250

(Continued)

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SAFETY</u></b> <b><u>POLICE DEPARTMENT (CONTINUED)</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Other Services and Charges:</b>			
\$ 7,976	\$ 3,969	\$ 8,500	\$ 8,500	Community Promotion	\$ 8,500	\$ 8,500	\$ 8,500
9,288	5,970	10,000	10,000	Youth Athletic League	10,000	10,000	10,000
4,990	5,607	7,500	7,500	CERT	7,500	7,500	7,500
-	-	8,000	8,000	Wellness Program	8,000	8,000	8,000
3,100	301	5,000	5,000	Explorers	5,000	5,000	5,000
216,727	87,389	200,000	200,000	Public Utilities	-	-	-
4,000	4,000	10,000	10,000	Special Investigations	10,000	10,000	10,000
				<b>Capital Outlay:</b>		-	-
182,436	57,204	432,656	432,656	Capital Improvements	690,000	690,000	690,000
505,952	178,992	712,475	712,475	Police Equipment	846,723	846,723	846,723
7,941	-	87,766	87,766	Office Equipment	41,050	41,050	41,050
-	331	5,000	5,000	911 Equipment	5,000	5,000	5,000
-	-	-	-	U.S. Dept of Justice Assistance Grant-2017	-	-	-
25,394	-	-	-	U.S. Dept of Justice Assistance Grant-2018	-	-	-
14,192	9,775	9,803	9,803	U.S. Dept of Justice Assistance Grant-2019	-	-	-
17,180	-	12,607	12,607	U.S. Dept of Justice Assistance Grant-2020	-	-	-
68,815	-	12,813	12,813	U.S. Dept of Justice Assistance Grant-2021	-	-	-
-	-	81,446	81,446	U.S. Dept of Justice Assistance Grant-2022	-	-	-
-	-	6,631	6,631	Bulletproof Vest Partnership Grant	-	-	-
-	-	-	-	Homeland Security Grant - 2019	-	-	-
18,479	-	-	-	OHSP - Ped Bike Enforcement	-	-	-
-	-	-	-	ARPA Expenditures	910,000	910,000	-
<u>\$ 47,679,779</u>	<u>\$ 24,537,739</u>	<u>\$ 53,401,319</u>	<u>\$ 53,401,319</u>	<b>Total Police Department</b>	<u>\$ 57,315,949</u>	<u>\$ 57,315,949</u>	<u>\$ 56,481,641</u>

## **ANIMAL CONTROL**

The Animal Control Unit is responsible for the enforcement of local animal control ordinances, and picking up stray, lost, and unlicensed animals. Additionally, they investigate all incoming community animal complaints. The Unit consists of three (3) civilian Animal Control Officers (ACO) employees. On average, these Officers respond to 35 calls for service a day and return 30 to 40 telephone calls each day. They also deliver 50 abandoned or injured animals to the Macomb County Animal Shelter per week.

The Animal Control Unit is a very important service to the city and is in high demand from its citizens. Animal Control Services include; attending to injured animals, removing dead animals from the roadway and neighborhoods, responding to animal bite complaints, and responding to stray dogs and vicious animals. Animal Control personnel also respond to animal welfare complaints including abuse and cruelty. The Animal Control Officers have the authority to issue violations for animal ordinance violations that they see.

As a public service, Animal Control Officers assist citizens with advice on how to care for their animals along with referring them to low cost programs available for veterinarian care.

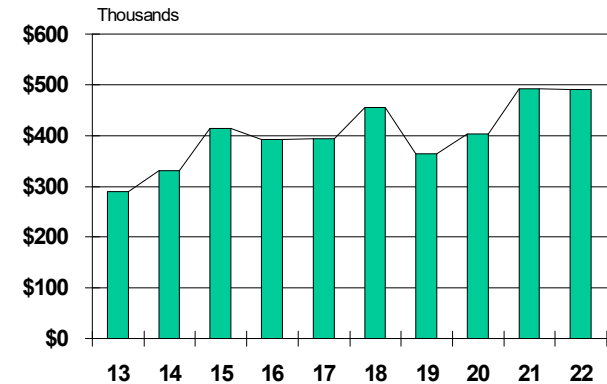
## **ANIMAL CONTROL**

### **Fiscal 2024 Performance Objectives**

1. To provide increased investigative service to the community with regard to stray, lost, unlicensed or dead animals.
2. To expand pet food programs by hosting more events.
3. To increase the Spay, Neuter, Release (SNR) cat numbers.
4. To provide better enforcement of ordinances pertaining to all animals.
5. To encourage citizens to transport sick or injured animals to the Macomb County Animal shelter whenever possible.
6. To striving to decrease dependency on the Macomb County Animal Control by developing relationships with other entities, such as "I heart Dogs".

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Animal Control calls for service	3,500	3,100	3,800	4,100
Number of miles driven per year	60,000	55,000	80,000	80,000
Stray animals picked up	1,100	1,000	1,400	1,600
Dead animals handled	750	700	900	1,000
Animals given up by owner	65	65	65	65
SNR cats	350	325	350	350

**Expenditure History  
Animal Control**





GENERAL FUND PERSONNEL

<u>POLICE DEPARTMENT - ANIMAL CONTROL</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended</u>		<u>Adopted</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>By Mayor(a)</u>	<u>Rate</u>	<u>By Council(a)</u>	<u>Rate</u>
Animal Control Officer	3	\$ 63,758	3	\$ 65,671	3	\$ 65,671	3	\$ 65,671
Temporary Employee		-		-		-		-
Overtime	—	-	—	7,000	—	7,000	—	7,000
Total Personnel	<u>3</u>		<u>3</u>		<u>3</u>		<u>3</u>	

(a) Wage rates are based on Local 227 contract that expires 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SAFETY</u></b> <b><u>ANIMAL CONTROL</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 180,951	\$ 66,486	\$ 192,021	\$ 192,021	Permanent Employees	\$ 197,784	\$ 197,784	\$ 197,784
-	-	-	-	Temporary Employee	-	-	-
-	1,328	7,000	7,000	Overtime	7,000	7,000	7,000
				<b>Employee Benefits:</b>			
14,103	5,609	15,809	15,809	Social Security	16,315	16,315	16,315
49,955	16,295	61,778	61,778	Employee Insurance	65,992	65,992	65,992
74,837	23,990	48,258	48,258	Retiree Health Insurance	49,938	49,938	49,938
-	3,727	2,943	2,943	Bonus/Sick Redemption	6,062	6,062	6,062
6,800	1,508	4,676	4,676	Longevity	1,314	1,314	1,314
86,347	38,523	82,881	82,881	Retirement Fund	78,600	78,600	78,600
1,140	1,079	1,140	1,140	Clothing	1,050	1,050	1,050
2,433	572	5,500	5,500	<b>Operating Supplies</b>	5,500	5,500	5,500
				<b>Other Services and Charges:</b>			-
69,741	42,455	117,000	117,000	Animal Collection	135,500	135,500	135,500
3,183	1,617	3,000	3,000	Vehicle Maintenance	3,500	3,500	3,500
<u>\$ 489,490</u>	<u>\$ 203,189</u>	<u>\$ 542,006</u>	<u>\$ 542,006</u>	<b>Total Animal Control</b>	<u>\$ 568,555</u>	<u>\$ 568,555</u>	<u>\$ 568,555</u>

## **CIVIL DEFENSE**

The Emergency Services Division is responsible for maintaining a disaster response and recovery program in the event of any man-made or natural disaster or catastrophic emergency. It serves as the liaison between the Federal Emergency Management Agency (FEMA), the Department of Homeland Security (DHS), the Michigan State Police Emergency Management and Homeland Security Division and the Macomb County Office of Emergency Management in the event that a catastrophic emergency or disaster occurs within the City of Warren.

To accomplish these goals, the Emergency Services Division:

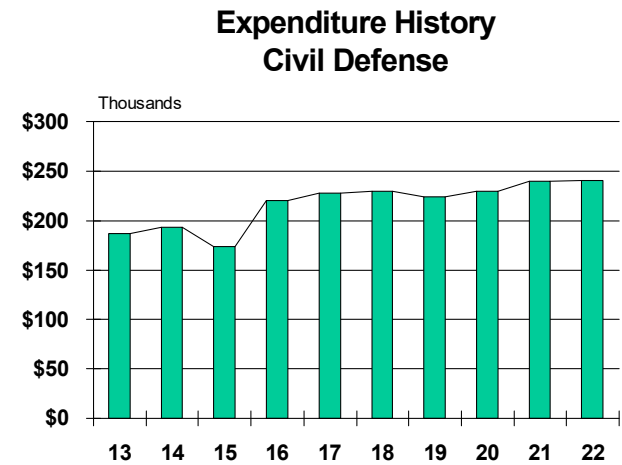
- \* Coordinates the emergency management plans and operations for the City of Warren.
- \* Maintains disaster response and recovery programs in the event of any type of disaster.
- \* Coordinates the training of personnel in emergency planning, disaster response and recovery operations.
- \* Coordinates disaster response and recovery plans and procedures with other agencies, local organizations, businesses, school districts, and volunteer agencies such as the American Red Cross and Salvation Army.
- \* Conducts public information programs on storm safety and sustainability in the event of any type of disaster.
- \* Maintains the City of Warren's public warning system of sirens and radio and television alert systems in the event of any type of disaster.
- \* Maintains an up-to-date resource directory of City, County, State, Federal and private resources that can be utilized in the event of a City emergency or disaster.
- \* Conducts simulated disaster exercises, using the resources of the City as well as private entities to test emergency plans and procedures and evaluate the City's level of preparedness.
- \* Prepares annual reports, quarterly activity reports, quarterly personnel and administrative expense reports as well as other reports mandated by the Michigan State Police's Emergency and Homeland Security Division.
- \* Serves as the City of Warren's local agent in documenting and gathering the necessary data to be submitted for any disaster relief funds.
- \* Coordinates the response and the reporting of any hazardous and toxic material spills or accidents.
- \* Reviews the industrial plans for hazardous and toxic material spills or accidents.

## CIVIL DEFENSE

### Fiscal 2024 Performance Objectives

1. To continue working with active Citizens Emergency Response Team (CERT) members and provide them the materials needed to maintain their readiness for the City of Warren.
2. To maintain a current disaster response and recovery program in the event of a nuclear, technological, or natural disaster.
3. To maintain the warning system and sirens within the City of Warren.
4. To coordinate training and planning for an emergency or disaster and assist with the recovery process for the incident.
5. To participate in full-scale exercises with General Motors, the Tank Arsenal and Fitzgerald Public Schools regarding Active Shooters, Civil Disorder and Rescue Task Force.
6. To provide public schools, local churches and local businesses with security and building assessments upon request.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Responses to disaster or emergency incidents	7	25	20	22
Emergency operation plans reviewed	10	53	50	55
Michigan State Police Emergency Management Division meetings attended	25	35	25	25
Macomb County Emergency Management Meetings attended	10	50	25	25
MSP emergency management training classes attended	17	25	25	25
Functional/full-scale exercises	3	5	5	6
Orientation/table top preparation exercises	8	15	15	15
Hazard analysis & risk assessment	5	38	30	30
Chemical inventory reports processed	18	18	20	22



GENERAL FUND PERSONNEL

<u>POLICE DEPARTMENT - CIVIL DEFENSE</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Sergeant	1	\$ 106,403	1	\$ 110,395	1	\$ 110,395	1	\$ 110,395
Overtime	—	8,000	—	8,000	—	8,000	—	8,000
Total Personnel	<u>1</u>		<u>1</u>		<u>1</u>		<u>1</u>	

(a) Wage rates include holiday pay and are based on W.P.C.O.A. contract that expires 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

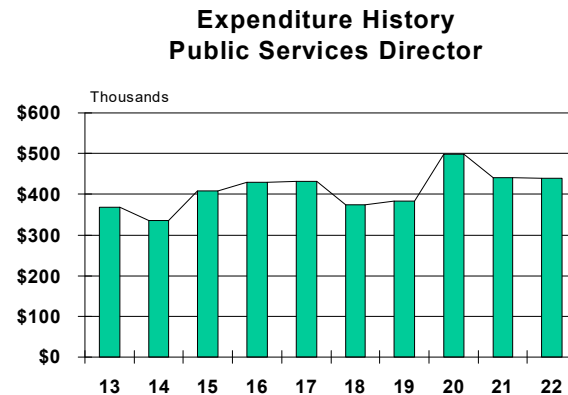
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SAFETY</u></b> <b><u>CIVIL DEFENSE</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 100,422	\$ 50,483	\$ 101,360	\$ 101,360	Police Officer	\$ 104,401	\$ 104,401	\$ 104,401
6,808	2,190	8,000	8,000	Overtime	8,000	8,000	8,000
-	-	100	100	Shift Premium	100	100	100
				<b>Employee Benefits:</b>			
950	-	950	950	Gun Allowance	950	950	950
600	-	600	600	Education Allowance	600	600	600
600	202	600	600	Cleaning Allowance	600	600	600
1,655	796	1,770	1,770	Social Security	1,831	1,831	1,831
5,265	2,709	5,437	5,437	Holiday Pay	6,400	6,400	6,400
26,376	12,132	22,508	22,508	Employee Insurance	24,150	24,150	24,150
52,211	23,754	47,503	47,503	Retiree Health Insurance	38,013	38,013	38,013
-	-	2,330	2,330	Bonus/Sick Redemption	2,400	2,400	2,400
2,040	-	2,720	2,720	Longevity	2,720	2,720	2,720
35,980	19,182	38,359	38,359	Retirement Fund	37,648	37,648	37,648
750	750	750	750	Uniforms	750	750	750
				<b>Supplies:</b>			
1,500	-	1,500	1,500	Operating Expense	2,500	2,500	2,500
				<b>Other Services and Charges:</b>			
4,500	11,123	25,499	25,499	Contractual Services	15,000	15,000	15,000
1,253	523	1,500	1,500	Public Utilities	1,600	1,600	1,600
<u>\$ 240,910</u>	<u>\$ 123,844</u>	<u>\$ 261,486</u>	<u>\$ 261,486</u>	<b>Total Civil Defense</b>	<u>\$ 247,663</u>	<u>\$ 247,663</u>	<u>\$ 247,663</u>

## **DEPARTMENT OF PUBLIC SERVICE**

The Department of Public Services is responsible for overseeing and coordinating the activities of the following divisions:

1. Building - permits, licensing, inspections.
2. Rental – permits and inspections.
3. Maintenance - care and cleaning of city owned buildings, lawn maintenance, and snow removal of same.
4. Property Maintenance – investigate property maintenance complaints, weed removal.
5. Public Works - year-round road maintenance, city signage, storm sewers, vehicle maintenance for all city vehicles.
6. Sanitation - garbage pickup, yard waste pickup, curbside recycling, and operation of drop-off center.
7. Engineering - construction and maintenance of roads, sidewalks and inspections of all projects.
8. Water - construction, maintenance of water and sewer lines and appurtenances.
9. Waste Water Treatment Plant - treatment of all wastes delivered to plant and establishment of storm water management plan meeting government controls.

In addition to the sample-listed services, there are internal jobs for each division such as payroll, safety and accident reporting, personnel matters, etc. Other duties include processing contracts, special assessments, payment of all street lighting and traffic signals, nuisance abatements, and handling many residents' petitions and/or problems.



GENERAL FUND PERSONNEL

<u>PUBLIC SERVICES DIRECTOR</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director of Public Services	1	\$ 129,294	1	\$ 133,173	1	\$ 133,173	1	\$ 133,173
Administrative Supervisor	1	80,009	1	82,409	1	82,409	1	82,409
Office Coordinator Public Service	1	82,895	1	85,382	1	85,382	1	85,382
Administrative Clerk	<u>1</u>	56,915	<u>1</u>	58,622	<u>1</u>	58,622	<u>1</u>	58,622
Total Personnel	<u>4</u>		<u>4</u>		<u>4</u>		<u>4</u>	

(a) Wage rates are based on Local 412 Unit 35 and Local 227 contract that expire 6/30/24.



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SERVICES</u></b> <b><u>PUBLIC SERVICES DIRECTOR</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 134,847	\$ 64,647	\$ 129,798	\$ 129,798	Appointed Official	\$ 133,693	\$ 133,693	\$ 133,693
141,696	70,151	220,676	220,676	Permanent Employees	227,297	227,297	227,297
-	-	-	-	Temporary/Co-op	-	-	-
-	-	-	-	Overtime	-	-	-
				<b>Employee Benefits:</b>			
21,473	10,560	28,392	28,392	Social Security	29,316	29,316	29,316
62,457	28,058	82,734	82,734	Employee Insurance	91,174	91,174	91,174
40,173	13,389	28,450	28,450	Retiree Health Insurance	28,633	28,633	28,633
-	-	12,420	12,420	Bonus/Sick Redemption	12,794	12,794	12,794
6,800	4,538	7,939	7,939	Longevity	7,973	7,973	7,973
300	1,000	300	300	Clothing Allowance	1,400	1,400	1,400
28,364	14,034	37,113	37,113	Retirement Fund	38,317	38,317	38,317
2,009	2,022	9,000	9,000	<b>Office Supplies</b>	6,300	6,300	6,300
				<b>Other Services and Charges:</b>			
741	730	2,000	2,000	Postage	2,000	2,000	2,000
-	-	600	600	Vehicle Maintenance	600	600	600
989	432	1,567	1,567	Telephone & Radio	1,567	1,567	1,567
				<b>Capital Outlay:</b>			
-	-	9,000	9,000	Office Equipment	-	-	-
<u>\$ 439,849</u>	<u>\$ 209,561</u>	<u>\$ 569,989</u>	<u>\$ 569,989</u>	<b>Total Public Services Director</b>	<u>\$ 581,064</u>	<u>\$ 581,064</u>	<u>\$ 581,064</u>

## **ENGINEERING DIVISION**

The Engineering Division is responsible for delivering a cost effective infrastructure system. The Division assesses the condition of the present road, sidewalk, storm sewer, and sanitary sewer and water main systems; establishes a priority for system upgrades; pursues avenues for construction funding, designs and specifies the proposed construction work; and oversees the contract work that provides an improved infrastructure system. In addition, the Engineering Division services all City divisions, departments and commissions as they seek to restore, maintain and upgrade the City facilities and properties under their jurisdiction.

The Engineering Division maintains and updates all records of City utilities, streets, addresses as well as overseeing the implementation of Geographic Info System (GIS) programs to various City departments. All such records are available to residents, prospective developers, builders, architects and engineers. All private development site plans, including subdivisions, condominium projects and commercial and industrial facilities are reviewed by the Engineering Division for impact to the surrounding area and compatibility to the local infrastructure system. The Engineering Division inspects all utility work within City right-of-ways and easements as well as large private developments.

To meet the demands of the City, its businesses, and residents, the Engineering Division is organized into four functional areas, which are:

- **Field Engineering:** provides electronic survey data of existing conditions; inspects City contracted infrastructure system improvements and privately contracted work within City right-of-way and easements; inspects the condition of all City streets and sidewalks; investigates citizen complaints.
- **GIS/Drafting/Mapping:** utilizes field-generated survey data to draft proposed infrastructure system improvements; updates City infrastructure maps and GIS maps and programs for proper viewing/distribution; records all municipal underground utility locations; and provides construction standards and City-owned utility information to the public.
- **Civil Engineering:** assesses existing conditions; prioritizes infrastructure system improvements; determines feasibility of design options; implements the optimal design option; manages the contract bid process; provides contract oversight and administration; performs reviews of all proposed private site work within the City and issues permits for that work.
- **Office Management:** maintains parcel, private development, and City contract records; manages personnel; monitors and posts necessary cost accounting information; effectively communicates proposed programs and projects to other City departments and the public; interacts regularly with citizens regarding infrastructure and roadway complaints and concerns.

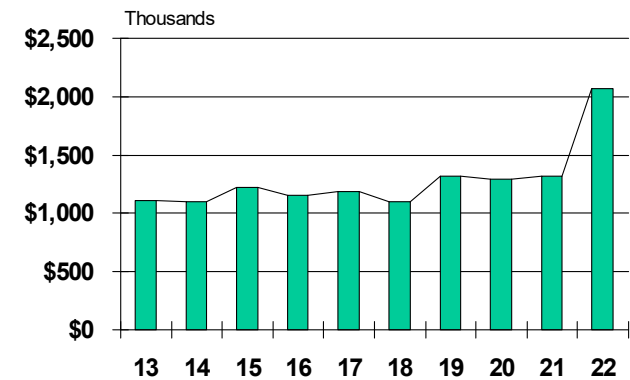
## ENGINEERING DIVISION

### Fiscal 2024 Performance Objectives

1. Implementation of GIS based mapping programs for City Departments.
2. To maintain and provide updated public utility information to residents, business owners, developers and all City departments.
3. Implementation of the annual sidewalk repair program to repair defective sidewalk in the City.
4. Ensure proper inspection of private/public construction within the City.
5. To continue implementation of the local roadway repair program.
6. To facilitate repair of known and unknown illicit connections to the City's storm sewer and ultimately the waters of the State.
7. To provide restoration to sanitary/water repair locations within the City.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Engineering and inspection revenues	\$44,300	\$80,000	\$65,000	\$70,000
Private and public engineering permits	80	120	90	100
Planning reviews	103	120	100	120
Site plan reviews	395	400	400	400
Sign permit structural reviews	19	40	15	20
Resident complaint evaluations	619	700	650	650
Sidewalk locations inspected & repaired	446	500	512	500
Street repairs	112	200	180	180
Sanitary/Water locations – repair/restoration	443	400	420	400
Storm water drain connections/repairs	12	15	10	15
Illicit connection, evaluation, review and remediation	1	2	1	2

### Expenditure History Engineering



GENERAL FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>ENGINEERING DIVISION</u>								
Engineering GIS Specialist	1	\$ 79,205	1	\$ 81,581	1	\$ 81,581	1	\$ 81,581
Engineering Clerical Technician	1	61,086	1	62,919	1	62,919	1	62,919
<u>Engineering Field:</u>								
Engineering Field Supervisor	1	90,272	1	92,976	1	92,976	1	92,976
Engineering Technician	1	78,229	1	80,579	1	80,579	1	80,579
Construction Specialist	1	73,944	1	76,170	1	76,170	1	76,170
Engineering Specialist	1	67,059	1	69,077	1	69,077	1	69,077
Temporary Employees - Inspections		148,000		148,000		148,000		148,000
Temporary Employee - Engineer		74,000		74,000		74,000		74,000
Overtime - Clerical		500		500		500		500
Overtime - Engineers & Inspectors	—	130,000	—	130,000	—	130,000	—	130,000
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>		<u>6</u>	

(a) Wage rates are based on Warren Supervisors and Local 227 contracts that expire 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SERVICES</u></b> <b><u>ENGINEERING AND INSPECTIONS</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 336,487	\$ 131,773	\$ 388,280	\$ 388,280	Engineers & Inspectors	\$ 401,947	\$ 401,947	\$ 401,947
58,819	29,928	61,324	61,324	Permanent Employees - Clerical	63,165	63,165	63,165
35,505	16,200	148,000	148,000	Temporary Employees- Inspection	148,000	148,000	148,000
-	-	74,000	74,000	Temporary Employee- Engineer	74,000	74,000	74,000
101,124	70,467	130,000	130,000	Overtime - Engineers & Inspectors	130,000	130,000	130,000
-	-	500	500	Overtime - Clerical	500	500	500
				<b>Employee Benefits:</b>			
40,623	19,613	63,486	63,486	Social Security	64,683	64,683	64,683
120,704	46,276	170,573	170,573	Employee Insurance	179,211	179,211	179,211
116,269	37,664	78,699	78,699	Retiree Health Insurance	78,953	78,953	78,953
-	3,244	17,575	17,575	Bonus/Sick Redemption	14,432	14,432	14,432
8,983	6,800	9,587	9,587	Longevity	11,283	11,283	11,283
191,874	90,046	196,649	196,649	Retirement Fund	188,472	188,472	188,472
1,282	1,450	1,500	1,500	Uniforms/Clothing	2,100	2,100	2,100
15,935	6,092	22,000	22,000	<b>Office Supplies</b>	42,300	42,300	42,300
				<b>Other Services and Charges:</b>			
711,839	248,726	311,800	311,800	Contractual Services	240,000	240,000	240,000
5,202	-	23,500	23,500	Contractual Services - Software Services	23,500	23,500	23,500
49,928	13,533	93,800	93,800	Contractual Services - Inspectors	374,000	374,000	374,000
603	389	800	800	Postage	800	800	800
300	-	3,000	3,000	Telephone & Radio	500	500	500
20,499	11,857	25,000	25,000	Auto Expense	25,000	25,000	25,000
10,395	325	13,150	13,150	Memberships and Dues	13,250	13,250	13,250
154,223	79,764	159,530	159,530	Transfer to W&S System/Engineering Svcs.	165,923	165,923	165,923
				<b>Capital Outlay:</b>			
67,280	-	80,000	80,000	Equipment - Vehicles	46,000	46,000	46,000
7,268	-	10,000	10,000	Equipment - Survey Equipment	10,000	10,000	10,000
12,816	6,399	17,500	17,500	Equipment - Office	-	-	-
<u>\$ 2,067,958</u>	<u>\$ 820,546</u>	<u>\$ 2,100,253</u>	<u>\$ 2,100,253</u>	<b>Total Engineering and Inspections</b>	<u>\$ 2,298,019</u>	<u>\$ 2,298,019</u>	<u>\$ 2,298,019</u>

## **BUILDING INSPECTIONS DIVISION**

Fiscal year 2022 saw continuing robust building activity with 8,258 permits issued indicating substantial reinvestment within the City. This continued level of activity reflects the vitality of our residential and business community. Construction valuation amounted to \$265,261,250 and total Building Division permit fees collected amounted to \$5,005,663.

The Building Division continues to review existing buildings to identify possible areas of building maintenance affecting a building's aesthetic value, life safety systems and fire safety. Maintenance of life safety systems and fire resistive construction is required to ensure a building's ability to perform during emergency conditions, while maintenance of a building's exterior plays a significant role in the image presented by the building to the surrounding neighborhood. ADA Compliance and inspection will help to promote a barrier free environment for disabled persons using the City and its commercial buildings.

The Building Division will aggressively pursue code enforcement of new ordinances, including the Michigan Medical Marihuana Act (MMMA), the Medical Marihuana Facilities Licensing Act (MMFLA), and the Michigan Regulation and Taxation of Marihuana Act, (aka Recreational Marihuana). We will also monitor vacant commercial/industrial properties. Enforcement is coordinated with Zoning, Rental, Assessing and Property Maintenance Inspectors along with Fire and Police.

The Certificate of Compliance program for new businesses or changes in the use of existing commercial buildings has proven to be very effective in getting code violations corrected and properties properly upgraded. The program performed over 278 investigations resulting in 278 new businesses established in existing buildings for Fiscal year 2022.

Building Division personnel are trained and licensed professionals monitored by the State of Michigan's Bureau of Construction Codes. The Building Director monitors the training and advanced education of all inspectors employed by the City, as required by the State. Technical improvements, along with team building, are a top priority. The Building Division expects to begin implementing its International Code Council (ICC) Certification Programing for all new and existing employees. The improvement will increase the Building Division's general knowledge base along with helping to increase our accreditation score that contributes to improving the City's overall score for lower insurance rates for its residents and businesses.

The Division's overall goal is to strengthen our neighborhood property and building assets, protection of the lives and property of our citizens through code and ordinance enforcement and to have a strong presence in the community. One of our highest priorities is to complete the transition to on-line permitting and inspection requests along with paperless document submission in 2023. These goals are strongly supported through effective code and ordinance

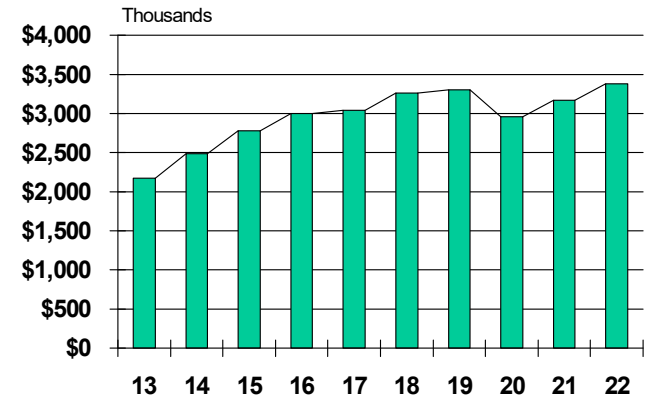
## **BUILDING INSPECTIONS DIVISION**

### **Fiscal 2024 Performance Objectives**

1. To promptly investigate citizen complaints for eyesores.
2. To improve permit application process, including paperless applications.
3. To promote a safe Marihuana Industry by code compliance and revised ordinances
4. To remove unsafe structures under the Nuisance Abatement program.
5. To monitor new construction and demolition projects.
6. To continue manufactured home park inspections, including vigorous State and local ordinance enforcement.
7. To complete the installation of BS&A online permits and inspection requests portal.
8. To continue mandatory employee training and improvement of job performances.
9. To continue to create a model Building Department that will set the standard for Southeast Michigan.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Nuisance abatement inspections	120	95	120	250
Certificates of Compliance - commercial	278	300	250	300
City Certification - residential	399	310	450	310
Building permits	2,090	2,450	2,200	2,250
Plumbing permits	1,082	1,500	1,200	1,250
Electrical permits	1,509	2,400	2,678	1,750
Mechanical permits	2,407	2,250	2,500	2,450
Demolition permits	42	70	50	50
Miscellaneous permits	1,128	2,100	1,100	1,250
Building inspections	5,872	6,700	6,600	600
Plumbing inspections	4,614	5,500	5,450	4,750
Electrical inspections	6,898	6,500	7,500	6,750
Mechanical inspections	5,131	5,600	5,600	5,250
Zoning inspections	5,696	5,500	6,000	6,500
Zoning Board of Appeals – applications	6,596	140	125	125
Plan reviews	126	750	625	625
Demolition inspections	612	125	130	135
Court violations	900	900	700	700
Mobile home park investigations	90	90	90	90
Medical Marihuana (MMMA) licenses	12	80	8	8
Medical Marihuana (MMFLA) licenses	55	200	65	65
Adult Use Marihuana (MRTMA) licenses	139	300	160	170

### **Expenditure History Building Inspections**



GENERAL FUND PERSONNEL

<u>BUILDING INSPECTION DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director of Building & Safety Engineering	1	\$ 120,530	1	\$ 124,146	1	\$ 124,146	1	\$ 124,146
Building Plan Examiner	1	92,060	1	94,822	1	94,822	1	94,822
Assistant Plans Examiner - Building	1	75,261	1	77,519	1	77,519	1	77,519
<u>Chief Inspectors:</u>								
Electrical	1	87,976	1	90,615	1	90,615	1	90,615
Building	1	87,976	1	90,615	1	90,615	1	90,615
Plumbing	1	87,976	1	90,615	1	90,615	1	90,615
Zoning	1	87,976	1	90,615	1	90,615	1	90,615
Mechanical/Heating Inspector	1	87,976	1	90,615	1	90,615	1	90,615
<u>Inspectors:</u>								
Zoning	6	75,261	6	77,519	6	77,519	6	77,519
Building	2	75,261	2	77,519	2	77,519	2	77,519
Plumbing	1	75,261	1	77,519	1	77,519	1	77,519
Electrical	2	75,261	2	77,519	2	77,519	2	77,519
Mechanical/Heating Inspector	1	75,261	2 (b)	77,519	2 (b)	77,519	2 (b)	77,519
<u>Clerical:</u>								
Office Coordinator - Building	1	82,895	- (d)	-	- (d)	-	- (d)	-
Senior Administrative Secretary	-	-	1 (b)	68,257	1 (b)	68,257	1 (b)	68,257
Administrative Clerical Technician	1	61,086	2 (b)	62,919	2 (b)	62,919	2 (b)	62,919
Administrative Clerk	2	56,915	2	58,622	2	58,622	2	58,622
Office Assistant	1	40,977	1	42,206	1	42,206	1	42,206
Temporary Employees - Inspections		175,000		175,000		175,000		175,000
Temporary/Co-op		70,000		95,000		95,000		95,000
Overtime - Clerical		5,000		5,000		5,000		5,000
Overtime - Inspectors	—	40,000	—	70,000	—	70,000	—	70,000
Total Personnel	<u>25</u>		<u>27</u>		<u>27</u>		<u>27</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

(b) New position.

(d) Position deleted.



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SERVICES</u></b> <b><u>BUILDING INSPECTIONS</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 105,713	\$ 52,826	\$ 121,000	\$ 121,000	Supervisory	\$ 124,630	\$ 124,630	\$ 124,630
1,070,134	565,986	1,499,042	1,499,042	Inspectors	1,600,211	1,600,211	1,600,211
293,098	112,773	293,677	293,677	Permanent Employees - Clerical	354,924	354,924	354,924
119,452	76,815	175,000	175,000	Temporary Employees- Inspection	175,000	175,000	175,000
52,362	31,658	70,000	70,000	Temporary/Co-op	95,000	95,000	95,000
63,081	46,649	40,000	40,000	Overtime - Inspectors	70,000	70,000	70,000
750	2,489	5,000	5,000	Overtime - Clerical	5,000	5,000	5,000
				<b>Employee Benefits:</b>			
130,095	70,503	176,720	176,720	Social Security	194,175	194,175	194,175
425,874	192,148	594,767	594,767	Employee Insurance	683,521	683,521	683,521
425,885	140,242	288,930	288,930	Retiree Health Insurance	292,885	292,885	292,885
-	25,454	71,141	71,141	Bonus/Sick Redemption	69,589	69,589	69,589
24,912	19,239	33,103	33,103	Longevity	34,023	34,023	34,023
2,100	6,600	2,100	2,100	Clothing	9,450	9,450	9,450
432,244	209,351	466,474	466,474	Retirement Fund	467,432	467,432	467,432
9,876	3,096	10,000	10,000	Fees and Per Diem	15,000	15,000	15,000
33,606	13,804	34,000	34,000	<b>Office Supplies</b>	47,000	47,000	47,000
				<b>Other Services and Charges:</b>			
4,099	2,583	14,000	14,000	Postage	15,000	15,000	15,000
2,141	601	17,363	17,363	Telephone & Radio	19,775	19,775	19,775
				Nuisance Abatements:		-	-
2,430	2,235	9,500	9,500	Title Search	12,000	12,000	12,000
-	-	25,000	25,000	Demolition Expense	25,000	25,000	25,000
21,567	24,178	196,500	196,500	Contractual Services	204,000	204,000	204,000
24,187	-	12,000	12,000	Software Services	14,800	14,800	14,800
24,751	9,601	37,000	37,000	Vehicle Maintenance	37,000	37,000	37,000
				<b>Capital Outlay:</b>			
26,126	58,993	79,993	79,993	Equipment - Office	17,000	17,000	17,000
93,349	50,824	178,824	178,824	Equipment - Vehicles	134,000	134,000	134,000
<u>\$ 3,387,832</u>	<u>\$ 1,718,648</u>	<u>\$ 4,451,134</u>	<u>\$ 4,451,134</u>	<b>Total Building Inspections</b>	<u>\$ 4,716,415</u>	<u>\$ 4,716,415</u>	<u>\$ 4,716,415</u>

## **D.P.W. FLEET MAINTENANCE**

The D.P.W. Fleet Maintenance Division is now responsible for the maintenance of all motorized equipment for all divisions in the City.

As of June 2008, D.P.W. has absorbed Sanitation and Water along with its mechanics to consolidate all City repairs inside the D.P.W. Garage. In 2010, maintenance of fire apparatus equipment was added. In December 2016 DPW moved the garage from 12801 to 12821 Stephens (in the back of the Water garage). We also added a central lube system for the mechanics, which will streamline repairs and maintenance in the future.

D.P.W. provides the maintenance for over 600 licensed vehicles, such as staff cars, marked and unmarked police units and motorcycles, a variety of trucks and special equipment, such as motor graders, excavators, fire trucks, bulldozers, street sweepers, front end loaders and sewer vactor jets.

Fleet Maintenance checks and winterizes the entire fleet of vehicles/equipment each year prior to November 15<sup>th</sup>, and responding to road calls for service to repair vehicles in the field to minimize down time.

The garage also maintains some 60 small pieces of equipment such as riding and push mowers, weed whips, portable generators and gas-powered pumps, etc. In addition to motorized equipment, the operation maintains over 80 non-motorized units, including snowplows, salt spreaders, flail and rotary deck mowers and utility trailers.

Another responsibility of Fleet Maintenance is to maintain an up-to-date inventory of frequently used parts as well as maintain an up-to-date inventory system that insures sufficient quantities of proper parts, tools, and materials are stocked.

The employees that make up this section have been able to provide on-time preventive maintenance and an improved fleet, while doing the majority of repairs and maintenance in-house.

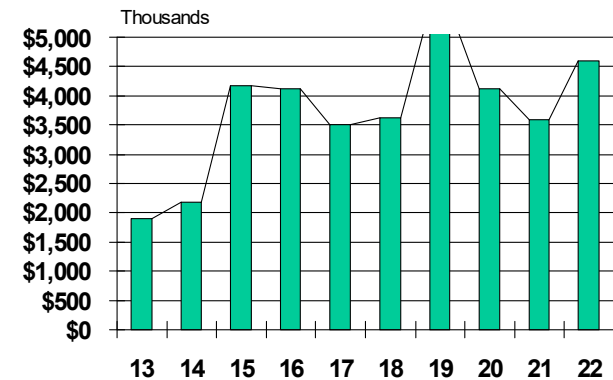
## **D.P.W. FLEET MAINTENANCE**

### **Fiscal 2024 Performance Objectives**

1. To provide and arrange new vehicle technical training for ever-increasing diagnosis changes.
2. To maintain a high level of maintenance at the best price possible through competitive bids.
3. To continue the fleet consolidation program.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
3,000 mile maintenance cycles/Police vehicles	550	500	500	500
6 Months maintenance cycles/all other vehicles	400	350	350	350
Pre-season maintenance street sweepers	4	4	4	4
Pre-season maintenance salt trucks	40	50	50	50
Lube, oil, filter	500	500	500	500
Brakes	655	600	600	600
Tires-occurrences	800	750	750	750
Tune-ups	26	30	30	30
Transmissions	32	40	40	40
Road calls	250	350	350	350
A/C recycling/recovery service	76	85	85	85
Miscellaneous minor repairs	6,000	6,000	6,000	6,000

**Expenditure History  
D.P.W. Fleet Maintenance**



GENERAL FUND PERSONNEL

<u>D.P.W. FLEET MAINTENANCE DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Associate Manager	1	\$ 92,529	1	\$ 95,305	1	\$ 95,305	1	\$ 95,305
Fleet Maintenance Mechanic	11	76,544	11	78,832	11	78,832	11	78,832
Parts Clerk Technician	1	63,669	1	65,582	1	65,582	1	65,582
Heavy Duty Truck & Auto Mechanic Trainee	-	-	2 (b)	43,056	2 (b)	43,056	2 (b)	43,056
Custodian	1	41,808	1	43,056	1	43,056	1	43,056
Temporary Employees		40,000		40,000		40,000		40,000
Overtime - Temporary		3,500		5,500		5,500		5,500
Overtime - Mechanics	—	100,000	—	100,000	—	100,000	—	100,000
Total Personnel	<u>14</u>		<u>16</u>		<u>16</u>		<u>16</u>	

(a) Wage rates are based on Local 412 Unit 35 and Local 227 contracts that expires 6/30/24.

