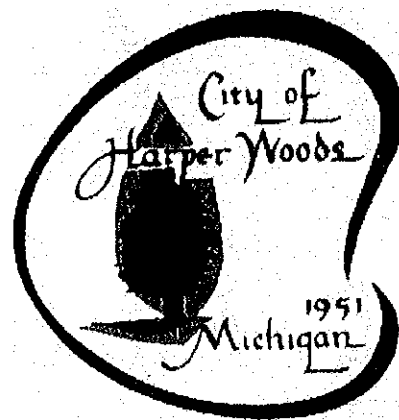

2011 Budget

**City of Harper Woods
Michigan**



Adopted on November 1, 2010

**CITY OF HARPER WOODS
2011 BUDGET**

KENNETH A. POYNTER

MAYOR

JOHN M. SZYMANSKI

MAYOR PRO TEM

VIVIAN M. SAWICKI

COUNCILMEMBER

CHERYL A. COSTANTINO

COUNCILMEMBER

MICHAEL P. MONAGHAN

COUNCILMEMBER

HUGH MARSHALL

COUNCILMEMBER

DANIEL S. PALMER

COUNCILMEMBER

JAMES E. LEIDLEIN

CITY MANAGER

LAURA L. STOWELL

FINANCE DIRECTOR

MICKEY D. TODD

CITY CLERK

ENID PIERSON

TREASURER

NOVEMBER 1, 2010

**CITY OF HARPER WOODS
2011 BUDGET**

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City Manager
James E. Leidlein
City Clerk
Mickey D. Todd

City of Harper Woods
19617 Harper Avenue
Harper Woods, Michigan 48225-2095
313.343.2500 Fax 313. 343.2507

CITY OF HARPER WOODS 2011 BUDGET

MANAGEMENT'S DISCUSSION AND BUDGET ANALYSIS

Mayor:
Kenneth A. Poynter

Mayor Pro Tem:
John M. Szymanski

Council:
Vivian M. Sawicki
Cheryl A. Costantino
Michael P. Monaghan
Hugh Marshall
Daniel S. Palmer

The Honorable:

Kenneth A. Poynter, Mayor
John M. Szymanski, Mayor Pro tem
Vivian M. Sawicki, Councilmember
Cheryl A. Costantino, Councilmember
Michael P. Monaghan, Councilmember
Hugh Marshall, Councilmember
Daniel S. Palmer, Councilmember

Mr. Mayor and Members of City Council:

Presented as follows is the Management's Discussion and Budget Analysis for the City's 2011 Budget.

This budget has been prepared in accordance with the applicable public acts of the State of Michigan, our City Charter, and other federal, state and local regulations. The official budget document presented herein has been supplemented by detailed budget workbooks presented to you under separate cover.

PRESENTATION OF BUDGET

The Budget begins with the *Tax Levy Resolution*. When adopted, this will officially enact and establish the millage rates. In the General Levy, we are recommending you adopt the levy under the assumption that the Headlee Override is passed on November 2, 2010; this will increase the General Levy to 20 Mills or a 2.9668 increase. The same applies to the Library millage; adopt the levy under the assumption that the special millage proposal of 1 Mill passes at the November 2, 2010 election which would levy a total of 1.9168 for the Library. We are recommending a 1 mill increase in levy for the Debt Retirement and a slight increase in the Refuse Collection levy. The City Council is required to establish these levies by separate resolution.

Following the Tax Levy Resolution is the *Budget Adoption and Appropriation Resolution*. When approved, this formally enacts and adopts the 2011 Budget.

Additional information statements are then presented prior to the proposed budget for each of the City's various operating, entrepreneurial, debt and internal service funds. These statements include the following: Tax Levy Statement; Tax Rate and Revenue Comparison; Headlee Amendment Calculation Millage Reduction Formula; and Statement of Indebtedness.

A brief narrative of the City's major operating funds follows:

GENERAL FUND

The normal concerns of the General Fund remain the same from years prior. We continue to have reduced revenue from state revenue sharing cuts, increase in expenses from the rising cost of health insurance both for active employees and retirees and increases in our contributions to the employee retirement system; however, it is the significant reduction in our taxable value that is our biggest concern.

Our overall taxable value decreased by over \$61.5 million this year. The majority of this decrease comes from the drop in residential property values. This year this translates into approximately \$1,050,000 decreased revenue in the General Fund (if the Headlee Override is not passed). This is a continuation of the \$700,000 decreased revenue last year; 2012 is projected to have the same devastating results.