(b) New position.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SERVICES</u></b> <b><u>D. P. W. FLEET MAINTENANCE</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 885,741	\$ 455,673	\$ 1,051,228	\$ 1,051,228	Mechanics Wages	\$ 1,171,616	\$ 1,171,616	\$ 1,171,616
36,821	13,044	40,000	40,000	Temporary Employees	40,000	40,000	40,000
39,210	17,007	100,000	100,000	Overtime - Mechanics	100,000	100,000	100,000
132	-	3,500	3,500	Overtime - Clerical/Temporary	5,500	5,500	5,500
				<b>Employee Benefits:</b>			
73,577	37,106	95,688	95,688	Social Security	106,086	106,086	106,086
219,964	106,123	315,233	315,233	Employee Insurance	388,667	388,667	388,667
300,135	96,945	197,823	197,823	Retiree Health Insurance	200,869	200,869	200,869
-	-	17,809	17,809	Bonus/Sick Redemption	25,621	25,621	25,621
21,816	6,800	37,997	37,997	Longevity	38,220	38,220	38,220
290,297	138,104	303,253	303,253	Retirement Fund	302,791	302,791	302,791
2,999	4,150	4,200	4,200	Uniforms/Clothing	5,600	5,600	5,600
				<b>Supplies:</b>			
226,639	35,756	386,850	386,850	Operating Supplies	410,750	410,750	410,750
154,221	77,533	145,000	145,000	Gasoline & Diesel Oil	200,000	200,000	200,000
				<b>Other Services and Charges:</b>			
295,741	54,458	489,500	489,500	Contractual Services	1,509,300	1,509,300	1,509,300
419,493	346,451	1,000,000	1,000,000	Tree Maintenance	1,000,000	1,000,000	1,000,000
7,657	3,304	18,000	18,000	Telephone & Radio	19,000	19,000	19,000
787,846	378,740	1,500,000	1,500,000	Vehicle Maintenance Expense	1,750,000	1,750,000	1,750,000
100,735	24,298	125,000	125,000	Public Utilities	140,000	140,000	140,000
31,100	4,219	150,000	150,000	Building & Grounds Maintenance	314,500	314,500	314,500
17,039	-	74,233	74,233	Reimbursement to Major Streets	76,905	76,905	76,905
17,039	-	104,233	104,233	Reimbursement to Local Streets	106,905	106,905	106,905
				<b>Capital Outlay:</b>			
86,295	-	833,960	833,960	Capital Improvements	600,000	600,000	600,000
574,933	179,948	3,455,510	3,455,510	Equipment & Machinery	2,235,000	2,235,000	2,235,000
<u>\$ 4,589,430</u>	<u>\$ 1,979,659</u>	<u>\$ 10,449,017</u>	<u>\$ 10,449,017</u>	<b>Total D.P.W. Fleet Maintenance</b>	<u>\$ 10,747,330</u>	<u>\$ 10,747,330</u>	<u>\$ 10,747,330</u>

## **BUILDING MAINTENANCE**

The Building and Grounds Maintenance Division oversees the maintenance section and janitorial section. It consists of two shifts, the maintenance section along with two janitors works the day shift and the janitorial section works the afternoon shift.

The goal of the Building and Grounds Maintenance Division is to maintain and clean City buildings for the purpose of continuing the efficient operation of City government.

The Building and Grounds Maintenance Superintendent is available on a 24-hour, seven-day basis to handle all emergency situations.

The maintenance section is responsible for the overall operations of the City Hall building, Warren Police Headquarters, 37th District Court building and the parking structure. Maintenance is responsible for the preventative maintenance of over 50 heating, cooling and ventilating units that require quarterly filter changing, lubricating, belt changing and constant monitoring. This includes maintenance and repair of the boilers.

Maintenance is responsible for minor electrical problems, changing light bulbs, minor plumbing problems, minor foundation and roof leaks, lawn irrigation systems, moving furniture, remodeling, painting and assisting with shipping and receiving. Maintenance is also responsible for snow removal, lawn cutting, minor tree trimming and lawn upkeep for the City Hall building, Warren Police Headquarters, the 37<sup>th</sup> District Court building, the parking structure and the four branch libraries. They also maintain the north east corner lot of Chicago and Van Dyke called the "W".

The Building and Grounds Maintenance Division oversees the City's outside contractors for heating and cooling, electrical work and roof repairs. This includes the Stilwell and Coach Manor complexes, Water Garage, and the D.P.W. buildings.

The Janitorial Section is responsible for cleaning the City Hall building, Warren Police Headquarters building and the 37th District Court as well as the Mayor's office and Police substation at Civic Center South. This section is responsible for cleaning all offices, public areas and restrooms, including the cell blocks at the Warren Police Headquarters building.

While City Hall, the Warren Police Headquarters, the 37<sup>th</sup> District Court, parking structure and libraries are the main concern of the Building and Grounds Maintenance Division, this division will also assist in both inside and outside maintenance at other City owned buildings.

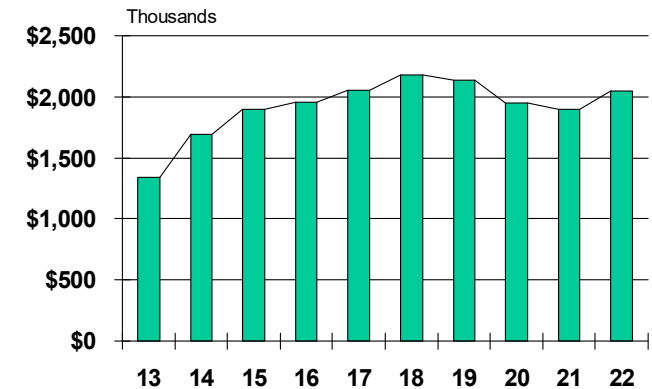
## **BUILDING MAINTENANCE**

### **Fiscal 2024 Performance Objectives**

1. To maintain City Hall, parking structure, 37<sup>th</sup> District Court and the Warren Police headquarters in the most cost effective manner.
2. To promptly respond to emergencies and breakdowns.
3. To continue to make necessary repairs using in-house Maintenance staff.
4. To maintain contracts with vendors to perform technical maintenance and repairs such as HVAC, Electrical and Plumbing.
5. To continue to train Maintenance Tech and Janitors to improve job performance.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Air handler filter change	12	12	12	12
Outside light repairs	60	50	50	50
Parking lot lights maintenance	4	4	4	4
Exhaust fans maintenance	4	4	4	4
Grass cutting	28	28	28	28
Emergency generator exercise	104	52	104	104
Sump pump maintenance	4	4	4	4
Emergency lighting maintenance	4	4	4	4
Fire extinguisher maintenance	12	12	12	12
U.P.S. battery checks	-	4		
Gas tank checks	18	12	12	12
Snow removal	30	25	25	25
Boiler maintenance	25	25	25	25
Boiler pump maintenance	6	4	4	4
U.P.S. battery replacement	-	-		
Ship files to Water Garage storage	20	15	15	15
Work request orders	150	120	150	150

**Expenditure History  
Building Maintenance**



GENERAL FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>BUILDING MAINTENANCE</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Building and Grounds Superintendent	1	\$ 92,529	1 (e)	\$ 105,000	1 (e)	\$ 105,000	1 (e)	\$ 105,000
Foreman	1	80,038	1	82,430	1	82,430	1	82,430
Building Maintenance Specialist	4	64,979	4	66,934	4	66,934	4	66,934
Custodian	12	41,808	13 (b)	43,056	13 (b)	43,056	13 (b)	43,056
Administrative Clerk	<u>1</u>	56,915	<u>1</u>	58,622	<u>1</u>	58,622	<u>1</u>	58,622
Temporary Employees		-		-		-		-
Overtime	—	36,000	—	36,000	—	36,000	—	36,000
Total Personnel	<u>19</u>		<u>20</u>		<u>20</u>		<u>20</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

(b) New position.

(e) Reflects additional wage increase of \$9,695 (10.17%) after 7/1/23 contractual raise.



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

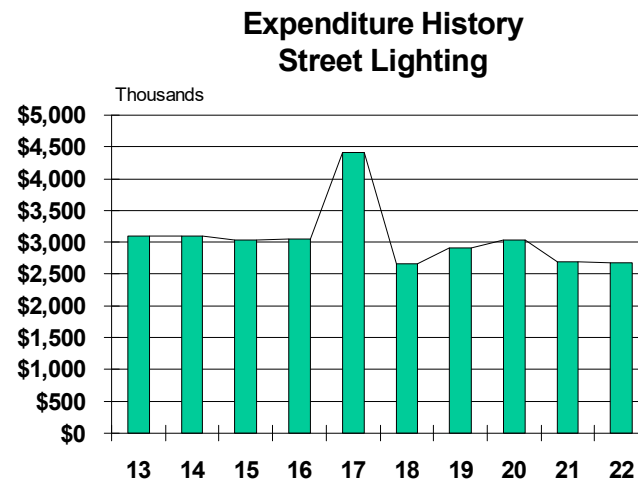
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>PUBLIC SERVICES</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>BUILDING MAINTENANCE</u></b>			
				<b>Personnel Services:</b>			
\$ 97,000	\$ 46,265	\$ 92,890	\$ 92,890	Superintendent	\$ 105,410	\$ 105,410	\$ 105,410
693,752	358,431	879,110	879,110	Permanent Employees	1,004,631	1,004,631	1,004,631
-	-	-	-	Temporary Employees	-	-	-
9,583	1,916	36,000	36,000	Overtime	36,000	36,000	36,000
				<b>Employee Benefits:</b>			
62,466	31,640	80,445	80,445	Social Security	92,253	92,253	92,253
208,289	114,570	341,210	341,210	Employee Insurance	474,049	474,049	474,049
257,407	85,788	166,935	166,935	Retiree Health Insurance	178,329	178,329	178,329
-	3,694	21,877	21,877	Bonus/Sick Redemption	25,705	25,705	25,705
19,320	3,400	21,183	21,183	Longevity	26,805	26,805	26,805
466,475	227,261	449,660	449,660	Retirement Fund	470,759	470,759	470,759
4,352	4,550	5,700	5,700	Uniforms/Clothing	7,000	7,000	7,000
67,402	25,185	81,700	81,700	<b>Operating Supplies</b>	103,040	103,040	103,040
				<b>Other Services and Charges:</b>			
38,103	26,405	95,000	95,000	Maintenance Supplies	114,000	114,000	114,000
109,140	63,096	177,816	177,816	Contractual Services	184,650	184,650	184,650
-	-	-	-	Community Landscaping	30,000	30,000	30,000
582	168	790	790	Telephone and Radio	1,110	1,110	1,110
5,245	3,302	10,000	10,000	Vehicle Maintenance	10,000	10,000	10,000
				<b>Capital Outlay:</b>			
4,750	-	-	-	Capital Improvements	100,000	100,000	-
-	-	60,000	60,000	Vehicles	50,000	50,000	50,000
-	3,360	19,500	19,500	Equipment - Maintenance	50,000	50,000	50,000
<u>\$ 2,043,866</u>	<u>\$ 999,031</u>	<u>\$ 2,539,816</u>	<u>\$ 2,539,816</u>	<b>Total Building Maintenance</b>	<u>\$ 3,063,741</u>	<u>\$ 3,063,741</u>	<u>\$ 2,963,741</u>

## **STREET LIGHTING**

The City of Warren currently has in excess of 13,600 streetlights throughout our residential neighborhoods and main business thoroughfares, all conforming to the Illuminating Engineering Society of North America (I.E.S.) standards.

This lighting level provides excellent convenience and safety benefits for Warren residents and the public including:

- Aid to police protection.
- Reduction in night accidents and attendant economic losses.
- Facilitation of flow of traffic.
- Promotion of business and industry during night hours.



GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>PUBLIC SERVICES</u></b> <b><u>HIGHWAY STREET LIGHTING</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 2,678,292	\$ 1,129,182	\$ 3,000,000	\$ 3,000,000	Street Lighting	\$ 3,300,000	\$ 3,300,000	\$ 3,300,000
<u>\$ 2,678,292</u>	<u>\$ 1,129,182</u>	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>	<b>Total Street Lighting</b>	<u>\$ 3,300,000</u>	<u>\$ 3,300,000</u>	<u>\$ 3,300,000</u>

## **PLANNING**

The Department of Planning provides professional advice and guidance to the Planning Commission, Mayor, City Administration, City Council and the general public on all City general planning matters. The Department prepares plans and studies, and provides information and guidance toward the orderly growth and redevelopment of our City.

City Planners apply sound planning practice and principals and use their professional foresight and skills to coordinate the location, extent and timing of public and private improvements. This professional planning helps prevent the numerous problems that result from unplanned growth and development and the failure to preserve and redevelop existing infrastructure.

The basic tools of the Planning Director are the zoning ordinance (Ordinance No. 30, as amended), the Master Plan, Subdivision Regulations, other related city codes and ordinances, and State of Michigan enabling laws, as well as resources such as APA, MAP, the United States Census, SEMCOG and other similar statistical, marketing and economic development resources.

The Planning Director and staff serve as technical advisors to the Planning Commission regarding all business and communication involving zoning, land use and site development, and planning related matters. They provide professional recommendations to aid the Planning Commission in its decisions.

The public, including residents, developers and business owners, regularly call upon the Department of Planning for advice about zoning and land use, site planning, land divisions, housing assistance, and community development concerns. All requests for the rezoning of property, subdivision of land, site plan approval, splitting and/or combination of lots, and vacating of streets and alleys are first referred to the Department of Planning. Available reference documents for public use include zoning ordinance, zoning maps, City and many other maps and studies which are on file.

The Department of Planning also works with other City departments, boards, and commissions, as well as with many community, private sector, state and federal agencies on City planning, housing, community/economic development projects and related issues. For example, the department provides staff support for the City of Warren Downtown Development Authority (DDA), the Tax Increment Financing Authority (TIFA), and the Community Development Block Grant (CDBG) Technical Committee. The department also provides technical expertise and staff assistance to the City's Economic Development Director and, occasionally, works with the 8 Mile Boulevard Association. The department has assisted in the preparation of the Parks & Recreation Master Plan, which will guide its programming and land adjustments for the next few years.

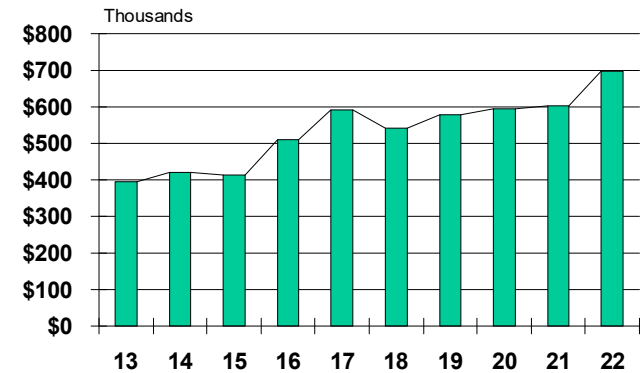
## PLANNING

### Fiscal 2024 Performance Objectives

1. To continue working on the zoning ordinance, zoning maps, and zoning atlas updates.
2. To continue working on the Van Dyke Corridor Plan with the consultants, and assist in the development of recommendations for the corridor.
3. To continue working in coordination with Economic Development and MEDC until the City obtains RRC Certification.
4. To begin work on a non-motorized transportation plan & a green space conservation plan.
5. To continue to improve site plan review and recommendation process and update applications.
6. To continue working with City Departments to development and utilize ArcGIS for planning purposes.
7. To provide planning information and assistance to the Mayor's office and other departments and boards (e.g. ZBA, by providing Zoning Impact Statements).
8. To assist DDA and TIFA with planning and implementing their tax increment finance and development plans, and CDBG in their economic development efforts in South Warren.
9. To use the new Master Plan, and its action plan when reviewing new projects.
10. To continue working on the Village Historic District Plan.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Planning Commission public meetings	22	24	24	24
Site plan/minor amendments reviewed	90	90	84	90
Rezoning and conditional rezoning petitions reviewed	10	12	12	12
Lot splits reviewed for PC/City Council	4	3	3	3
Tabled items reviewed and submitted more than once	18	18	19	20
Bond release inspections	45	50	57	50
Bond releases processed	38	45	32	45
Amendments to zoning ordinance	3	2	2	2
Public Hearing notices mailed	10,111	9,671	9,156	9,671
Alley and street vacations reviewed	4	4	4	4
Lot splits & combinations approved	41	21	46	30
Special land use permits reviewed	2	2	6	7
Office customers served	1,500	1,200	1,539	1,500
City Council meetings attended by Director or staff planner	15	15	15	15
DDA meetings	8	8	8	8
General public inquires	9,500	10,000	9,156	10,000
Impact statements for ZBA	12	14	14	14
CDBG Technical Committee meetings	16	16	24	16
TIFA meetings	12	12	12	12
Acreage parcel splits approved	3	1	7	3
Planned unit development meetings	0	1	1	1
Environmental Advisory Committee	-	-	-	-
Regional planning meetings attended	10	10	10	10
Easement Vacations and Site Condos	4	4	3	4
Miscellaneous	70	60	60	70

**Expenditure History  
Planning**



GENERAL FUND PERSONNEL

<u>PLANNING COMMISSION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Planning Director	1	\$ 109,868	1	\$ 113,164	1	\$ 113,164	1	\$ 113,164
Planner III	1	97,590	1	100,518	1	100,518	1	100,518
Planner I	1	76,970	1	79,279	1	79,279	1	79,279
Assistant Planner	1	76,970	1	79,279	1	79,279	1	79,279
Office Coordinator	1	82,895	1	85,382	1	85,382	1	85,382
Administrative Clerk	1	56,915	1	58,622	1	58,622	1	58,622
Office Assistant	1	40,977	1	42,206	1	42,206	1	42,206
Temporary/Co-op - Planning Aide		35,360		35,360		35,360		35,360
Overtime	—	5,000	—	5,000	—	5,000	—	5,000
Total Personnel	<u>7</u>		<u>7</u>		<u>7</u>		<u>7</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

GENERAL FUND APPROPRIATIONS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>PLANNING</b>			
				<b>Personnel Services:</b>			
\$ 111,950	\$ 54,934	\$ 110,296	\$ 110,296	Appointed Official	\$ 113,606	\$ 113,606	\$ 113,606
267,115	116,578	430,604	430,604	Permanent Employees	447,026	447,026	447,026
22,793	12,048	35,360	35,360	Co-op Employee - Planning Aide	35,360	35,360	35,360
2,636	624	5,000	5,000	Overtime	5,000	5,000	5,000
11,250	5,625	18,975	18,975	Meeting Allowance	19,275	19,275	19,275
				<b>Employee Benefits:</b>			
31,888	14,504	47,107	47,107	Social Security	48,463	48,463	48,463
70,680	30,171	172,323	172,323	Employee Insurance	185,902	185,902	185,902
77,018	25,301	54,900	54,900	Retiree Health Insurance	55,186	55,186	55,186
-	3,526	24,867	24,867	Bonus/Sick Redemption	21,124	21,124	21,124
9,375	-	8,752	8,752	Longevity	8,810	8,810	8,810
600	1,350	900	900	Clothing	2,450	2,450	2,450
45,325	20,836	63,994	63,994	Retirement Fund	65,934	65,934	65,934
8,496	5,690	17,060	17,060	<b>Office Supplies</b>	18,550	18,550	18,550
				<b>Other Services and Charges:</b>			
5,359	1,725	7,000	7,000	Postage	8,000	8,000	8,000
6,600	3,800	190,800	190,800	Contractual Services	141,200	141,200	141,200
291	84	1,170	1,170	Vehicle Maintenance	1,000	1,000	1,000
1,892	5,390	12,000	12,000	Printing & Publishing	16,000	16,000	16,000
18,830	774	20,950	20,950	Membership & Dues	20,950	20,950	20,950
				<b>Capital Outlay:</b>			
5,733	-	-	-	Vehicles	-	-	-
-	11,524	22,000	22,000	Office Equipment	-	-	-
<u>\$ 697,831</u>	<u>\$ 314,484</u>	<u>\$ 1,244,058</u>	<u>\$ 1,244,058</u>	<b>Total Planning</b>	<u>\$ 1,213,836</u>	<u>\$ 1,213,836</u>	<u>\$ 1,213,836</u>

## ***Special Revenue Funds***

Special Revenue Funds are self-balancing funds which are used to record events and to exhibit results for a specific area of responsibility. The proceeds of specific revenue sources (excluding special assessments and expendable trusts) that are legally restricted to expenditures for specific purposes are accounted for in Special Revenue Funds.

The Special Revenue Funds of the City are:

- Michigan Transportation Operating Funds Major and Local Roads
- Library Special Revenue Fund
- Recreation Special Revenue Fund
- Communications Special Revenue Fund
- Sanitation Special Revenue Fund
- Rental Ordinance Fund
- Vice Crime Confiscation Fund
- Drug Forfeiture Fund
- Act 302 Police Training Fund
- Downtown Development Authority Fund
- 2011 Local Street Road Repair & Replacement Fund
- Indigent Defense Fund
- Tax Increment Finance Authority



## **STREET MAINTENANCE DIVISION**

The Street Maintenance Division is responsible for the maintenance of the City's roadways and related utilities. Street Maintenance provides a safe and clean road surface for vehicular traffic, adequate visual direction and a safe, maintained and unobstructed roadside environment. In part, these include 335 miles of local roads, 65 miles of major roads, 17,500 catch basins and manholes, 14 bridges, and numerous other common roadside appurtenances such as guardrails and culverts.

Programs executed by this division annually include a catch basin cleaning program which purges and cleans catch basins that allows the rapid disposal of storm water runoff and drainage. Drainage ditches are cleaned and the culverts are maintained to insure adequate capacity for storm runoff. Street sweeping of paved road surfaces occurs at least four times per year on all major and local roads. In order to maintain safe roads, this activity engages in road patching, alley and shoulder grading and maintenance. Other important programs of the street maintenance division are mowing and weed control, traffic and street sign installation and maintenance, snow and ice removal, and pavement repair and maintenance.

The division uses hot seal patching to repair potholes throughout the City. This system uses forced air to clean pothole surfaces and then fills the void with heated tar and stone aggregate driven through a single pneumatic tube. The tar coated product is applied at such force that it compacts uniformly in the hole. This technology requires fewer maintenance workers, less follow up operations, and reduces waste.

In our concerted effort to improve our City's appearance, road crews will continue this spring to police and oversee the mowing of the median on Mound Road from Eight Mile to Fourteen Mile under an existing contract with Macomb County.

The employees who make up this division's road crews are also called upon to install and remove snow fencing for drift containment, set up crowd control devices at official functions, parades, festivals and disaster sites, and support Police and Fire emergencies as requested.

This division is committed to its residents and endeavors to provide superior service uniformly throughout the community in a timely fashion.

## **STREET MAINTENANCE DIVISION**

### **Fiscal 2024 Performance Objectives**

1. To maintain accurate records of street maintenance work and minimize the number of citizen complaints.
2. To continue an aggressive street sweeping program.
3. To continue an aggressive catch basin cleaning and inspection program.
4. To continue an aggressive road patching program.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Debris & branch pick ups	757	750	800	800
Catch basin inspection/repairs	65	125	100	100
Catch basin cleaning/jetting	251	275	250	250
Chloride	42	35	35	35
Potholes	285	375	350	350
Catch basin covers	21	65	50	50
Ditching	5	25	25	25
Grading/gravel	42	75	50	50
Pavement problems	111	225	200	200
Snowplowing/salting	745	650	800	800
Street stop signs	29	50	50	50
Sweeping	29	30	30	30
Street traffic Signs	172	250	250	250
Sidewalk cold patch/milling	52	90	75	75
Rear yard drainage repair	49	75	50	50
Flooding problems	26	40	40	40
Graffiti location	-	20	5	5
Culvert jetting/repairs	8	15	15	15
Weed spraying	5	10	10	10
Pavement seal patching	-	20	10	10
Tree trimming/stumping/tree removal	1,161	1,500	1,500	1,500
Mosquito pellets	127	50	125	125
Miscellaneous	61	75	75	75

SPECIAL REVENUE FUND PERSONNEL

<u>STREET MAINTENANCE DIVISION</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Public Works Superintendent	1	\$ 108,132	1	\$ 111,376	1	\$ 111,376	1	\$ 111,376
DPW Associate Manager	1	92,529	1	95,305	1	95,305	1	95,305
Foreman	2	81,848	2	84,302	2	84,302	2	84,302
General Maintenance Specialist	21	66,830	23 (b)	68,827	23 (b)	68,827	23 (b)	68,827
Office Coordinator	-	-	-	-	-	-	1 (b)	85,382
Account Technician	1	63,862	2 (b)	65,778	2 (b)	65,778	1	65,778
Fleet Assistant	1	49,918	1	51,416	1	51,416	1	51,416
Temporary/Co-op		30,000		35,000		35,000		35,000
Seasonal Employees		40,000		75,000		75,000		75,000
Overtime - Clerical		-		10,000		10,000		10,000
Overtime	—	150,000	—	187,500	—	187,500	—	187,500
Total Personnel	<u>27</u>		<u>30</u>		<u>30</u>		<u>30</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

(b) New position.

Note: The personnel costs for the above employees are reflected in the Michigan Transportation Major and Local Road Funds.

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>MAJOR &amp; LOCAL ROADS STREET MAINTENANCE OPERATING COSTS</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 126,967	\$ 52,464	\$ 201,444	\$ 201,444	Supervision	\$ 207,487	\$ 207,487	\$ 207,487
1,568,221	659,053	1,761,675	1,761,675	Permanent Employees	2,021,520	2,021,520	2,041,200
29,509	3,843	40,000	40,000	Seasonal Employees	75,000	75,000	75,000
-	-	-	-	Temporary Clerical/Co-op	35,000	35,000	35,000
93,802	18,581	150,000	150,000	Overtime	197,500	197,500	197,500
				<b>Employee Benefits:</b>			
1,299	900	5,700	5,700	Education Allowance	5,800	5,800	5,800
143,147	59,165	180,358	180,358	Social Security	210,577	210,577	212,153
546,696	215,792	640,691	640,691	Employee Insurance	739,038	739,038	739,265
771,181	244,166	500,207	500,207	Retiree Health Insurance	530,996	530,996	510,028
-	-	-	-	Bonus/Sick Redemption	98,838	98,838	99,743
71,682	27,742	80,691	80,691	Longevity	100,657	100,657	100,657
918,418	422,376	919,822	919,822	Retirement Fund	912,268	912,268	914,327
7,124	7,400	7,500	7,500	Uniforms/Clothing	10,500	10,500	10,500
				<b>Supplies:</b>			
315,700	69,257	820,000	820,000	Materials and Supplies	895,000	895,000	895,000
				<b>Other Services and Charges:</b>			
945,487	510,552	1,021,100	1,021,100	Administrative Expense	1,051,600	1,051,600	1,051,600
1,089,943	516,169	1,486,000	1,486,000	Equipment Rental	1,486,000	1,486,000	1,486,000
5,000	5,000	5,000	5,000	Salt Dome Rental	5,000	5,000	5,000
199,905	149,391	952,630	952,630	Contractual Services	1,219,500	1,219,500	1,219,500
383,637	62,741	400,000	400,000	Joint Sealing	400,000	400,000	400,000
854,878	1,130,643	7,339,328	7,018,578	Pavement repairs	1,000,000	1,000,000	1,000,000
-	258,597	900,000	900,000	Bridge repairs	-	-	-
3,907	2,263	10,000	10,000	Traffic & Street Signs	10,000	10,000	10,000
3,420	7,370	65,000	65,000	Traffic Signals	240,000	240,000	240,000
279,193	143,604	360,000	360,000	Traffic Signal Maintenance	365,000	365,000	365,000
277,241	63,547	88,395	300,000	Pavement Markings	300,000	300,000	300,000
64,884	36,828	73,644	73,644	Transfer to Water System/Engineering Svcs.	88,417	88,417	88,417
<u>\$ 8,701,241</u>	<u>\$ 4,667,444</u>	<u>\$ 18,009,185</u>	<u>\$ 17,900,040</u>	<b>Total Street Maintenance Operating</b>	<u>\$ 12,205,698</u>	<u>\$ 12,205,698</u>	<u>\$ 12,209,177</u>

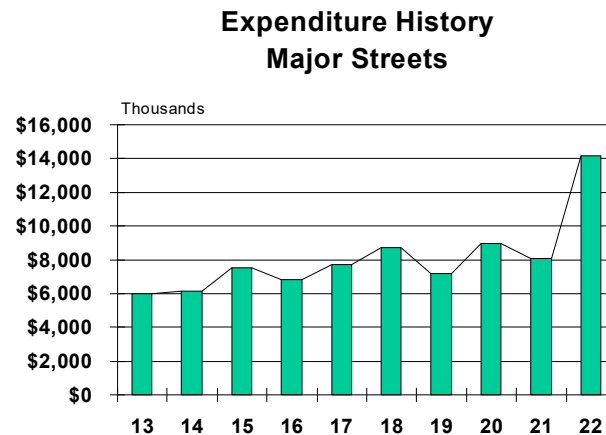
## **Major Streets:**

The Major Streets Fund is a Special Revenue Fund because it is used to control the expenditure of motor fuel taxes. The motor fuel taxes are earmarked, by law and State Constitution, for street and highway purposes, which are described in detail by the Michigan Department of Transportation.

This fund is used to receive all Major Street Funds paid to Warren by the State, as well as to account for the construction, maintenance, and other authorized operations pertaining to all streets classified as major streets within the City of Warren.

This fund has been established to make it possible to show that all legal provisions of Act 51 of the Public Acts of 1951, as amended, have been complied with and to determine, fairly and with full disclosure, the financial position and results of operations as set forth in the Michigan Department of Transportation's instructions for preparing the annual street financial report.

The city's share of the construction of State and County road improvements and the cost of city major road capital improvements, including the payment of debt, are paid through the Major Road Fund.



SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SUMMARY</b> <b>MICHIGAN TRANSPORTATION</b> <b>OPERATING FUNDS - MAJOR STREETS</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>REVENUES:</b>			
\$ 12,540,861	\$ 4,284,501	\$ 12,984,220	\$ 12,947,000	State Shared Weight & Gas Tax	\$ 13,259,400	\$ 13,259,400	\$ 13,259,400
-	-	-	-	Median Maintenance - State	-	-	-
21,826	82,372	150,000	5,000	Interest on Investments	18,000	18,000	18,000
17,039	-	74,233	74,233	Contribution from General Fund	76,906	76,906	76,906
14,510	-	-	14,510	Weed Mowing - Macomb County	-	-	-
9,291	-	9,291	9,291	Winter Maintenance - Macomb County	12,500	12,500	12,500
582	42,608	-	-	Miscellaneous	-	-	-
-	-	9,859,565	9,859,565	Fund Balance Appropriated	348,572	348,572	350,312
<u>\$ 12,604,109</u>	<u>\$ 4,409,481</u>	<u>\$ 23,077,309</u>	<u>\$ 22,909,599</u>	<b>Total Major Street Revenues</b>	<u>\$ 13,715,378</u>	<u>\$ 13,715,378</u>	<u>\$ 13,717,118</u>
				<b>EXPENDITURES:</b>			
\$ 5,837,893	\$ 1,031,773	\$ 7,933,620	\$ 7,933,620	Transfer to Construction Project Funds	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000
4,236,803	2,022,226	8,517,591	8,676,294	Operating Costs	5,731,279	5,731,279	5,733,019
3,107,440	1,086,932	3,799,685	3,799,685	Transfer to Debt Service Funds	5,384,099	5,384,099	5,384,099
1,000,000	2,500,000	2,500,000	2,500,000	Transfer to Local Street Fund	1,000,000	1,000,000	1,000,000
<u>\$ 14,182,136</u>	<u>\$ 6,640,931</u>	<u>\$ 22,750,896</u>	<u>\$ 22,909,599</u>	<b>Total Major Street Expenditures</b>	<u>\$ 13,715,378</u>	<u>\$ 13,715,378</u>	<u>\$ 13,717,118</u>
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ (1,578,027)	\$ (2,231,450)	\$ 326,413	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
19,085,019	17,506,992	17,506,992	17,506,992	<b>BEGINNING OF PERIOD</b>	7,973,840	7,973,840	7,973,840
				<b>RESERVE FOR:</b>			
(90,768)	(90,768)	(90,768)	(90,768)	<b>COMPENSATED ABSENCES</b>	(90,768)	(90,768)	(90,768)
				<b>LESS: FUND BALANCE</b>			
-	-	(9,859,565)	(9,859,565)	<b>APPROPRIATED</b>	(348,572)	(348,572)	(350,312)
				<b>ESTIMATED FUND BALANCE</b>			
<u>\$ 17,416,224</u>	<u>\$ 15,184,774</u>	<u>\$ 7,883,072</u>	<u>\$ 7,556,659</u>	<b>(DEFICIT) END OF PERIOD</b>	<u>\$ 7,534,500</u>	<u>\$ 7,534,500</u>	<u>\$ 7,532,760</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS ROUTINE MAINTENANCE:</b>			
				<b>Personnel Services:</b>			
\$ 461,780	\$ 179,175	\$ 468,041	\$ 468,041	Permanent Employees	\$ 539,900	\$ 539,900	\$ 539,900
15,292	1,205	42,615	42,615	Overtime	55,081	55,081	55,081
10,737	1,593	18,000	18,000	Seasonal Employees	33,750	33,750	33,750
				<b>Employee Benefits:</b>			
382	900	1,620	1,620	Education/Certification	1,705	1,705	1,705
37,706	13,447	43,646	43,646	Social Security	52,171	52,171	52,171
145,334	51,890	161,839	161,839	Employee Insurance	193,425	193,425	193,425
206,535	62,539	128,251	128,251	Retiree Health Insurance	134,865	134,865	134,865
-	4,490	20,546	20,546	Bonus/Sick Redemption	23,752	23,752	23,752
18,485	22,346	19,460	19,460	Longevity	24,970	24,970	24,970
248,653	108,935	235,799	235,799	Retirement Fund	240,219	240,219	240,219
2,340	6,400	1,960	1,960	Uniforms/Clothing	2,570	2,570	2,570
34,205	10,907	100,000	100,000	<b>Repairs &amp; Maintenance Supplies</b>	150,000	150,000	150,000
				<b>Other Services and Charges:</b>			
166,133	130,843	277,630	277,630	Contractual Services	464,500	464,500	464,500
287,728	47,056	300,000	300,000	Joint Sealing	300,000	300,000	300,000
559,099	274,391	3,307,698	3,307,698	Pavement repairs	600,000	600,000	600,000
-	258,597	900,000	900,000	Bridge repairs	-	-	-
173,553	67,224	305,000	305,000	Equipment Rental	305,000	305,000	305,000
<u>\$ 2,367,962</u>	<u>\$ 1,241,938</u>	<u>\$ 6,332,105</u>	<u>\$ 6,332,105</u>	<b>Total Routine Maintenance</b>	<u>\$ 3,121,908</u>	<u>\$ 3,121,908</u>	<u>\$ 3,121,908</u>
50,234	-	108,852	108,852	Supervisory wage & benefit allocation	114,259	114,259	114,259
<u>\$ 2,418,196</u>	<u>\$ 1,241,938</u>	<u>\$ 6,440,957</u>	<u>\$ 6,440,957</u>	<b>Net Routine Maintenance</b>	<u>\$ 3,236,167</u>	<u>\$ 3,236,167</u>	<u>\$ 3,236,167</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS TRAFFIC SERVICES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 24,108	\$ 10,425	\$ 26,524	\$ 26,524	Permanent Employees	\$ 30,067	\$ 30,067	\$ 30,067
354	-	2,415	2,415	Overtime	3,068	3,068	3,068
				<b>Employee Benefits:</b>			
21	-	92	92	Education/Certification	95	95	95
1,976	890	2,395	2,395	Social Security	2,761	2,761	2,761
8,097	3,631	9,171	9,171	Employee Insurance	10,772	10,772	10,772
11,836	3,572	7,268	7,268	Retiree Health Insurance	7,511	7,511	7,511
-	-	1,164	1,164	Bonus/Sick Redemption	1,323	1,323	1,323
1,029	-	1,103	1,103	Longevity	1,391	1,391	1,391
13,149	5,907	13,363	13,363	Retirement Fund	13,378	13,378	13,378
97	-	111	111	Uniforms/Clothing	143	143	143
				<b>Other Services and Charges:</b>			
1,906	1,073	5,000	5,000	Traffic & Street Signs	5,000	5,000	5,000
3,420	7,370	65,000	65,000	Traffic Signals	240,000	240,000	240,000
231,730	119,191	300,000	300,000	Traffic Signal Maintenance	300,000	300,000	300,000
203,008	47,660	66,297	225,000	Pavement Markings	225,000	225,000	225,000
12,076	3,537	28,000	28,000	Equipment Rental	28,000	28,000	28,000
<u>\$ 512,807</u>	<u>\$ 203,256</u>	<u>\$ 527,903</u>	<u>\$ 686,606</u>	<b>Total Traffic Services</b>	<u>\$ 868,509</u>	<u>\$ 868,509</u>	<u>\$ 868,509</u>
2,853	-	6,169	6,169	Supervisory wage & benefit allocation	6,363	6,363	6,363
<u>\$ 515,660</u>	<u>\$ 203,256</u>	<u>\$ 534,072</u>	<u>\$ 692,775</u>	<b>Net Traffic Services</b>	<u>\$ 874,872</u>	<u>\$ 874,872</u>	<u>\$ 874,872</u>



SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS SNOW AND ICE CONTROL:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 20,209	\$ 925	\$ 57,496	\$ 57,496	Permanent Employees	\$ 51,423	\$ 51,423	\$ 51,423
39,681	2,364	5,235	5,235	Overtime	5,246	5,246	5,246
				<b>Employee Benefits:</b>			
36	-	199	199	Education/Certification	162	162	162
5,184	271	5,192	5,192	Social Security	4,722	4,722	4,722
13,712	695	19,881	19,881	Employee Insurance	18,423	18,423	18,423
19,821	7,585	15,755	15,755	Retiree Health Insurance	12,845	12,845	12,845
-	-	2,524	2,524	Bonus/Sick Redemption	2,262	2,262	2,262
1,760	-	2,390	2,390	Longevity	2,378	2,378	2,378
24,630	12,208	28,967	28,967	Retirement Fund	22,880	22,880	22,880
166	-	241	241	Uniforms/Clothing	245	245	245
183,374	48,691	315,000	315,000	<b>Repairs &amp; Maintenance Supplies</b>	315,000	315,000	315,000
				<b>Other Services and Charges:</b>			
-	-	25,000	25,000	Contractual Services	25,000	25,000	25,000
108,175	20,903	120,000	120,000	Equipment Rental	120,000	120,000	120,000
2,500	2,500	2,500	2,500	Salt Dome Rental	2,500	2,500	2,500
<u>\$ 419,248</u>	<u>\$ 96,142</u>	<u>\$ 600,380</u>	<u>\$ 600,380</u>	<b>Total Snow &amp; Ice Control</b>	<u>\$ 583,086</u>	<u>\$ 583,086</u>	<u>\$ 583,086</u>
6,174	-	13,372	13,372	Supervisory wage & benefit allocation	10,883	10,883	10,883
<u>\$ 425,422</u>	<u>\$ 96,142</u>	<u>\$ 613,752</u>	<u>\$ 613,752</u>	<b>Net Snow &amp; Ice Control</b>	<u>\$ 593,969</u>	<u>\$ 593,969</u>	<u>\$ 593,969</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS ADMINISTRATION:</b>			
				<b>Personnel Services:</b>			
\$ 63,484	\$ 26,232	\$ 100,722	\$ 100,722	Supervision	\$ 103,744	\$ 103,744	\$ 103,744
58,451	26,058	57,112	57,112	Clerical	91,844	91,844	101,684
331	802	-	-	Overtime	5,000	5,000	5,000
-	-	15,000	15,000	Temporary Clerical/Co-op	17,500	17,500	17,500
				<b>Employee Benefits:</b>			
-	-	-	-	Education/Certification	-	-	-
9,628	4,523	14,266	14,266	Social Security	18,040	18,040	18,828
24,648	11,481	35,519	35,519	Employee Insurance	40,307	40,307	40,421
37,018	11,643	24,389	24,389	Retiree Health Insurance	35,957	35,957	25,473
-	2,495	7,257	7,257	Bonus/Sick Redemption	8,993	8,993	9,445
4,379	2,698	6,099	6,099	Longevity	7,829	7,829	7,829
300	500	300	300	Clothing	875	875	875
41,211	18,642	44,917	44,917	Retirement Fund	47,278	47,278	48,308
				<b>Other Services and Charges:</b>			
32,442	18,414	36,822	36,822	Transfer to Water System/Engineering Svcs.	44,209	44,209	44,209
694,000	357,402	714,800	714,800	Administrative Expense	736,200	736,200	736,200
<u>\$ 965,892</u>	<u>\$ 480,890</u>	<u>\$ 1,057,203</u>	<u>\$ 1,057,203</u>	<b>Total Administration</b>	<u>\$ 1,157,776</u>	<u>\$ 1,157,776</u>	<u>\$ 1,159,516</u>
(88,367)	-	(128,393)	(128,393)	Supervisory wage & benefit allocation	(131,505)	(131,505)	(131,505)
<u>\$ 877,525</u>	<u>\$ 480,890</u>	<u>\$ 928,810</u>	<u>\$ 928,810</u>	<b>Net Administration</b>	<u>\$ 1,026,271</u>	<u>\$ 1,026,271</u>	<u>\$ 1,028,011</u>
				<b>Summary of Operating Costs:</b>			
\$ 2,418,196	\$ 1,241,938	\$ 6,440,957	\$ 6,440,957	Routine Maintenance	\$ 3,236,167	\$ 3,236,167	\$ 3,236,167
515,660	203,256	534,072	692,775	Traffic Services	874,872	874,872	874,872
425,422	96,142	613,752	613,752	Snow and Ice Control	593,969	593,969	593,969
877,525	480,890	928,810	928,810	Administration	1,026,271	1,026,271	1,028,011
<u>\$ 4,236,803</u>	<u>\$ 2,022,226</u>	<u>\$ 8,517,591</u>	<u>\$ 8,676,294</u>	<b>Total Operating Costs</b>	<u>\$ 5,731,279</u>	<u>\$ 5,731,279</u>	<u>\$ 5,733,019</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

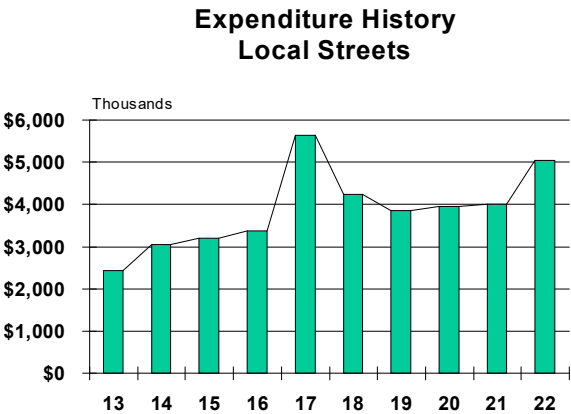
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>MICHIGAN TRANSPORTATION OPERATING FUND - MAJOR STREETS DEBT SERVICE TRANSFER TO:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 1,256,200	\$ 309,600	\$ 1,258,700	\$ 1,258,700	2021 Michigan Transportation Debt Retirement	\$ 1,256,700	\$ 1,256,700	\$ 1,256,700
537,830	314,887	322,266	322,266	2021A Capital Improvement Refunding	311,161	311,161	311,161
205,292	179,382	191,646	191,646	2015 Capital Improvement Refunding	182,750	182,750	182,750
-	125,304	922,055	922,055	2022 Michigan Transportation Debt Retirement	923,750	923,750	923,750
-	-	-	-	2023 Michigan Transportation Debt Retirement	1,608,420	1,608,420	1,608,420
1,108,118	157,759	1,105,018	1,105,018	2018 Michigan Transportation Debt Retirement	1,101,318	1,101,318	1,101,318
<u>\$ 3,107,440</u>	<u>\$ 1,086,932</u>	<u>\$ 3,799,685</u>	<u>\$ 3,799,685</u>	<b>Total Debt Service Costs</b>	<u>\$ 5,384,099</u>	<u>\$ 5,384,099</u>	<u>\$ 5,384,099</u>
<b><u>LOCAL STREET TRANSFER:</u></b>							
<u>\$ 1,000,000</u>	<u>\$ 2,500,000</u>	<u>\$ 2,500,000</u>	<u>\$ 2,500,000</u>	Total Local Street Transfer	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>
<b><u>CONSTRUCTION PROJECTS</u></b>							
<b>Other Services and Charges:</b>							
<u>\$ 5,837,893</u>	<u>\$ 1,031,773</u>	<u>\$ 7,933,620</u>	<u>\$ 7,933,620</u>	Capital Improvements	<u>\$ 1,600,000</u>	<u>\$ 1,600,000</u>	<u>\$ 1,600,000</u>

**Local Streets:**

The Local Streets Fund is a Special Revenue Fund because it is used to control the expenditure of motor fuel taxes. The motor fuel taxes are earmarked, by law and State Constitution, for street and highway purposes, which are described in detail by the Michigan Department of Transportation.