We must continue to have serious discussion on the declining fund balance and what is necessary to reverse this trend. The 2010 estimate is showing a loss of income over expenditures by approximately \$677,675; this is more than the 2010 Budget projected loss of a \$528,850. This loss occurs after transfers of \$635,000 from other funds. The budget numbers presented for 2011 reflect current staffing levels and services and a health insurance contribution if we are successful in negotiations with unions; it does project a \$556,350 shortfall. We need to continue to address ways of reducing costs and service delivery methods. We need to continue discussions with the unions on wage concessions and additional health insurance savings.

Our projections are a fund balance of \$689,607 at the end of 2011. This does not fall within 10% of revenues, a minimum guideline for fund balance.

MAJOR AND LOCAL STREET FUNDS

The only large project planned for 2011 is the traffic signal upgrade on Beaconsfield which was originally budgeted for 2010; otherwise the budgeted expenditures are for the routine upkeep and maintenance of the roads.

LIBRARY FUNDS

The usual operating fund for the Library is presented with the exception that the budget reflects revenues based on the millage proposal passing in the upcoming

election. It should also be noted that the 2010 estimate includes a transfer of funds from Municipal Improvement; the 2011 budgets then transfers those funds back into the Municipal Improvement Fund.

DEBT SERVICE FUNDS

The millage levy will be raised to 4 Mills. This is to ensure that the fund continues to have an adequate fund balance to accommodate future bond payments; this is necessary in light of the decreased taxable value.

STORM DRAIN FUND

In accordance with the City's Storm Water Utility Ordinance, the City Council is required to annually establish the Storm Water Utility rate as part of the City's annual budget process. This analysis is being submitted to you under separate cover.

We are recommending that the rate of \$190 remain unchanged for 2011.

VEHICLE AND EQUIPMENT

We have not budgeted nor do we expect any major equipment purchases in 2011. Costs of maintaining the equipment are on the rise and will need to be evaluated. The fund balance is slowly recovering from continued declines.

WATER AND SEWER FUND

The 2011 Budget for the Water and Sewer Fund has been prepared consistent with current operations. Prior to year end we will look at our rate analysis in light of increases in wholesale costs. While these increases have moderated from prior years it is still necessary to examine their impact.

MISCELLANEOUS FUNDS

The other funds presented herein are essentially unchanged from prior years with the exception of the Self-Insurance Fund and the Separation Pay which we will again make a transfer of funds for 2010 and 2011 to cover insurance expenditures and payouts for retiring employees respectively. As noted under the General Fund, this trend needs to be reversed as these funds will be depleted by the end of 2012. The Municipal Improvement Fund is also an exception for the 2010 and 2011 estimated and budgeted transfers to keep other funds from experiencing negative fund balances.

SUMMARY

You are requested to approve the 2011 Budget on an activity basis. Line item details have been provided to you in your budget workbooks for informational purposes only.


Adoption on an activity basis allows your management the flexibility to adjust line items as may be necessary from time to time.

We believe the budget presented herein accurately represents the City's financial position and condition. We hereby submit and recommend your approval of the 2011 Budget.

Respectfully submitted,



James E. Leidlein
City Manager



Laura L. Stowell
Finance Director

CITY OF HARPER WOODS MANAGEMENT'S MISSION STATEMENT

We firmly believe in Philosopher John Locke's Social Contract Theory that . . .

"Government exists for the benefit of the governed not those governing"

That is

"The City of Harper Woods exists not to serve those who are employed here but for the residents who have placed us here to serve"

WE BELIEVE . . .

- * The City's business is service to our community
- * That our service to the community should be helpful, caring and responsive
- * That the success of the City organization is dependent on teamwork, mutual respect and commitment to the following values:

- ~Participation by all segments of the community
- ~Effective Communication within and among our constituents
- ~Integrity in everything we do
- ~Innovation in meeting the present and future needs of the City
- ~Accountability to our elected officials and the Trust our citizens have placed in them
- ~Responsibility for the services entrusted to us
- ~Pride in what we do, always striving to serve in the best interest of the community as a whole



We Believe in our Dedication to Public Service

**CITY OF HARPER WOODS
2011 BUDGET**

TAX LEVY RESOLUTION

WHEREAS, Act 5 of the P.A. of 1982, as amended requires that a notice be given and that a public hearing be held and that the proposed millage rate will be a subject of review at the hearing, and

WHEREAS, The City of Harper Woods has complied with these provisions of the Act by publishing a Notice of Public Hearing in a newspaper of general circulation on October 21, 2010 and held said public hearings on November 1, 2010, and

WHEREAS, The City Council has complete authority to establish the millage rates necessary to support the City's proposed budget.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Harper Woods does hereby approve the City's tax levy for 2011 as follows:

FUND	2011 LEVY
GENERAL	* 20.0000
REFUSE	2.5000
SUBTOTALS	\$ 22.5000
LIBRARY	** 1.9168
DEBT	4.0000
TOTALS	\$ 28.4168

Increase (Decrease) From 2010 Tax Rate: 5.2168 mills

BE IT FURTHER RESOLVED, that the City Assessor for the City of Harper Woods is hereby directed to spread upon the Taxable Valuation of all real and State Equalized Valuation of all personal property within the corporate limits of the City of Harper Woods, the above established millage rate.