This fund is used to receive all Local Street Funds paid to Warren by the State, as well as to account for the construction, maintenance, and other authorized operations pertaining to all streets classified as local streets within the City of Warren.

This fund has been established to make it possible to show that all legal provisions of Act 51 of the Public Acts of 1951, as amended, have been complied with and to determine, fairly and with full disclosure, the financial position and results of operations as set forth in the Michigan Department of Transportation's instructions for preparing the annual street financial report.



SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SUMMARY</b> <b>MICHIGAN TRANSPORTATION</b> <b>OPERATING FUNDS - LOCAL STREETS</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>REVENUES:</b>			
\$ 4,179,983	\$ 1,427,727	\$ 4,327,100	\$ 4,314,000	State Shared Weight & Gas Tax	\$ 4,418,250	\$ 4,418,250	\$ 4,418,250
7,741	38,206	70,000	2,500	Interest on Investments	12,000	12,000	12,000
17,039	-	25,000	104,233	Contribution from General Fund	86,906	86,906	86,906
1,000,000	2,500,000	2,500,000	2,500,000	Contribution from Major Street Fund	1,000,000	1,000,000	1,000,000
546,777	-	520,000	520,000	P.A. 48 - Metro Act	550,000	550,000	550,000
-	-	2,203,488	2,203,488	Fund Balance Appropriated	1,007,263	1,007,263	1,009,002
<u>\$ 5,751,540</u>	<u>\$ 3,965,933</u>	<u>\$ 9,645,588</u>	<u>\$ 9,644,221</u>	<b>Total Local Street Revenues</b>	<u>\$ 7,074,419</u>	<u>\$ 7,074,419</u>	<u>\$ 7,076,158</u>
				<b>EXPENDITURES:</b>			
\$ 568,435	\$ -	\$ 200,000	\$ 303,643	Transfer to Construction Project Funds	\$ 600,000	\$ 600,000	\$ 600,000
4,464,438	2,654,698	9,608,426	9,340,578	Operating Costs	6,474,419	6,474,419	6,476,158
<u>\$ 5,032,873</u>	<u>\$ 2,654,698</u>	<u>\$ 9,808,426</u>	<u>\$ 9,644,221</u>	<b>Total Local Street Expenditures</b>	<u>\$ 7,074,419</u>	<u>\$ 7,074,419</u>	<u>\$ 7,076,158</u>
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ 718,667	\$ 1,311,235	\$ (162,838)	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
4,774,970	5,493,637	5,493,637	5,493,637	<b>BEGINNING OF PERIOD</b>	3,127,311	3,127,311	3,127,311
				<b>RESERVE FOR:</b>			
(178,351)	(178,351)	(178,351)	(178,351)	<b>COMPENSATED ABSENCES</b>	(178,351)	(178,351)	(178,351)
				<b>LESS: FUND BALANCE</b>			
-	-	(2,203,488)	(2,203,488)	<b>APPROPRIATED</b>	(1,007,263)	(1,007,263)	(1,009,002)
<u>\$ 5,315,286</u>	<u>\$ 6,626,521</u>	<u>\$ 2,948,960</u>	<u>\$ 3,111,798</u>	<b>ESTIMATED FUND BALANCE</b>	<u>\$ 1,941,697</u>	<u>\$ 1,941,697</u>	<u>\$ 1,939,958</u>
				<b>(DEFICIT) END OF PERIOD</b>			

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS ROUTINE MAINTENANCE:</b>			
				<b>Personnel Services:</b>			
\$ 849,041	\$ 384,126	\$ 948,108	\$ 948,108	Permanent Employees	\$ 1,090,993	\$ 1,090,993	\$ 1,090,993
27,789	13,408	86,325	86,325	Overtime	111,306	111,306	111,306
18,772	2,250	22,000	22,000	Seasonal Employees	41,250	41,250	41,250
				<b>Employee Benefits:</b>			
772	-	3,280	3,280	Education/Certification	3,443	3,443	3,443
70,385	32,741	87,294	87,294	Social Security	103,325	103,325	103,325
296,682	125,067	327,835	327,835	Employee Insurance	390,860	390,860	390,860
403,342	127,557	259,798	259,798	Retiree Health Insurance	272,525	272,525	272,525
-	-	41,620	41,620	Bonus/Sick Redemption	47,997	47,997	47,997
37,354	-	39,418	39,418	Longevity	50,459	50,459	50,459
486,582	226,234	477,658	477,658	Retirement Fund	485,418	485,418	485,418
3,517	-	3,971	3,971	Uniforms/Clothing	5,195	5,195	5,195
35,831	7,827	150,000	150,000	<b>Repairs &amp; Maintenance Supplies</b>	175,000	175,000	175,000
				<b>Other Services and Charges:</b>			
33,772	18,548	630,000	630,000	Contractual Services	710,000	710,000	710,000
95,909	15,685	100,000	100,000	Joint Sealing	100,000	100,000	100,000
295,779	856,252	4,031,630	3,710,880	Pavement repairs	400,000	400,000	400,000
709,892	418,441	850,000	850,000	Equipment Rental	850,000	850,000	850,000
<u>\$ 3,365,419</u>	<u>\$ 2,228,136</u>	<u>\$ 8,058,937</u>	<u>\$ 7,738,187</u>	<b>Total Routine Maintenance</b>	<u>\$ 4,837,771</u>	<u>\$ 4,837,771</u>	<u>\$ 4,837,771</u>
101,753	-	220,501	220,501	Supervisory wage & benefit allocation	230,887	230,887	230,887
<u>\$ 3,467,172</u>	<u>\$ 2,228,136</u>	<u>\$ 8,279,438</u>	<u>\$ 7,958,688</u>	<b>Net Routine Maintenance</b>	<u>\$ 5,068,658</u>	<u>\$ 5,068,658</u>	<u>\$ 5,068,658</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS TRAFFIC SERVICES:	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 70,813	\$ 31,418	\$ 81,878	\$ 81,878	Permanent Employees	\$ 87,848	\$ 87,848	\$ 87,848
-	-	7,455	7,455	Overtime	8,963	8,963	8,963
				<b>Employee Benefits:</b>			
62	-	283	283	Education/Certification	277	277	277
5,722	2,700	7,393	7,393	Social Security	8,066	8,066	8,066
23,668	11,285	28,312	28,312	Employee Insurance	31,473	31,473	31,473
32,363	11,015	22,436	22,436	Retiree Health Insurance	21,944	21,944	21,944
-	-	3,594	3,594	Bonus/Sick Redemption	3,865	3,865	3,865
3,008	-	3,404	3,404	Longevity	4,063	4,063	4,063
35,888	18,161	41,250	41,250	Retirement Fund	39,087	39,087	39,087
283	-	343	343	Uniforms/Clothing	418	418	418
				<b>Other Services and Charges:</b>			
2,001	1,190	5,000	5,000	Traffic & Street Signs	5,000	5,000	5,000
47,463	24,413	60,000	60,000	Traffic Signal Maintenance	65,000	65,000	65,000
74,233	15,887	22,098	75,000	Pavement Markings	75,000	75,000	75,000
11,619	3,880	28,000	28,000	Equipment Rental	28,000	28,000	28,000
<u>\$ 307,123</u>	<u>\$ 119,949</u>	<u>\$ 311,446</u>	<u>\$ 364,348</u>	<b>Total Traffic Services</b>	<u>\$ 379,004</u>	<u>\$ 379,004</u>	<u>\$ 379,004</u>
8,707	-	19,042	19,042	Supervisory wage & benefit allocation	18,591	18,591	18,591
<u>\$ 315,830</u>	<u>\$ 119,949</u>	<u>\$ 330,488</u>	<u>\$ 383,390</u>	<b>Net Traffic Services</b>	<u>\$ 397,595</u>	<u>\$ 397,595</u>	<u>\$ 397,595</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS <u>SNOW AND ICE CONTROL:</u>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 25,367	\$ 868	\$ 65,404	\$ 65,404	Permanent Employees	\$ 37,602	\$ 37,602	\$ 37,602
10,002	-	5,955	5,955	Overtime	3,836	3,836	3,836
				<b>Employee Benefits:</b>			
26	-	226	226	Education/Certification	118	118	118
2,917	70	5,906	5,906	Social Security	3,453	3,453	3,453
9,907	261	22,615	22,615	Employee Insurance	13,471	13,471	13,471
23,248	8,612	17,922	17,922	Retiree Health Insurance	9,393	9,393	9,393
-	-	2,871	2,871	Bonus/Sick Redemption	1,654	1,654	1,654
1,288	-	2,719	2,719	Longevity	1,739	1,739	1,739
27,092	13,648	32,951	32,951	Retirement Fund	16,730	16,730	16,730
121	-	274	274	Uniforms/Clothing	179	179	179
62,290	1,832	255,000	255,000	<b>Repairs &amp; Maintenance Supplies</b>	255,000	255,000	255,000
				<b>Other Services and Charges:</b>			
-	-	20,000	20,000	Contractual Services	20,000	20,000	20,000
74,628	2,184	155,000	155,000	Equipment Rental	155,000	155,000	155,000
2,500	2,500	2,500	2,500	Salt Dome Rental	2,500	2,500	2,500
<u>\$ 239,386</u>	<u>\$ 29,975</u>	<u>\$ 589,343</u>	<u>\$ 589,343</u>	<b>Total Snow &amp; Ice Control</b>	<u>\$ 520,675</u>	<u>\$ 520,675</u>	<u>\$ 520,675</u>
7,013	-	15,211	15,211	Supervisory wage & benefit allocation	7,958	7,958	7,958
<u>\$ 246,399</u>	<u>\$ 29,975</u>	<u>\$ 604,554</u>	<u>\$ 604,554</u>	<b>Net Snow &amp; Ice Control</b>	<u>\$ 528,633</u>	<u>\$ 528,633</u>	<u>\$ 528,633</u>



SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>MICHIGAN TRANSPORTATION OPERATING FUND - LOCAL STREETS ADMINISTRATION:</b>			
				<b>Personnel Services:</b>			
\$ 63,483	\$ 26,232	\$ 100,722	\$ 100,722	Supervision	\$ 103,743	\$ 103,743	\$ 103,743
58,452	26,058	57,112	57,112	Clerical	91,843	91,843	101,683
353	802	-	-	Overtime	5,000	5,000	5,000
-	-	15,000	15,000	Temporary Clerical/Co-op	17,500	17,500	17,500
				<b>Employee Benefits:</b>			
9,629	4,523	14,266	14,266	Social Security	18,039	18,039	18,827
24,648	11,482	35,519	35,519	Employee Insurance	40,307	40,307	40,420
37,018	11,643	24,388	24,388	Retiree Health Insurance	35,956	35,956	25,472
-	2,495	7,256	7,256	Bonus/Sick Redemption	8,992	8,992	9,445
4,379	2,698	6,098	6,098	Longevity	7,828	7,828	7,828
300	500	300	300	Clothing	875	875	875
41,213	18,641	44,917	44,917	Retirement Fund	47,278	47,278	48,307
				<b>Other Services and Charges:</b>			
32,442	18,414	36,822	36,822	Transfer to Water System/Engineering Svcs.	44,208	44,208	44,208
251,487	153,150	306,300	306,300	Administrative Expense	315,400	315,400	315,400
<u>\$ 523,404</u>	<u>\$ 276,638</u>	<u>\$ 648,700</u>	<u>\$ 648,700</u>	<b>Total Administration</b>	<u>\$ 736,969</u>	<u>\$ 736,969</u>	<u>\$ 738,708</u>
(88,367)	-	(254,754)	(254,754)	Supervisory wage & benefit allocation	(257,436)	(257,436)	(257,436)
<u>\$ 435,037</u>	<u>\$ 276,638</u>	<u>\$ 393,946</u>	<u>\$ 393,946</u>	<b>Net Administration</b>	<u>\$ 479,533</u>	<u>\$ 479,533</u>	<u>\$ 481,272</u>
				<b>Summary of Operating Costs:</b>			
\$ 3,467,172	\$ 2,228,136	\$ 8,279,438	\$ 7,958,688	Routine Maintenance	\$ 5,068,658	\$ 5,068,658	\$ 5,068,658
315,830	119,949	330,488	383,390	Traffic Services	397,595	397,595	397,595
246,399	29,975	604,554	604,554	Snow and Ice Control	528,633	528,633	528,633
435,037	276,638	393,946	393,946	Administration	479,533	479,533	481,272
<u>\$ 4,464,438</u>	<u>\$ 2,654,698</u>	<u>\$ 9,608,426</u>	<u>\$ 9,340,578</u>	<b>Total Operating Costs</b>	<u>\$ 6,474,419</u>	<u>\$ 6,474,419</u>	<u>\$ 6,476,158</u>
				<b>CONSTRUCTION PROJECTS</b>			
				<b>Other Services and Charges:</b>			
568,435	-	200,000	303,643	Capital Improvements	600,000	600,000	600,000
<u>\$ 568,435</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 303,643</u>		<u>\$ 600,000</u>	<u>\$ 600,000</u>	<u>\$ 600,000</u>

## **LIBRARY**

The Library Special Revenue Fund accounts for the receipt of specific property taxes, State Aid, user fees and special grants that are used to provide library materials and services at the Warren Public Library. Fines for overdue materials and penal fines collected on state code violations also provide some revenue to operate the library.

In August 2010, the residents of Warren overwhelmingly approved a millage increase of .85 for the next 20 years. This revenue will allow each of the four branches to remain open, maintain adequate staffing levels, and provide substantial funding to increase collections and to upgrade each branch to a state of the art facility.

The Warren Public Library is a member of the Suburban Library Cooperative and participates in the Michigan eLibrary (MeL). Participation in the collaborative provides Warren residents interlibrary loan privileges from library collections throughout the state. The Warren Public Library is also a member of the MLibraryCard program which gives Warren residents the ability to borrow material from over 70 participating Michigan libraries while traveling throughout the state.

As the threat of Covid-19 still lingered in 2022, the Warren Public Library continued to adapt its services, with most programming returning to in-person events as the year progressed. Highlights from 2022 included the “Oceans of Possibilities” 2022 Summer Reading Club program which had 1,151 participants, an 18% increase compared to 2021. Some other programming highlights included visits by author Sarah Zachrich Jeng and former local meteorologist Chris Edwards, in-person computer classes resuming at the Burnette and Civic Center libraries, and telescope viewing parties provided through the national NASA@MyLibrary programming initiative. Virtual programs allowed presenters from afar to educate and entertain Warren residents as well. Some examples include Louisville, KY resident Phil Kollin discussing the history of bourbon and London based researcher Ellen Green discussing archeological findings in England. While not seeing extensive growth compared to previous years, library eResources are still avidly used by Warren patrons.

Additionally, in 2022 the library was able to provide additional services through grant funding. Due to the Emergency Connectivity Fund, funded by the American Rescue Plan Act of 2021, all Warren libraries have started circulation of laptops and Kindles. The library also acquired a “Book Bike” through the HOPE grant which was used at several library and city events to promote the library and the resources it offers. Early literacy kits, “Babies Love books” purchased through a LSTA grant were distributed to Warren families for babies, ages 0-3. Outreach services expanded, including homebound delivery of library materials to seniors and people who live with disabilities as well as the continuation of computer classes to senior citizens at Stilwell Manor. The library also began going “fine-free” on juvenile items, a boon to Warren patrons with children.

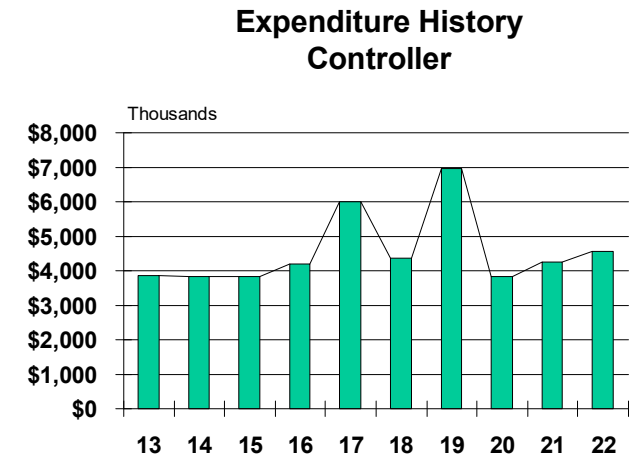
A brief review of 2022 indicates that the Warren Public Library has 66,274 registered borrowers. The library circulated 606,668 items.

## LIBRARY

### Fiscal 2024 Performance Objectives

1. To provide the best selection of current books, periodicals, talking books, electronic books, music CD's, DVD's, and digital access to a variety of materials.
2. To provide residents with the best reference service that the Library can offer through hard copy, on-line databases, eBooks, and the Internet.
3. To provide quality educational, informational and recreational programs for children and adults to enhance quality of life.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Annual Library visits	153,239	424,000	200,000	300,000
Total circulation including digital	606,688	913,000	650,000	675,000
Reference information requests	38,813	52,500	40,000	53,000
Total registered borrowers	66,274	79,000	72,000	80,000
Items loaned to other libraries	36,035	40,000	50,000	50,000
Items received from other libraries	36,849	47,000	45,000	50,000
Total circulation of children's materials	132,595	204,000	145,000	150,000
Materials added to the collection	29,733	29,000	29,000	30,000
Materials deleted from the collection	16,688	20,000	20,000	20,000
Children's story hour attendance	3,893	7,500	4,500	5,000
Computer sessions, incl. wireless	93,492	217,000	115,000	150,000
Attendance-children programs	10,776	22,000	15,000	22,000
Virtual visits to Library website	168,372	368,000	200,000	300,000
Early Literacy attendance	1,288	8,000	1,500	3,000
School visits to library	149	120	150	200



SPECIAL REVENUE FUND PERSONNEL

<u>LIBRARY</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Library Director	1	\$ 109,868	1	\$ 113,164	1	\$ 113,164	1	\$ 113,164
Senior Administrative Secretary	1	66,269	1	68,257	1	68,257	1	68,257
Branch Library Supervisor	4	87,529	4	90,155	4	90,155	4	90,155
Branch Librarian	5	70,719	5	72,841	5	72,841	5	72,841
Library Technician	6	60,415	6	62,227	6	62,227	6	62,227
Office Assistant	5	40,977	5	42,206	5	42,206	5	42,206
Library Asst - Outreach Grant	1	64,347	1	66,277	1	66,277	1	66,277
Library Building & Grounds Maintenance Specialist	1	64,327	1	66,257	1	66,257	1	66,257
Library Pages and Assistant Librarians (Substitutes)		220,000		300,000		300,000		300,000
Overtime	—	20,000	—	20,000	—	20,000	—	20,000
Total Personnel	<u>24</u>		<u>24</u>		<u>24</u>		<u>24</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>LIBRARY</u></b> <b><u>SPECIAL REVENUE FUND</u></b> <b><u>REVENUES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 3,857,193	\$ 2,459,293	\$ 4,883,279	\$ 4,883,279	Property Tax Revenue	\$ 5,151,461	\$ 5,151,461	\$ 5,151,461
34,498	19,710	39,425	39,425	Industrial Facilities Tax	65,560	65,560	65,560
536,228	165,909	165,909	250,000	Reimbursement for Personal Property Loss	250,000	250,000	250,000
88,835	-	117,000	117,000	Penal Fines	117,000	117,000	117,000
12,920	7,119	25,000	25,000	Over the Counter Fines	25,000	25,000	25,000
9,348	77,373	82,000	15,000	Interest on Investments	15,000	15,000	15,000
-	-	2,000,000	2,000,000	Other Federal Grants - ARPA	-	-	-
17,991	-	-	-	Emergency Connectivity Grant	-	-	-
136,993	-	90,000	90,000	State Aid	90,000	90,000	90,000
1,298	-	17,000	17,000	Renaissance Zone Reimbursement	17,000	17,000	17,000
21,115	12,247	30,000	30,000	Copy Machine User Fees	30,000	30,000	30,000
9,112	4,965	11,000	11,000	Lost Book Fees	11,000	11,000	11,000
1,104	619	2,000	2,000	Video User Fees	2,000	2,000	2,000
3,798	1,769	8,000	8,000	Non-Resident Internet Fees/Room Use	8,000	8,000	8,000
7,390	5,472	10,500	10,500	Miscellaneous	10,500	10,500	10,500
-	-	30,068	30,068	Fund Balance Appropriated	-	-	-
<u>\$ 4,737,823</u>	<u>\$ 2,754,476</u>	<u>\$ 7,511,181</u>	<u>\$ 7,528,272</u>	<b>Total Revenues</b>	<u>\$ 5,792,521</u>	<u>\$ 5,792,521</u>	<u>\$ 5,792,521</u>
				<b><u>EXPENDITURES:</u></b>			
\$ 1,565,904	\$ 806,940	\$ 1,808,713	\$ 1,808,713	Personnel Services	\$ 1,940,196	\$ 1,940,196	\$ 1,940,196
1,343,627	656,544	1,436,445	1,430,595	Employee Benefits	1,482,958	1,482,958	1,482,958
35,172	20,209	90,000	90,000	Supplies	97,600	97,600	97,600
1,210,346	585,193	1,454,783	1,454,783	Other Services and Charges	1,524,489	1,524,489	1,524,489
401,699	130,417	2,715,968	2,715,968	Capital Outlay	527,000	527,000	467,000
<u>\$ 4,556,748</u>	<u>\$ 2,199,303</u>	<u>\$ 7,505,909</u>	<u>\$ 7,500,059</u>	<b>Total Expenditures</b>	<u>\$ 5,572,243</u>	<u>\$ 5,572,243</u>	<u>\$ 5,512,243</u>
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ 181,075	\$ 555,173	\$ 5,272	\$ 28,213	<b>BALANCE DURING THE PERIOD</b>	\$ 220,278	\$ 220,278	\$ 280,278
				<b>ESTIMATED FUND BALANCE</b>			
4,559,507	4,740,582	4,740,582	4,740,582	<b>BEGINNING OF PERIOD</b>	4,715,786	4,715,786	4,715,786
				<b>RESERVE FOR:</b>			
(231,101)	(231,101)	(231,101)	(231,101)	<b>COMPENSATED ABSENCES</b>	(231,101)	(231,101)	(231,101)
				<b>LESS: FUND BALANCE</b>			
-	-	(30,068)	(30,068)	<b>APPROPRIATED</b>	-	-	-
<u>\$ 4,509,481</u>	<u>\$ 5,064,654</u>	<u>\$ 4,484,685</u>	<u>\$ 4,507,626</u>	<b>ESTIMATED FUND BALANCE</b>	<u>\$ 4,704,963</u>	<u>\$ 4,704,963</u>	<u>\$ 4,764,963</u>
				<b>(DEFICIT) END OF PERIOD</b>			

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>LIBRARY SPECIAL REVENUE FUND EXPENDITURES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 114,850	\$ 54,934	\$ 110,296	\$ 110,296	Appointed Official	\$ 113,605	\$ 113,605	\$ 113,605
1,294,497	680,691	1,442,917	1,442,917	Permanent Employees	1,491,091	1,491,091	1,491,091
147,357	68,765	220,000	220,000	Permanent Part-time Employees - Pages	300,000	300,000	300,000
219	110	20,000	20,000	Overtime	20,000	20,000	20,000
8,981	2,440	15,500	15,500	Shift Premium	15,500	15,500	15,500
				<b>Employee Benefits:</b>			
16,300	17,900	17,800	17,800	Education Allowance	26,500	26,500	26,500
122,271	66,018	146,957	146,957	Social Security	158,537	158,537	158,537
320,054	163,783	434,225	434,225	Employee Insurance	467,618	467,618	467,618
311,471	103,325	208,479	208,479	Retiree Health Insurance	209,673	209,673	209,673
-	14,376	51,205	51,205	Bonus/Sick Redemption	53,228	53,228	53,228
34,857	23,846	41,794	41,794	Longevity	43,755	43,755	43,755
536,874	259,646	528,335	528,335	Retirement Fund	515,247	515,247	515,247
1,800	7,650	7,650	1,800	Clothing Allowance	8,400	8,400	8,400
35,172	20,209	90,000	90,000	<b>Office Supplies</b>	97,600	97,600	97,600
				<b>Other Services and Charges:</b>			
8,030	3,481	20,000	20,000	Copy Machine Expense	20,000	20,000	20,000
157,618	92,073	263,950	263,950	Contractual Services	310,700	310,700	310,700
157,464	93,675	212,000	212,000	Cooperative Services	219,000	219,000	219,000
68,499	-	65,000	65,000	Library Cooperative-Indirect Aid	69,000	69,000	69,000
144	87	3,000	3,000	Postage	3,000	3,000	3,000
-	-	125	125	Unemployment Costs	800	800	800
22,069	4,938	16,100	16,100	Digital Video Discs	16,100	16,100	16,100
94,815	22,876	101,000	101,000	Library Circulating Materials	101,000	101,000	101,000
21,407	10,224	21,500	21,500	Periodicals	22,000	22,000	22,000
12,641	-	25,000	25,000	Telephone	30,000	30,000	30,000
13	22	200	200	Mileage	200	200	200
869	508	3,000	3,000	Auto Expense	3,000	3,000	3,000
9,172	2,364	15,000	15,000	Training & Workshops	15,000	15,000	15,000
-	-	100	100	Book Binding	100	100	100
207,143	96,184	215,000	215,000	Public Utilities	220,000	220,000	220,000
14,941	5,180	72,500	72,500	Repairs & Maintenance	61,500	61,500	61,500
129,121	95,583	105,308	105,308	Cap Imprvmt Refunding Bonds, Series 2021C	107,289	107,289	107,289
45,100	23,448	46,900	46,900	Insurance and Bonds	48,700	48,700	48,700
261,300	134,550	269,100	269,100	Administrative Expense	277,100	277,100	277,100

(Continued)

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<u>LIBRARY</u> <u>SPECIAL REVENUE FUND</u> <u>EXPENDITURES (Continued):</u> <b>Capital Outlay:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 37,583	\$ 8,335	\$ 248,000	\$ 248,000	Improvements	\$ 85,000	\$ 85,000	\$ 85,000
-	27,106	28,000	28,000	Vehicles	60,000	60,000	-
22,518	1,907	94,900	94,900	Equipment	67,000	67,000	67,000
311,985	93,069	315,000	315,000	Books	315,000	315,000	315,000
29,613	-	30,068	30,068	Emergency Connectivity Grant	-	-	-
-	-	2,000,000	2,000,000	ARPA Expenditures	-	-	-
<u>\$ 4,556,748</u>	<u>\$ 2,199,303</u>	<u>\$ 7,505,909</u>	<u>\$ 7,500,059</u>	<b>Total Expenditures</b>	<u>\$ 5,572,243</u>	<u>\$ 5,572,243</u>	<u>\$ 5,512,243</u>

## **RECREATION**

The Recreation Special Revenue Fund accounts for specific property taxes, grants and user fees that are used to operate the Warren Community Center, activities, parks, playgrounds and other facilities. The revenues received in this fund can only be used for recreation purposes.

The City of Warren is gifted with 30 City parks. While the land acreage may not meet the needs of the community, the locations of the 30 parks play a vital role in the community, especially since numerous schools have closed in the past 25 years. The total parkland is 370 acres and the department will continue to focus on opportunities to increase parkland whenever feasible. We want to continue to replace and update equipment in our parks including play structures, comfort stations and roller rinks. We have many calls from residents looking for improvements from new swings, to improvements in the play structures, updating comfort stations to be ADA compliant, and improving and or removing roller rinks for resident use. We would also like to create “themed” parks such as, Disc Golf and a BMX Park.

The Parks and Recreation Department is very fortunate to have the support of the citizens of Warren. The approval of one mill dedicated to the operation and improvement to the Parks and Recreation Department has proven to be a major accomplishment for the City of Warren. The intention of the department is to make continuing improvements in programs, staffing, facilities and parks wherever necessary. The stability of dependable funding will provide flexibility and latitude to make appropriate changes. The department offers year-round recreation programs, including baseball, ice skating, softball, basketball, volleyball, swimming, arts and crafts, music, theater, dancing, and special events. All of the special events held in the past year have been a huge success with residents. The department also has indoor facilities at Owen Jax Recreation Center, Fitzgerald Recreation Center, Stilwell Manor, City Square and the Warren Community Center.

The Warren Community Center houses the Parks & Recreation Department, the Miller Branch Library and the Warren Communications Department. The recreation area offers a Family Leisure Pool which has a 150-foot slide, a play structure with a 500 gallon dumping bucket, zero entry, and a lazy river. The Activity Pool offers lap swimming, exercise classes, water aerobics, and open swim. There is a 5,000 square foot fitness center, three gymnasiums, and a senior citizen wing. The center has been very successful and widely used with over 4,700 memberships at this time. We had almost 260,000 visitors to the community center in the past year. We anticipate continuing to improve our services at the Warren Community Center. We wish to continue to improve the fitness room by replacing 1/3 of the cardio equipment and at least two weight machines. We have found that a scheduled replacement program for the cardio equipment is the best way to keep our users satisfied with our equipment. We have built into the bid that the equipment has bumper to bumper warranty and the winning bidder has also given us a price to purchase the equipment back. We believe by doing this, the bidder takes better care of the equipment which betters our users. Play structure replacements and water park improvements are currently in progress.

We operate most of our programs and activities with use of part time staff supervised by full time employees. Part time staff hours vary throughout the year as programs start and stop as the year goes on. We have more staff hired for programs like our day camp program in the summer and the Ice Rink in the winter months.

Public transportation demands continue to grow with the older population in Warren. The Parks and Recreation Department has established and provides transportation for numerous older citizens. Funding is primarily secured through the Michigan Department of Transportation, Smart Grants and the Parks and Recreation Special Revenue Fund.



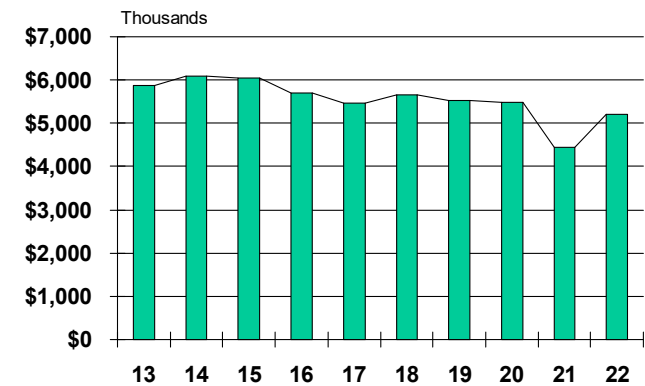
## RECREATION

### Fiscal 2024 Performance Objectives

1. To increase participation at all Special Events and attain corporate co-sponsorship of all Special Events.
2. To increase senior citizen and handicap transportation service to our community.
3. To continue to develop all City parks and enhance the physical appearance of the parks to increase family usage.
4. To continue to develop teen programs and family activities at all facilities.
5. To continue to promote membership growth and total usage of the Warren Community Center.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Pavilion rentals	357	300	400	400
Bus transportation	1,300	1,400	1,500	1,500
Special event youth participation	1,400	1,500	1,500	1,500
Senior special events	850	800	850	850
Adult & youth sports participants	5,000	5,000	5,000	5,000
Senior programs	500	500	500	500
Senior sports programs	500	500	500	500
WCC pool attendance	40,000	40,000	40,000	40,000
Swim lesson registration	500	500	500	500
Yearly pass registration	1,450	1,500	1,500	1,500

### Expenditure History Recreation



SPECIAL REVENUE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>PARKS AND RECREATION</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Parks and Recreation Director	1	\$ 117,669	1	\$ 121,199	1	\$ 121,199	1	\$ 121,199
Assistant Director Parks & Recreation	1	99,311	1	102,290	1	102,290	1	102,290
Parks & Forestry Supervisor	1	79,103	1	81,476	1	81,476	1	81,476
Program Supervisor	1	77,088	1	79,401	1	79,401	1	79,401
Event & Sports Supervisor	1	46,288	1	47,677	1	47,677	1	47,677
Aquatics Supervisor	1	77,088	1	79,401	1	79,401	1	79,401
Seasonal Employees		950,000		930,000		930,000		930,000
Seasonal Employees - Transportation		140,000		140,000		140,000		140,000
<u>MAINTENANCE</u>								
Parks and Recreation Maintenance Assistant	5	\$ 41,808	5	\$ 43,056	5	\$ 43,056	5	43,056
Seasonal Employees		-		85,000		85,000		85,000
Overtime - Supervision		5,000		5,000		5,000		5,000
Overtime - Maintenance	—	20,000	—	20,000	—	20,000	—	20,000
Total Personnel	<u>11</u>		<u>11</u>		<u>11</u>		<u>11</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>RECREATION SPECIAL REVENUE FUND REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 3,385,410	\$ 1,794,539	\$ 3,559,209	\$ 3,559,209	Property Tax Revenue	\$ 3,754,675	\$ 3,754,675	\$ 3,754,675
30,286	14,370	28,735	28,735	Industrial Facilities Tax	47,783	47,783	47,783
472,969	145,538	150,000	150,000	Reimbursement for Personal Property Loss	375,000	375,000	375,000
76,785	72,419	74,285	74,285	MDOT Grant	74,285	74,285	74,285
147,760	69,171	193,000	193,000	S.M.A.R.T. Community Credit Grant	147,760	147,760	147,760
-	-	-	-	Other Federal Grants - ARPA	5,700,000	5,700,000	1,000,000
160,484	69,872	100,000	100,000	Recreation Fees	175,000	175,000	175,000
456,410	213,083	950,000	950,000	Warren Community Center Fees	925,000	925,000	925,000
2,155	-	15,000	15,000	Downtown Ice Rink Fees	15,000	15,000	15,000
-	-	20,000	20,000	Senior Transportation	20,000	20,000	20,000
1,831	976	60,000	60,000	Special Events	70,000	70,000	70,000
24,315	33,448	67,948	67,948	Sponsored Events	40,000	40,000	40,000
-	-	350	350	Bingo Fees	350	350	350
6,632	43,737	78,000	1,200	Interest on Investments	43,000	43,000	43,000
63,573	68,136	55,000	55,000	Tower/Lease Proceeds	55,000	55,000	55,000
6,300	-	-	-	Sale of Property/Equipment	-	-	-
14,146	1,052	50	50	Miscellaneous	7,500	7,500	7,500
-	-	1,337,356	1,337,356	Fund Balance Appropriated	404,130	404,130	404,130
<u>\$ 4,849,056</u>	<u>\$ 2,526,341</u>	<u>\$ 6,688,933</u>	<u>\$ 6,612,133</u>	<b>Total Revenues</b>	<u>\$ 11,854,483</u>	<u>\$ 11,854,483</u>	<u>\$ 7,154,483</u>
				<b>EXPENDITURES:</b>			
\$ 1,319,350	\$ 674,353	\$ 1,819,870	\$ 1,819,870	Personnel Services	\$ 1,913,160	\$ 1,913,160	\$ 1,913,160
971,397	391,162	1,080,998	1,080,998	Employee Benefits	1,105,134	1,105,134	1,105,134
105,526	48,091	172,200	172,200	Supplies	207,200	207,200	207,200
2,045,927	1,224,945	2,331,764	2,331,764	Other Services and Charges	2,502,489	2,502,489	2,502,489
750,256	492,165	1,207,301	1,207,301	Capital Outlay	6,126,500	6,126,500	1,426,500
<u>\$ 5,192,456</u>	<u>\$ 2,830,716</u>	<u>\$ 6,612,133</u>	<u>\$ 6,612,133</u>	<b>Total Expenditures</b>	<u>\$ 11,854,483</u>	<u>\$ 11,854,483</u>	<u>\$ 7,154,483</u>
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ (343,400)	\$ (304,375)	\$ 76,800	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
3,374,019	3,030,619	3,030,619	3,030,619	<b>BEGINNING OF PERIOD</b>	1,770,063	1,770,063	1,770,063
				<b>RESERVE FOR:</b>			
(91,343)	(91,343)	(91,343)	(91,343)	<b>COMPENSATED ABSENCES</b>	(91,343)	(91,343)	(91,343)
(875,156)	(875,156)	-	-	<b>CAPITAL OUTLAY</b>	-	-	-
				<b>LESS: FUND BALANCE</b>			
-	-	(1,337,356)	(1,337,356)	<b>APPROPRIATED</b>	(404,130)	(404,130)	(404,130)
				<b>ESTIMATED FUND BALANCE</b>			
<u>\$ 2,064,120</u>	<u>\$ 1,759,745</u>	<u>\$ 1,678,720</u>	<u>\$ 1,601,920</u>	<b>(DEFICIT) END OF PERIOD</b>	<u>\$ 1,274,590</u>	<u>\$ 1,274,590</u>	<u>\$ 1,274,590</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>RECREATION SPECIAL REVENUE FUND EXPENDITURES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 122,880	\$ 58,835	\$ 118,128	\$ 118,128	Appointed Official	\$ 121,672	\$ 121,672	\$ 121,672
414,457	166,727	380,357	380,357	Permanent Employees	391,768	391,768	391,768
57,440	47,135	206,385	206,385	Permanent Employees - Maintenance	219,720	219,720	219,720
				Seasonal Employees:			
642,507	339,205	950,000	950,000	Recreation	930,000	930,000	930,000
-	-	-	-	Maintenance	85,000	85,000	85,000
313	-	5,000	5,000	Overtime - Supervision	5,000	5,000	5,000
-	5,291	20,000	20,000	Overtime - Maintenance	20,000	20,000	20,000
				<b>Employee Benefits:</b>			
4,250	2,500	4,500	4,500	Education Allowance	4,500	4,500	4,500
90,847	44,793	131,907	131,907	Social Security	139,432	139,432	139,432
166,504	72,214	348,618	348,618	Employee Insurance	374,943	374,943	374,943
405,698	129,569	262,287	262,287	Retiree Health Insurance	263,346	263,346	263,346
-	-	22,918	22,918	Bonus/Sick Redemption	27,584	27,584	27,584
15,591	6,800	15,142	15,142	Longevity	13,419	13,419	13,419
278,225	127,137	277,755	277,755	Retirement Fund	264,039	264,039	264,039
2,625	2,400	3,850	3,850	Clothing/Uniforms	3,850	3,850	3,850
				<b>Supplies:</b>			
2,058	2,090	8,000	8,000	Office Supplies	8,000	8,000	8,000
150	-	200	200	Bingo Operating Supplies	200	200	200
7,911	1,185	12,000	12,000	Operating Supplies	10,000	10,000	10,000
30,270	13,611	50,000	50,000	Playground & Athletic Supplies	60,000	60,000	60,000
64,433	30,626	100,000	100,000	Repair & Maintenance Supplies	125,000	125,000	125,000
				<b>Other Services and Charges:</b>			
748,718	417,253	810,000	810,000	Contractual Services	900,000	900,000	900,000
247	116	2,500	2,500	Postage	10,000	10,000	10,000
-	4,657	6,000	6,000	Unemployment Costs	-	-	-
70,772	85,158	100,000	100,000	Building Maintenance	115,000	115,000	115,000
2,520	-	25,000	25,000	Tree Maintenance	25,000	25,000	25,000
18,825	15,624	32,000	32,000	Telephone	37,350	37,350	37,350
30,672	19,035	35,000	35,000	Vehicle Maintenance Expense	40,000	40,000	40,000
22,693	9,278	40,000	40,000	Marketing and Promotions	40,000	40,000	40,000
156,100	81,150	162,300	162,300	Insurance and Bonds	168,700	168,700	168,700
458,681	202,199	450,000	450,000	Public Utilities	500,000	500,000	500,000
-	537	55,000	55,000	Horticulture Consultant	55,000	55,000	55,000
-	994	5,000	5,000	Rentals & Janitorial Service	5,000	5,000	5,000

(Continued)

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>RECREATION SPECIAL REVENUE FUND EXPENDITURES (Continued):</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Other Services and Charges:</b>			
\$ 28,277	\$ 52,270	\$ 92,948	\$ 92,948	Special Events	\$ 70,000	\$ 70,000	\$ 70,000
8,547	18,880	35,000	35,000	Sponsored Events	40,000	40,000	40,000
2,294	117	15,000	15,000	Downtown Ice Rink Expense	15,000	15,000	15,000
301,282	223,028	245,716	245,716	Cap Imprvmt Refunding Bonds, Series 2021C	250,339	250,339	250,339
135,600	69,798	139,600	139,600	Administrative Expense	143,700	143,700	143,700
				<b>Capital Outlay:</b>			
707,554	440,409	1,060,545	1,060,545	Capital Improvements	296,500	296,500	296,500
-	51,756	96,756	96,756	Equipment - Vehicle	60,000	60,000	60,000
42,702	-	50,000	50,000	Equipment - Recreation	70,000	70,000	70,000
-	-	-	-	ARPA Expenditures	5,700,000	5,700,000	1,000,000
<u>\$ 5,041,643</u>	<u>\$ 2,742,377</u>	<u>\$ 6,375,412</u>	<u>\$ 6,375,412</u>	<b>Total Expenditures</b>	<u>\$ 11,609,062</u>	<u>\$ 11,609,062</u>	<u>\$ 6,909,062</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>RECREATION</u></b> <b><u>SPECIAL REVENUE FUND</u></b> <b><u>TRANSPORTATION EXPENDITURES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 81,753	\$ 57,160	\$ 140,000	\$ 140,000	Seasonal Employees	\$ 140,000	\$ 140,000	\$ 140,000
				<b>Employee Benefits:</b>			
6,254	4,372	10,710	10,710	Social Security	10,710	10,710	10,710
1,403	1,377	3,311	3,311	Employee Insurance	3,311	3,311	3,311
				<b>Supplies:</b>			
704	579	2,000	2,000	Office Supplies	2,000	2,000	2,000
-	-	-	-	Operating Supplies	2,000	2,000	2,000
				<b>Other Services and Charges:</b>			
2,325	1,035	15,000	15,000	Contractual Services	10,000	10,000	10,000
-	-	100	100	Postage	100	100	100
4,426	-	15,000	15,000	Building Maintenance	15,000	15,000	15,000
590	296	1,000	1,000	Telephone	1,000	1,000	1,000
17,280	8,808	10,000	10,000	Vehicle Maintenance Expense	20,000	20,000	20,000
17,178	4,914	17,000	17,000	Public Utilities	18,000	18,000	18,000
-	-	-	-	Conferences and Workshops	-	-	-
18,900	9,798	19,600	19,600	Insurance and Bonds	20,300	20,300	20,300
-	-	3,000	3,000	Bus Rental	3,000	3,000	3,000
<u>\$ 150,813</u>	<u>\$ 88,339</u>	<u>\$ 236,721</u>	<u>\$ 236,721</u>	<b>Total Expenditures</b>	<u>\$ 245,421</u>	<u>\$ 245,421</u>	<u>\$ 245,421</u>

## **COMMUNICATIONS**

The Communications Special Revenue Fund was established to account for fees received under provisions of the cable television franchise agreements. The Warren Communications Department operates from franchise fees received from Comcast, Wide Open West and AT&T. Historically, Comcast has generated the largest and most significant revenue through its subscribers.

This Special Revenue Fund ensures that a thorough cable television based infrastructure is maintained throughout the franchise's life in order to serve the City of Warren's public and government. The revenues received in this fund can only be used for communication purposes.

The department currently operates with a director, five full-time and fourteen part-time team members.

The Communications Department currently generates two channels of access public cable television programming (Comcast channels 5 and 12, WOW channels 10 and 18, and AT&T channel 99). We also create all cable bulletin board notices, provide maintenance and operation of the City websites ([www.cityofwarren.org](http://www.cityofwarren.org)), produce the City newsletter (Newsbeat), and the City calendar.

The department also partners with the Parks and Recreation Department in the operation and maintenance of the Warren Community Center auditorium while providing production assistance and coverage of official city meetings like City Council, Zoning Board of Appeals and Planning Commission.

Additionally, the Communications Department assists other city departments with projects such as marketing plans, training, and informational videos for employees and residents. Another service provided to residents is posting emergency alerts and bulletins, using every tool available to notify residents of severe weather, snow emergencies and other emergencies.

We continually replace antiquated equipment and are currently making necessary upgrades to our auditorium. These upgrades will enhance our audio and video quality operation for our meetings, improve our workflow and help Warren residents stay informed.

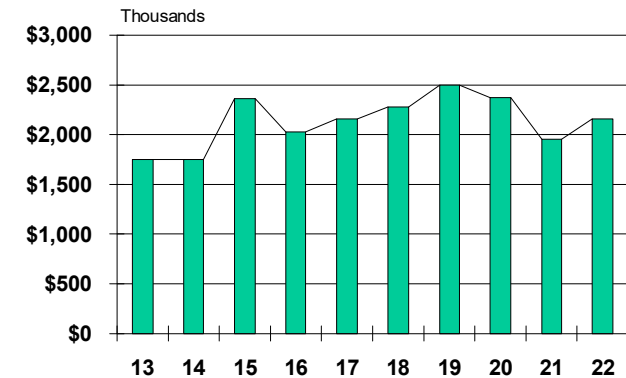
## COMMUNICATIONS

### Fiscal 2024 Performance Objectives

1. To partner with the DDA to create an iconic city brand that accentuates Warren's public spaces connecting cultural and social atmospheres that yield economic gains.
2. To generate more revenue for the Communications Department by providing services to the public and winning grant awards etc.
3. To create new award-winning programming and enter into nationwide competitions. (Due to the removal of funding, this was not done in the last two years)
4. To continue to enhance our branding/promotions tier of the Communications Department.
5. To enhance the look and performance of the digital Newsbeat Magazine and Calendar while meeting ADA guidelines.
6. To continue to support city departments with their communication needs.
7. To expand emergency communications to residents and City employees via the CivicReady alert system.
8. To educate city employees/citizens about current ADA guidelines and available services.
9. To create new cable shows that connect local government with Warren Citizens.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Meeting coverage (City Council, Zoning Board, Planning Commission)	67	80	70	70
Newsbeat magazine	4	4	4	4
Annual calendar	1	1	1	1
Original programs (sporting events, concerts, talk shows, etc.)	221	240	240	245
Auditorium support (plays, rentals, recitals, meetings, etc.)	92	200	110	120
Bulletin board postings (garage sales, non-profit ads, city information, etc.)	206	1,600	225	240
Snow and storm alerts (emergency information crawl on channels)	1	10	5	5
Website postings and updates (community events, department services)	3,600	3,850	4,000	4,100
Internship program (number of interns)	1	5	3	3
Public service announcements	26	60	30	42
Truck Productions	15	72	34	40

**Expenditure History  
Communications**





SPECIAL REVENUE FUND PERSONNEL

<u>COMMUNICATIONS</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Communications Director	1	\$ 92,529	1	\$ 95,305	1	\$ 95,305	1	\$ 95,305
Communications Specialist	1	75,498	1	77,763	1	77,763	1	77,763
Media Specialist 1	1	67,980	1	70,019	1	70,019	1	70,019
Broadcast Engineer	1	64,958	1	66,907	1	66,907	1	66,907
Videographer/Editor	1	59,878	1	61,674	1	61,674	1	61,674
Broadcast Operations Technician	-	-	1 (b)	51,418	1 (b)	51,418	-	-
Administrative Clerk	1	56,915	1	58,622	1	58,622	1	58,622
Part-time Employees		300,000		300,000		300,000		300,000
Overtime	—	7,613	—	7,613	—	7,613	—	7,613
Total Personnel	<u>6</u>		<u>7</u>		<u>7</u>		<u>6</u>	

(a) Wage rates are based on Local 412 Unit 35, Local 412 Unit 59 and Local 227 contracts that expire 6/30/24.

(b) New position.

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>COMMUNICATIONS SPECIAL REVENUE FUND REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 1,896,975	\$ 439,487	\$ 1,968,162	\$ 1,975,000	Cable TV Franchise Fees	\$ 1,840,066	\$ 1,840,066	\$ 1,840,066
4,596	32,253	65,000	1,500	Interest on Investments	65,000	65,000	65,000
-	-	-	-	Lease Proceeds	-	-	-
10,961	13,135	200	200	Miscellaneous	200	200	200
-	-	568,774	553,749	Fund Balance Appropriated	716,401	716,401	605,748
<u>\$ 1,912,532</u>	<u>\$ 484,875</u>	<u>\$ 2,602,136</u>	<u>\$ 2,530,449</u>	<b>Total Revenues</b>	<u>\$ 2,621,667</u>	<u>\$ 2,621,667</u>	<u>\$ 2,511,014</u>
<b>EXPENDITURES:</b>							
\$ 547,995	\$ 257,923	\$ 727,000	\$ 727,000	Personnel Services	\$ 791,203	\$ 791,203	\$ 739,584
368,467	162,413	454,462	454,462	Employee Benefits	496,038	496,038	464,004
19,052	6,812	25,500	25,500	Supplies	25,500	25,500	25,500
1,158,084	632,562	1,158,487	1,158,487	Other Services and Charges	1,243,926	1,243,926	1,216,926
60,306	-	180,025	165,000	Capital Outlay	65,000	65,000	65,000
<u>\$ 2,153,904</u>	<u>\$ 1,059,710</u>	<u>\$ 2,545,474</u>	<u>\$ 2,530,449</u>	<b>Total Expenditures</b>	<u>\$ 2,621,667</u>	<u>\$ 2,621,667</u>	<u>\$ 2,511,014</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>							
\$ (241,372)	\$ (574,835)	\$ 56,662	\$ -		\$ -	\$ -	\$ -
<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>							
2,929,574	2,688,202	2,688,202	2,688,202		2,176,090	2,176,090	2,176,090
<b>RESERVE FOR:</b>							
(63,105)	(63,105)	(63,105)	(63,105)	<b>COMPENSATED ABSENCES</b>	(63,105)	(63,105)	(63,105)
<b>LESS: FUND BALANCE APPROPRIATED</b>							
-	-	(568,774)	(553,749)		(716,401)	(716,401)	(605,748)
<u>\$ 2,625,097</u>	<u>\$ 2,050,262</u>	<u>\$ 2,112,985</u>	<u>\$ 2,071,348</u>	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	<u>\$ 1,396,584</u>	<u>\$ 1,396,584</u>	<u>\$ 1,507,237</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>COMMUNICATIONS SPECIAL REVENUE FUND EXPENDITURES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 402,668	\$ 184,379	\$ 419,387	\$ 419,387	Permanent Employees	\$ 483,590	\$ 483,590	\$ 431,971
144,226	72,410	300,000	300,000	Part-time Employees	300,000	300,000	300,000
1,101	1,134	7,613	7,613	Overtime	7,613	7,613	7,613
				<b>Employee Benefits:</b>			
1,633	2,000	3,500	3,500	Education Allowance	3,500	3,500	3,500
41,996	20,229	58,079	58,079	Social Security	62,902	62,902	58,925
94,311	43,675	179,867	179,867	Employee Insurance	215,322	215,322	193,852
115,530	37,383	76,173	76,173	Retiree Health Insurance	77,393	77,393	76,353
-	-	16,519	16,519	Bonus/Sick Redemption	16,774	16,774	16,774
4,758	6,622	10,337	10,337	Longevity	8,202	8,202	8,202
1,500	1,850	1,850	1,850	Clothing Allowance	2,450	2,450	2,100
108,739	50,654	108,137	108,137	Retirement Fund	109,495	109,495	104,298
		-	-	<b>Supplies:</b>			
2,148	164	3,500	3,500	Office	3,500	3,500	3,500
16,614	6,648	20,000	20,000	Operating	20,000	20,000	20,000
290	-	2,000	2,000	Tapes/DVD's	2,000	2,000	2,000
				<b>Other Services and Charges:</b>			
32,145	21,988	67,500	67,500	Contractual Services	65,000	65,000	65,000
21,917	12,747	13,100	13,100	Postage	15,000	15,000	15,000
-	-	-	-	Unemployment	5,000	5,000	5,000
3,466	2,908	5,000	5,000	Telephone	7,000	7,000	7,000
2,682	1,402	3,850	3,850	Vehicle Maintenance	4,000	4,000	4,000
195	-	3,500	3,500	Conferences & Workshops	3,500	3,500	3,500
13,723	5,087	15,000	15,000	Community Promotions	15,000	15,000	15,000
45,100	23,448	46,900	46,900	Insurance and Bonds	48,700	48,700	48,700
100,185	45,788	100,000	100,000	Public Utilities	115,000	115,000	115,000
13,165	-	13,700	13,700	Memberships & Dues	13,700	13,700	13,700
966	-	2,000	2,000	Sets and Design	3,000	3,000	3,000
20,811	5,152	29,500	29,500	Web site	25,000	25,000	25,000
33,730	-	45,758	45,758	City Calendar	50,000	50,000	50,000
2,000	-	2,000	2,000	Music Library	2,000	2,000	2,000
-	-	-	-	City Newsletter	52,000	52,000	-
52,316	2,957	48,175	48,175	Software & Contractual Service	55,000	55,000	80,000
24,780	6,821	40,183	40,183	Auditorium Expense	25,000	25,000	25,000
360,500	185,652	371,300	371,300	Administrative Expense	382,400	382,400	382,400
430,403	318,612	351,021	351,021	Cap Imprvmt Refunding Bonds, 2021C	357,626	357,626	357,626
				<b>Capital Outlay:</b>			
				Vehicles	35,000	35,000	35,000
60,306	-	180,025	165,000	Production/Cable TV Equipment	30,000	30,000	30,000
<u>\$ 2,153,904</u>	<u>\$ 1,059,710</u>	<u>\$ 2,545,474</u>	<u>\$ 2,530,449</u>	<b>Total Expenditures</b>	<u>\$ 2,621,667</u>	<u>\$ 2,621,667</u>	<u>\$ 2,511,014</u>

## **SANITATION DIVISION**

The Sanitation Special Revenue Fund accounts for specific property taxes that are used to operate the Sanitation Division.

The Sanitation Division is responsible for picking up refuse, recyclables, compost and appliances in a prompt, reliable, and efficient manner from approximately 56,000 homes per week, which equates to over seven million individual pick up stops annually. In addition, the division provides a curbside recycle program for 44 schools, 16 churches and 26 miscellaneous buildings including all City libraries, fire stations, senior centers and many other City buildings. We average over 200 move ins, move outs, and evictions over the last ten years.

In conjunction with other departments, we participate in all blight sweep clean ups and other special projects including landlord/renters move outs and tenant evictions ordered from the 37<sup>th</sup> District Court. We have one Hazardous Waste Drop Off Day per year that generated over 36,000 pounds of hazardous waste last year.

The Sanitation Division is also responsible for operating and maintaining the recycling center, which provides additional recycling options to the community. The recycling center now recycles all electronics including computers, Styrofoam, cell phones, cardboard, non-ferrous metals, metal, concrete, newspaper, plastic, motor oil, antifreeze, and car batteries. In addition to picking up all appliances, metal, and concrete at the curb, the Sanitation Division also recovers Freon from refrigerators and freezers.

The Division is also responsible for the general maintenance of the building, offices, and grounds of the Sanitation complex. Our regular inspections of the transfer station to insure it is kept in good repair and operating condition have expanded in scope to include overseeing major renovations and coordinating downtimes to insure no breaks in service to residents.

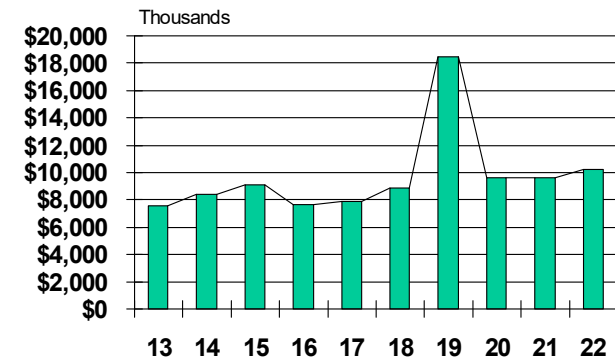
## SANITATION DIVISION

### Fiscal 2024 Performance Objectives

1. To continue to provide the best sanitation service in the County and quickly respond to requests of residents.
2. To increase homeowner awareness of the recycling and compost programs.
3. To correlate a Fine System for habitual violations of ordinances.
4. To increase the number of schools and churches involved in the recycling program.
5. To expand participation in the Hazardous Waste Drop-Off Day.
6. To increase the revenues from when Sanitation provides a roll-off container for landlords and court ordered evictions (for a fee) as tenants move in/out of rental properties.
7. To continue implementation of one-man trucks for refuse, compost and recycling.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Collection points (per week)	56,000	56,000	56,000	56,000
Refuse collection at curb (tons)	55,107	52,000	56,000	56,000
Citizen complaints received	1,290	3,500	1,000	1,000
Number of refuse collection routes	12	12	12	12
Curbside recycling collected (tons)	5,518	5,000	5,700	5,700
Number of recycle routes	10	10	10	10
Curbside compost collected (tons)	11,487	15,000	13,000	14,000
Number of compost routes	12	12	12	12
Recycling center drop offs (tons)	3,877	600	4,000	4,000
Car batteries dropped off	397	3,500	400	400
Non-ferrous metal dropped off (tons)	3	10	5	5
Cardboard dropped off (tons)	64	75	70	70
Metals (tons)	130	200	150	150
Newspapers (tons)	19	25	20	20
Computers/electronics (tons)	26	30	30	30
Plastic (tons)	24	30	30	30
Styrofoam (44 gallon bags)	403	500	500	500
Concrete dropped off (tons)	73	100	100	100
Motor oil dropped off (gallons)	7,775	5,000	5,000	5,000
Antifreeze dropped off (gallons)	1,050	600	1,000	1,000

### Expenditure History Sanitation



SPECIAL REVENUE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>SANITATION</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Sanitation Superintendent	1	\$ 108,132	1	\$ 111,376	1	\$ 111,376	1	\$ 111,376
Assistant Superintendent	1	86,890	1	89,497	1	89,497	1	89,497
Sanitation Associate Manager	1	82,820	1	85,305	1	85,305	1	85,305
Administrative Clerical Technician	1	61,086	1	62,919	1	62,919	1	62,919
Office Assistant	1	40,977	1	42,206	1	42,206	1	42,206
Custodian	-	-	1 (b)	43,056	1 (b)	43,056	1 (b)	43,056
<u>Rubbish Pick-up:</u>								
Foreman	3	79,955	3	82,354	3	82,354	3	82,354
Sanitation Operator Technician	1	66,830	1	68,835	1	68,835	1	68,835
Sanitation Operator Specialist	5	65,104	2 (d)	67,057	2 (d)	67,057	2 (d)	67,057
Sanitation Worker	25	57,283	26 (b)	59,010	26 (b)	59,010	26 (b)	59,010
Temporary Employees - Rubbish Collection		336,000		220,000		220,000		220,000
<u>Overtime:</u>								
Rubbish Pick-up		475,000		475,000		475,000		475,000
Clerical	—	13,000	—	13,000	—	13,000	—	13,000
Total Personnel	<u>39</u>		<u>38</u>		<u>38</u>		<u>38</u>	

(a) Wage rates are based on Local 412 Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

(b) New position.

(d) Position deleted.

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SANITATION SPECIAL REVENUE FUND REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 10,146,497	\$ 5,382,504	\$ 10,681,092	\$ 10,681,092	Property Tax Revenue	\$ 11,267,679	\$ 11,267,679	\$ 11,267,679
89,554	43,122	86,241	86,241	Industrial Facilities Tax	143,411	143,411	143,411
1,273,648	436,737	440,000	440,000	Reimbursement for Personal Property Loss	440,000	440,000	440,000
8,215	72,436	80,000	80,000	Interest on Investments	80,000	80,000	80,000
50,787	17,222	52,305	52,305	Lease Proceeds	52,305	52,305	52,305
143,195	69,089	80,000	80,000	Miscellaneous Revenue	80,000	80,000	80,000
149,721	68,182	145,000	145,000	Transfer Station Royalties	145,000	145,000	145,000
55,011	17,879	35,000	35,000	Recycling Revenue	35,000	35,000	35,000
13,300	-	-	-	Sale of Equipment	-	-	-
-	-	999,241	999,241	Fund Balance Appropriated	1,183,436	1,183,436	1,208,436
<u>\$ 11,929,928</u>	<u>\$ 6,107,171</u>	<u>\$ 12,598,879</u>	<u>\$ 12,598,879</u>	<b>Total Revenues</b>	<u>\$ 13,426,831</u>	<u>\$ 13,426,831</u>	<u>\$ 13,451,831</u>
<b>EXPENDITURES:</b>							
\$ 2,346,647	\$ 1,270,346	\$ 3,113,898	\$ 3,017,898	Personnel Services	\$ 3,159,707	\$ 3,159,707	\$ 3,159,707
2,219,938	1,072,274	2,593,839	2,579,639	Employee Benefits	2,871,800	2,871,800	2,871,800
440,862	277,948	588,000	538,000	Supplies	565,000	565,000	565,000
4,616,466	2,765,439	5,421,238	5,442,238	Other Services and Charges	5,619,324	5,619,324	5,619,324
633,238	141,043	806,904	780,904	Capital Outlay	1,211,000	1,211,000	1,236,000
<u>\$ 10,257,151</u>	<u>\$ 5,527,050</u>	<u>\$ 12,523,879</u>	<u>\$ 12,358,679</u>	<b>Total Expenditures</b>	<u>\$ 13,426,831</u>	<u>\$ 13,426,831</u>	<u>\$ 13,451,831</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>							
\$ 1,672,777	\$ 580,121	\$ 75,000	\$ 240,200		\$ -	\$ -	\$ -
<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>							
2,875,863	4,548,640	4,548,640	4,548,640		3,624,399	3,624,399	3,624,399
<b>RESERVE FOR: COMPENSATED ABSENCES</b>							
(189,263)	(189,263)	(189,263)	(189,263)		(189,263)	(189,263)	(189,263)
<b>LESS: FUND BALANCE APPROPRIATED</b>							
<u>-</u>	<u>-</u>	<u>(999,241)</u>	<u>(999,241)</u>		<u>(1,183,436)</u>	<u>(1,183,436)</u>	<u>(1,208,436)</u>
<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>							
<u>\$ 4,359,377</u>	<u>\$ 4,939,498</u>	<u>\$ 3,435,136</u>	<u>\$ 3,600,336</u>		<u>\$ 2,251,700</u>	<u>\$ 2,251,700</u>	<u>\$ 2,226,700</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>SANITATION</u></b> <b><u>SPECIAL REVENUE FUND</u></b> <b><u>EXPENDITURES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 190,190	\$ 91,042	\$ 278,926	\$ 278,926	Supervisory	\$ 287,294	\$ 287,294	\$ 287,294
1,115,265	715,692	1,643,360	1,823,360	Permanent Employees - Rubbish Collection	1,994,006	1,994,006	1,994,006
51,039	36,244	82,403	91,612	Permanent Employees - Permanent	145,407	145,407	145,407
130,182	52,531	336,000	336,000	Temporary Employees - Rubbish Collection	220,000	220,000	220,000
33,245	9,209	9,209	-	Temporary Employee - Clerical	-	-	-
824,097	360,014	751,000	475,000	Overtime - Rubbish Collection	500,000	500,000	500,000
2,629	5,614	13,000	13,000	Overtime - Clerical	13,000	13,000	13,000
				<b>Employee Benefits:</b>			
1,208	1,000	1,500	1,500	Education Allowance	2,000	2,000	2,000
183,331	98,892	234,902	234,902	Social Security	248,390	248,390	248,390
392,150	261,160	923,140	923,140	Employee Insurance	1,100,131	1,100,131	1,100,131
801,330	266,503	535,748	518,548	Retiree Health Insurance	556,680	556,680	556,680
-	7,552	8,813	8,813	Bonus/Sick Redemption	28,274	28,274	28,274
33,841	18,958	40,817	40,817	Longevity	43,031	43,031	43,031
800,924	410,109	840,819	840,819	Retirement Fund	879,994	879,994	879,994
7,154	8,100	8,100	11,100	Uniforms/Clothing	13,300	13,300	13,300
				<b>Supplies:</b>			
6,497	9,553	38,000	38,000	Office Supplies	15,000	15,000	15,000
-	-	-	-	Operating Supplies	-	-	-
434,365	268,395	550,000	500,000	Gasoline & Diesel Oil	550,000	550,000	550,000
				<b>- Other Services and Charges:</b>			
1,208,448	1,208,449	1,208,449	1,208,449	Capital Equipment Lease Payment	1,208,449	1,208,449	1,208,449
918	-	10,000	10,000	Notifications	2,000	2,000	2,000
4,332	2,388	28,500	28,500	Contractual Services	15,000	15,000	15,000
				<b>Contractual Services:</b>			
1,850,750	808,716	2,400,000	2,400,000	Rubbish Hauling	2,500,000	2,500,000	2,500,000
581,069	256,092	770,000	770,000	Recycling & Compost Disposal	800,000	800,000	800,000
40,675	18,660	19,000	45,000	Hazardous Waste Collection	47,000	47,000	47,000
9,400	9,400	20,000	20,000	SMDA Closure Costs	20,000	20,000	20,000
37,600	37,600	50,000	50,000	SMDA Legal/Engineering Costs	50,000	50,000	50,000
2,787	2,191	2,800	2,800	Unemployment Costs	500	500	500
-	-	1,000	1,000	Postage	2,500	2,500	2,500
3,479	3,386	13,000	13,000	Telephone	11,875	11,875	11,875
841,729	410,688	833,489	828,489	Vehicle Maintenance	897,000	897,000	897,000
24,335	5,042	40,000	40,000	Public Utilities	40,000	40,000	40,000
10,944	2,827	25,000	25,000	Building & Grounds Maintenance	25,000	25,000	25,000

(Continued)



SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SANITATION SPECIAL REVENUE FUND EXPENDITURES (Continued):</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ -	\$ -	\$ -	\$ -	Administrative Expense	\$ -	\$ -	\$ -
				<b>Capital Outlay:</b>			
351,126	21,876	57,370	31,370	Capital Improvements	76,000	76,000	76,000
31,101	84,934	632,934	632,934	Vehicles	924,000	924,000	924,000
251,011	34,233	116,600	116,600	Equipment	211,000	211,000	236,000
<u>\$ 10,257,151</u>	<u>\$ 5,527,050</u>	<u>\$ 12,523,879</u>	<u>\$ 12,358,679</u>	<b>Total Expenditures</b>	<u>\$ 13,426,831</u>	<u>\$ 13,426,831</u>	<u>\$ 13,451,831</u>

## **RENTAL ORDINANCE FUND**

The Rental Division is charged with the enforcement of the City's rental ordinances which were created to provide regulations and enforcements to protect the health, welfare and safety of occupants and owners of rental properties. In particular, the Rental Division administers the licensing and inspection of both residential, multi-family and apartment income producing properties on a biennial basis.

The Rental Division is currently monitoring over 8,200 licensed properties. In Fiscal 2022, the Rental Division performed over 8,260 inspections, re-inspections and investigations.

The Rental Program is funded by fees collected for license applications and inspections, which generated \$1,235,465 in revenue for Fiscal 2022. The rental Program for 2023 is projected to be over \$1,000,000.

The largest expense in the Rental Division is Personnel Services. The Rental Division staff currently includes a Senior Office Coordinator, a Chief Code Enforcement Officer, two Rental Code Inspectors and two Office Assistants. The program is additionally supported by three part-time rental inspectors and two temporary clerical employee.

In 2006, City Council amended the Rental Ordinance to include the licensing and inspection of multi-family (apartment) rentals in the City. An apartment licensing program was implemented in fiscal year 2010. The apartment-licensing program generated \$143,530 in Fiscal 2022 and is projected to generate \$26,600 for Fiscal 2023.

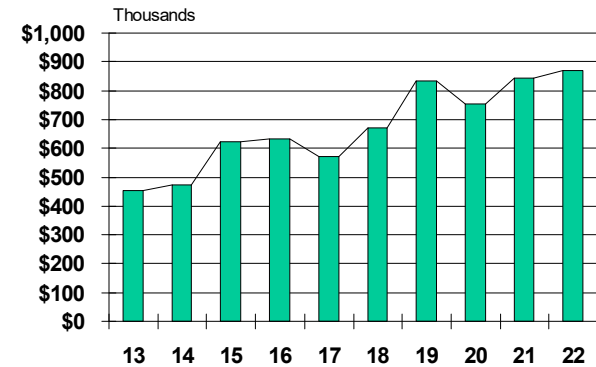
## RENTAL

### Fiscal 2024 Performance Objectives

1. To register and inspect all rental properties/condominiums/air bnb's/apartment complexes and bring them into compliance with city codes.
2. Continue to work with Property Maintenance / Building Inspectors during sweeps to locate unregistered rental properties.
3. To continue to cross-train our staff/personnel to interact with other departments enabling them to better assist residents and investors.
4. To update the division's website to make it more user friendly for the landlords to obtain vital information such as accessing registration forms, inspection information and the division's policies and procedures.
5. To continue to take an aggressive approach toward marihuana grow houses and work with code enforcement and the Building Department to ensure the rental dwelling(s) are in compliance with the Medical Marihuana Ordinance.
6. To ensure all Group Homes registered with the city have current licenses with the State of Michigan.
7. To work with Animal Control to ensure all dogs in rental properties are licensed with the City of Warren.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Registration/licensing of rental properties	8,306	8,200	8,200	8,200
Rental inspections	8,260	7,000	7,600	7,800
Court violations issued	945	1,500	1,500	1,200
Apartment registrations	95	95	95	95

### Expenditure History Rental Ordinance Fund



SPECIAL REVENUE FUND PERSONNEL

<u>RENTAL ORDINANCE</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Chief Code Enforcement Officer	1	\$ 87,976	1	\$ 90,615	1	\$ 90,615	1	\$ 90,615
Rental Code Inspector	2	66,848	2	68,853	2	68,853	2	68,853
Senior Office Coordinator	1	82,895	1	85,382	1	85,382	1	85,382
Office Assistant	2	40,977	2	42,206	2	42,206	2	42,206
Temporary Employees - Inspections		168,480		168,480		168,480		200,000
Temporary/Co-op		80,000		80,000		80,000		80,000
Overtime - Clerical	—	5,000	—	10,000	—	10,000	—	10,000
Total Personnel	<u>6</u>		<u>6</u>		<u>6</u>		<u>6</u>	

(a) Wage rates are based on Warren Supervisors and Local 227 contracts that expire 6/30/24.

**SPECIAL REVENUE FUND**

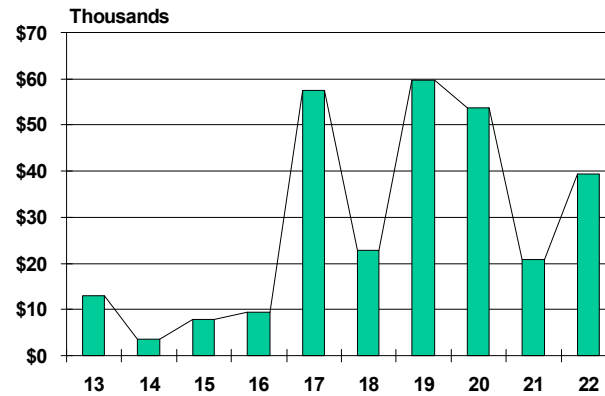
**ACTUAL, ESTIMATED, REQUESTED AND APPROVED**

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>RENTAL ORDINANCE FUND</u></b>			
				<b><u>REVENUES:</u></b>			
\$ 1,091,935	\$ 530,490	\$ 1,060,980	\$ 1,060,980	Residential Inspection Fees	\$ 1,050,000	\$ 1,050,000	\$ 1,050,000
143,530	26,600	26,600	26,600	Apartment Inspection Fee	145,000	145,000	145,000
-	-	-	-	Miscellaneous	-	-	-
4,182	33,253	66,000	66,000	Interest on Investments	66,000	66,000	66,000
-	-	294,925	294,925	Fund Balance Appropriated	-	-	-
<u>\$ 1,239,647</u>	<u>\$ 590,343</u>	<u>\$ 1,448,505</u>	<u>\$ 1,448,505</u>	<b>Total Revenues</b>	<u>\$ 1,261,000</u>	<u>\$ 1,261,000</u>	<u>\$ 1,261,000</u>
				<b><u>EXPENDITURES:</u></b>			
				<b>Personnel Services:</b>			
\$ 353,711	\$ 181,749	\$ 384,630	\$ 384,630	Permanent Employees	\$ 397,920	\$ 397,920	\$ 397,920
3,027	-	5,000	5,000	Overtime	10,000	10,000	10,000
144,545	69,738	168,480	168,480	Temporary Employees - Inspection	168,480	168,480	200,000
31,986	16,445	80,000	80,000	Temporary/Co-op	80,000	80,000	80,000
				<b>Employee Benefits:</b>			
40,780	21,460	50,612	50,612	Social Security	52,313	52,313	54,724
82,491	47,212	180,937	180,937	Employee Insurance	135,449	135,449	151,529
43,667	15,397	31,100	31,100	Retiree Health Insurance	31,546	31,546	31,546
-	10,997	15,947	15,947	Bonus/Sick Redemption	16,428	16,428	16,428
4,561	2,157	7,233	7,233	Longevity	8,814	8,814	8,814
300	2,100	2,100	300	Clothing	2,100	2,100	2,100
36,405	19,895	41,311	41,311	Retirement Fund	43,529	43,529	43,529
13,706	4,499	11,500	11,500	<b>Office Supplies</b>	12,300	12,300	12,300
				<b>Other Services and Charges:</b>			
11,662	6,112	11,600	11,600	Postage	13,200	13,200	13,200
-	-	1,800	1,800	IPMC Board of Review	1,800	1,800	1,800
-	-	5,000	5,000	Contractual Services - Process Servers	5,000	5,000	5,000
726	168	1,275	1,275	Telephone	1,000	1,000	1,000
3,748	3,969	15,000	15,000	Vehicle Maintenance	15,000	15,000	15,000
87,800	45,198	90,400	90,400	Administrative Expense	93,100	93,100	93,100
				<b>Capital Outlay:</b>			
8,970	-	56,000	56,000	Equipment - Office/Vehicles	67,000	67,000	67,000
<u>\$ 868,085</u>	<u>\$ 447,096</u>	<u>\$ 1,159,925</u>	<u>\$ 1,158,125</u>	<b>Total Expenditures</b>	<u>\$ 1,154,979</u>	<u>\$ 1,154,979</u>	<u>\$ 1,204,990</u>
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ 371,562	\$ 143,247	\$ 288,580	\$ 290,380	<b>BALANCE DURING THE PERIOD</b>	\$ 106,021	\$ 106,021	\$ 56,010
				<b>ESTIMATED FUND BALANCE</b>			
1,775,294	2,146,856	2,146,856	2,146,856	<b>BEGINNING OF PERIOD</b>	2,140,511	2,140,511	2,140,511
				<b>RESERVE FOR:</b>			
(46,895)	(46,895)	(46,895)	(46,895)	<b>COMPENSATED ABSENCES</b>	(46,895)	(46,895)	(46,895)
				<b>LESS: FUND BALANCE</b>			
-	-	(294,925)	(294,925)	<b>APPROPRIATED</b>	-	-	-
				<b>ESTIMATED FUND BALANCE</b>			
<u>\$ 2,099,961</u>	<u>\$ 2,243,208</u>	<u>\$ 2,093,616</u>	<u>\$ 2,095,416</u>	<b>(DEFICIT) END OF PERIOD</b>	<u>\$ 2,199,637</u>	<u>\$ 2,199,637</u>	<u>\$ 2,149,626</u>

## VICE CRIME CONFISCATION FUND

The Vice Crime Confiscation Fund is used to account for revenues seized under local nuisance abatement ordinances against gambling and vice crimes. These funds may only be used for law enforcement purposes.