*Subject to an affirmative vote of the electorate on November 2, 2010 approving a restoration to the City Charter Limit of 20 Mills; if not approved, the 2011 General Tax Levy shall be 17.0332.

**Subject to an affirmative vote of the electorate on November 2, 2010 approving a 1.0 Mill addition for Library purposes; if not approved, the 2011 Library Tax Levy shall be .9168.

**CITY OF HARPER WOODS
2011 BUDGET**

BUDGET ADOPTION AND APPROPRIATION RESOLUTION

WHEREAS, The City Manager of the City of Harper Woods has presented to the City Council a proposed budget for the City's operating and debt funds for the period January 1, 2011, through December 31, 2011; and

WHEREAS, The proposed Budget has been reviewed and found to be in accordance with the general fiscal and budgetary policies as established by the City Council; and

WHEREAS, A Public Hearing was held on the Budget submission on November 1, 2010, at 7:00 p.m. in the City Council Chambers of the City of Harper Woods, Michigan and a public notice of this hearing was made on October 21, 2010, advising of the hearing and that a copy of the proposed budget was available for public inspection, in accordance with Section 9.3 of the City Charter; and

WHEREAS, This Budget Document is on file in the official records of the City of Harper Woods, Michigan.

NOW, THEREFORE, BE IT RESOLVED that the City Council, under the authority granted by the City Charter and the State of Michigan does hereby approve and adopt the 2011 Budget as submitted and appropriate the following sums for the purposes set forth herein:

GENERAL	\$11,916,850
MAJOR STREET	\$929,500
LOCAL STREET	\$462,400
WATER & SEWER UTILITY	\$2,903,600
VEHICLE & EQUIPMENT	\$375,000
STORM DRAINAGE	\$1,752,200
REFUSE COLLECTION	\$1,125,500
LIBRARY	\$652,440
DEBT RETIREMENT	\$1,500,375
SELF INSURANCE	\$100,000
SEPARATION PAY	\$100,000
MUNICIPAL IMPROVEMENT	\$515,000
DRUG LAW ENFORCEMENT	\$21,500
TOTAL	\$22,354,365

CITY OF HARPER WOODS

2011 BUDGET

TAX LEVY STATEMENT

	2009 TAXABLE <u>VALUE</u>	2010 TAXABLE <u>VALUE</u>	INCREASE (DECREASE) <u>2009-2010</u>
REAL PROPERTY:			
COMMERCIAL	\$88,809,429	\$85,080,480	(\$3,728,949)
INDUSTRIAL	108,100	107,775	(325)
RESIDENTIAL	<u>278,547,845</u>	<u>221,157,394</u>	<u>(57,390,451)</u>
TOTAL REAL	\$367,465,374	\$306,345,649	(\$61,119,725)
PERSONAL PROPERTY:			
COMMERCIAL	\$11,225,200	\$10,714,600	(\$510,600)
UTILITY	<u>3,079,300</u>	<u>3,233,700</u>	<u>154,400</u>
TOTAL PERSONAL	<u>\$14,304,500</u>	<u>\$13,948,300</u>	<u>(\$356,200)</u>
TOTAL TAXABLE VALUE	\$381,769,874	\$320,293,949	(\$61,475,925)

COMPARISON OF 2010 EQUALIZED VALUATION TO TAXABLE VALUATION (APPLIES TO REAL PROPERTY ONLY)

	2010 TAXABLE <u>VALUE</u>	2010 EQUALIZED <u>VALUE</u>	<u>VARIANCE</u>
REAL PROPERTY:			
COMMERCIAL	\$85,080,480	\$91,550,600	(\$6,470,120)
INDUSTRIAL	107,775	109,000	(1,225)
RESIDENTIAL	<u>221,157,394</u>	<u>221,426,494</u>	<u>(\$269,100)</u>
	\$306,345,649	\$313,086,094	(\$6,740,445)