**Expenditure History  
Vice Crime Confiscation**



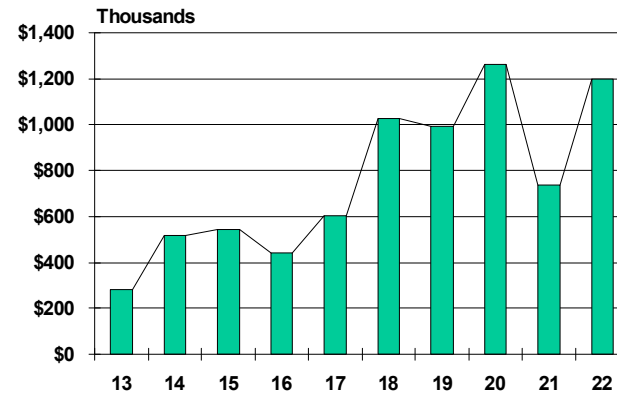
SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>VICE CRIME CONFISCATION FUND</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>REVENUES:</u></b>			
\$ 86,548	\$ 30,312	\$ 20,000	\$ 20,000	Vice Crime Confiscation's	\$ 59,000	\$ 59,000	\$ 59,000
808	6,286	150	150	Interest on Investments	1,000	1,000	1,000
-	-	39,850	39,850	Fund Balance Appropriated	-	-	-
<u>\$ 87,356</u>	<u>\$ 36,598</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<b>Total Revenues</b>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>
				<b><u>EXPENDITURES:</u></b>			
				<b>Other Services and Charges:</b>			
\$ 48,097	\$ 8,479	\$ 60,000	\$ 60,000	Vice Crime Expenditures	\$ 60,000	\$ 60,000	\$ 60,000
<u>\$ 48,097</u>	<u>\$ 8,479</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<b>Total Expenditures</b>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ 39,259	\$ 28,119	\$ -	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
355,985	395,244	395,244	395,244	<b>BEGINNING OF PERIOD</b>	355,394	355,394	355,394
				<b>LESS: FUND BALANCE</b>			
-	-	(39,850)	(39,850)	<b>APPROPRIATED</b>	-	-	-
				<b>ESTIMATED FUND BALANCE</b>			
<u>\$ 395,244</u>	<u>\$ 423,363</u>	<u>\$ 355,394</u>	<u>\$ 355,394</u>	<b>(DEFICIT) END OF PERIOD</b>	<u>\$ 355,394</u>	<u>\$ 355,394</u>	<u>\$ 355,394</u>

## **DRUG FORFEITURE FUND**

The Drug Forfeiture Fund is used to account for revenues generated by drug forfeitures and expenditures related to the enforcement of drug laws per Public Act 251 of 1982. The funds can only be used for the enhancement of drug enforcement.

**Expenditure History  
Drug Forfeiture**



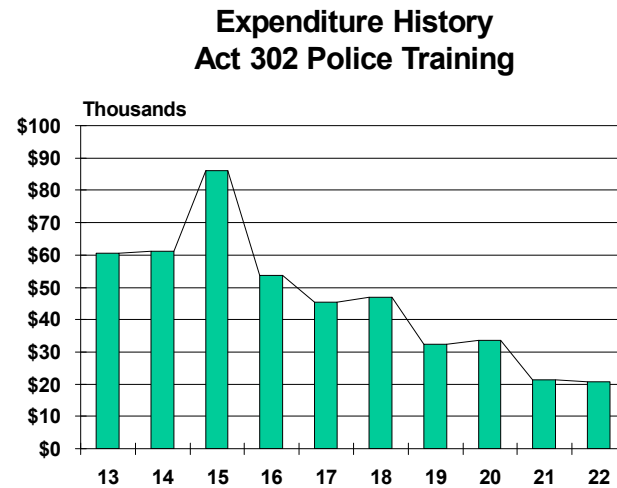


SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>DRUG FORFEITURE FUND</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>REVENUES:</u></b>			
\$ 702,969	\$ 414,665	\$ 500,000	\$ 500,000	Drug Forfeitures	\$ 525,000	\$ 525,000	\$ 525,000
4,262	29,378	5,000	5,000	Interest on Investments	7,500	7,500	7,500
-	-	929,232	929,232	Fund Balance Appropriated	7,500	7,500	7,500
<u>\$ 707,231</u>	<u>\$ 444,043</u>	<u>\$ 1,434,232</u>	<u>\$ 1,434,232</u>	<b>Total Revenues</b>	<u>\$ 540,000</u>	<u>\$ 540,000</u>	<u>\$ 540,000</u>
				<b><u>EXPENDITURES:</u></b>			
				<b>Other Services and Charges:</b>			
\$ 584,055	\$ 197,688	\$ 477,127	\$ 477,127	Federal Drug Forfeiture Expense	\$ 240,000	\$ 240,000	\$ 240,000
614,417	449,503	957,105	957,105	Local Drug Forfeiture Expense	300,000	300,000	300,000
<u>\$ 1,198,472</u>	<u>\$ 647,191</u>	<u>\$ 1,434,232</u>	<u>\$ 1,434,232</u>	<b>Total Expenditures</b>	<u>\$ 540,000</u>	<u>\$ 540,000</u>	<u>\$ 540,000</u>
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	1,205,247	1,205,247	1,205,247
				<b>LESS: FUND BALANCE APPROPRIATED</b>	(7,500)	(7,500)	(7,500)
<u>\$ 2,134,479</u>	<u>\$ 1,931,331</u>	<u>\$ 1,205,247</u>	<u>\$ 1,205,247</u>	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	<u>\$ 1,197,747</u>	<u>\$ 1,197,747</u>	<u>\$ 1,197,747</u>

## **ACT 302 POLICE TRAINING FUND**

This fund represents special training funds received from the State of Michigan, which must be used exclusively for the training of sworn police personnel. To qualify for these funds, the City must allocate a certain level of funding for police training, which is budgeted in the City's General Fund. These training funds are established according to Public Act 302 of the Public Acts of 1965, as amended (MCL28.613).



SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

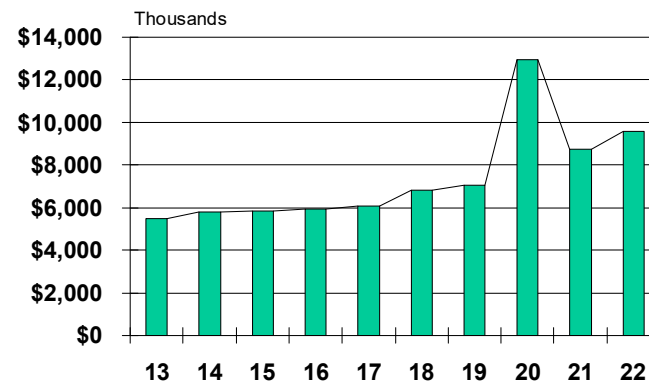
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>ACT 302 POLICE TRAINING FUND</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>REVENUES:</b>			
\$ 24,938	\$ 12,285	\$ 22,000	\$ 22,000	State Grant - Police Training	\$ 22,000	\$ 22,000	\$ 22,000
36	383	10	10	Interest on Investments	250	250	250
-	-	3,990	3,990	Fund Balance Appropriated	2,750	2,750	2,750
<u>\$ 24,974</u>	<u>\$ 12,668</u>	<u>\$ 26,000</u>	<u>\$ 26,000</u>	<b>Total Revenues</b>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
				<b>EXPENDITURES:</b>			
				<b>Other Services and Charges:</b>			
\$ 20,645	\$ 3,561	\$ 26,000	\$ 26,000	Conferences & Workshops	\$ 25,000	\$ 25,000	\$ 25,000
<u>\$ 20,645</u>	<u>\$ 3,561</u>	<u>\$ 26,000</u>	<u>\$ 26,000</u>	<b>Total Expenditures</b>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ 4,329	\$ 9,107	\$ -	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
14,852	19,181	19,181	19,181	<b>BEGINNING OF PERIOD</b>	15,191	15,191	15,191
				<b>LESS: FUND BALANCE</b>			
-	-	(3,990)	(3,990)	<b>APPROPRIATED</b>	(2,750)	(2,750)	(2,750)
<u>\$ 19,181</u>	<u>\$ 28,288</u>	<u>\$ 15,191</u>	<u>\$ 15,191</u>	<b>ESTIMATED FUND BALANCE</b>	<u>\$ 12,441</u>	<u>\$ 12,441</u>	<u>\$ 12,441</u>
				<b>(DEFICIT) END OF PERIOD</b>			

## **DOWNTOWN DEVELOPMENT AUTHORITY OPERATIONS FUND**

The State of Michigan passed the Downtown Development Authority Act (PA 197 of 1975) to give municipalities a tool for improving the quality of downtown areas.

The Downtown Development Board consists of the Mayor plus eight members appointed by the Mayor, subject to approval by City Council. The DDA Director is hired by the DDA Board and serves as their day-to-day liaison for all downtown activities.

**Expenditure History  
Downtown Development Authority**



SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>DOWNTOWN DEVELOPMENT AUTHORITY REVENUES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 6,544,208	\$ 3,550,002	\$ 7,100,000	\$ 7,100,000	Property Tax Revenue	\$ 7,313,000	\$ 7,313,000	\$ 7,313,000
4,406,938	5,147,353	4,265,000	4,265,000	Other Income	4,300,000	4,300,000	4,300,000
-	-	10,904,716	10,904,716	Fund Balance Appropriated	7,033,902	7,033,902	4,917,323
<u>\$ 10,951,146</u>	<u>\$ 8,697,355</u>	<u>\$ 22,269,716</u>	<u>\$ 22,269,716</u>	<b>Total Revenues</b>	<u>\$ 18,646,902</u>	<u>\$ 18,646,902</u>	<u>\$ 16,530,323</u>
				<b><u>EXPENDITURES:</u></b>			
\$ 182,214	\$ 108,838	\$ 268,883	\$ 268,883	Personnel Services	\$ 296,179	\$ 296,179	\$ 291,160
85,244	50,053	160,766	160,766	Employee Benefits	181,905	181,905	180,345
84	-	3,000	3,000	Supplies	3,000	3,000	3,000
7,284,437	6,181,220	6,983,389	6,983,389	Other Services and Charges	8,955,818	8,955,818	8,255,818
2,037,924	956,278	14,853,678	14,853,678	Capital Outlay	9,210,000	9,210,000	7,800,000
<u>\$ 9,589,903</u>	<u>\$ 7,296,389</u>	<u>\$ 22,269,716</u>	<u>\$ 22,269,716</u>	<b>Total Expenditures</b>	<u>\$ 18,646,902</u>	<u>\$ 18,646,902</u>	<u>\$ 16,530,323</u>
				<b>NET INCREASE (DECREASE) IN FUND BALANCE FOR PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	11,336,952	11,336,952	11,336,952
				<b>LESS: FUND BALANCE APPROPRIATED</b>	<u>(7,033,902)</u>	<u>(7,033,902)</u>	<u>(4,917,323)</u>
<u>\$ 22,241,668</u>	<u>\$ 23,642,634</u>	<u>\$ 11,336,952</u>	<u>\$ 11,336,952</u>	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	<u>\$ 4,303,050</u>	<u>\$ 4,303,050</u>	<u>\$ 6,419,629</u>

SPECIAL REVENUE FUND PERSONNEL

<u>DOWNTOWN DEVELOPMENT AUTHORITY</u>	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director	1	\$ 108,258	1 (e)	\$ 116,506	1 (e)	\$ 116,506	1	\$ 111,506
DDA Assistant	1	66,942	1	68,950	1	68,950	1	68,950
Temporary Clerical		25,000		35,000		35,000		35,000
Temporary Blight	—	68,000	—	75,000	—	75,000	—	75,000
Total Personnel	<u>2</u>		<u>2</u>		<u>2</u>		<u>2</u>	

(a) Wage rates are based on Local 412 Unit 35 contract that expire 6/30/24.

(e) Reflects additional wage increase of \$5,000 (4.48%) after 7/1/23 contractual raise.

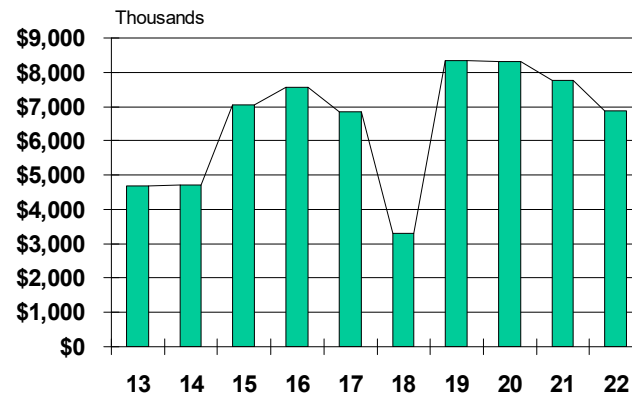
SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>DOWNTOWN DEVELOPMENT AUTHORITY REVENUES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 6,544,208	\$ 3,550,002	\$ 7,100,000	\$ 7,100,000	Property Tax Revenue	\$ 7,313,000	\$ 7,313,000	\$ 7,313,000
4,390,571	4,907,998	4,200,000	4,200,000	Reimbursement for Personal Property Loss	4,200,000	4,200,000	4,200,000
16,116	239,355	15,000	15,000	Interest on Investments	75,000	75,000	75,000
251	-	50,000	50,000	Donations/ Miscellaneous Revenue	25,000	25,000	25,000
-	-	10,904,716	10,904,716	Fund Balance Appropriated	7,033,902	7,033,902	4,917,323
<u>\$ 10,951,146</u>	<u>\$ 8,697,355</u>	<u>\$ 22,269,716</u>	<u>\$ 22,269,716</u>	<b>Total Revenues</b>	<u>\$ 18,646,902</u>	<u>\$ 18,646,902</u>	<u>\$ 16,530,323</u>
				<b><u>EXPENDITURES:</u></b>			
				<b>Personnel Services:</b>			
\$ 86,274	\$ 86,337	\$ 175,883	\$ 175,883	Permanent Employees	\$ 186,179	\$ 186,179	\$ 181,160
94,359	22,501	93,000	93,000	Temporary Employees	110,000	110,000	110,000
1,581	-	-	-	Overtime	-	-	-
				<b>Employee Benefits:</b>			
-	-	-	-	Education Allowance	2,000	2,000	2,000
14,660	8,613	21,266	21,266	Social Security	24,090	24,090	23,673
21,085	13,636	85,364	85,364	Employee Insurance	91,714	91,714	91,656
38,206	13,252	26,537	26,537	Retiree Health Insurance	26,935	26,935	26,826
-	2,915	4,997	4,997	Bonus/Sick Redemption	8,561	8,561	8,330
1,061	2,165	3,504	3,504	Longevity	7,419	7,419	7,219
450	300	600	600	Clothing	700	700	700
9,782	9,172	18,498	18,498	Retirement Fund	20,486	20,486	19,941
84	-	3,000	3,000	Office Supplies	3,000	3,000	3,000
				<b>Other Services and Charges:</b>			
410,038	148,163	385,000	385,000	Contractual Services	500,000	500,000	-
66	18	150	150	Postage	150	150	150
365	180	700	700	Telephone	700	700	700
888	1,116	800	800	Mileage	1,500	1,500	1,500
3,242	-	7,800	7,800	Conferences & Workshops	7,800	7,800	7,800
60,000	-	-	-	Community Promotions	200,000	200,000	-
69	-	3,000	3,000	Public Utilities	3,000	3,000	3,000
407,000	209,598	419,200	419,200	Administrative Expense	431,700	431,700	431,700
15,000	-	30,000	30,000	City Flower Plantings	30,000	30,000	30,000
9,185	7,000	12,000	12,000	Membership and Dues	12,000	12,000	12,000
6,378,584	5,815,145	6,124,739	6,124,739	Transfer to DDA Debt Retirement Funds	7,768,968	7,768,968	7,768,968
				<b>Capital Outlay:</b>			
2,037,924	956,278	14,853,678	14,853,678	Capital Improvements	9,210,000	9,210,000	7,800,000
<u>\$ 9,589,903</u>	<u>\$ 7,296,389</u>	<u>\$ 22,269,716</u>	<u>\$ 22,269,716</u>	<b>Total Expenditures</b>	<u>\$ 18,646,902</u>	<u>\$ 18,646,902</u>	<u>\$ 16,530,323</u>

## **2011 LOCAL STREET ROAD REPAIR & REPLACEMENT FUND**

This fund was established in December 2011 to account for the Revenues and Expenditures of a voter approved millage lasting five years and was renewed for another five years in August of 2016. These funds are used to repair and improve local streets and roads within the City of Warren.

**Expenditure History**  
**Local Road Millage Fund**  
(Department established in Fiscal 2012 Budget)





SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>LOCAL STREET ROAD REPAIR &amp; REPLACEMENT FUND</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>REVENUES:</u></b>			
\$ 7,296,317	\$ 3,902,162	\$ 7,609,246	\$ 7,709,246	Property Tax Revenue	\$ 8,132,625	\$ 8,132,625	\$ 8,132,625
66,418	31,122	68,230	62,243	Industrial Facilities Tax	103,504	103,504	103,504
1,024,352	315,226	315,226	200,000	Reimbursement for Personal Property Loss	320,000	320,000	320,000
20,567	144,663	15,000	5,000	Interest on Investments	15,000	15,000	15,000
-	-	6,652,166	6,652,166	Fund Balance Appropriated	-	-	-
<u>\$ 8,407,654</u>	<u>\$ 4,393,173</u>	<u>\$ 14,659,868</u>	<u>\$ 14,628,655</u>	<b>Total Revenues</b>	<u>\$ 8,571,129</u>	<u>\$ 8,571,129</u>	<u>\$ 8,571,129</u>
				<b><u>EXPENDITURES:</u></b>			
\$ 6,594,175	\$ 5,468,851	\$ 14,361,485	\$ 14,340,055	Capital Improvements	\$ 7,472,410	\$ 7,472,410	\$ 7,472,410
280,200	144,300	288,600	288,600	Administrative Expense	297,200	297,200	297,200
<u>\$ 6,874,375</u>	<u>\$ 5,613,151</u>	<u>\$ 14,650,085</u>	<u>\$ 14,628,655</u>	<b>Total Expenditures</b>	<u>\$ 7,769,610</u>	<u>\$ 7,769,610</u>	<u>\$ 7,769,610</u>
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ 801,519	\$ 801,519	\$ 801,519
				<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	3,009,444	3,009,444	3,009,444
<u>-</u>	<u>-</u>	<u>(6,652,166)</u>	<u>(6,652,166)</u>	<b>LESS: FUND BALANCE APPROPRIATED</b>	<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 9,651,827</u>	<u>\$ 8,431,849</u>	<u>\$ 3,009,444</u>	<u>\$ 2,999,661</u>	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	<u>\$ 3,810,963</u>	<u>\$ 3,810,963</u>	<u>\$ 3,810,963</u>

SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>LOCAL STREET ROAD REPAIR &amp; REPLACEMENT FUND</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>Capital Improvements:</u></b>			
\$ 2,094,730	\$ 3,519	\$ 393,379	\$ 414,129	Concrete Pavement Repr Program (City Wide)	\$ 1,418,550	\$ 1,418,550	\$ 1,418,550
11,404	-	-	-	Girard (Warner to Dell)	-	-	-
14,708	-	-	-	Eureka (Stephens to 10 Mile)	-	-	-
5,250	-	-	-	MacArthur (9 Mile to Stephens)	-	-	-
14,385	-	-	-	Martin (Schoenherr Hayes)	-	-	-
843,697	-	-	-	Frazho (Warner to Wexford)	-	-	-
1,187,825	-	95,922	95,922	Panama (Stephens to 10 Mile)	-	-	-
575,704	-	7,088	46,833	Alvin (Firwood to Hayes)	-	-	-
43,258	1,075,371	1,175,471	1,175,471	Beierman (9 Mile to Stephens)	-	-	-
412,864	519,505	904,796	904,096	Arden (Chalfonte to Exeter)	-	-	-
-	-	-	-	Dawson (Ryan-Chalfonte)/Berwyn/Chalfonte	-	-	-
713,811	108,575	222,768	161,543	Cosgrove (Fenwick to Martin)	-	-	-
538,933	-	-	-	Knollwood	-	-	-
-	1,131,871	1,632,226	1,632,226	Warner (Stephens to 10 Mile)	-	-	-
44,350	520,834	649,176	649,176	Yvonne and Yvette (Schoenherr to DeMott)	-	-	-
-	-	780,500	780,500	Hayman (Orville to Runey)	-	-	-
-	-	970,000	950,000	Cromie/Dover (Iroquios-Moulin/Common-Iowa)	-	-	-
-	2,483	1,328,799	1,328,799	Palomino (Champaign to Potomac)	-	-	-
-	-	1,620,000	1,620,000	Roseberry (9 Mile to Stephens)	-	-	-
86,463	576,733	800,000	800,000	Lyon's Circle W (Pagels to Buchanan)	-	-	-
-	2,138	921,360	921,360	Mullin (Sherman to Toepfer)	-	-	-
6,793	1,527,822	2,860,000	2,860,000	City/Park Parking Lot Pavement	500,000	500,000	500,000
-	-	-	-	Northhampton Dr (Sheffield to 14 Mile)	800,000	800,000	800,000
-	-	-	-	Ira, Masch & Hudson (Toepfer/Ira-Hudson,etc)	1,020,800	1,020,800	1,020,800
-	-	-	-	Stanley & Evelyn (VD-Evelyn, Marion-12 Mile)	1,358,060	1,358,060	1,358,060
-	-	-	-	Regency Park (Stephens to end)	875,000	875,000	875,000
-	-	-	-	Republic (Hoover to Wagner)	300,000	300,000	300,000
-	-	-	-	Toepfer (Mullin to MacArthur)	1,200,000	1,200,000	1,200,000
<u>\$ 6,594,175</u>	<u>\$ 5,468,851</u>	<u>\$ 14,361,485</u>	<u>\$ 14,340,055</u>	Total Capital Improvements	<u>\$ 7,472,410</u>	<u>\$ 7,472,410</u>	<u>\$ 7,472,410</u>

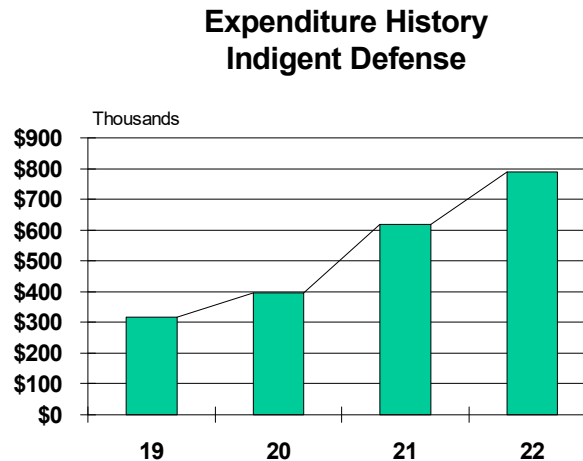
## **INDIGENT DEFENSE FUND**

In October 2011, Governor Snyder issued Executive Order 2011-12, establishing the initial Indigent Defense Advisory Commission, which was responsible for recommending improvements to indigent defense. As a result of these recommendations, several laws were passed in July of 2013 with the intent on improving indigent defense. The City of Warren's 37<sup>th</sup> District Court established its Indigent Defense Fund in fiscal 2019.

The new legislation created a 15-member Indigent Defense Commission known as the Michigan Indigent Defense Commission (MIDC).

The MIDC is charged with developing and overseeing the implementation, enforcement, and modification of minimum standards, rules, and procedures to ensure that indigent criminal defense services provide effective assistance of counsel.

Each year, the Managed Assigned Council Coordinator (MACC) is required to submit a compliance plan/budget to the MIDC in order to receive grant funds to help fund the costs of indigent defense. The City of Warren is required by law to support the costs of indigent defense by paying its local share. The grant is conditioned upon funds being available through the State of Michigan.



SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>INDIGENT DEFENSE FUND</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>REVENUES:</b>			
\$ 205,879	\$ 210,094	\$ 322,962	\$ 322,962	State Grant - Indigent Defense	\$ -	\$ -	\$ -
1,349	8,252	-	-	Interest on Investments	-	-	-
-	-	-	-	District Court Fines & Fees	-	-	-
121,606	123,769	123,769	123,769	Contribution from General Fund	-	-	-
-	-	745,360	745,360	Fund Balance Appropriated	-	-	-
<u>\$ 328,834</u>	<u>\$ 342,115</u>	<u>\$ 1,192,091</u>	<u>\$ 1,192,091</u>	<b>Total Revenues</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
				<b>EXPENDITURES:</b>			
				<b>Personnel Services:</b>			
\$ 43,684	\$ 25,487	\$ 71,794	\$ 71,794	Permanent Employees	\$ -	\$ -	\$ -
-	-	-	-	Temporary Employees	-	-	-
				<b>Employee Benefits:</b>			
3,357	2,135	5,474	5,474	Social Security	-	-	-
1,950	3,304	24,833	24,833	Employee Insurance	-	-	-
904	570	1,436	1,436	Retiree Health Insurance	-	-	-
4,518	2,849	7,179	7,179	Retirement Fund	-	-	-
1,879	1,935	3,694	3,694	<b>Office Supplies</b>	-	-	-
				<b>Other Services and Charges:</b>			
-	-	-	-	State of Michigan	-	-	-
-	-	10,250	10,250	Contractual Services	-	-	-
-	-	600	600	Unemployment Costs	-	-	-
707,260	280,628	1,066,831	1,066,831	Counsel for Indigent Defendants	-	-	-
-	-	-	-	Conferences & Workshops	-	-	-
				<b>Capital Outlay:</b>			
-	-	-	-	Construction Contracts	-	-	-
26,057	-	-	-	Equipment	-	-	-
<u>\$ 789,609</u>	<u>\$ 316,908</u>	<u>\$ 1,192,091</u>	<u>\$ 1,192,091</u>	<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ (460,775)	\$ 25,207	\$ -	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
1,206,135	745,360	745,360	745,360	<b>BEGINNING OF PERIOD</b>	-	-	-
				<b>LESS: FUND BALANCE</b>			
-	-	(745,360)	(745,360)	<b>APPROPRIATED</b>	-	-	-
<u>\$ 745,360</u>	<u>\$ 770,567</u>	<u>\$ -</u>	<u>\$ -</u>	<b>ESTIMATED FUND BALANCE</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
				<b>(DEFICIT) END OF PERIOD</b>			

## **TAX INCREMENT FINANCE AUTHORITY CONSTRUCTION FUND**

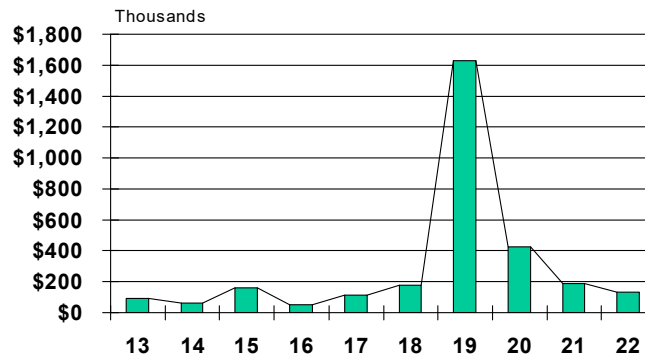
The City of Warren established the Warren TIFA in 1986 under the State of Michigan Tax Increment Finance Authority (TIFA) Act of 1980, superseded by the Recodified Tax Increment Financing Act 57 of 2018. The TIF plan was originally adopted in 1986 and revised in 1991. TIFA generally covers the portion of Warren along Van Dyke Avenue, from Eight Mile Road north to Stephens Road. A nine-member Board of Directors administers TIFA.

The function of the authority is to prevent urban deterioration and encourage economic development and activity and to encourage neighborhood revitalization and historic preservation; to provide for the establishment of Tax Increment Finance authorities and to prescribe their powers and duties; to authorize the acquisition and disposal of interests in real and personal property; to provide for the creation and implementation of development plans; to provide for the creation of a board to govern an authority and to prescribe its powers and duties; to permit the issuance of bonds and other evidences of indebtedness by an authority; and to permit the use of tax increment financing.

In 2005, pursuant to a change in State law, the City amended its Downtown Development Authority plan to include the TIFA area. It was not intended for the DDA to supplant the TIFA but rather to make available the more substantial funding sources of the DDA to supplement TIFA funding.

Based on a 2010 opinion from the City Attorney, the City has continued to operate the TIFA in furtherance of the goals established in the revised TIF plan. The revenues and expenditures of the TIFA fund have been part of the City's audited Annual Comprehensive Financial Report since the fund's inception.

### **Expenditure History Tax Increment Finance Authority**



SPECIAL REVENUE FUND  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>TAX INCREMENT FINANCE AUTHORITY</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>REVENUES:</b>			
\$ 320,781	\$ 162,500	\$ 325,000	\$ 325,000	Property Tax Revenue	\$ 350,000	\$ 350,000	\$ 350,000
4,099	1,208	4,000	4,000	Reimbursement for Personal Property Loss	4,000	4,000	4,000
570	324	1,000	1,000	Interest on Investments	2,500	2,500	2,500
-	-	-	-	Miscellaneous Revenue	-	-	-
-	-	315,000	315,000	Fund Balance Appropriated	303,375	303,375	298,375
<u>\$ 325,450</u>	<u>\$ 164,032</u>	<u>\$ 645,000</u>	<u>\$ 645,000</u>	<b>Total Revenues</b>	<u>\$ 659,875</u>	<u>\$ 659,875</u>	<u>\$ 654,875</u>
				<b>EXPENDITURES:</b>			
				<b>Personnel Services:</b>			
\$ 9,974	\$ -	\$ 10,000	\$ 10,000	Permanent/Temporary Employees	\$ 18,000	\$ 18,000	\$ 18,000
				<b>Employee Benefits:</b>			
2,746	-	-	-	Employee Insurance	6,000	6,000	6,000
-	-	-	-	<b>Office Supplies</b>	500	500	500
				<b>Other Services and Charges:</b>			
86,321	-	150,000	150,000	Contractual Services	150,000	150,000	150,000
2	-	-	-	Postage	25	25	25
25,000	-	100,000	100,000	Façade Improvement Program	100,000	100,000	100,000
18	-	-	-	Telephone	100	100	100
-	-	5,000	5,000	Maintenance	5,000	5,000	5,000
8,964	-	5,000	5,000	Community Promotions	5,000	5,000	-
41	-	-	-	Public Utilities	250	250	250
				<b>Capital Outlay:</b>			
-	75,079	375,000	375,000	Capital Improvements	375,000	375,000	375,000
<u>\$ 133,066</u>	<u>\$ 75,079</u>	<u>\$ 645,000</u>	<u>\$ 645,000</u>	<b>Total Expenditures</b>	<u>\$ 659,875</u>	<u>\$ 659,875</u>	<u>\$ 654,875</u>
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	936,071	936,071	936,071
				<b>LESS: FUND BALANCE APPROPRIATED</b>	(303,375)	(303,375)	(298,375)
<u>\$ 1,251,071</u>	<u>\$ 1,340,024</u>	<u>\$ 936,071</u>	<u>\$ 936,071</u>	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	<u>\$ 632,696</u>	<u>\$ 632,696</u>	<u>\$ 637,696</u>

## ***Enterprise Funds***

Enterprise Funds account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the City is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

The Enterprise Funds of the City are:

- Senior Housing
- Water and Sewer System

## **STILWELL MANOR**

Harold Stilwell Manor, Warren's Senior Citizen Housing Project on Burg Road was built to accommodate Warren-area seniors. Stilwell Manor consists of 24 efficiency (435 square feet) apartments, 90 one-bedroom (480 square feet) apartments, and 28 two-bedroom (740 square feet) apartments that became operational in October 1975.

The cost of the Stilwell Manor construction was 100% financed through the Federal Revenue Sharing Program and has no debt outstanding. The rental rate structure is based entirely upon self-supporting user charges which includes maintenance of an adequate replacement reserve.

Stilwell Manor is intended for City of Warren residents, 60 and older. Stilwell Manor is designated for seniors that are considered very-low income, 30-80% of Macomb County Median Income. Specifically, seniors with an annual income between \$9,998 and \$26,662 single occupancy and \$19,392 and \$51,712 double occupancy. All utilities are included in the rental rate, and apartments are furnished with appliances. Stilwell Manor has secured key-fob building access, and 24-hour maintenance and snow removal.

The goal of the Warren Senior Housing staff is to be of assistance to residents when needed, and instill an atmosphere of comfort, security and well-being. The residents are kept up to date on current information that applies to senior citizens, assisted with repair work, and social and educational events are arranged throughout the year. The Warren Senior Housing staff also coordinates food assistance support for residents that includes, meal delivery, in-person dining, and grocery delivery services.

Stilwell Manor provides equal housing opportunity.



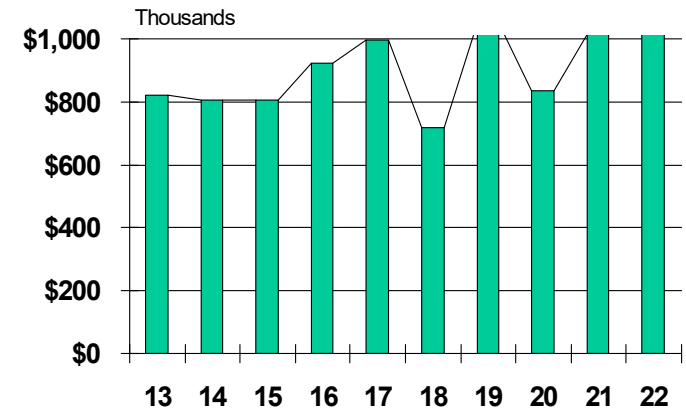
## STILWELL MANOR

### Fiscal 2024 Performance Objectives

1. Increase preventative maintenance programs.
2. Provide a clean and safe independent living facility.
3. Advocate on behalf of tenants with local, state, and national social agencies.
4. Increase the number of social programs accessible to our tenants.
5. Maintain a 95% occupancy rate.
6. Upgrade security camera system.
7. Repair sidewalk ice-melt system.
8. Update landscaping at front driveway and entrance.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Apartment painting	19	30	18	15
Appliance replacement – A/C unit	10	10	10	10
Appliance replacement - Fridge	10	10	10	10
Appliance replacement – Stove	10	10	10	10
Applications mailed	165	150	175	175
Carpet replacement	12	30	15	15
Countertop replacement	10	12	12	12
Educational Seminars - Seniors	-	24	48	48
Focus Hope Food Assistance	600	600	600	600
Forgotten Harvest Food Assistance	N/A	576	576	576
Gleaners Food Assistance	600	600	750	750
In-Person Dining Food Assistance	N/A	6,500	7,280	7,500
Inspection – Boilers	2	2	2	2
Inspection – Elevators	2	2	2	2
Inspection – Fire Extinguishers	10	10	10	10
Inspection – Fire panel	1	1	1	1
Inspection – Fire Suppression System	1	1	1	1
Inspection – Generator	1	1	2	2
Linoleum replacement	13	15	10	15
Maintenance service requests	435	450	500	500
Occupancy Rate	94%	94%	97%	95%
Phone calls to perspective tenants	200	200	250	250
Resident assistance – Family	75	75	75	75
Resident assistance – Social agencies	75	75	75	75

**Expenditure History  
Stilwell Manor**



ENTERPRISE FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SENIOR CITIZENS' HOUSING STILWELL MANOR REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 557,449	\$ 289,778	\$ 562,488	\$ 562,488	Rental Revenues	\$ 584,755	\$ 584,755	\$ 584,755
428,086	240,175	471,649	473,149	Other Income	500,877	500,877	500,877
-	-	246,608	246,608	Appropriation of Retained Earnings	280,425	280,425	280,425
<u>\$ 985,535</u>	<u>\$ 529,953</u>	<u>\$ 1,280,745</u>	<u>\$ 1,282,245</u>	<b>Total Revenues</b>	<u>\$ 1,366,057</u>	<u>\$ 1,366,057</u>	<u>\$ 1,366,057</u>
				<b>EXPENDITURES:</b>			
\$ 382,360	\$ 179,087	\$ 383,487	\$ 383,487	Personnel Services	\$ 400,117	\$ 400,117	\$ 400,117
148,510	107,645	222,088	222,088	Employee Benefits	239,052	239,052	239,052
11,406	4,760	17,500	17,500	Supplies	14,000	14,000	14,000
417,124	180,063	468,875	468,875	Other Services and Charges	554,688	554,688	554,688
5,665	3,246	190,295	190,295	Capital Outlay	158,200	158,200	158,200
<u>\$ 965,065</u>	<u>\$ 474,801</u>	<u>\$ 1,282,245</u>	<u>\$ 1,282,245</u>	<b>Total Expenditures</b>	<u>\$ 1,366,057</u>	<u>\$ 1,366,057</u>	<u>\$ 1,366,057</u>
				<b>NET INCREASE (DECREASE) IN RETAINED EARNINGS FOR PERIOD</b>	\$ -	\$ -	\$ -
				<b>OTHER DIRECT ADJUSTMENTS TO RETAINED EARNINGS:</b>			
(4,164)	(110,000)	(110,000)	(110,000)	<b>DEPRECIATION</b>	(110,000)	(110,000)	(110,000)
				<b>ESTIMATED RETAINED EARNINGS BEGINNING OF PERIOD</b>	1,275,213	1,275,213	1,275,213
-	-	(246,608)	(246,608)	<b>LESS: APPROPRIATION OF RETAINED EARNINGS</b>	(280,425)	(280,425)	(280,425)
<u>\$ 1,633,321</u>	<u>\$ 1,578,473</u>	<u>\$ 1,275,213</u>	<u>\$ 1,276,713</u>	<b>ESTIMATED RETAINED EARNINGS END OF PERIOD</b>	<u>\$ 884,788</u>	<u>\$ 884,788</u>	<u>\$ 884,788</u>

ENTERPRISE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>SENIOR CITIZEN HOUSING</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
Director of Operations - Administration	1	\$ 100,802	1	\$ 103,826	1	\$ 103,826	1	\$ 103,826
Director of Operations - Maintenance	1	95,543	1	98,409	1	98,409	1	98,409
Deputy Director of Operations	1	70,752	1	72,875	1	72,875	1	72,875
Deputy of Maintenance	-	-	1 (b)	55,037	1 (b)	55,037	1 (b)	55,037
Maintenance Specialist	2	48,576	1 (d)	50,033	1 (d)	50,033	1 (d)	50,033
Senior Citizen Housing Clerk	1	41,138	1	42,372	1	42,372	1	42,372
Housekeeper	2	36,441	2	37,534	2	37,534	2	37,534
Part-time Employees - Stilwell		25,000		25,000		25,000		25,000
Part-time Employees - Coach		25,000		25,000		25,000		25,000
Overtime	—	10,000	—	12,000	—	12,000	—	12,000
Total Personnel	<u>8</u>		<u>8</u>		<u>8</u>		<u>8</u>	

(a) Wage rates are based on Local 412 Unit 35 contract that expires 6/30/24.

(b) New position.

(d) Position deleted.

ENTERPRISE FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SENIOR CITIZENS' HOUSING STILWELL MANOR REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 557,449	\$ 289,778	\$ 562,488	\$ 562,488	Rental Revenues	\$ 584,755	\$ 584,755	\$ 584,755
281	-	-	1,500	Interest on Investments	1,500	1,500	1,500
399,914	227,088	451,649	451,649	Administrative Fee - Coach Manor	479,377	479,377	479,377
27,891	13,087	20,000	20,000	Miscellaneous	20,000	20,000	20,000
-	-	246,608	246,608	Appropriation of Retained Earnings	280,425	280,425	280,425
<u>\$ 985,535</u>	<u>\$ 529,953</u>	<u>\$ 1,280,745</u>	<u>\$ 1,282,245</u>	<b>Total Revenues</b>	<u>\$ 1,366,057</u>	<u>\$ 1,366,057</u>	<u>\$ 1,366,057</u>
				<b>EXPENDITURES:</b>			
				<b>Personnel Services:</b>			
\$ 365,846	\$ 176,060	\$ 353,487	\$ 353,487	Permanent Employees	\$ 369,117	\$ 369,117	\$ 369,117
5,165	3,027	5,000	5,000	Overtime	6,000	6,000	6,000
11,349	-	25,000	25,000	Part-time Employees	25,000	25,000	25,000
				<b>Employee Benefits:</b>			
28,703	14,315	30,722	30,722	Social Security	32,343	32,343	32,343
78,157	44,161	105,005	105,005	Employee Insurance	113,540	113,540	113,540
-	15,290	30,369	30,369	Retiree Health Insurance	30,793	30,793	30,793
-	13,019	14,569	14,569	Bonus/Sick Redemption	15,239	15,239	15,239
2,635	-	2,016	2,016	Longevity	5,612	5,612	5,612
1,500	1,500	1,500	1,500	Clothing Allowance	1,750	1,750	1,750
37,515	19,360	37,907	37,907	Retirement Fund	39,775	39,775	39,775
				<b>Supplies:</b>			
1,951	488	1,500	1,500	Office Supplies	2,000	2,000	2,000
835	463	1,000	1,000	Program Activity Supplies	2,000	2,000	2,000
8,620	3,809	15,000	15,000	Maintenance Supplies	10,000	10,000	10,000
				<b>Other Services and Charges:</b>			
47,846	34,296	95,150	95,150	Contractual Services	132,550	132,550	132,550
3,077	-	500	500	Postage/Unemployment Costs	500	500	500
6,710	7,454	10,800	10,800	Telephone	15,200	15,200	15,200
2,266	1,128	500	500	Vehicle Maintenance	500	500	500
35,900	18,648	37,300	37,300	Insurance and Bonds	38,700	38,700	38,700
175,541	63,238	155,000	155,000	Public Utilities	175,000	175,000	175,000
36,459	13,299	57,500	57,500	Building Maintenance	76,500	76,500	76,500
27,725	-	28,125	28,125	Payment to City in Lieu of Taxes	29,238	29,238	29,238
81,600	42,000	84,000	84,000	Administrative Expense - General Fund	86,500	86,500	86,500
				<b>Capital Outlay:</b>			
-	-	172,095	172,095	Equipment - Maintenance	125,000	125,000	125,000
5,665	3,246	18,200	18,200	Equipment - Appliances	18,200	18,200	18,200
-	-	-	-	Equipment - Office	15,000	15,000	15,000
<u>\$ 965,065</u>	<u>\$ 474,801</u>	<u>\$ 1,282,245</u>	<u>\$ 1,282,245</u>	<b>Total Expenditures</b>	<u>\$ 1,366,057</u>	<u>\$ 1,366,057</u>	<u>\$ 1,366,057</u>

## **COACH MANOR**

Joseph Coach Manor, Warren's second Senior Citizen Housing Project was built in order to accommodate 216 one-bedroom (570 square feet) and 28 two-bedroom (800 square feet) units of Senior Housing that became available during Fiscal 1992. Joseph Coach Manor consists of three apartment buildings adjacent to the Stilwell Manor, on Burg Road.

Joseph Coach Manor is intended to serve City of Warren, Macomb County, and local-area residents, 60 and older. Joseph Coach Manor is designated for seniors that are considered low income, 50-100% of Macomb County Median Income. Specifically, seniors with an annual income between \$16,663 - \$33,327 single occupancy and \$32,321 - \$64,641 double occupancy. In addition to rent, all tenants pay for their own gas and electric service. Joseph Coach apartments are furnished with all appliances, including an in-unit washer and dryer with patio and balcony access. Joseph Coach buildings are secured with key-fob entry access and 24-hour assistance.

The goal of the Warren Senior Housing staff is to be of assistance to residents when needed, and instill an atmosphere of comfort, security and well-being. The residents are kept up to date on current information that applies to senior citizens, assisted with repair work, and social and educational events are arranged throughout the year. The Warren Senior Housing staff also coordinates food assistance support for residents that includes meal delivery, in-person dining, and grocery delivery services.

Joseph Coach Manor provides equal housing opportunity.

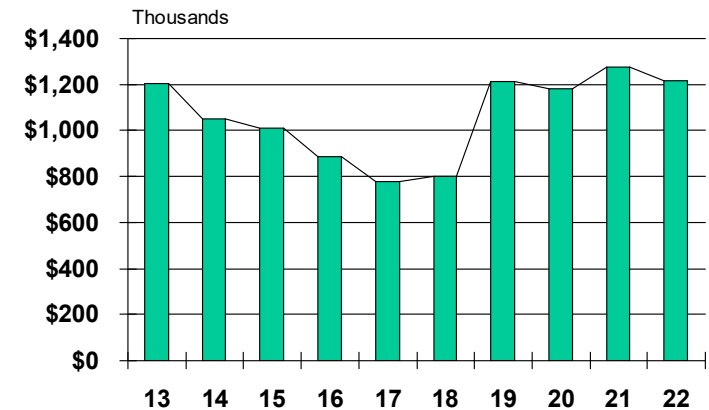
## COACH MANOR

### Fiscal 2024 Performance Objectives

1. Increase the preventative maintenance programs.
2. Provide a clean and safe independent living facility.
3. Advocate on behalf of our tenants with local, state, and national agencies.
4. Increase the number of social programs accessible to our residents.
5. Maintain a 95% occupancy rate.
6. Update resident hallway carpeting and paint resident hallways.
7. Continue to replace door walls, furnace room doors, deck boards, and patio concrete.
8. Update security camera system.
9. Update landscaping in Buildings B & C courtyard.
10. Add additional disabled ramps at Joseph Coach B & C buildings.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Apartment painting	38	40	40	40
Appliance replacement – Dishwasher	20	20	20	20
Appliance replacement – Fridge	20	20	20	20
Appliance replacement – Stove	20	20	20	20
Appliance replacement – Washer/Dryer	20	20	20	20
Applications mailed	145	150	160	175
Carpet replacement	35	40	35	35
Countertop replacement	18	20	15	15
Inspection – Elevator	5	5	5	5
Inspection – Fire extinguisher	30	30	30	30
Inspection – Fire panel	3	3	3	3
Inspection – Fire suppression system	3	3	3	3
Inspection – Generator	3	3	3	3
Linoleum replacement	18	20	20	20
Maintenance service requests	850	1000	1000	1000
Occupancy Rate	92%	95%	97%	95%
Phone calls to perspective tenants	225	250	250	250
Resident assistance – Family	60	60	60	60
Resident assistance – Social agencies	60	60	60	60

### Expenditure History Coach Manor



ENTERPRISE FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SENIOR CITIZENS' HOUSING COACH MANOR REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 1,194,937	\$ 822,145	\$ 1,650,539	\$ 1,650,539	Rental Revenues	\$ 1,717,525	\$ 1,717,525	\$ 1,717,525
419,220	9,742	17,500	20,500	Other Income	20,500	20,500	20,500
-	-	135,967	135,967	Appropriation of Retained Earnings	343,301	343,301	343,301
<u>\$ 1,614,157</u>	<u>\$ 831,887</u>	<u>\$ 1,804,006</u>	<u>\$ 1,807,006</u>	<b>Total Revenues</b>	<u>\$ 2,081,326</u>	<u>\$ 2,081,326</u>	<u>\$ 2,081,326</u>
<b>EXPENDITURES:</b>							
\$ 82,964	\$ 70,025	\$ 156,646	\$ 156,646	Personnel Services	\$ 161,448	\$ 161,448	\$ 161,448
51,164	44,593	96,131	96,131	Employee Benefits	104,751	104,751	104,751
29,912	15,959	52,500	52,500	Supplies	48,000	48,000	48,000
1,160,825	566,523	1,134,419	1,134,419	Other Services and Charges	1,212,827	1,212,827	1,212,827
66,799	29,391	367,310	367,310	Capital Outlay	554,300	554,300	554,300
<u>\$ 1,391,664</u>	<u>\$ 726,491</u>	<u>\$ 1,807,006</u>	<u>\$ 1,807,006</u>	<b>Total Expenditures</b>	<u>\$ 2,081,326</u>	<u>\$ 2,081,326</u>	<u>\$ 2,081,326</u>
<b>NET INCREASE (DECREASE) IN RETAINED EARNINGS FOR PERIOD</b>							
\$ 222,493	\$ 105,396	\$ (3,000)	\$ -		\$ -	\$ -	\$ -
<b>OTHER DIRECT ADJUSTMENTS TO RETAINED EARNINGS:</b>							
395,000	150,000	150,000	150,000	<b>BOND PRINCIPAL PAYMENT</b>	-	-	-
(220,515)	(220,000)	(220,000)	(220,000)	<b>DEPRECIATION</b>	(220,000)	(220,000)	(220,000)
<b>ESTIMATED RETAINED EARNINGS BEGINNING OF PERIOD</b>							
7,183,343	7,580,321	7,580,321	7,580,321		7,371,354	7,371,354	7,371,354
<b>LESS: APPROPRIATION OF RETAINED EARNINGS</b>							
-	-	(135,967)	(135,967)		(343,301)	(343,301)	(343,301)
<b>ESTIMATED RETAINED EARNINGS END OF PERIOD</b>							
<u>\$ 7,580,321</u>	<u>\$ 7,615,717</u>	<u>\$ 7,371,354</u>	<u>\$ 7,374,354</u>		<u>\$ 6,808,053</u>	<u>\$ 6,808,053</u>	<u>\$ 6,808,053</u>

ENTERPRISE FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SENIOR CITIZENS' HOUSING COACH MANOR REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 1,194,937	\$ 822,145	\$ 1,650,539	\$ 1,650,539	Rental Revenues	\$ 1,717,525	\$ 1,717,525	\$ 1,717,525
640	-	-	3,000	Interest on Investments	3,000	3,000	3,000
418,580	9,742	17,500	17,500	Miscellaneous	17,500	17,500	17,500
-	-	135,967	135,967	Appropriation of Retained Earnings	343,301	343,301	343,301
<u>\$ 1,614,157</u>	<u>\$ 831,887</u>	<u>\$ 1,804,006</u>	<u>\$ 1,807,006</u>	<b>Total Revenues</b>	<u>\$ 2,081,326</u>	<u>\$ 2,081,326</u>	<u>\$ 2,081,326</u>
				<b>EXPENDITURES:</b>			
				<b>Personnel Services:</b>			
\$ 72,048	\$ 62,855	\$ 126,646	\$ 126,646	Permanent Employees	\$ 130,448	\$ 130,448	\$ 130,448
588	2,895	5,000	5,000	Overtime	6,000	6,000	6,000
10,328	4,275	25,000	25,000	Part-time Employees	25,000	25,000	25,000
				<b>Employee Benefits:</b>			
6,182	5,266	12,327	12,327	Social Security	12,894	12,894	12,894
36,265	30,429	62,737	62,737	Employee Insurance	67,586	67,586	67,586
1,453	1,333	2,722	2,722	Retiree Health Insurance	2,871	2,871	2,871
-	-	3,581	3,581	Bonus/Sick Redemption	5,999	5,999	5,999
-	900	900	900	Clothing Allowance	1,050	1,050	1,050
7,264	6,665	13,864	13,864	Retirement Fund	14,351	14,351	14,351
				<b>Supplies:</b>			
793	1,238	4,500	4,500	Office Supplies	12,000	12,000	12,000
1,894	1,263	3,000	3,000	Program Activity Supplies	6,000	6,000	6,000
27,225	13,458	45,000	45,000	Maintenance Supplies	30,000	30,000	30,000
				<b>Other Services and Charges:</b>			
371	131	1,500	1,500	Postage	1,500	1,500	1,500
60,180	46,340	158,100	158,100	Contractual Services	231,650	231,650	231,650
4,085	3,278	5,500	5,500	Telephone	8,000	8,000	8,000
-	340	1,500	1,500	Vehicle Maintenance	1,500	1,500	1,500
26,000	13,500	27,000	27,000	Insurance and Bonds	28,000	28,000	28,000
110,697	42,741	125,000	125,000	Public Utilities	125,000	125,000	125,000
57,974	28,793	104,500	104,500	Building Maintenance	229,500	229,500	229,500
395,000	150,000	150,000	150,000	Bond Principal	-	-	-
4,154	1,688	1,688	1,688	Bond Interest	-	-	-
250	21	250	250	Bond Agent Fees	-	-	-
399,914	227,091	454,181	454,181	Administrative Expense - Stilwell	479,377	479,377	479,377
102,200	52,600	105,200	105,200	Administrative Expense - General Fund	108,300	108,300	108,300
				<b>Capital Outlay:</b>			
38,657	19,317	313,010	313,010	Equipment - Maintenance	500,000	500,000	500,000
28,142	10,074	54,300	54,300	Equipment - Appliances	54,300	54,300	54,300
<u>\$ 1,391,664</u>	<u>\$ 726,491</u>	<u>\$ 1,807,006</u>	<u>\$ 1,807,006</u>	<b>Total Expenditures</b>	<u>\$ 2,081,326</u>	<u>\$ 2,081,326</u>	<u>\$ 2,081,326</u>



## **WATER & SEWER SYSTEM**

The Water & Sewer System's functions include the financing, acquisition, operation and maintenance of an adequate water supply and a waste water treatment facility for the benefit of the citizens and business community in the City of Warren.

Water Maintenance services include the maintenance and repair of the water mains throughout the City, water service installation, service repairs, responses to requests from the Miss Dig system, gate valve maintenance, hydrant repair and maintenance. Sewer Maintenance services include televising, cleaning, jetting and vactoring of the main sewers.

Shared Services consists of accounting, engineering and customer service personnel which provides support to the Water & Sewer Maintenance and Waste Water Treatment Plant. The accounting function is responsible for verifying that all financial activities for the Water & Sewer System are accurately entered in the System's financial records. Engineering personnel draft, inspect and implement infrastructure projects throughout the City that are related to the Water & Sewer System. Customer Service handles all questions regarding water bills, landlord and tenant arrangements, and bankruptcies as it relates to customer accounts, water taps, meter installations, repairing or replacing stop boxes, plugged main sewers and the availability of water and sewer service.

The Waste Water Treatment Plant staff's responsibilities include plant operations, plant maintenance, laboratory operations, the Industrial Pretreatment Monitoring and Enforcement, employee safety, grounds maintenance and administrative support.

The 2024 Water & Sewer System Budget is presented with no increase in the consumption-based water rate for City of Warren Water Utility customers at \$4.352 per 100 cubic feet {approximately 750 gallons}. The consumption-based waste water treatment rate for the City of Warren Water Utility customers will remain the same at \$3.442 per 100 cubic feet {approximately 750 gallons}. The consumption-based rate for sanitary sewer improvements will remain the same at \$0.960 per 100 cubic feet {approximately 750 gallons}.

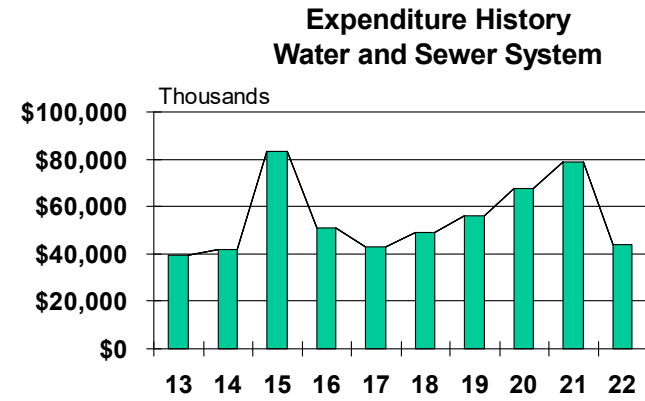
The fixed rate meter service charge will remain the same at \$0.84 per month for accounts with a 5/8" service meter. The fixed rate sewer service charge will remain the same at \$2.03 per month for accounts with a 5/8" service meter.

## **WATER AND SEWER SYSTEM**

### **Fiscal 2024 Performance Objectives**

1. To continue to maintain and replace water and sewer line.
2. To continue to meet the stringent discharge limitations at the treatment plant imposed by the State and Federal authorities.
3. To establish storm water management plan meeting government standards.
4. To minimize power usage while maximizing treatment efficiency.
5. To convert permits and reports to our new mandated asset management program and new work order system.
6. To maintain delinquent receivables at three million dollars or less.
7. To implement a new work order system, paperless billing, bill presentment and customer meter-read access.
8. To maintain water loss at 10% or less.

Performance Indicators	Fiscal 2022 Actual	Fiscal 2023 Budget	Fiscal 2023 Estimated	Fiscal 2024 Budget
Water utility accounts	49,458	49,450	49,500	49,500
Sewer utility accounts	49,229	49,260	49,229	49,229
Second meter accounts	767	750	780	780
Water sold (thousand cu. ft.)	579,129	619,163	619,163	619,163
Water purchased	633,791	666,731	666,731	666,731
Broken water main repairs	229	190	200	200
Customer Inquiries	53,904	58,500	55,500	55,500
Sewage treated	7.3	8.1	8.1	8.1
Sludge solids removed	32.1	30	30	30
Power consumption	13.8	13	13	14
Natural gas for incinerator	74	72	72	72
Laboratory samples taken	7,862	7,900	7,900	7,900
Analytical lab tests run	37,828	38,000	38,000	38,000
Dye tests performed	22	15	15	15
Storm water samples collected	257	500	350	350
Illicit discharges identified	4	3	3	3
Illicit discharges removed	7	4	4	4



ENTERPRISE FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31		FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>WATER &amp; SEWER SYSTEM REVENUES:</b>			
\$ 52,576,903	\$ 28,706,981	\$ 55,368,790	\$ 55,368,790	Water & Sewer Charges	\$ 55,368,790	\$ 55,368,790	\$ 55,368,790
22,442	3,360	10,000	30,000	Water Sales-Unmetered	25,000	25,000	25,000
90,000	45,000	90,000	90,000	Public Fire Protection	90,000	90,000	90,000
988,030	351,412	935,000	1,000,000	Penalties	975,000	975,000	975,000
718,183	314,620	595,000	610,000	Other Income	595,000	595,000	595,000
65,604	32,802	65,604	65,604	Building Rental	65,604	65,604	65,604
80,722	33,217	65,000	65,000	Meter Sales/Repairs	70,000	70,000	70,000
1,128,378	632,336	1,262,467	1,262,467	Pre-Treatment/Cross Connection Charges	1,262,467	1,262,467	1,262,467
4,295	-	15,000	15,000	Gain (Loss) On Asset Conversion	15,000	15,000	15,000
37,701	402,478	740,058	30,381	Interest On Investments	168,040	168,040	168,040
1,673,246	1,008,179	1,008,179	500,000	Grant Revenue	-	-	-
-	16,322,901	16,322,901	20,000,000	Financing Proceeds	-	-	-
-	-	16,181,266	12,490,481	Fund Balance Appropriated	10,289,110	10,289,110	10,289,110
<u>\$ 57,385,504</u>	<u>\$ 47,853,286</u>	<u>\$ 92,659,265</u>	<u>\$ 91,527,723</u>	<b>Total Revenues</b>	<u>\$ 68,924,011</u>	<u>\$ 68,924,011</u>	<u>\$ 68,924,011</u>
				<b>EXPENDITURES:</b>			
\$ 7,118,857	\$ 3,555,616	\$ 7,732,171	\$ 8,335,965	Personnel Services	\$ 8,804,429	\$ 8,804,429	\$ 8,785,099
8,167,115	3,739,318	7,634,703	7,736,543	Employee Benefits	7,899,256	7,899,256	7,894,911
37,156,238	14,140,376	36,410,481	35,668,799	Other Services and Charges	37,164,402	37,164,402	37,164,402
39,089,190	8,435,849	40,308,947	39,786,416	Capital Outlay	15,845,000	15,845,000	15,795,000
<u>\$ 91,531,400</u>	<u>\$ 29,871,159</u>	<u>\$ 92,086,302</u>	<u>\$ 91,527,723</u>	<b>Total Expenditures</b>	<u>\$ 69,713,087</u>	<u>\$ 69,713,087</u>	<u>\$ 69,639,412</u>
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ (789,076)	\$ (789,076)	\$ (715,401)
80,215,805	46,069,909	46,069,909	46,069,909	<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	30,461,606	30,461,606	30,461,606
(433,075)	(433,075)	(433,075)	(433,075)	<b>RESERVE FOR:</b>			
(35,765,192)	(46,768,246)	(19,583,926)	(23,274,711)	<b>COMPENSATED ABSENCES</b>	(433,075)	(433,075)	(433,075)
				<b>CAPITAL OUTLAY</b>	(9,294,816)	(9,294,816)	(9,294,816)
				<b>LESS: FUND BALANCE APPROPRIATED</b>	(10,289,110)	(10,289,110)	(10,289,110)
<u>\$ 9,871,642</u>	<u>\$ 16,850,715</u>	<u>\$ 10,444,605</u>	<u>\$ 9,871,642</u>	<b>EST. UNRESTRICTED FUND BALANCE (DEFICIT) END OF PERIOD</b>	<u>\$ 9,655,529</u>	<u>\$ 9,655,529</u>	<u>\$ 9,729,204</u>

# ENTERPRISE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>WATER &amp; SEWER SYSTEM</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>Water &amp; Sewer Maintenance</u>								
Deputy Superintendent	1	\$ 107,100	1 (e)	\$ 118,553	1 (e)	\$ 118,553	1	\$ 110,313
Water Operations Manager	1	100,411	1	103,423	1	103,423	1	103,423
Water Division Supervisor/Dispatcher	1	90,397	1	93,109	1	93,109	1	93,109
Water Division Supervisor	2	83,720	3 (b)	86,232	3 (b)	86,232	3 (b)	86,232
Water Utilities Operator	27	67,267	27	69,285	27	69,285	27	69,285
Senior Water Systems Monitor	1	87,103	1	89,716	1	89,716	1	89,716
Water Systems Monitor	1	75,261	1	77,519	1	77,519	1	77,519
Water Maintenance Operation Coordinator	1	81,600	1	84,048	1	84,048	1	84,048
Stock Clerk	1	62,821	1	64,706	1	64,706	1	64,706
Account Specialist	1	58,385	1	60,137	1	60,137	1	60,137
<u>Shared Services</u>								
Superintendent	1	\$ 123,187	1 (f)	\$ 137,898	1 (f)	\$ 137,898	1	\$ 126,883
Accounting Supervisor	1	102,924	1	106,012	1	106,012	1	106,012
Coordinator-Water Customer Service/Accounting	1	82,895	1	85,382	1	85,382	1	85,382
Software Maintenance Technician	1	71,400	1	73,542	1	73,542	1	73,542
Account Technician	6	63,862	6	65,778	6	65,778	6	65,778
Office Coordinator-Engineering	1	82,895	1	85,382	1	85,382	1	85,382
GIS Coordinator	1	88,054	1	90,696	1	90,696	1	90,696
City Engineer	1	133,882	1	137,898	1	137,898	1	137,898
Assistant City Engineer	1	107,100	1	110,313	1	110,313	1	110,313
Civil Engineer II	1	98,261	1	101,209	1	101,209	1	101,209
Civil Engineer	1	93,751	1	96,564	1	96,564	1	96,564
CAD Design Specialist	1	76,092	1	78,375	1	78,375	1	78,375
Construction Specialist	3	73,944	3	76,162	3	76,162	3	76,162
<u>Waste Water Treatment Plant</u>								
Sanitary Engineer	1	\$ 133,882	1	\$ 137,898	1	\$ 137,898	1	\$ 137,898
Wastewater Specialist	1	100,152	1	103,157	1	103,157	1	103,157
Facility Engineer	2	102,545	2	105,621	2	105,621	2	105,621
Environmental Compliance Engineer	2	102,368	2	105,439	2	105,439	2	105,439
Laboratory Director	1	95,770	1	98,643	1	98,643	1	98,643
Junior Chemist	2	75,047	2	77,298	2	77,298	2	77,298

(a) Wage rates are based on Local 412 Unit 59 and Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

(b) New position.

(e) Reflects additional wage increase of \$8,240 (7.47%) after 7/1/23 contractual raise.

(f) Reflects additional wage increase of \$11,015 (8.68%) after 7/1/23 contractual raise.

ENTERPRISE FUND PERSONNEL

	<u>Present</u>		<u>Requested(a)</u>		<u>Recommended By Mayor(a)</u>		<u>Adopted By Council(a)</u>	
<u>WATER &amp; SEWER SYSTEM</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>	<u>No.</u>	<u>Rate</u>
<u>Waste Water Treatment Plant (continued)</u>								
Laboratory Technician	1	66,810	1	\$ 68,814	1	\$ 68,814	1	\$ 68,814
Maintenance M&P Manager	1	92,658	1	95,438	1	95,438	1	95,438
Mechanic Technician	3	73,996	3	76,216	3	76,216	3	76,216
Mechanic Specialist	1	67,801	1	69,835	1	69,835	1	69,835
Master Electrician	1	82,034	1	84,495	1	84,495	1	84,495
WWTP Electrician	1	78,988	- (c)	-	- (c)	-	- (c)	-
WWTP Electrical Calibration Specialist			1 (c)	88,070	1 (c)	88,070	1 (c)	88,070
Electrician/Instrumentation Technical Spec.	1	90,418	1	93,131	1	93,131	1	93,131
Industrial Services Manager	1	95,518	1	98,384	1	98,384	1	98,384
Industrial Waste Senior Specialist	1	76,639	1	78,938	1	78,938	1	78,938
Industrial Waste Specialist	1	71,539	1	73,685	1	73,685	1	73,685
Industrial Waste Technician	1	63,423	1	65,326	1	65,326	1	65,326
I & C System Manager	1	95,890	1	98,767	1	98,767	1	98,767
I & C System Technician	1	80,738	1	83,160	1	83,160	1	83,160
Chief Operator	1	102,368	1	105,439	1	105,439	1	105,439
Operations Supervisor	3	90,938	3	93,666	3	93,666	3	93,666
Treatment Specialist	9	71,864	9	74,020	9	74,020	9	74,020
WWTP Trainee	2	52,666	2	54,246	2	54,246	2	54,246
Senior Administrative Secretary-WWTP	2	66,269	2	68,257	2	68,257	2	68,257
 <u>Temporary Employees</u>								
Water & Sewer Maintenance		177,861		204,800		204,800		204,800
Shared Services		-		-		-		-
Waste Water Treatment Plant		80,000		80,000		80,000		80,000
 <u>Overtime</u>								
Water & Sewer Maintenance		120,000		120,000		120,000		120,000
Shared Services		120,000		120,000		120,000		120,000
Waste Water Treatment Plant		250,000		275,050		275,050		275,050
 Total Personnel	<u>98</u>		<u>99</u>		<u>99</u>		<u>99</u>	

(a) Wage rates are based on Local 412 Unit 59 and Unit 35, Warren Supervisors and Local 227 contracts that expire 6/30/24.

(c) Reclassification of WWTP Electrician to WWTP Electrical Calibration Specialist

ENTERPRISE FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>WATER &amp; SEWER SYSTEM EXPENDITURES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Personnel Services:</b>			
\$ 6,542,603	\$ 3,263,118	\$ 7,057,171	\$ 7,588,104	Permanent	\$ 8,004,499	\$ 8,004,499	\$ 7,985,169
107,736	51,337	185,000	257,861	Temporary Labor	284,880	284,880	284,880
468,518	241,161	490,000	490,000	Overtime	515,050	515,050	515,050
				<b>Employee Benefits:</b>			
52,758	35,088	88,600	88,600	Education Allowance	93,000	93,000	93,000
557,134	282,565	614,568	664,005	Social Security	699,503	699,503	698,023
1,932,993	1,000,348	2,040,514	2,040,514	Employee Insurance	2,219,208	2,219,208	2,218,663
1,844,230	602,010	1,212,658	1,221,692	Retiree Health Insurance	1,242,298	1,242,298	1,241,911
158,342	68,309	187,759	187,759	Longevity	239,524	239,524	239,524
3,483,070	1,640,124	3,331,066	3,381,881	Retirement Fund	3,232,203	3,232,203	3,230,270
49,778	50,500	58,000	58,000	Certification Bonuses	58,000	58,000	58,000
65,327	33,428	66,692	66,692	Holiday Pay	80,870	80,870	80,870
6,600	26,946	34,846	7,900	Cleaning/Clothing Allowance	34,650	34,650	34,650
16,883	-	-	19,500	Uniforms	-	-	-
				<b>Supplies and Other Charges:</b>			
550,894	164,572	520,000	520,000	Operating Supplies	564,000	564,000	564,000
2,313,740	614,605	1,215,000	1,215,000	Professional Services	1,430,000	1,430,000	1,430,000
122,965	67,260	100,000	100,000	Materials	100,000	100,000	100,000
168,340	100,891	150,000	150,000	Meter Replacement	242,000	242,000	242,000
134,949	33,495	200,000	200,000	Dirt Removal	200,000	200,000	200,000
1,681,449	363,104	1,139,842	1,139,842	Concrete, Lawn & Manhole Repairs	1,200,000	1,200,000	1,200,000
442,353	150,000	500,000	500,000	Lead and Copper Rule Replacements	750,000	750,000	750,000
180,223	64,440	300,000	300,000	Chemicals	300,000	300,000	300,000
20,921	18,331	50,000	50,000	Odor Control	50,000	50,000	50,000
106,609	52,162	300,000	300,000	Ash Removal Contract	300,000	300,000	300,000
75,906	48,823	88,000	88,000	Telephone	116,000	116,000	116,000
536,273	240,543	492,887	492,362	Auto Expense	551,000	551,000	551,000
955,650	370,300	710,800	710,800	Utilities	1,010,800	1,010,800	1,010,800
1,262,219	404,815	1,000,000	1,000,000	Electric Power	1,240,000	1,240,000	1,240,000
487,737	351,303	650,000	650,000	Repairs & Maintenance	700,000	700,000	700,000
224,081	96,389	250,000	250,000	Health, Safety & Security	250,000	250,000	250,000
27,615	13,443	25,000	25,000	Management Agency Fee	25,000	25,000	25,000
29,150	33,102	33,102	29,500	M.S.D.W.A. Annual Fee	35,000	35,000	35,000
17,400	18,200	18,270	18,270	Auditing	18,700	18,700	18,700
9,386	15,718	500,000	912,022	Grant Expenses	-	-	-

(Continued)

ENTERPRISE FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>WATER &amp; SEWER SYSTEM EXPENDITURES (Continued):</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b>Other Services and Charges:</b>			
\$ 22,867	\$ 7,741	\$ 75,000	\$ 75,000	Facility Maintenance	\$ 260,040	\$ 260,040	\$ 260,040
245,925	150,863	250,000	250,000	Postage	275,000	275,000	275,000
10,940,909	3,935,494	11,546,000	11,546,000	Water Purchases	11,155,000	11,155,000	11,155,000
-	-	5,000	5,000	Unemployment Benefits	5,000	5,000	5,000
600,000	300,000	600,000	600,000	General Insurance	600,000	600,000	600,000
(20,874)	-	100,000	100,000	Uncollectible Debt	100,000	100,000	100,000
2,793,200	1,438,452	2,876,900	2,876,900	Administrative Expense	2,963,200	2,963,200	2,963,200
13,226,351	5,086,330	12,714,680	11,565,103	Debt Payments	12,723,662	12,723,662	12,723,662
				<b>Capital Outlay:</b>			
5,711,115	1,014,277	7,342,771	7,342,771	Capital Improvements-Equipment	4,300,000	4,300,000	4,250,000
33,378,075	7,421,572	32,966,176	32,443,645	Capital Improvements-Infrastructure	11,545,000	11,545,000	11,545,000
<u>\$ 91,531,400</u>	<u>\$ 29,871,159</u>	<u>\$ 92,086,302</u>	<u>\$ 91,527,723</u>	<b>Total Expenditures</b>	<u>\$ 69,713,087</u>	<u>\$ 69,713,087</u>	<u>\$ 69,639,412</u>

## ***Capital Project Funds***

Capital Project Funds are used to account for the acquisition or construction of major capital facilities that benefit the general public.

The Capital Project Funds of the City are:

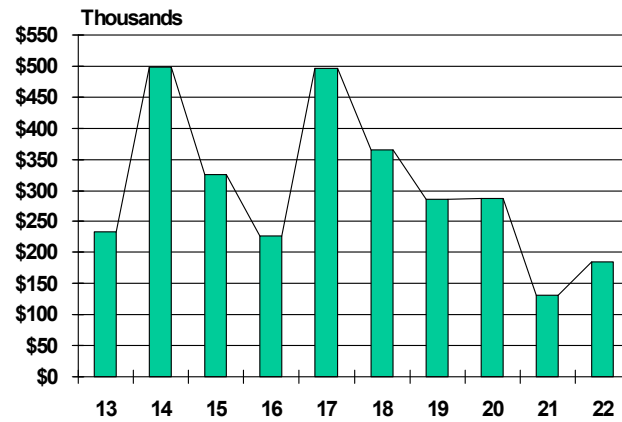
- 37th District Court Building Renovation Fund



## **37TH DISTRICT COURT BUILDING RENOVATION FUND**

This fund was established in October 2003 to account for fees collected by the 37<sup>th</sup> District Court to be used for future renovation of the 37<sup>th</sup> District Court Building.

**Expenditure History  
37<sup>th</sup> District Court Building Renovation**



CAPITAL PROJECT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>37th DISTRICT COURT BUILDING RENOVATION REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 612,381	\$ 236,256	\$ 500,000	\$ 500,000	Court Building Renovation Fee	\$ 500,000	\$ 500,000	\$ 500,000
18,329	154,048	5,000	5,000	Interest on Investments	15,000	15,000	15,000
-	-	400,000	400,000	Fund Balance Appropriated	-	-	-
<u>\$ 630,710</u>	<u>\$ 390,304</u>	<u>\$ 905,000</u>	<u>\$ 905,000</u>	<b>Total Revenues</b>	<u>\$ 515,000</u>	<u>\$ 515,000</u>	<u>\$ 515,000</u>
				<b>EXPENDITURES:</b>			
\$ 184,888	\$ 89,807	\$ 900,000	\$ 900,000	Capital Improvements	\$ 500,000	\$ 500,000	\$ 500,000
<u>\$ 184,888</u>	<u>\$ 89,807</u>	<u>\$ 900,000</u>	<u>\$ 900,000</u>	<b>Total Expenditures</b>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ 15,000	\$ 15,000	\$ 15,000
9,869,224	10,315,046	10,315,046	10,315,046	<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	9,920,046	9,920,046	9,920,046
-	-	(400,000)	(400,000)	<b>LESS: FUND BALANCE APPROPRIATED</b>	-	-	-
<u>\$ 10,315,046</u>	<u>\$ 10,615,543</u>	<u>\$ 9,920,046</u>	<u>\$ 9,920,046</u>	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	<u>\$ 9,935,046</u>	<u>\$ 9,935,046</u>	<u>\$ 9,935,046</u>

## ***Debt Service Funds***

Debt Service Funds are used to account for the accumulation of resources and payments of general long-term debt principal and interest. Debt Service Funds are not involved with the long-term debt of proprietary funds, which are responsible for redeeming their own obligations. Debt Service Funds are required when legally mandated and/or if revenues are being accumulated for general obligation long term debt principal and interest payments maturing in future years.

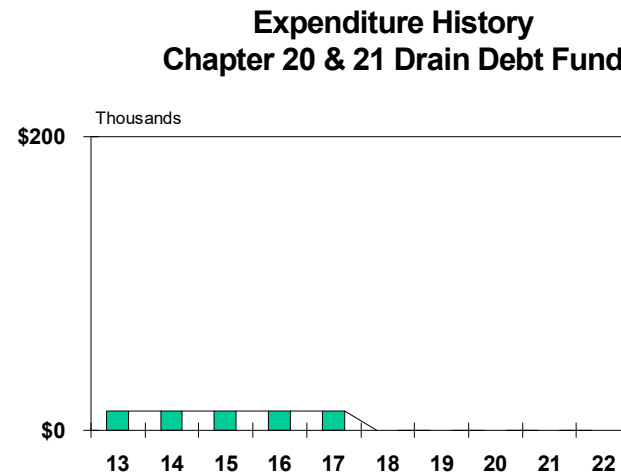
The following are Debt Funds of the City:

- Chapter 20 and 21 Drain Debt
- Michigan Transportation Debt Funds
- Capital Improvement Debt Funds
- Downtown Development Authority Debt Funds

## **CHAPTER 20 AND 21 DRAIN DEBT FUND**

Under State law, the County has the authority and control to obtain the necessary bonding, bidding, debt service, apportionment, etc., for intra-county and inter-county drain projects that are vital to the public health.

The City's Chapter 20 and 21 drain funds reflect Warren's drain debt requirements and maintenance costs as indicated by Macomb County Drain Commissioners. The full faith and credit of the County has been pledged under provisions of Chapter 20 and 21 Drain and Public Works Act 342.



DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

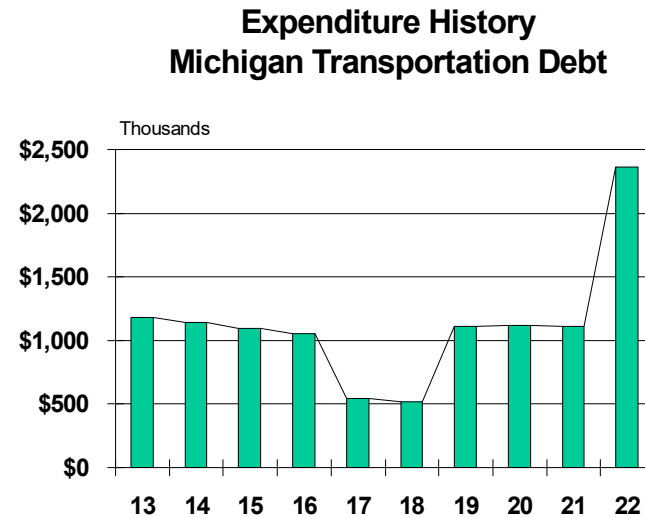
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>CHAPTER 20 AND 21 DRAINS DEBT FUND REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
\$ 31,882	\$ -	\$ -	\$ -	Miscellaneous	\$ -	\$ -	\$ -
158	1,189	500	10	Interest on Investments	500	500	500
<u>\$ 32,040</u>	<u>\$ 1,189</u>	<u>\$ 500</u>	<u>\$ 10</u>	<b>Total Revenues</b>	<u>\$ 500</u>	<u>\$ 500</u>	<u>\$ 500</u>
<b>EXPENDITURES:</b>							
\$ -	\$ 8,163	\$ -	\$ -	Maintenance Fees	\$ 25,000	\$ 25,000	\$ 25,000
<u>\$ -</u>	<u>\$ 8,163</u>	<u>\$ -</u>	<u>\$ -</u>	<b>Total Expenditures</b>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>							
\$ 32,040	\$ (6,974)	\$ 500	\$ 10		\$ (24,500)	\$ (24,500)	\$ (24,500)
<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>							
50,133	82,173	82,173	82,173		82,673	82,673	82,673
<b>LESS: FUND BALANCE APPROPRIATED</b>							
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>	<u>-</u>
<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>							
<u>\$ 82,173</u>	<u>\$ 75,199</u>	<u>\$ 82,673</u>	<u>\$ 82,183</u>		<u>\$ 58,173</u>	<u>\$ 58,173</u>	<u>\$ 58,173</u>

## MICHIGAN TRANSPORTATION DEBT FUNDS

Michigan Transportation Bonds are issued pursuant to the provisions of Act 175, Public Acts of Michigan 1952 as amended, for the purpose of defraying part of the cost of constructing major and local street improvements in the City of Warren. These bonds are issued in anticipation of state shared Michigan Transportation Fund payments from the State of Michigan to be received by the City. The bonds pledge the full faith and credit of the City of Warren as additional security for payment of the principal and interest.

The following schedules reflect existing debts only and do not include any proposed bond issues.

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 2,405,000	\$ 2,483,188	\$ 4,888,188
2025	2,555,000	2,337,218	4,892,218
2026	2,670,000	2,226,168	4,896,168
2027	2,790,000	2,109,868	4,899,868
2028	2,910,000	1,988,068	4,898,068
2029	3,035,000	1,860,868	4,895,868
2030	3,170,000	1,726,978	4,896,978
2031	3,320,000	1,586,423	4,906,423
2032	3,475,000	1,438,513	4,913,513
2033	3,615,000	1,292,913	4,907,913
2034	2,650,000	1,150,500	3,800,500
2035	2,765,000	1,039,300	3,804,300
2036	2,865,000	933,900	3,798,900
2037	2,985,000	824,100	3,809,100
2038	3,095,000	709,050	3,804,050
2039	3,220,000	589,100	3,809,100
2040	3,350,000	463,650	3,813,650
2041	3,475,000	332,450	3,807,450
2042	2,360,000	195,750	2,555,750
2043	1,555,000	77,750	1,632,750
	<u>\$ 58,265,000</u>	<u>\$ 25,365,755</u>	<u>\$ 83,630,755</u>



DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SUMMARY</b> <b><u>MICHIGAN TRANSPORTATION</u></b> <b><u>DEBT SERVICE FUND</u></b> <b><u>REVENUES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<u>Transfer from Michigan Transportation</u> <u>Operating Fund:</u>			
\$ 2,364,318	\$ 592,663	\$ 3,285,773	\$ 3,285,773	Major Streets	\$ 4,890,188	\$ 4,890,188	\$ 4,890,188
\$ 2,364,318	\$ 592,663	\$ 3,285,773	\$ 3,285,773	<b>Total Revenues</b>	\$ 4,890,188	\$ 4,890,188	\$ 4,890,188
				<b><u>EXPENDITURES:</u></b>			
				Debt Service Payments:			
				Principal:			
\$ 1,415,000	\$ -	\$ 1,935,000	\$ 1,935,000	Major Streets	\$ 2,405,000	\$ 2,405,000	\$ 2,405,000
				Interest:			
948,318	591,163	1,349,273	1,349,273	Major Streets	2,483,188	2,483,188	2,483,188
				Agent Fees:			
1,000	1,500	1,500	1,500	Major Streets	2,000	2,000	2,000
\$ 2,364,318	\$ 592,663	\$ 3,285,773	\$ 3,285,773	<b>Total Expenditures</b>	\$ 4,890,188	\$ 4,890,188	\$ 4,890,188
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ -	\$ -	\$ -	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
-	-	-	-	<b>BEGINNING OF PERIOD</b>	-	-	-
				<b>ESTIMATED FUND BALANCE</b>			
\$ -	\$ -	\$ -	\$ -	<b>(DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<u>2023 Proposed Bond Issue</u> <u>MICHIGAN TRANSPORTATION</u> <u>DEBT SERVICE FUND</u> <u>REVENUES:</u>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<u>Transfer from Michigan Transportation</u> <u>Operating Fund:</u>			
\$ -	\$ -	\$ -	\$ -	Major Streets	\$ 1,608,420	\$ 1,608,420	\$ 1,608,420
\$ -	\$ -	\$ -	\$ -	<b>Total Revenues</b>	\$ 1,608,420	\$ 1,608,420	\$ 1,608,420
				<u><b>EXPENDITURES:</b></u>			
				Debt Service Payments:			
				Principal:			
\$ -	\$ -	\$ -	\$ -	Major Streets	\$ 560,000	\$ 560,000	\$ 560,000
-	-	-	-	Interest:			
				Major Streets	1,047,920	1,047,920	1,047,920
				Agent Fees:			
-	-	-	-	Major Streets	500	500	500
\$ -	\$ -	\$ -	\$ -	<b>Total Expenditures</b>	\$ 1,608,420	\$ 1,608,420	\$ 1,608,420
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ -	\$ -	\$ -	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
-	-	-	-	<b>BEGINNING OF PERIOD</b>	-	-	-
				<b>ESTIMATED FUND BALANCE</b>			
\$ -	\$ -	\$ -	\$ -	<b>(DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -



DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>2022</u></b> <b><u>MICHIGAN TRANSPORTATION</u></b> <b><u>DEBT SERVICE FUND</u></b> <b><u>REVENUES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ -	\$ 125,304	\$ 922,055	\$ 922,055	Major Streets	\$ 923,750	\$ 923,750	\$ 923,750
\$ -	\$ 125,304	\$ 922,055	\$ 922,055	<b>Total Revenues</b>	\$ 923,750	\$ 923,750	\$ 923,750
				<b><u>EXPENDITURES:</u></b>			
				Debt Service Payments:			
				Principal:			
\$ -	\$ -	\$ 505,000	\$ 505,000	Major Streets	\$ 365,000	\$ 365,000	\$ 365,000
				Interest:			
-	124,804	416,555	416,555	Major Streets	558,250	558,250	558,250
				Agent Fees:			
-	500	500	500	Major Streets	500	500	500
\$ -	\$ 125,304	\$ 922,055	\$ 922,055	<b>Total Expenditures</b>	\$ 923,750	\$ 923,750	\$ 923,750
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
-	-	-	-	<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	-	-	-
\$ -	\$ -	\$ -	\$ -	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>2021</u></b> <b><u>MICHIGAN TRANSPORTATION</u></b> <b><u>DEBT SERVICE FUND</u></b> <b><u>REVENUES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 1,256,200	\$ 309,600	\$ 1,258,700	\$ 1,258,700	Major Streets	\$ 1,256,700	\$ 1,256,700	\$ 1,256,700
<u>\$ 1,256,200</u>	<u>\$ 309,600</u>	<u>\$ 1,258,700</u>	<u>\$ 1,258,700</u>	<b>Total Revenues</b>	<u>\$ 1,256,700</u>	<u>\$ 1,256,700</u>	<u>\$ 1,256,700</u>
				<b><u>EXPENDITURES:</u></b>			
				Debt Service Payments:			
				Principal:			
\$ 645,000	\$ -	\$ 640,000	\$ 640,000	Major Streets	\$ 670,000	\$ 670,000	\$ 670,000
				Interest:			
610,700	309,100	618,200	618,200	Major Streets	586,200	586,200	586,200
				Agent Fees:			
500	500	500	500	Major Streets	500	500	500
<u>\$ 1,256,200</u>	<u>\$ 309,600</u>	<u>\$ 1,258,700</u>	<u>\$ 1,258,700</u>	<b>Total Expenditures</b>	<u>\$ 1,256,700</u>	<u>\$ 1,256,700</u>	<u>\$ 1,256,700</u>
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ -	\$ -	\$ -	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<b>BEGINNING OF PERIOD</b>	<u>-</u>	<u>-</u>	<u>-</u>
				<b>ESTIMATED FUND BALANCE</b>			
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<b>(DEFICIT) END OF PERIOD</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

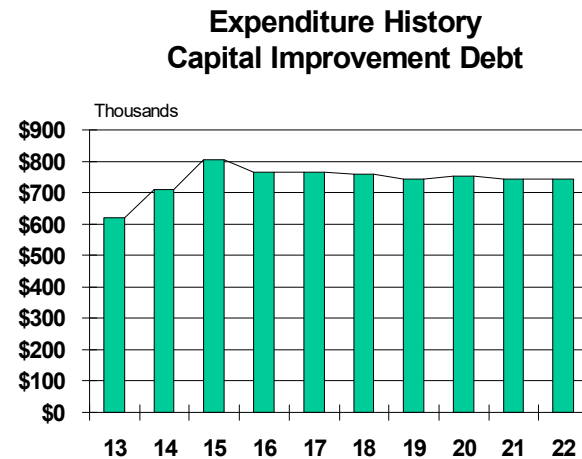
FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>2018 MICHIGAN TRANSPORTATION DEBT SERVICE FUND</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<b><u>REVENUES:</u></b>			
				Transfer from Michigan Transportation Operating Fund:			
\$ 1,108,118	\$ 157,759	\$ 1,105,018	\$ 1,105,018	Major Streets	\$ 1,101,318	\$ 1,101,318	\$ 1,101,318
\$ 1,108,118	\$ 157,759	\$ 1,105,018	\$ 1,105,018	<b>Total Revenues</b>	\$ 1,101,318	\$ 1,101,318	\$ 1,101,318
				<b><u>EXPENDITURES:</u></b>			
				Debt Service Payments:			
				Principal:			
\$ 770,000	\$ -	\$ 790,000	\$ 790,000	Major Streets	\$ 810,000	\$ 810,000	\$ 810,000
				Interest:			
337,618	157,259	314,518	314,518	Major Streets	290,818	290,818	290,818
				Agent Fees:			
500	500	500	500	Major Streets	500	500	500
\$ 1,108,118	\$ 157,759	\$ 1,105,018	\$ 1,105,018	<b>Total Expenditures</b>	\$ 1,101,318	\$ 1,101,318	\$ 1,101,318
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ -	\$ -	\$ -	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
-	-	-	-	<b>BEGINNING OF PERIOD</b>	-	-	-
				<b>ESTIMATED FUND BALANCE</b>			
\$ -	\$ -	\$ -	\$ -	<b>(DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

## **CAPITAL IMPROVEMENT DEBT FUNDS**

Capital Improvement Bonds are issued pursuant to the provisions of Act 34, Public Acts of Michigan 2001 as amended, for the purpose of defraying part of the cost of capital improvements in the City of Warren. These bonds are issued in anticipation of state shared Michigan Transportation Fund payments from the State of Michigan to be received by the City. The bonds pledge the full faith and credit of the City of Warren as additional security for payment of the principal and interest.

The following schedule reflects existing debt only that relates to Major Road improvements and does not include any proposed bond issues.

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 457,934	\$ 35,067	\$ 493,001
2025	444,530	27,266	471,796
2026	432,347	19,541	451,888
2027	373,469	12,061	385,530
2028	135,000	6,334	141,334
2029	130,000	2,113	132,113
	<u>\$ 1,973,280</u>	<u>\$ 102,382</u>	<u>\$ 2,075,662</u>



DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SUMMARY CAPITAL IMPROVEMENT DEBT SERVICE FUNDS REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				<u>Transfer from Michigan Transportation Operating Fund:</u>			
\$ 743,122	\$ 494,269	\$ 513,912	\$ 513,912	Major Streets	\$ 493,911	\$ 493,911	\$ 493,911
\$ 743,122	\$ 494,269	\$ 513,912	\$ 513,912	<b>Total Revenues</b>	\$ 493,911	\$ 493,911	\$ 493,911
				<b>EXPENDITURES:</b>			
				Debt Service Payments:			
				Principal:			
\$ 677,667	\$ 470,117	\$ 470,117	\$ 470,117	Major Streets	\$ 457,934	\$ 457,934	\$ 457,934
65,039	23,381	42,882	42,882	Interest:			
				Major Streets	35,067	35,067	35,067
416	771	913	913	Agent Fees:			
				Major Streets	910	910	910
\$ 743,122	\$ 494,269	\$ 513,912	\$ 513,912	<b>Total Expenditures</b>	493,911	\$ 493,911	\$ 493,911
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
-	-	-	-	<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	-	-	-
-	-	-	-	<b>LESS: FUND BALANCE APPROPRIATED</b>	-	-	-
\$ -	\$ -	\$ -	\$ -	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>2021A (Refinanced 2013A/2006 Issue) CAPITAL IMPROVEMENT BONDS DEBT SERVICE FUND REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				Transfer from Michigan Transportation Operating Fund:			
\$ 537,830	\$ 314,887	\$ 322,266	\$ 322,266	Major Streets	\$ 311,161	\$ 311,161	\$ 311,161
\$ 537,830	\$ 314,887	\$ 322,266	\$ 322,266	<b>Total Revenues</b>	\$ 311,161	\$ 311,161	\$ 311,161
				<b>EXPENDITURES:</b>			
				Debt Service Payments:			
				Principal:			
\$ 502,857	\$ 305,306	\$ 305,306	\$ 305,306	Major Streets	\$ 298,123	\$ 298,123	\$ 298,123
				Interest:			
34,973	9,222	16,460	16,460	Major Streets	12,538	12,538	12,538
				Agent Fees:			
-	359	500	500	Major Streets	500	500	500
\$ 537,830	\$ 314,887	\$ 322,266	\$ 322,266	<b>Total Expenditures</b>	\$ 311,161	\$ 311,161	\$ 311,161
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	-	-	-
				<b>LESS: FUND BALANCE APPROPRIATED</b>	-	-	-
\$ -	\$ -	\$ -	\$ -	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>2015 (Refinanced 2008 Issue) CAPITAL IMPROVEMENT BONDS DEBT SERVICE FUND REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				Transfer from Michigan Transportation Operating Fund:			
\$ 205,292	\$ 179,382	\$ 191,646	\$ 191,646	Major Streets	\$ 182,750	\$ 182,750	\$ 182,750
\$ 205,292	\$ 179,382	\$ 191,646	\$ 191,646	<b>Total Revenues</b>	\$ 182,750	\$ 182,750	\$ 182,750
				<b>EXPENDITURES:</b>			
				Debt Service Payments:			
				Principal:			
\$ 174,810	\$ 164,811	\$ 164,811	\$ 164,811	Major Streets	\$ 159,811	\$ 159,811	\$ 159,811
30,066	14,159	26,422	26,422	Interest:			
				Major Streets	22,529	22,529	22,529
				Agent Fees:			
416	412	413	413	Major Streets	410	410	410
\$ 205,292	\$ 179,382	\$ 191,646	\$ 191,646	<b>Total Expenditures</b>	\$ 182,750	\$ 182,750	\$ 182,750
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	-	-	-
				<b>LESS: FUND BALANCE APPROPRIATED</b>	-	-	-
\$ -	\$ -	\$ -	\$ -	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

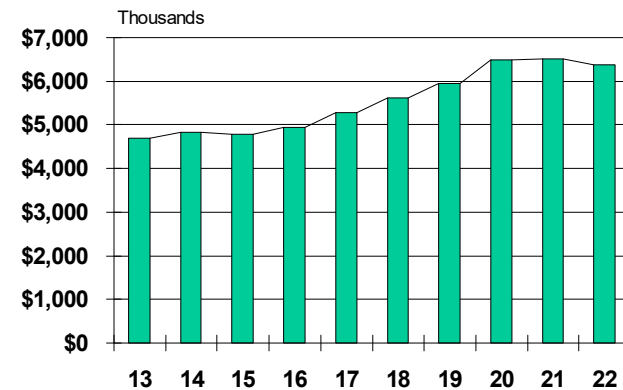
## **DOWNTOWN DEVELOPMENT AUTHORITY DEBT FUNDS**

Downtown Development Authority Bonds are issued pursuant to the provisions of Act 197, Public Acts of Michigan 1975 as amended, for the purpose of funding the cost of capital improvements in the City of Warrens Downtown Development District. These bonds are issued in anticipation of tax revenues generated within the DDA District. The bonds pledge the full faith and credit of the City of Warren as additional security for payment of the principal and interest.

The following schedule reflects existing debt only that relates to Downtown Development Authority improvements and does not include any proposed bond issues.

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2024	\$ 6,140,000	\$ 1,626,468	\$ 7,766,468
2025	6,070,000	1,421,957	7,491,957
2026	5,950,000	1,259,242	7,209,242
2027	4,655,000	1,101,450	5,756,450
2028	3,225,000	969,275	4,194,275
2029	1,930,000	877,275	2,807,275
2030	835,000	820,500	1,655,500
2031	880,000	778,750	1,658,750
2032	925,000	734,750	1,659,750
2033	970,000	688,500	1,658,500
2034	1,015,000	640,000	1,655,000
2035	1,070,000	589,250	1,659,250
2036	1,120,000	535,750	1,655,750
2037	1,180,000	479,750	1,659,750
2038	1,235,000	420,750	1,655,750
2039	1,300,000	359,000	1,659,000
2040	1,365,000	294,000	1,659,000
2041	1,430,000	225,750	1,655,750
2042	1,505,000	154,250	1,659,250
2044	1,580,000	79,000	1,659,000
	<u>\$ 44,380,000</u>	<u>\$ 14,055,667</u>	<u>\$ 58,435,667</u>

**Expenditure History  
Downtown Development Authority Debt**





DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>SUMMARY DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUNDS REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 6,378,584	\$ 5,815,145	\$ 6,124,739	\$ 6,124,739		\$ 7,768,968	\$ 7,768,968	\$ 7,768,968
\$ 6,378,584	\$ 5,815,145	\$ 6,124,739	\$ 6,124,739	<b>Total Revenues</b>	\$ 7,768,968	\$ 7,768,968	\$ 7,768,968
				<b>EXPENDITURES:</b>			
				Debt Service Payments:			
\$ 5,455,000	\$ 5,445,000	\$ 5,445,000	\$ 5,445,000	Principal	\$ 6,140,000	\$ 6,140,000	\$ 6,140,000
922,584	368,645	678,239	678,239	Interest	1,626,468	1,626,468	1,626,468
1,000	1,500	1,500	1,500	Agent Fees	2,500	2,500	2,500
\$ 6,378,584	\$ 5,815,145	\$ 6,124,739	\$ 6,124,739	<b>Total Expenditures</b>	\$ 7,768,968	\$ 7,768,968	\$ 7,768,968
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	-	-	-
				<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b>2023 DOWNTOWN DEVELOPMENT AUTHORITY DEBT SERVICE FUND REVENUES:</b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ -	\$ -	\$ -	\$ -		\$ 1,659,959	\$ 1,659,959	\$ 1,659,959
\$ -	\$ -	\$ -	\$ -	<b>Total Revenues</b>	\$ 1,659,959	\$ 1,659,959	\$ 1,659,959
				<b>EXPENDITURES:</b>			
				Debt Service Payments:			
\$ -	\$ -	\$ -	\$ -	Principal	\$ 585,000	\$ 585,000	\$ 585,000
-	-	-	-	Interest	1,073,959	1,073,959	1,073,959
-	-	-	-	Agent Fees	1,000	1,000	1,000
\$ -	\$ -	\$ -	\$ -	<b>Total Expenditures</b>	\$ 1,659,959	\$ 1,659,959	\$ 1,659,959
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
-	-	-	-	<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	-	-	-
\$ -	\$ -	\$ -	\$ -	<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<u>2021 (Refinanced 2013/2002 Issue)</u> <b><u>DOWNTOWN DEVELOPMENT AUTHORITY</u></b> <b><u>DEBT SERVICE FUND</u></b> <b><u>REVENUES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 1,633,359	\$ 1,534,370	\$ 1,548,089	\$ 1,548,089		\$ 1,458,059	\$ 1,458,059	\$ 1,458,059
\$ 1,633,359	\$ 1,534,370	\$ 1,548,089	\$ 1,548,089	<b>Total Revenues</b>	\$ 1,458,059	\$ 1,458,059	\$ 1,458,059
				<b><u>EXPENDITURES:</u></b>			
				Debt Service Payments:			
\$ 1,465,000	\$ 1,515,000	\$ 1,515,000	\$ 1,515,000	Principal	\$ 1,435,000	\$ 1,435,000	\$ 1,435,000
168,359	18,870	32,589	32,589	Interest	22,559	22,559	22,559
-	500	500	500	Agent Fees	500	500	500
\$ 1,633,359	\$ 1,534,370	\$ 1,548,089	\$ 1,548,089	<b>Total Expenditures</b>	\$ 1,458,059	\$ 1,458,059	\$ 1,458,059
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ -	\$ -	\$ -	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
-	-	-	-	<b>BEGINNING OF PERIOD</b>	-	-	-
				<b>ESTIMATED FUND BALANCE</b>			
\$ -	\$ -	\$ -	\$ -	<b>(DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<b><u>2014 (Refinanced 2003 and 2004 Issues)</u></b> <b><u>DOWNTOWN DEVELOPMENT AUTHORITY</u></b> <b><u>DEBT SERVICE FUND</u></b> <b><u>REVENUES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				Transfer from Downtown Development Authority Operating Fund			
\$ 3,465,725	\$ 3,153,450	\$ 3,342,600	\$ 3,342,600		\$ 3,220,525	\$ 3,220,525	\$ 3,220,525
\$ 3,465,725	\$ 3,153,450	\$ 3,342,600	\$ 3,342,600	<b>Total Revenues</b>	\$ 3,220,525	\$ 3,220,525	\$ 3,220,525
				<b><u>EXPENDITURES:</u></b>			
				Debt Service Payments:			
\$ 2,955,000	\$ 2,920,000	\$ 2,920,000	\$ 2,920,000	Principal	\$ 2,885,000	\$ 2,885,000	\$ 2,885,000
510,225	232,950	422,100	422,100	Interest	335,025	335,025	335,025
500	500	500	500	Agent Fees	500	500	500
\$ 3,465,725	\$ 3,153,450	\$ 3,342,600	\$ 3,342,600	<b>Total Expenditures</b>	\$ 3,220,525	\$ 3,220,525	\$ 3,220,525
				<b>NET INCREASE (DECREASE) IN FUND BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE BEGINNING OF PERIOD</b>	-	-	-
				<b>ESTIMATED FUND BALANCE (DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

DEBT FUNDS  
ACTUAL, ESTIMATED, REQUESTED AND APPROVED

FY 2022 Actual Year	FY 2023 Actual to December 31	FY 2023 Estimated To June 30	FY 2023 Amended Budget December 31	<u>2015 (Refinanced 2005 Issue)</u> <b><u>DOWNTOWN DEVELOPMENT AUTHORITY</u></b> <b><u>DEBT SERVICE FUND</u></b> <b><u>REVENUES:</u></b>	FY 2024 Departmental Request	FY 2024 Recommended By Mayor	FY 2024 Adopted By Council
				Transfer from Downtown Development			
\$ 1,279,500	\$ 1,127,325	\$ 1,234,050	\$ 1,234,050	Authority Operating Fund	\$ 1,430,425	\$ 1,430,425	\$ 1,430,425
\$ 1,279,500	\$ 1,127,325	\$ 1,234,050	\$ 1,234,050	<b>Total Revenues</b>	\$ 1,430,425	\$ 1,430,425	\$ 1,430,425
				<b><u>EXPENDITURES:</u></b>			
				Debt Service Payments:			
\$ 1,035,000	\$ 1,010,000	\$ 1,010,000	\$ 1,010,000	Principal	\$ 1,235,000	\$ 1,235,000	\$ 1,235,000
244,000	116,825	223,550	223,550	Interest	194,925	194,925	194,925
500	500	500	500	Agent Fees	500	500	500
\$ 1,279,500	\$ 1,127,325	\$ 1,234,050	\$ 1,234,050	<b>Total Expenditures</b>	\$ 1,430,425	\$ 1,430,425	\$ 1,430,425
				<b>NET INCREASE (DECREASE) IN FUND</b>			
\$ -	\$ -	\$ -	\$ -	<b>BALANCE DURING THE PERIOD</b>	\$ -	\$ -	\$ -
				<b>ESTIMATED FUND BALANCE</b>			
-	-	-	-	<b>BEGINNING OF PERIOD</b>	-	-	-
				<b>ESTIMATED FUND BALANCE</b>			
\$ -	\$ -	\$ -	\$ -	<b>(DEFICIT) END OF PERIOD</b>	\$ -	\$ -	\$ -

## ***Supplemental Information***

The following supplemental information is presented to furnish the reader with a detailed analysis of the 2024 capital outlays, financial operations, and historical trends.

This information contains comprehensive data, frequently covering the last several fiscal years, relating to the financial, economic, physical and societal characteristics of the City.

GENERAL FUND  
CAPITAL OUTLAYS  
FISCAL YEAR 2024

<u>Department/Item</u>		<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Clerk</u>								
Precinct Laptops	98000		\$ 11,945		\$ 11,945		\$ 11,945	Replacement
Ballot Box with Collection Container	98000		-		-	6	25,000	New
			<u>\$ 11,945</u>		<u>\$ 11,945</u>		<u>\$ 36,945</u>	
<u>Treasurer</u>								
Postage machine	98000		<u>\$ 14,000</u>		<u>\$ 14,000</u>		<u>\$ 14,000</u>	Replacement
<u>Information Systems</u>								
Virtualized Based Servers	98001		\$ 250,000		\$ 250,000		\$ 250,000	Replacement
Door/Door Access Point Upgrade	98001		100,000		100,000		-	Replacement
Security Camera Upgrade	98500		150,000		150,000		-	Replacement
Cyber Security Upgrade	98500		50,000		50,000		-	Replacement
			<u>\$ 550,000</u>		<u>\$ 550,000</u>		<u>\$ 250,000</u>	
<u>Assessing</u>								
Vehicle - Passenger	98400		<u>\$ 33,500</u>		<u>\$ 33,500</u>		<u>\$ -</u>	Replacement
<u>Human Resources</u>								
Skills Testing Software	98001		<u>\$ 15,000</u>		<u>\$ 15,000</u>		<u>\$ 15,000</u>	Replacement
<u>Property Maintenance</u>								
Vehicle - Pick up	98100	2	\$ 92,000	2	\$ 92,000	2	\$ 92,000	Replacement
Vehicle - Passenger	98100	3	100,500	3	100,500	3	100,500	Replacement
Trailers	98400	2	26,000	2	26,000	2	26,000	Replacement
			<u>\$ 218,500</u>		<u>\$ 218,500</u>		<u>\$ 218,500</u>	
<u>Engineering</u>								
Vehicle - Pick up	98100		\$ 46,000		\$ 46,000		\$ 46,000	Replacement
Survey Equipment	98400		10,000		10,000		10,000	Replacement
			<u>\$ 56,000</u>		<u>\$ 56,000</u>		<u>\$ 56,000</u>	
<u>Building Inspections</u>								
Large Format Printer	98000		\$ 17,000		\$ 17,000		\$ 17,000	Replacement
Vehicle - Passenger	98100		134,000		134,000		134,000	Replacement
			<u>\$ 151,000</u>		<u>\$ 151,000</u>		<u>\$ 151,000</u>	

(Continued)

GENERAL FUND  
CAPITAL OUTLAYS  
FISCAL YEAR 2024

<u>Department/Item</u>		<u>Departmental Request</u>		<u>Recommended By Mayor</u>		<u>Adopted By Council</u>		<u>New or Replacement Item</u>
		<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	
<u>Fire</u>								
PPE Turnout Coats & Bunker Pants	98401		\$ 160,000		\$ 160,000		\$ 160,000	Replacement
Up-fitting Fire Vehicles	98401		35,000		35,000		35,000	New
Encapsulating Agent & Misc	98401		46,000		46,000		46,000	Replacement
Tech Rescue Equipment	98401		100,000		100,000		100,000	Replacement
Helmets, Hoods, Gloves, Suspenders, Boots	98401		75,000		75,000		75,000	Replacement
Haz-mat Equipment	98401		100,000		100,000		100,000	Replacement
Apparatus Equipment	98401		100,000		100,000		100,000	Replacement
SCBA - Full Sets	98401	75	950,000	75	950,000	75	950,000	Replacement
Station/Vehicle Base Radios	98401		23,000		23,000		23,000	Replacement
Hand Held Prep Radios - Motorola	98401		27,000		27,000		27,000	Replacement
Pro QA Emergency Fire Dispatch Software	98401		30,000		30,000		30,000	New
Toughbooks - Engines/Squads	98401		48,000		48,000		48,000	New
30 Dayroom Chairs, Station 6 Kitchen & HVAC	97400		855,000		855,000		855,000	Replacement
Lifepak15 Monitor	97400	3	100,000	3	100,000	4	234,000	Replacement
Air Fill Station	97400		60,000		60,000		60,000	Replacement
Vehicles	97400	3	180,000	3	180,000	3	180,000	Replacement
Emergency Generators	97400		170,000		170,000		170,000	Replacement
Chempro X Monitor	97400		25,000		25,000		25,000	Replacement
EMS Squads	97400		-		-	1	310,000	Replacement
Power Load Stretcher	97400		-		-		80,107	Replacement
Bryx Alerting System	98500		400,000		400,000		-	New
Quintuple Combination Pumper - Quint	98500		1,100,000		1,100,000		-	Replacement
Concrete Replacement	98500		1,200,000		1,200,000		-	Replacement
			<u>\$ 5,784,000</u>		<u>\$ 5,784,000</u>		<u>\$ 3,608,107</u>	
<u>Building Maintenance</u>								
Tractor	98100		50,000		50,000		50,000	Replacement
HVAC Hardware Upgrade	98400		50,000		50,000		50,000	Replacement
Roof - Civic Center Library	97400		100,000		100,000		-	Replacement
			<u>\$ 200,000</u>		<u>\$ 200,000</u>		<u>\$ 100,000</u>	
<u>Veterans Advisory and Memorial Commission</u>								
Memorial Capital Improvements	97400		<u>\$ -</u>		<u>\$ -</u>		<u>\$ 25,000</u>	New

(Continued)



GENERAL FUND  
CAPITAL OUTLAYS  
FISCAL YEAR 2024

Department/Item		Qty	Departmental	Qty	Recommended	Qty	Adopted	New or
			Request		By Mayor		By Council	
			Amount		Amount		Amount	Item
<u>Police</u>								
Cell Block Control Panel	97400		\$ 60,000		\$ 60,000		\$ 60,000	Replacement
Building Interior Door - Rekey	97400		50,000		50,000		50,000	Replacement
Ceiling Repair - Admin/DB Hallway	97400		80,000		80,000		80,000	Replacement
Atrium Concrete	97400		500,000		500,000		500,000	Replacement
Dell & HP Laser Printers	98000		20,300		20,300		20,300	Replacement
Zebra Printers	98000		20,750		20,750		20,750	Replacement
Vehicles	98500	12	720,000	12	720,000	-	-	New
Upfitting - New Vehicles	98500	12	190,000	12	190,000	-	-	New
Body Worn Camera Equipment	98402		370,354		370,354		370,354	New
Axon Tasers	98402		144,958		144,958		144,958	New
MDC Computers	98402	7	22,150	7	22,150	7	22,150	Replacement
MDC Docking Stations	98402	7	20,900	7	20,900	7	20,900	Replacement
Cradlepoint Modem	98402	67	113,361	67	113,361	67	113,361	Replacement
Nighthawk Stop Sticks	98402		50,000		50,000		50,000	New
UTV's	98402		75,000		75,000		75,000	New
Drones	98402		50,000		50,000		50,000	New
911 Equipment	98414		5,000		5,000		5,000	Replacement
			<u>\$ 2,492,773</u>		<u>\$ 2,492,773</u>		<u>\$ 1,582,773</u>	
<u>DPW - 1442</u>								
Roof - DPW Garage	97400		\$ 400,000		\$ 400,000		\$ 400,000	Replacement
Windows	97400		200,000		200,000		200,000	Replacement
Post Lifts	98103		100,000		100,000		100,000	Replacement
Zone/Plow Truck	98103		225,000		225,000		225,000	Replacement
Plow/Dump/Salt Truck	98103	2	900,000	2	900,000	2	900,000	Replacement
Hot Boxes - Cold Patch	98103		70,000		70,000		70,000	Replacement
Fuel Pedestals - Upgrade all sites	98103		85,000		85,000		85,000	Replacement
Cube Van	98103		80,000		80,000		80,000	Replacement
Claw Truck	98103		275,000		275,000		275,000	Replacement
Dump Truck	98103		250,000		250,000		250,000	Replacement
Pelican Sweeper	98103		250,000		250,000		250,000	Replacement
			<u>\$ 2,835,000</u>		<u>\$ 2,835,000</u>		<u>\$ 2,835,000</u>	
Total Capital Outlay (General Fund)			\$ 12,361,718		\$ 12,361,718		\$ 8,892,325	

SPECIAL REVENUE FUNDS  
CAPITAL OUTLAYS  
FISCAL YEAR 2024

			Departmental Request		Recommended By Mayor		Adopted By Council		New or Replacement		
<u>Department/Item</u>			<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Item</u>		
<u>Communications</u>											
Cargo Van	98100	1	\$	35,000	1	\$	35,000	1	\$	35,000	Replacement
DSLRL Cameras	98412			15,000			15,000			15,000	Replacement
Surround Sound System - Auditorium	98412	1		15,000	1		15,000	1		15,000	New
				<u>\$ 65,000</u>			<u>\$ 65,000</u>			<u>\$ 65,000</u>	
<u>Sanitation</u>											
HVAC Unit - North Building	97400	1	\$	15,000	1	\$	15,000	1	\$	15,000	Replacement
Exterior Door	97400			11,000			11,000			11,000	Replacement
Concrete Approach - Recycling Center	97400			50,000			50,000			50,000	Replacement
32 Yard Rear Load Garbage Truck	98100			242,000			242,000			242,000	Replacement
Side Arm Recycle/Trach Truck	98100	2		682,000	2		682,000	2		682,000	Replacement
95-Gallon Trash/Recycling Carts	98400			156,000			156,000			156,000	New
95-Gallon Recycling Carts - Halmich	98400			-			-			25,000	New
35 Yard Compactor	98400			35,000			35,000			35,000	Replacement
Garage Sweeper	98400			20,000			20,000			20,000	New
				<u>\$ 1,211,000</u>			<u>\$ 1,211,000</u>			<u>\$ 1,236,000</u>	
<u>Library</u>											
LED lights - Civic Center	97400		\$	30,000		\$	30,000		\$	30,000	Replacement
Pullout drawers - Miller Branch	97400			45,000			45,000			45,000	Replacement
Security cameras - Miller Branch	97400			10,000			10,000			10,000	Replacement
CD/DVD disc cleaner	98000			24,000			24,000			24,000	Replacement
HP Designjet printer/scanner	98000			21,000			21,000			21,000	Replacement
Professional book scanner	98000			22,000			22,000			22,000	Replacement
Vehicle - Pick Up with Plow	98100	1		60,000	1		60,000	0		-	Replacement
				<u>\$ 212,000</u>			<u>\$ 212,000</u>			<u>\$ 152,000</u>	
<u>Rental</u>											
Vehicle - Passenger	98100	2	\$	67,000	2	\$	67,000	2	\$	67,000	Replacement
<u>Court Renovation</u>											
General Capital Improvements - Image Soft	97400		\$	443,600		\$	443,600		\$	443,600	Replacement
Security - Locks and Doors	97400			15,000			15,000			15,000	Replacement
Security - Cameras	97400			10,000			10,000			10,000	Replacement
Computers and Computer Monitors	97400	10		25,000	10		25,000	10		25,000	New/Replacement
Chairs - Courtrooms, Lobby, Jury	97400	32		6,400	32		6,400	32		6,400	Replacement
				<u>\$ 500,000</u>			<u>\$ 500,000</u>			<u>\$ 500,000</u>	

(Continued)

SPECIAL REVENUE FUNDS  
CAPITAL OUTLAYS  
FISCAL YEAR 2024

<u>Department/Item</u>		Departmental Request		Recommended By Mayor		Adopted By Council		New or Replacement Item
		<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	
<u>Parks &amp; Recreation</u>								
Chemical Controllers - Pool	97400		\$ 30,000		\$ 30,000		\$ 30,000	Replacement
Spa Jet Pump	97400		14,500		14,500		14,500	Replacement
Lap Pool Filter Pump	97400		14,500		14,500		14,500	Replacement
Pump Picking Beam	97400		10,000		10,000		10,000	Replacement
HVAC System - Phase I & II	97400		137,500		137,500		137,500	Replacement
Pool Area Lights	97400		47,000		47,000		47,000	Replacement
Lap Pool & Play Structure Area	97400		43,000		43,000		43,000	Replacement
Vehicle - Pick up with plow	98100		60,000		60,000		60,000	Replacement
Industrial Floor Scrubber	98411		20,000		20,000		20,000	Replacement
Recreation Equipment - Fitness	98411		50,000		50,000		50,000	Replacement
Park Improvements - Halmich Park Bathrooms	98500		5,700,000		5,700,000		1,000,000	New/Replacement
			<u>\$ 6,126,500</u>		<u>\$ 6,126,500</u>		<u>\$ 1,426,500</u>	
<u>Downtown Development Authority</u>								
Golf Simulator	97400		\$ 240,000		\$ 240,000		\$ -	New
Skate Park	97400		2,000,000		2,000,000		2,000,000	New
City Hall Fountain & Ice Rink	97400		1,000,000		1,000,000		1,000,000	Replacement
ADA Compliance Capital Improvements	97400		3,200,000		3,200,000		3,200,000	New
Carpeting - City Hall 3rd Floor	97400		180,000		180,000		180,000	Replacement
Parking Garage Repairs	97400		350,000		350,000		350,000	Replacement
Brick Paver Leveling & Sealing	97400		50,000		50,000		50,000	Replacement
Roof - City Hall	97400		350,000		350,000		350,000	Replacement
Christmas Lights - City Wide	97400		60,000		60,000		60,000	Replacement
Atrium Decorations - City Hall	97400		80,000		80,000		80,000	Replacement
Bullet Proof Glass/Panic Buttons - City Hall	97400		600,000		600,000		-	New
Panic Buttons - City Hall	97400		-		-		TBD	New
Led Lights - City Hall	97400		100,000		100,000		100,000	Replacement
TIFA District Initiatives	97400		1,000,000		1,000,000		-	New
Door/Door Access Point Upgrade - City Hall	97400		-		-		100,000	Replacement
Security Camera Upgrade - City Hall	97400		-		-		150,000	Replacement
Roof - Civic Center Library	97400		-		-		100,000	Replacement
Window Washing - City Hall	97400		-		-		80,000	New
			<u>\$ 9,210,000</u>		<u>\$ 9,210,000</u>		<u>\$ 7,800,000</u>	
Total Capital Outlay (Special Revenue Funds)			\$ 17,391,500		\$ 17,391,500		\$ 11,246,500	