CITY OF HARPER WOODS

2011 BUDGET

TAX RATE AND REVENUE COMPARISON

<u>FUND</u>	<u>2010 LEVY</u>	<u>2011* LEVY</u>	<u>2010 REVENUES</u>	<u>2011 REVENUES</u>	<u>INCREASE (DECREASE)</u>
GENERAL	17.0332	20.0000	\$6,502,763	\$6,405,879	(\$96,884)
REFUSE	2.2500	2.5000	\$858,982	\$800,735	(58,247)
LIBRARY	0.9168	1.9168	\$350,007	\$613,939	263,933
DEBT	3.0000	4.0000	\$1,145,310	\$1,281,176	135,866
TOTALS	23.2000	28.4168	\$8,857,061	\$9,101,729	\$244,668

*Assuming voter approval for General Levy and Library Levy on November 2, 2010
(See Tax Levy Resolution)

**CITY OF HARPER WOODS
2011 BUDGET**

HEADLEE AMENDMENT CALCULATIONS

MILLAGE REDUCTION FORMULA

$$2010 \text{ MILLAGE REDUCTION FRACTION} = \frac{2009 \text{ TAXABLE VALUE} - 2010 \text{ LOSSES}}{2010 \text{ TAXABLE VALUE} - 2010 \text{ ADDITIONS}} \times 1.037$$

$$2010 \text{ MILLAGE REDUCTION FRACTION} = \frac{381,769,874 - 3,212,404}{320,293,949 - 2,750,021} \times 1.037$$

$$2010 \text{ MILLAGE REDUCTION FRACTION} = \frac{378,557,470}{317,543,928} \times 1.037$$

$$2010 \text{ MILLAGE REDUCTION FRACTION} = 1.192 \times 1.037 = 1.0000$$

MILLAGE REDUCTION FACTORS SINCE 2004

2004 MRF	0.9884
2005 MRF	0.9871
2006 MRF	1.0000
2007 MRF	1.0000
2008 MRF	1.0000
2009 MRF	1.0000
2010 MRF	1.0000

EFFECTIVE MILLAGE REDUCTIONS

	AUTHORIZED BY CHARTER OR STATUTE	2009 REDUCED MILLAGE RATE	2010 MRF	2010 REDUCED MILLAGE RATE
GENERAL	20 MILLS	17.0332	1.0000	17.0332
LIBRARY	1 MILL	0.9168	1.0000	0.9168
REFUSE	3 MILLS	2.5517	1.0000	2.5517

CITY OF HARPER WOODS
2011 BUDGET
STATEMENT OF INDEBTEDNESS

ISSUE: 1995 GENERAL OBLIGATION STREET BONDS

AMOUNT OF ISSUE:	\$5,000,000
TERM:	15 YEARS
RATE:	4.0% - 7.0%
TOTAL PRINCIPAL OUTSTANDING:	\$500,000
PRINCIPAL DUE 2011:	\$500,000
INTEREST DUE 2011:	\$ 20,000

ISSUE: 1999 GENERAL OBLIGATION STREET BONDS

AMOUNT OF ISSUE:	\$5,000,000
TERM:	15 YEARS
RATE:	4.125% - 5.75%
TOTAL PRINCIPAL OUTSTANDING:	\$3,400,000
PRINCIPAL DUE 2011:	\$500,000
INTEREST DUE 2011:	\$132,625

ISSUE: 2001 GENERAL OBLIGATION STREET BONDS

AMOUNT OF ISSUE:	\$1,500,000
TERM:	15 YEARS
RATE:	4.0% - 6.0%
TOTAL PRINCIPAL OUTSTANDING:	\$750,000
PRINCIPAL DUE 2011:	\$100,000
INTEREST DUE 2011:	\$ 31,200

ISSUE: 2004 GENERAL OBLIGATION LIBRARY IMPROVEMENT BONDS

AMOUNT OF ISSUE:	\$3,100,000
TERM:	20 YEARS
RATE:	3.3% - 5.0%
TOTAL PRINCIPAL OUTSTANDING:	\$2,725,000
PRINCIPAL DUE 2011:	\$ 100,000
INTEREST DUE 2011:	\$110,325

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE GENERAL FUND

REVENUES	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
Property Tax	\$7,354,861	\$6,754,000	\$6,799,000	\$6,626,000
License & Permits	116,007	100,000	121,000	99,000
Grants	176,747	179,500	275,000	248,500
State Shared	1,310,427	1,476,000	1,323,000	1,281,000
Service Fees	2,189,055	2,150,500	2,227,700	1,992,000
Miscellaneous and Interest	341,069	178,500	210,800	429,000
TOTAL REVENUES	\$11,488,167	\$10,838,500	\$10,956,500	\$10,675,500
EXPENDITURES				
District Court	\$565,662	\$559,300	\$546,050	\$552,000
Council	18,417	30,000	26,600	30,000
City Manager	135,523	137,700	136,200	138,500
City Attorney/Other Legal	136,908	170,000	157,500	170,000
Assessor Activities	89,552	93,800	92,650	94,200
Clerk Activities	162,528	204,400	212,750	196,900
Finance/Data Processing	84,243	84,800	75,050	87,300
Treasurer	125,286	122,000	120,100	121,000
Building & Grounds City Hall	197,092	236,000	213,300	235,000
Beautification Commission	962	2,000	1,000	2,000
Community Center	35,163	33,600	26,500	29,000
Police Department	4,198,865	4,183,200	4,174,350	4,143,400
Fire Department	1,159,768	1,193,250	1,482,650	1,222,000
Protective Inspection	67,503	72,000	66,950	72,300
Public Works Administration	118,818	131,700	125,525	135,000
Street Lighting	435,768	411,300	411,200	450,000
Parks & Recreation/PR	445,997	483,100	416,200	434,000
Dial-A-Ride/PAATS	529,555	519,700	501,200	257,250
Unallocated Employee Fringes/Insurance	1,791,495	2,044,500	1,862,700	1,922,000
Retiree Insurance	1,274,143	924,000	1,506,000	1,506,000
Telephone/Auditing	126,920	116,000	114,700	119,000
GRAND TOTAL EXPENDITURES	\$11,700,169	\$11,752,350	\$12,269,175	\$11,916,850
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(\$212,002)	(\$913,850)	(\$1,312,675)	(\$1,241,350)
TRANSFERS IN	\$385,000	\$385,000	\$635,000	\$685,000
TRANSFERS (OUT)	0	0	0	0
NET TRANSFERS IN (OUT)	\$385,000	\$385,000	\$635,000	\$685,000
EXPENDITURES AND TRANSFER OUT	\$11,700,169	\$11,752,350	\$12,269,175	\$11,916,850
APPROPRIATION TO (FROM) FUND BALANCE	\$172,998	(\$528,850)	(\$677,675)	(\$556,350)
BEGINNING FUND BALANCE	\$1,750,634	\$2,007,824	\$1,923,632	\$1,245,957
ENDING FUND BALANCE	\$1,923,632	\$1,478,974	\$1,245,957	\$689,607

CITY OF HARPER WOODS
2011 BUDGET
REVENUES, EXPENDITURES & FUND BALANCE
MAJOR STREET FUND

	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
TOTAL REVENUES	\$515,329	\$813,500	\$550,000	\$759,500
EXPENDITURES				
Road Construction	\$0	\$5,000	\$3,000	\$5,000
Routine Maintenance	606,884	287,000	238,000	264,000
Traffic Service	47,190	414,500	99,500	354,500
Winter Maintenance	81,711	98,000	82,500	94,000
Administration	45,500	50,500	76,500	50,500
TOTAL EXPENDITURES	\$781,285	\$855,000	\$499,500	\$768,000
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(\$265,956)	(\$41,500)	\$50,500	(\$8,500)
OTHER FINANCING SOURCES (USES)				
Contributions to Local Street	(\$150,000)	(\$150,000)	(\$150,000)	(\$150,000)
Transfer from Municipal Improvement	320,000	50,000	130,000	120,000
Transfer from Storm Drain	75,000	130,000	50,000	50,000
Miscellaneous	0	0	0	0
Federal Grant	0	0	0	0
Bond Proceeds	0	0	0	0
TOTAL FINANCING SOURCES (USES)	\$245,000	\$30,000	\$30,000	\$20,000
APPROPRIATION TO (FROM) FUND BALANCE	(\$20,955)	(\$11,500)	\$80,500	\$11,500
BEGINNING FUND BALANCE	\$30,666	\$27,166	\$9,711	\$90,211
ENDING FUND BALANCE	\$9,711	\$15,666	\$90,211	\$101,711

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE LOCAL STREET FUND

	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
TOTAL REVENUES	\$218,620	\$217,500	\$218,400	\$217,400
EXPENDITURES				
Road Construction	\$0	\$0	\$0	\$0
Routine Maintenance	353,437	321,500	241,800	304,000
Traffic Service	11,659	22,000	16,750	17,000
Winter Maintenance	71,512	60,500	73,000	80,500
Administration	26,800	37,000	37,000	37,000
TOTAL EXPENDITURES	\$463,408	\$441,000	\$368,550	\$438,500
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(\$244,788)	(\$223,500)	(\$150,150)	(\$221,100)
OTHER FINANCING SOURCES (USES) CONTRIBUTIONS FROM:				
Street Bond Proceeds	\$0	\$0	\$0	\$0
General Fund	0	0	0	0
Major Street Fund	150,000	150,000	150,000	150,000
Storm Drain	75,000	75,000	75,000	75,000
Municipal Improvement	15,000	20,000	20,000	20,000
Debt Service Fund	0	0	0	0
TOTAL CONTRIBUTIONS	\$240,000	\$245,000	\$245,000	\$245,000
APPROPRIATION TO (FROM) FUND BALANCE	(\$4,788)	\$21,500	\$94,850	\$23,900
BEGINNING FUND BALANCE	\$9,539	\$2,039	\$4,751	\$99,601
ENDING FUND BALANCE	\$4,751	\$23,539	\$99,601	\$123,501