ENTERPRISE FUNDS  
CAPITAL OUTLAYS  
FISCAL YEAR 2024

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Senior Citizens' Housing</u>							
Stilwell Manor:							
Office Furniture		\$ 15,000		\$ 15,000		\$ 15,000	Replacement
Security System		100,000		100,000		100,000	Replacement
Ice Melt System		25,000		25,000		25,000	Replacement
Appliances		18,200		18,200		18,200	Replacement
		<u>\$ 158,200</u>		<u>\$ 158,200</u>		<u>\$ 158,200</u>	
Coach Manor:							
Doorwalls	20	\$ 100,000	20	\$ 100,000	20	\$ 100,000	Replacement
Security System		300,000		300,000		300,000	Replacement
Sidewalk, Ramp & Patio		40,000		40,000		40,000	Replacement
Vehicle - Pick Up with Plow		60,000		60,000		60,000	New
Appliances		54,300		54,300		54,300	Replacement
		<u>\$ 554,300</u>		<u>\$ 554,300</u>		<u>\$ 554,300</u>	
<u>Water and Sewer System</u>							
Water Maintenance Equipment/Shared Services:							
Building Maintenance		\$ 300,000		\$ 300,000		\$ 300,000	Replacement
5-6 Yard Dump Truck/ w Front Plow		220,000		220,000		220,000	New
WMB AMP Detection Software		150,000		150,000		150,000	New
Crew Van		65,000		65,000		65,000	Replacement
Meter/Utility Van		35,000		35,000		35,000	Replacement
Computers/Ipads		20,000		20,000		20,000	Replacement
Parking Lot Maintenance		10,000		10,000		10,000	Replacement
		<u>\$ 800,000</u>		<u>\$ 800,000</u>		<u>\$ 800,000</u>	
Waste Water Treatment Equipment:							
Waste Wash Water Pumps		\$ 750,000		\$ 750,000		\$ 750,000	Replacement
Drywell Column Repair		750,000		750,000		750,000	Replacement
Aeration Tunnel Water Proofing		600,000		600,000		600,000	Replacement

(Continued)

ENTERPRISE FUNDS  
CAPITAL OUTLAYS  
FISCAL YEAR 2024

<u>Department/Item</u>	Departmental Request		Recommended By Mayor		Adopted By Council		New or Replacement Item
	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	<u>Qty</u>	<u>Amount</u>	
Waste Water Treatment Equipment:							Replacement
Roof Replacement		\$ 400,000		\$ 400,000		\$ 400,000	Replacement
RAS Pumps		170,000		170,000		170,000	Replacement
Illicit Connection Fund		100,000		100,000		100,000	Replacement
Tech Connect		90,000		90,000		90,000	Replacement
Portable Gate Opening System		80,000		80,000		80,000	Replacement
UV Wipers		70,000		70,000		70,000	Replacement
Back-up Software Hardware		60,000		60,000		60,000	Replacement
UV Bulbs		57,000		57,000		57,000	Replacement
Server Storage Array		55,000		55,000		55,000	Replacement
Truck-IPP/Lab		50,000		50,000		-	Replacement
Electrical Inspection Services		50,000		50,000		50,000	Replacement
GIS		50,000		50,000		50,000	Replacement
Truck-Facilities Engineering		46,000		46,000		46,000	Replacement
UV Ballast		32,000		32,000		32,000	Replacement
Hesco Flow Meters Collection System		30,000		30,000		30,000	Replacement
Microsoft Office 2021		20,000		20,000		20,000	Replacement
New Global Harmony System		15,000		15,000		15,000	Replacement
Spectrophotometer		15,000		15,000		15,000	Replacement
Dishwasher		10,000		10,000		10,000	Replacement
		<u>\$ 3,500,000</u>		<u>\$ 3,500,000</u>		<u>\$ 3,450,000</u>	
 <u>Infrastructure</u>							
Watermain Replacements (Funded with Bond and Capital Reserve):							
10 Mile Rd (Ryan to Centerline)		\$ 3,750,000		\$ 3,750,000		\$ 3,750,000	Replacement
Ryan Road (10 to 11 Mile)		2,100,000		2,100,000		2,100,000	Replacement
Ira (Toepfer to Hudson) & Masch (Ira to Hudson)		900,000		900,000		900,000	Replacement
Marmon (Nine to Stephens)		800,000		800,000		800,000	Replacement
Ira Masch & Hudson Sanitary Sewer		800,000		800,000		800,000	Replacement
Bunert Rd (11 Mile to 12 Mile)		750,000		750,000		750,000	Replacement
Stanley (Van Dyke to Evelyn)		450,000		450,000		450,000	Replacement
Northampton (Sheffield to 14 Mile)		400,000		400,000		400,000	Replacement

(Continued)

ENTERPRISE FUNDS  
CAPITAL OUTLAYS  
FISCAL YEAR 2024

<u>Department/Item</u>	<u>Qty</u>	<u>Departmental Request Amount</u>	<u>Qty</u>	<u>Recommended By Mayor Amount</u>	<u>Qty</u>	<u>Adopted By Council Amount</u>	<u>New or Replacement Item</u>
<u>Infrastructure</u>							
Watermain Replacements (Funded with Bond and Capital Reserve):							
Gloede (12 Mile to 400 ft north)		\$ 250,000		\$ 250,000		\$ 250,000	Replacement
Republic (Hoover to Wagner)		\$ 220,000		\$ 220,000		\$ 220,000	Replacement
Sewer Repairs and Lining (Funded with Rate):		1,125,000		1,125,000		1,125,000	Replacement
		<u>\$ 11,545,000</u>		<u>\$ 11,545,000</u>		<u>\$ 11,545,000</u>	
Total Water & Sewer System		<u>\$ 15,845,000</u>		<u>\$ 15,845,000</u>		<u>\$ 15,795,000</u>	
Total Capital Outlay (Enterprise Funds)		<u>\$ 16,557,500</u>		<u>\$ 16,557,500</u>		<u>\$ 16,507,500</u>	

**CITY OF WARREN, MICHIGAN**  
**NET POSITION BY COMPONENT**  
**LAST EIGHT FISCAL YEARS**  
**(Accrual Basis of Accounting)**

Fiscal Year	2015 (1)	2016	2017	2018 (2)	2019	2020	2021	2022
<b>Governmental Activities:</b>								
Invested in capital assets, net of related debt	115,090,168	117,332,131	123,302,796	113,821,101	137,591,150	148,821,662	147,713,494	147,004,950
Restricted	41,673,841	44,077,625	45,423,260	62,562,871	51,381,660	56,657,895	60,813,301	62,672,438
Unrestricted	<u>(132,087,443)</u>	<u>(148,581,462)</u>	<u>(152,409,503)</u>	<u>(353,060,453)</u>	<u>(331,784,055)</u>	<u>(293,964,403)</u>	<u>(241,193,827)</u>	<u>(194,946,743)</u>
Total governmental activities net assets	<u>\$ 24,676,566</u>	<u>\$ 12,828,294</u>	<u>\$ 16,316,553</u>	<u>\$ (176,676,481)</u>	<u>\$ (142,811,245)</u>	<u>\$ (88,484,846)</u>	<u>\$ (32,667,032)</u>	<u>\$ 14,730,645</u>
<b>Business-type activities:</b>								
Invested in capital assets, net of related debt	66,690,180	73,329,416	74,111,047	78,416,923	88,586,233	97,426,077	107,137,005	119,294,810
Restricted	11,195,095	12,215,367	9,907,889	10,604,481	11,758,477	12,864,828	11,701,581	9,814,138
Unrestricted	<u>1,609,583</u>	<u>(5,756,509)</u>	<u>831,598</u>	<u>(4,522,150)</u>	<u>(13,653,738)</u>	<u>(13,298,569)</u>	<u>(10,985,033)</u>	<u>(6,918,829)</u>
Total business-type activities net assets	<u>\$ 79,494,858</u>	<u>\$ 79,788,274</u>	<u>\$ 84,850,534</u>	<u>\$ 84,499,254</u>	<u>\$ 86,690,972</u>	<u>\$ 96,992,336</u>	<u>\$ 107,853,553</u>	<u>\$ 122,190,119</u>
<b>Primary government:</b>								
Invested in capital assets, net of related debt	181,780,348	190,661,547	197,413,843	192,238,024	226,177,383	246,247,739	254,850,499	266,299,760
Restricted	52,868,936	56,292,992	55,331,149	73,167,352	63,140,137	69,522,723	72,514,882	72,486,576
Unrestricted	<u>(130,477,860)</u>	<u>(154,337,971)</u>	<u>(151,577,905)</u>	<u>(357,582,603)</u>	<u>(345,437,793)</u>	<u>(307,262,972)</u>	<u>(252,178,860)</u>	<u>(201,865,572)</u>
Total primary government net assets	<u>\$ 104,171,424</u>	<u>\$ 92,616,568</u>	<u>\$ 101,167,087</u>	<u>\$ (92,177,227)</u>	<u>\$ (56,120,273)</u>	<u>\$ 8,507,490</u>	<u>\$ 75,186,521</u>	<u>\$ 136,920,764</u>

(1) Reflects retroactive implementation of GASB Statement Number 68, Accounting and Financial Reporting for Pensions.

(2) Reflects retroactive implementation of GASB Statement Number 75, Accounting and Financial Reporting for Post Retirement Benefits Other than Pensions.

**CITY OF WARREN, MICHIGAN  
CHANGES IN NET POSITION  
LAST EIGHT FISCAL YEARS**

<b>Expenses</b>	<b>2015 (1)</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Governmental activities:</b>								
General government	\$ 25,310,012	\$ 24,104,939	\$ 11,213,283	\$ 16,097,711	\$ 13,009,185	\$ 8,555,463	\$ 14,130,689	\$ 8,021,513
District Court	7,138,274	7,289,471	7,044,306	6,464,165	7,840,727	5,663,508	6,645,015	5,330,732
Public safety	66,512,308	82,746,267	82,752,844	62,391,916	60,857,353	55,271,480	46,455,172	56,272,504
Public works	31,261,848	29,080,210	36,116,970	26,695,024	34,995,669	35,020,927	35,368,130	42,145,948
Recreation and culture	11,749,078	11,812,918	13,945,510	11,398,091	9,492,031	5,211,844	4,001,355	9,509,946
Community and economic development	3,750,923	4,292,710	3,588,945	3,966,082	7,438,567	6,513,838	10,100,720	4,769,563
Interest on long-term debt	645,177	472,567	386,248	359,449	541,808	675,970	800,814	1,383,726
Total governmental activities expenses	<u>146,367,620</u>	<u>159,799,082</u>	<u>155,048,106</u>	<u>127,372,438</u>	<u>134,175,340</u>	<u>116,913,030</u>	<u>117,501,895</u>	<u>127,433,932</u>
<b>Business-type activities:</b>								
Water and Sewer System	58,331,386	40,773,173	39,590,168	31,872,979	52,185,596	41,501,782	44,287,599	43,238,821
Senior citizen housing	2,083,881	2,094,997	2,069,939	1,797,443	2,126,731	1,944,925	2,291,810	2,186,408
Total business-type activities expenses	<u>60,415,267</u>	<u>42,868,170</u>	<u>41,660,107</u>	<u>33,670,422</u>	<u>54,312,327</u>	<u>43,446,707</u>	<u>46,579,409</u>	<u>45,425,229</u>
Total primary government expenses	<u>\$ 206,782,887</u>	<u>\$ 202,667,252</u>	<u>\$ 196,708,213</u>	<u>\$ 161,042,860</u>	<u>\$ 188,487,667</u>	<u>\$ 160,359,737</u>	<u>\$ 164,081,304</u>	<u>\$ 172,859,161</u>
<b>Program Revenues</b>								
<b>Governmental activities:</b>								
Charges for services	\$ 16,317,219	\$ 23,645,696	\$ 22,409,974	\$ 21,808,137	\$ 23,004,408	\$ 20,085,980	\$ 19,061,826	\$ 20,532,170
Operating grants and contributions	17,431,409	17,390,917	15,536,736	19,154,256	20,534,246	20,086,577	29,283,510	23,328,385
Capital grants and contributions	504,251	844,295	2,190,092	326,759	193,543	9,286,649	1,345,524	2,351,816
Total governmental activities program revenues	<u>34,252,879</u>	<u>41,880,908</u>	<u>40,136,802</u>	<u>41,289,152</u>	<u>43,732,197</u>	<u>49,459,206</u>	<u>49,690,860</u>	<u>46,212,371</u>
<b>Business-type activities:</b>								
Water and Sewer System	55,669,322	40,682,519	44,240,520	47,890,812	52,340,914	50,383,639	54,868,133	57,124,402
Senior citizen housing	2,359,466	2,371,020	2,380,731	2,379,554	2,482,676	2,455,909	2,484,655	2,598,771
Total business-type activities program revenues	<u>58,028,788</u>	<u>43,053,539</u>	<u>46,621,251</u>	<u>50,270,366</u>	<u>54,823,590</u>	<u>52,839,548</u>	<u>57,352,788</u>	<u>59,723,173</u>
Total primary government program revenues	<u>\$ 92,281,667</u>	<u>\$ 84,934,447</u>	<u>\$ 86,758,053</u>	<u>\$ 91,559,518</u>	<u>\$ 98,555,787</u>	<u>\$ 102,298,754</u>	<u>\$ 107,043,648</u>	<u>\$ 105,935,544</u>
<b>Net (expense) revenue</b>								
Governmental activities	\$ (112,114,741)	\$ (117,918,174)	\$ (114,911,304)	\$ (86,083,286)	\$ (90,443,143)	\$ (67,453,824)	\$ (67,811,035)	\$ (81,221,561)
Business-type activities	(2,386,479)	185,369	4,961,144	16,599,944	511,263	9,392,841	10,773,379	14,297,944
Total primary government net (expense) revenue	<u>\$ (114,501,220)</u>	<u>\$ (117,732,805)</u>	<u>\$ (109,950,160)</u>	<u>\$ (69,483,342)</u>	<u>\$ (89,931,880)</u>	<u>\$ (58,060,983)</u>	<u>\$ (57,037,656)</u>	<u>\$ (66,923,617)</u>
<b>General Revenues and Other Changes in Net Assets</b>								
<b>Governmental activities:</b>								
Property taxes	89,085,885	90,658,051	87,521,449	88,206,104	90,212,955	93,420,380	96,020,738	100,786,741
Sales and use taxes	15,470,027	12,830,042	28,184,436	18,394,692	26,158,925	22,967,832	25,046,426	25,954,903
Franchise fees	2,209,191	2,263,382	2,266,273	2,175,819	2,095,219	2,015,541	2,018,162	1,896,974
Investment earnings	214,871	318,427	427,405	870,709	2,371,630	1,816,753	217,319	(494,724)
Gain (loss) on sale of capital assets	-	-	-	-	-	-	-	-
Other revenue	8,240,399	-	-	37,982	3,469,650	1,559,717	326,204	475,344
Transfers	-	-	-	-	-	-	-	-
Total governmental activities	<u>115,220,373</u>	<u>106,069,902</u>	<u>118,399,563</u>	<u>109,685,306</u>	<u>124,308,379</u>	<u>121,780,223</u>	<u>123,628,849</u>	<u>128,619,238</u>
<b>Business-type activities:</b>								
Investment earnings	187,828	108,047	101,116	636,200	1,760,106	908,523	87,838	38,622
Gain (loss) on sale of capital assets	14,466	-	-	-	(79,651)	-	-	-
Other general revenue	-	-	-	-	-	-	-	-
Total business-type activities	<u>202,294</u>	<u>108,047</u>	<u>101,116</u>	<u>636,200</u>	<u>1,680,455</u>	<u>908,523</u>	<u>87,838</u>	<u>38,622</u>
Total primary government	<u>\$ 115,422,667</u>	<u>\$ 106,177,949</u>	<u>\$ 118,500,679</u>	<u>\$ 110,321,506</u>	<u>\$ 125,988,834</u>	<u>\$ 122,688,746</u>	<u>\$ 123,716,687</u>	<u>\$ 128,657,860</u>
<b>Changes in Net Assets</b>								
Governmental activities	\$ 3,105,632	\$ (11,848,272)	\$ 3,488,259	\$ 23,602,020	\$ 33,865,236	\$ 54,326,399	\$ 55,817,814	\$ 47,397,677
Business-type activities	(2,184,185)	293,416	5,062,260	17,236,144	2,191,718	10,301,364	10,861,217	14,336,566
Total primary government	<u>\$ 921,447</u>	<u>\$ (11,554,856)</u>	<u>\$ 8,550,519</u>	<u>\$ 40,838,164</u>	<u>\$ 36,056,954</u>	<u>\$ 64,627,763</u>	<u>\$ 66,679,031</u>	<u>\$ 61,734,243</u>

(1) Reflects Water and Sewer Fund revenue and expenses for the 18-month period ended June 30, 2015 due to a change in the Fund's fiscal year end.



**CITY OF WARREN, MICHIGAN**  
**FUND BALANCES OF GOVERNMENTAL FUNDS**  
**LAST TEN FISCAL YEARS**  
**(Modified Accrual Basis of Accounting)**

<u>Fiscal Year</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
General Fund:										
Nonspendable	\$ 368,087	\$ 184,408	\$ 363,734	\$ 579,045	\$ 488,137	\$ 1,018,208	\$ 978,208	\$ 570,605	\$ 852,775	\$ 800,677
Restricted	78,199	78,199	-	-	-	-	-	-	-	-
Assigned	20,165,441	24,044,726	44,489,417	45,342,612	54,304,851	30,694,045	40,972,321	46,852,322	62,341,595	63,402,430
Unassigned	<u>24,348,477</u>	<u>32,659,940</u>	<u>19,010,250</u>	<u>17,896,751</u>	<u>16,620,736</u>	<u>17,504,161</u>	<u>17,408,258</u>	<u>18,146,893</u>	<u>19,360,088</u>	<u>21,537,370</u>
Total general fund	<u>\$ 44,960,204</u>	<u>\$ 56,967,273</u>	<u>\$ 63,863,401</u>	<u>\$ 63,818,408</u>	<u>\$ 71,413,724</u>	<u>\$ 49,216,414</u>	<u>\$ 59,358,787</u>	<u>\$ 65,569,820</u>	<u>\$ 82,554,458</u>	<u>\$ 85,740,477</u>
All Other Governmental Funds:										
Nonspendable	\$ 54,358	\$ 53,178	\$ 36,258	\$ 38,165	\$ 29,679	\$ 51,057	\$ 55,249	\$ 47,971	\$ 36,782	\$ 58,723
Restricted	32,306,941	35,495,128	32,997,440	35,138,179	35,541,188	53,037,480	51,084,443	48,150,409	73,645,453	69,057,393
Committed	1,038,648	1,053,463	1,285,591	1,243,997	1,272,625	1,326,799	1,444,972	1,670,057	1,869,967	2,222,850
Assigned	6,157,192	6,223,114	6,453,982	7,072,981	7,458,170	8,054,317	8,849,088	9,401,273	9,919,357	10,397,221
Unassigned	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total all other governmental funds	<u>\$ 39,557,139</u>	<u>\$ 42,824,883</u>	<u>\$ 40,773,271</u>	<u>\$ 43,493,322</u>	<u>\$ 44,301,662</u>	<u>\$ 62,469,653</u>	<u>\$ 61,433,752</u>	<u>\$ 59,269,710</u>	<u>\$ 85,471,559</u>	<u>\$ 81,736,187</u>

**CITY OF WARREN, MICHIGAN**  
**CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**LAST TEN FISCAL YEARS**  
**(Modified Accrual Basis of Accounting)**

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Revenues:</b>										
Property taxes	\$ 90,938,534	\$ 89,360,407	\$ 89,168,842	\$ 90,615,975	\$ 87,521,449	\$ 88,206,104	\$ 90,212,955	\$ 93,420,380	\$ 96,020,738	\$ 100,786,741
Special assessments	706,457	642,545	542,016	268,564	320,742	337,461	216,085	294,158	189,444	324,001
Licenses and permits	2,691,555	2,700,351	3,253,426	4,265,251	4,018,513	3,841,077	7,054,475	6,184,488	7,631,277	6,919,340
Intergovernmental:										
Federal revenue	5,330,345	5,986,783	5,611,462	3,681,679	3,913,933	3,577,958	3,210,255	3,591,773	11,566,905	4,783,533
State revenue	22,714,684	24,793,129	26,163,042	27,103,065	41,747,464	34,921,047	45,333,707	40,815,671	43,918,419	46,272,828
Charges for services	5,474,068	6,046,079	5,652,636	6,213,357	6,503,468	6,807,317	6,794,015	6,148,689	4,454,264	5,373,652
Fines and fees	6,411,051	7,229,026	6,909,278	7,326,390	6,392,742	6,706,617	7,016,632	5,726,850	5,472,330	5,844,551
Interest	163,641	131,813	177,106	269,262	402,702	860,007	2,452,406	1,914,947	253,385	(417,006)
Other	3,983,816	4,461,539	9,750,547	6,927,801	6,392,356	5,564,304	6,008,780	4,180,883	2,862,779	3,135,702
<b>Total revenues</b>	<b>138,414,151</b>	<b>141,351,672</b>	<b>147,228,355</b>	<b>146,671,344</b>	<b>157,213,369</b>	<b>150,821,892</b>	<b>168,299,310</b>	<b>162,277,839</b>	<b>172,369,541</b>	<b>173,023,342</b>
<b>Expenditures:</b>										
General government	10,303,758	11,858,091	16,275,040	16,524,940	16,785,509	24,627,533	14,048,925	11,724,444	12,069,470	12,687,262
District court	6,104,152	6,756,822	7,128,439	7,423,740	7,514,872	7,802,982	7,522,817	7,457,866	7,817,129	8,460,990
Public safety	59,701,143	59,763,179	64,014,960	68,062,083	69,691,662	84,110,962	71,718,485	72,677,218	76,410,290	81,547,206
Public works	26,170,932	28,397,991	36,843,249	33,294,649	35,771,364	33,345,393	51,698,511	47,252,283	36,220,296	49,415,439
Recreation and culture	10,563,328	10,757,141	11,439,118	11,136,185	12,841,100	11,500,198	11,877,714	10,921,674	9,865,713	11,083,002
Community and economic development	4,164,219	4,334,700	3,711,712	4,342,649	3,522,057	4,019,759	7,458,288	5,467,507	4,068,628	5,070,047
Debt service	4,324,516	4,322,800	4,187,092	3,212,040	2,683,149	2,681,104	2,738,987	2,729,856	4,013,354	5,365,720
<b>Total expenditures</b>	<b>121,332,048</b>	<b>126,190,724</b>	<b>143,599,610</b>	<b>143,996,286</b>	<b>148,809,713</b>	<b>168,087,931</b>	<b>167,063,727</b>	<b>158,230,848</b>	<b>150,464,880</b>	<b>173,629,666</b>
<b>Excess of revenues over (under) expenditures</b>	<b>17,082,103</b>	<b>15,160,948</b>	<b>3,628,745</b>	<b>2,675,058</b>	<b>8,403,656</b>	<b>(17,266,039)</b>	<b>1,235,583</b>	<b>4,046,991</b>	<b>21,904,661</b>	<b>(606,324)</b>
<b>Other Financing Sources (Uses):</b>										
Transfers in	3,839,724	3,833,755	4,116,088	3,067,228	4,387,854	-	-	-	-	-
Transfers to fiduciary funds	-	-	-	-	-	-	-	-	-	-
Transfers to Water and Sewer System	(3,929,724)	(3,833,755)	(4,116,088)	(3,067,228)	(4,387,854)	-	-	-	-	-
Proceeds from sale of property	-	763	-	-	-	-	-	-	-	-
Proceeds from issuance of debt	1,724,856	13,790,528	3,589,572	-	-	13,236,720	7,870,889	-	21,281,826	4,569,538
Payment to refunded bond escrow agent	-	(13,677,426)	(2,385,000)	-	-	-	-	-	-	(4,975,816)
Bond premium (discounts)	-	-	11,199	-	-	-	-	-	-	463,249
Settlement agreement	-	-	-	-	-	-	-	-	-	-
<b>Total other financing sources (uses)</b>	<b>1,634,856</b>	<b>113,865</b>	<b>1,215,771</b>	<b>-</b>	<b>-</b>	<b>13,236,720</b>	<b>7,870,889</b>	<b>-</b>	<b>21,281,826</b>	<b>56,971</b>
<b>Net changes in fund balances</b>	<b>\$ 18,716,959</b>	<b>\$ 15,274,813</b>	<b>\$ 4,844,516</b>	<b>\$ 2,675,058</b>	<b>\$ 8,403,656</b>	<b>\$ (4,029,319)</b>	<b>\$ 9,106,472</b>	<b>\$ 4,046,991</b>	<b>\$ 43,186,487</b>	<b>\$ (549,353)</b>

**CITY OF WARREN, MICHIGAN  
ACTUAL VALUE AND TAXABLE VALUE OF TAXABLE PROPERTY  
LAST TEN FISCAL YEARS**

Valuation Date Dec. 31	Fiscal Year Ended June 30	Real Property					
		Commercial		Industrial		Residential	
		State Equalized Value	Taxable Value	State Equalized Value	Taxable Value	State Equalized Value	Taxable Value
2011	2013	510,962,520	486,206,920	479,895,320	467,227,030	1,761,111,820	1,759,274,870
2012	2014	482,333,454	458,808,554	453,959,170	448,374,390	1,686,089,234	1,683,397,269
2013	2015	516,746,530	462,659,000	448,512,670	441,815,910	1,765,565,520	1,685,392,040
2014	2016	552,421,890	477,195,010	557,876,810	536,764,340	2,000,550,680	1,731,216,405
2015	2017	574,574,110	479,762,650	578,180,810	541,688,250	2,222,026,347	1,764,665,377
2016	2018	605,853,780	499,783,830	602,680,980	550,371,070	2,377,073,450	1,818,118,720
2017	2019	635,317,540	533,676,070	640,338,020	576,625,900	2,473,597,023	1,892,319,973
2018	2020	663,434,110	540,896,560	662,623,930	596,729,950	2,713,853,089	1,987,886,187
2019	2021	695,570,595	568,136,475	725,992,230	619,975,020	2,946,749,019	2,078,961,947
2020	2022	690,400,420	568,582,718	791,097,440	647,737,401	3,162,889,387	2,169,931,025

The State Equalized Value (SEV) is the Actual Value multiplied by the Equalization Factor, currently equal to fifty percent.

The amounts reported are provided annually by the City Assessor's Office and do not reflect any tax exempt properties. Assessments are valued as of December 31 of each year. The respective taxes were levied on July 1 of the following year for the fiscal year indicated. During the fiscal year, the SEV and taxable values may be amended through judgements of the State Tax Commission (STC), Michigan Tax Tribunal (MTT) or Board of Review (BOR).

On March 15, 1994, Michigan voters passed Proposal A which places a limit on the value used to compute property taxes. Effective with the July 1, 1995 levy, property taxes are calculated using a Taxable Value. The Taxable Value is the lower of the State Equalized Value or the Capped Value. The State Equalized Value is the Assessed Value (representing fifty percent of the true cash value) multiplied by the Equalization Factor (currently equal to 1.000). The Capped Value is calculated by using the prior year's Taxable Value minus losses times the lower of 1.05 or the prior year's Consumers Price Index for the twelve months ended September 30 plus any additions.

(1) I.F.T. = Industrial Facilities Tax

O.P.R.A. = Obsolete Property Rehabilitation Act

(Continued)

Personal Property		I.F.T. & O.P.R.A. Tax Rolls(1)		Totals		Total Direct Tax Rate
State Equalized Value	Taxable Value	State Equalized Value	Taxable Value	State Equalized Value	Taxable Value	
609,201,237	609,080,048	269,676,383	269,429,613	3,630,847,280	3,591,218,481	27.8656
634,554,529	634,434,070	280,996,661	280,996,661	3,537,933,048	3,506,010,944	27.8656
678,749,788	678,172,094	279,897,629	278,817,689	3,689,472,137	3,546,856,733	27.8656
709,290,551	709,171,093	186,835,509	185,265,499	4,006,975,440	3,639,612,347	27.7637
405,829,168	405,147,626	146,087,053	144,171,073	3,926,697,488	3,335,434,976	27.7703
362,220,969	362,101,897	117,775,742	117,178,112	4,065,604,921	3,347,553,629	27.7659
346,038,987	345,920,597	121,223,562	119,672,957	4,216,515,132	3,468,215,497	27.6539
357,859,651	357,859,651	132,348,329	130,998,924	4,530,119,109	3,614,371,272	27.5658
380,012,060	380,012,060	130,426,914	128,110,219	4,878,750,818	3,775,195,721	27.1471
411,930,164	411,930,164	159,771,540	154,253,998	5,216,088,951	3,952,435,306	27.2265

**CITY OF WARREN, MICHIGAN  
PRINCIPAL PROPERTY TAXPAYERS  
PRIOR YEAR AND TEN YEARS AGO**

	Fiscal Year Ended June 30, 2022			Fiscal Year Ended June 30, 2012		
	Taxable Value (including I.F.T. and O.P.R.A.)	Rank	Percent of Total Taxable Value	Taxable Value (including I.F.T.)	Rank	Percent of Total Taxable Value
General Motors	\$ 329,141,771	1	8.33%	\$ 468,717,081	1	11.64%
DTE Electric Co	58,235,071	2	1.47%	35,218,846	3	0.87%
Chrysler - FCA US LLC	57,207,633	3	1.45%	171,776,408	2	4.27%
Consumers Energy	44,495,783	4	1.13%	11,909,857	8	0.30%
International Transmission	37,836,455	5	0.96%	19,703,529	6	0.49%
Lex Warren LP	19,397,959	6	0.49%			
LCN AVF Warren LLC	18,504,050	7	0.47%			
Livwell Michigan LLC	15,150,000	8	0.38%			
Noble 12B LLC	13,617,887	9	0.34%			
Stag Industrial Holdings LLC	13,542,534	10	0.34%			
US Manufacturing Corp				-		0.00%
Art Van Furniture				24,688,688	4	0.61%
Wico Metal Products				19,824,259	5	0.49%
VJL Real Estate/Lipari Foods				11,915,080	7	0.30%
Iroquois Industries				7,986,930	9	0.20%
				7,623,133	10	0.19%
Ten largest taxpayers	607,129,143		15.36%	779,363,811		19.35%
Other taxpayers	3,345,306,163		84.64%	3,247,413,406		80.65%
Total taxable value	<b><u>\$ 3,952,435,306</u></b>		<b><u>100.00%</u></b>	<b><u>\$ 4,026,777,217</u></b>		<b><u>100.00%</u></b>

Source: Audited Financial Statements of the City of Warren and/or City Records.

**CITY OF WARREN, MICHIGAN  
LEGAL DEBT MARGIN INFORMATION  
LAST TEN FISCAL YEARS**

	<b>Fiscal Year</b>				
	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>
Assessed value	<u>\$ 3,630,847,280</u>	<u>\$ 3,537,933,048</u>	<u>\$ 3,689,472,137</u>	<u>\$ 4,006,975,440</u>	<u>\$ 3,926,697,488</u>
Debt limit (10% of assessed value)	\$ 363,084,728	\$ 353,793,305	\$ 368,947,214	\$ 400,697,544	\$ 392,669,749
Total debt applicable to debt limit	-	-	-	-	-
Legal debt margin	<u>\$ 363,084,728</u>	<u>\$ 353,793,305</u>	<u>\$ 368,947,214</u>	<u>\$ 400,697,544</u>	<u>\$ 392,669,749</u>
Total debt applicable to the debt limit as a percentage of debt limit	0.00%	0.00%	0.00%	0.00%	0.00%

	<b>Fiscal Year</b>				
	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>
Assessed value	<u>\$ 4,065,604,921</u>	<u>\$ 4,216,515,132</u>	<u>\$ 4,530,119,109</u>	<u>\$ 4,878,750,818</u>	<u>\$ 5,216,088,951</u>
Debt limit (10% of assessed value)	\$ 406,560,492	\$ 421,651,513	\$ 453,011,911	\$ 487,875,082	\$ 521,608,895
Total debt applicable to debt limit	-	-	<u>123,570,000</u>	<u>115,015,000</u>	<u>103,695,000</u>
Legal debt margin	<u>\$ 406,560,492</u>	<u>\$ 421,651,513</u>	<u>\$ 329,441,911</u>	<u>\$ 372,860,082</u>	<u>\$ 417,913,895</u>
Total debt applicable to the debt limit as a percentage of debt limit	0.00%	0.00%	27.28%	23.57%	19.88%

Section 8.11 of the Warren City Charter limits the net bonded indebtedness incurred for all public purposes to ten percent of the assessed value of all real and personal property in the city. Net bonded indebtedness applicable to the legal debt margin is defined as general obligation bonds, the principal and interest of which are payable from taxes levied upon taxable real and personal property in the city and for payment of which the full faith and credit of the city are pledged, when authorized by a three-fifths vote of the electors voting thereon at any general or special election.

**CITY OF WARREN, MICHIGAN  
DEMOGRAPHIC AND ECONOMIC STATISTICS  
LAST TEN FISCAL YEARS**

Fiscal Year	Population (1)	Number of Households (1)	Income		Unemployment Rate (3)		
			Per Capita (2)	Total	City of Warren	Macomb County	State of Michigan
2013	133,466	53,066	19,376	2,586,037,216	11.60%	9.90%	9.40%
2014	134,424	53,408	19,376	2,604,599,424	9.60%	9.10%	7.90%
2015	134,805	53,539	19,376	2,611,981,680	7.50%	6.30%	5.80%
2016	134,850	53,492	19,376	2,612,853,600	6.80%	5.60%	4.90%
2017	135,121	52,164	19,376	2,618,104,496	4.30%	3.60%	4.00%
2018	135,031	53,543	19,376	2,616,360,656	4.90%	4.10%	4.30%
2019	136,168	53,747	19,376	2,638,391,168	5.30%	4.40%	4.40%
2020	133,423	53,207	19,376	2,585,204,048	21.40%	18.30%	15.00%
2021	139,387	53,652	25,803	3,596,602,761	5.40%	4.50%	5.30%
2022	139,623	54,936	26,508	3,701,126,484	5.20%	4.30%	4.80%

**Sources:**

- (1) Southeast Michigan Council of Governments est population through July 2018
- (2) 2010 and 2020 U.S. Census Bureau
- (3) Michigan Department of Labor and Economic Growth  
-Not Seasonally Adjusted

# **GLOSSARY OF TERMS**

## **A**

**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 timing of cash flows and related underlying economic events near the end of a fiscal period.

**ACTIVITY** - An office, department, or program to which specific expenses are to be allocated.

**APPROPRIATION** - An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose.

**APPROVED BUDGET** - The revenue and expenditure plan for the City for the fiscal year as reviewed and given final approval by the City Council.

## **B**

**BALANCED BUDGET** - A budget in which estimated revenues are equal to or greater than estimated expenditures.

**BUDGET ADJUSTMENT** - An adjustment made to the budget during the fiscal year by the City Council to properly account for unanticipated changes which occur in revenues and/or expenditures and for program initiatives approved during the fiscal year.

**BUDGETARY CENTER** – A grouping of offices' or activities' budgets that are combined to create a cost center in which actual expenditures cannot exceed budgeted appropriations.

## **C**

**CAPITAL OUTLAY** - A disbursement of money that results in the acquisition of or addition to fixed assets. The item must have a purchase price greater than \$10,000 to be a capital item.

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

## **D**

**DEBT SERVICE** - The planned accumulation of revenues and appropriations of expenditures for the retirement of long term debt principal and interest.

**DEFICIT** - An excess of liabilities and reserves of a fund over its assets.

## **E**

**EMPLOYEE BENEFITS** - An expenditure object within an activity that includes all employee fringe benefits.



## **GLOSSARY OF TERMS**

**ENTERPRISE FUND** - A fund established to account for operations that are financed and operated in a manner similar to a private business. 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.

**EXPENDITURE** - The cost of goods delivered and services rendered, whether paid or unpaid, including expenses, debt retirement not reported as liability of the fund from which retired, or capital outlay.

### **F**

**FISCAL YEAR** - A twelve-month period designated as the operating year for an entity. The fiscal year for the City of Warren is July 1-June 30.

**FUND** - An independent fiscal entity with a self-balancing set of accounts recording its revenues and expenditures.

**FUND ACCOUNTING** - 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** - An excess of revenues over expenditures segregated by fund.

### **G**

**GENERAL FUND** - The fund used to account for those general operating activities of the City which are funded through unrestricted revenues. General government, public safety and public services are financed through this fund. Revenues are received from general property taxes, state shared revenues, licenses and permits, fine and forfeitures, user charges, investment income and other sources.

### **L**

**LINE ITEM BUDGET** - A budget which emphasizes allocations of resources to given organizational units for particular objects of expenditure, 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.

### **M**

**MILL** - A taxation unit equal to one dollar of tax obligation for every \$1,000 of taxable valuation of property.

**MILLAGE** - The total tax obligation per \$1,000 of taxable valuation of property.

**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 account period in which they are both measurable and incurred.

# **GLOSSARY OF TERMS**

## **O**

**ORGANIZATION CHART** - A chart representing the authority, responsibility, and relationships among departmental entities within the City organization.

**OTHER SERVICES AND CHARGES** - An expenditure object within an activity that includes professional services, utilities, rents, and training for example.

## **P**

**PERFORMANCE INDICATOR** - A measurement of how a program is accomplishing its mission through the delivery of products or service.

**PERFORMANCE OBJECTIVES** - Desired output oriented accomplishments which can be measured within a given time period.

**PERSONAL SERVICES** - An expenditure object within an activity that includes payroll expenditures.

## **R**

**RECOMMENDED BUDGET** - The City's revenue and expenditure plan for the fiscal year as prepared and recommended by the Mayor for City Council consideration.

**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.

## **S**

**SPECIAL REVENUE FUND** - A fund to account for the proceeds of specific revenue sources (other than special assessment, expendable trust, or the major capital projects) that are legally restricted to expenditures for specified purposes.

**STATE EQUALIZED VALUATION (SEV)** - The assessed valuation of property in the City as determined by the local Assessor and then reviewed and adjusted, if necessary, by the County and the State, to assure that it equals 50% of market value, as required by State law.

**SUPPLIES** - An expenditure object within an activity that includes all supplies that have a useful life of less than one year and/or a purchase price of less than \$1,000.

**SURPLUS** - An excess of the assets of a fund over its liabilities and reserves.

## **T**

**TAX BASE** - The total value of taxable property in the City.