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE REFUSE COLLECTION FUND

REVENUES	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
Property Tax Revenue	\$837,163	\$859,000	\$858,900	\$800,735
Personal Property Taxes	0	0	0	0
Tax Adjustments	4,213	0	3,000	0
Residential Refuse Fees	0	0	0	0
Commercial Refuse Fees	3,576	4,000	3,600	4,000
Special Pickup Charges	22,065	24,000	25,000	24,000
Recycling Fees	63,135	50,000	62,000	124,000
Interest/Miscellaneous	3,744	10,000	800	1,000
TOTAL REVENUES	\$933,896	\$947,000	\$953,300	\$953,735
EXPENDITURES				
Wages - Full Time	\$117,739	\$120,000	\$114,000	\$120,000
Wages - Part Time	17,392	18,000	16,500	18,000
Wages - Overtime	1,606	0	1,500	1,500
Fringe Benefit Allocation	100,000	100,000	100,000	100,000
Supplies	1,925	2,000	1,500	2,000
Refuse Collection Expense	417,015	400,000	400,000	400,000
Grosse Pointes-Clinton Disposal	129,385	110,000	130,000	130,000
Composting Charges	41,474	18,000	35,000	35,000
Curbside Recycling Expense	163,306	160,000	165,000	165,000
Professional/Contractual/Fees	0	0	0	0
Insurance & Bonds Allocation	7,000	7,000	7,000	7,000
V & E Fund Rentals	37,951	40,000	34,500	40,000
Equipment	0	0	0	0
City Manager Allocation	35,000	35,000	35,000	35,000
Audit Charge Allocated	2,000	2,000	2,000	2,000
Finance Allocated	10,000	10,000	10,000	10,000
TOTAL EXPENDITURES	\$1,081,794	\$1,022,000	\$1,052,000	\$1,065,500
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(\$147,898)	(\$75,000)	(\$98,700)	(\$111,765)
 TRANSFERS (OUT)	 (\$60,000)	 (\$60,000)	 (\$60,000)	 (\$60,000)
APPROPRIATION TO (FROM) FUND BALANCE	(\$207,897)	(\$135,000)	(\$158,700)	(\$171,765)
 BEGINNING FUND BALANCE	 \$734,152	 \$604,552	 \$526,255	 \$367,555
 ENDING FUND BALANCE	 \$526,255	 \$469,552	 \$367,555	 \$195,790

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE LIBRARY FUND

REVENUES	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
Property Tax	385,618	350,000	349,650	613,940
Penal Fines Allocation	11,930	12,000	12,000	10,000
State Grant - Public Library	8,954	7,000	7,000	5,000
Video Tape Rental Revenue	2,574	3,000	2,100	2,000
Non-Resident User Fees	1,208	2,500	2,500	1,500
Library Fines & Late Fees	9,227	13,000	9,750	9,000
Interest Earnings	10,240	15,000	1,000	1,000
Miscellaneous Revenues	10,556	12,000	13,000	10,000
TOTAL REVENUES	\$440,309	\$414,500	\$397,000	\$652,440
EXPENDITURES				
Wages - Sick Buyback	\$0	\$0	\$0	\$0
Wages - Vacation Buyback	1,883	2,000	2,000	2,000
Wages - Full Time	148,805	148,000	145,000	148,000
Wages - Part Time	105,618	105,000	105,000	105,000
Wages - Overtime	0	0	0	0
Wages - Longevity	5,834	5,800	6,000	6,000
Fringe Benefit Allocation	65,000	65,000	65,000	65,000
Supplies	5,155	5,000	5,000	5,000
Video Tapes	6,126	4,750	4,800	4,750
Professional - Contractual	34,311	35,000	29,500	27,000
Prof. Contractual SLC Offset	0	(8,000)	0	0
LCM Books/Periodicals	26,117	20,100	23,400	20,100
Programs	4,567	4,000	4,000	4,000
Communications - Telephone	1,500	1,500	1,500	1,500
Travel, Lodging & Meals	1,684	1,000	600	1,000
Insurance & Bonds Allocation	4,000	4,000	4,000	4,000
Building & Grounds	47,500	43,300	46,130	44,200
Repairs & Maintenance	0	0	0	0
Subscriptions, Dues & Fees	130	800	800	800
Audit Charges Allocated	1,000	1,000	1,000	1,000
Finance Costs Allocated	3,000	3,000	3,000	3,000
Equipment	2,829	0	500	0
	\$465,059	\$441,250	\$447,230	\$442,350
APPROPRIATION TO (FROM)				
FUND BALANCE	(\$24,751)	(\$26,750)	(\$50,230)	\$210,090
CONTRIBUTIONS IN/(OUT)			\$45,000	(\$45,000)
BEGINNING FUND BALANCE	\$31,590	\$28,690	\$6,839	\$1,609
ENDING FUND BALANCE	\$6,839	\$1,940	\$1,609	\$166,699

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE STORM DRAIN FUND

REVENUES	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
Wayne County Adjustments	\$5,726	\$0	\$3,600	\$0
Interest - Certificate Deposit	55,381	50,000	1,800	1,000
Interest - Government Pool	0	0	0	0
Milk River Assessment Charges	1,609,431	1,653,000	1,653,500	1,653,000
TOTAL REVENUES	\$1,670,538	\$1,703,000	\$1,658,900	\$1,654,000
EXPENDITURES				
Milk River Debt - Principal	\$649,490	\$668,800	\$668,800	\$688,200
Milk River Debt - Interest	68,352	50,300	50,300	34,000
Storm Drain - Capital Improvement	0	25,000	0	0
Contractual/Professional/Fees	0	10,000	0	35,000
Repairs & Maintenance	728,572	920,000	775,800	820,000
TOTAL EXPENDITURES	\$1,446,414	\$1,674,100	\$1,494,900	\$1,577,200
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	\$224,124	\$28,900	\$164,000	\$76,800
TRANSFERS (OUT)	(\$300,000)	(\$175,000)	(\$175,000)	(\$175,000)
APPROPRIATION TO (FROM) FUND BALANCE	(\$75,877)	(\$146,100)	(\$11,000)	(\$98,200)
BEGINNING FUND BALANCE	\$1,028,545	\$880,625	\$952,668	\$941,668
ENDING FUND BALANCE	\$952,668	\$734,525	\$941,668	\$843,468

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE DRUG LAW ENFORCEMENT FUND

	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
REVENUES				
Drug Fund Forfeitures	\$23,413	\$0	\$10,000	\$0
Interest - Certificate Deposit	43	100	0	0
TOTAL REVENUES	\$23,456	\$100	\$10,000	\$0
EXPENDITURES				
Supplies	\$298	\$0	\$2,100	\$0
Professional - Contractual	1,535	2,500	1,500	1,500
Equipment	27,988	20,000	20,000	20,000
TOTAL EXPENDITURES	\$29,821	\$22,500	\$23,600	\$21,500
APPROPRIATION TO (FROM)				
FUND BALANCE	(\$6,366)	(\$22,400)	(\$13,600)	(\$21,500)
BEGINNING FUND BALANCE	\$105,269	\$102,569	\$98,903	\$85,303
ENDING FUND BALANCE	\$98,903	\$80,169	\$85,303	\$63,803

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE MUNICIPAL IMPROVEMENT FUND

REVENUES	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
Cable Proceeds	\$0	\$0	\$1,036,087	\$0
Cable Interest	0	0	0	0
County Grant - Recreation	0	0	0	0
Interest Earnings	2,757	15,000	2,000	2,000
TOTAL REVENUES	\$2,757	\$15,000	\$1,038,087	\$2,000
EXPENDITURES				
Capital Outlay	\$13,154	\$50,000	\$30,000	\$25,000
Transfers To:				
General Fund	0	0	250,000	300,000
Major Street	320,000	130,000	130,000	120,000
Local Street	15,000	20,000	20,000	20,000
Library	0	0	45,000	0
Vehicle & Equipment Fund	50,000	50,000	50,000	50,000
TOTAL EXPENDITURES	\$398,154	\$250,000	\$525,000	\$515,000
APPROPRIATION TO (FROM)				
FUND BALANCE	(\$395,396)	(\$235,000)	\$513,087	(\$513,000)
CONTRIBUTIONS IN/(OUT)				45,000
BEGINNING FUND BALANCE	\$2,526,501	\$2,271,501	\$2,131,105	\$2,644,192
ENDING FUND BALANCE	\$2,131,105	\$2,036,501	\$2,644,192	\$2,176,192

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE DEBT SERVICE FUND

REVENUES	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
Property Tax Revenue	\$1,199,016	\$954,450	\$1,145,200	\$1,121,030
Property Tax Rev-Library Bond	0	183,700	0	153,175
Personal Property Taxes	0	0	0	0
Personal Prop Taxes - Library	0	7,100	0	6,975
Tax Adjustments	6,135	0	(600)	0
Inventory Tax Reimbursement	0	0	0	0
Interest - Certificate Deposit	27,086	40,000	2,000	2,000
Interest-Government Pool	0	0	0	0
TOTAL REVENUES	\$1,232,237	\$1,185,250	\$1,146,600	\$1,283,180
EXPENDITURES				
Library Bond - Principal	\$75,000	\$100,000	\$100,000	\$100,000
Library Bond - Interest	118,850	114,475	114,475	110,325
Library Bond - Fees	225	300	225	225
Street Bond Professional	0	1,000	0	1,000
Street Bond Printing & Publish	0	0	0	0
Street Bond - Principal	850,000	875,000	875,000	1,100,000
Street Bond - Interest	265,725	224,075	224,075	183,825
Street Bond - Fees	975	5,000	1,000	5,000
TOTAL EXPENDITURES	\$1,310,775	\$1,319,850	\$1,314,775	\$1,500,375
APPROPRIATION TO (FROM)				
FUND BALANCE	(\$78,537)	(\$134,600)	(\$168,175)	(\$217,195)
BEGINNING FUND BALANCE	\$540,180	\$471,380	\$461,643	\$293,468
ENDING FUND BALANCE	\$461,643	\$336,780	\$293,468	\$76,273

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE WATER AND SEWER FUND

REVENUES	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
Tax Adjustments	\$76,596	\$0	\$23,000	\$0
MDEQ S2 GRANT	125,056	0	0	0
Water/Sewer Revenue	2,164,927	2,500,000	2,200,000	2,250,000
Meter Service Charge	45,074	44,000	45,000	45,000
IWC Charge	47,326	50,000	53,000	50,000
Penalties - Late Payment	78,668	70,000	75,000	70,000
TOTAL CUSTOMER BILLINGS	\$2,537,647	\$2,664,000	\$2,396,000	\$2,415,000
Hydrant Rental	0	5,000	0	5,000
Miscellaneous Revenue	7,057	5,000	7,000	5,000
TOTAL OPERATING REVENUE	\$2,544,704	\$2,674,000	\$2,403,000	\$2,425,000
EXPENDITURES				
Supply and Disposal	\$1,601,242	\$1,448,000	\$1,390,000	\$1,685,000
Water System	391,057	374,500	372,500	379,000
Sanitary Sewer	241,809	273,000	250,300	271,000
Customer Service	316,825	225,300	187,100	201,300
Administrative	245,905	138,000	138,000	138,000
Depreciation	129,300	129,300	129,300	129,300
OPERATING EXPENSE	\$2,926,138	\$2,588,100	\$2,467,200	\$2,803,600
OPERATING INCOME (LOSS)	(\$381,434)	\$85,900	(\$64,200)	(\$378,600)
NON-OPERATING REVENUE	\$7,698	\$40,000	\$1,500	\$1,500
CONTRIBUTION TO VEHICLE & EQUIP	\$0	(\$100,000)	(\$100,000)	(\$100,000)
NET INCOME (LOSS)	(\$373,737)	\$25,900	(\$162,700)	(\$477,100)
BEGINNING RETAINED EARNINGS	\$3,164,500	\$2,976,255	\$2,790,763	\$2,628,063
ENDING RETAINED EARNINGS	\$2,790,763	\$3,002,155	\$2,628,063	\$2,150,963

CITY OF HARPER WOODS
2011 BUDGET
REVENUES, EXPENDITURES & FUND BALANCE
VEHICLE AND EQUIPMENT FUND

REVENUES	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
Rentals to Gen'l Fund	\$33,928	\$47,000	\$40,000	\$40,000
Rentals to Major Streets	50,707	54,000	45,000	45,000
Rentals to Local Streets	66,843	69,000	55,000	60,000
Rental Income - Refuse Fund	37,951	40,000	34,500	40,000
Revenue - Rental Equip	0	0	0	0
Rental Income - Library Fund	0	0	30	0
Rentals to Water&Sewer	40,874	53,000	45,500	40,000
OPERATING REVENUES	\$230,303	\$263,000	\$220,030	\$225,000
EXPENSES				
Materials and Supplies	\$73,901	\$70,000	\$65,000	\$65,000
Direct Costs	164,610	151,700	149,700	149,700
Building/Ground Maintenance	73,122	64,750	68,500	64,000
Depreciation Expense	16,080	16,080	16,080	16,080
Administrative Allocation	65,000	65,000	65,000	65,000
OPERATING EXPENSE	\$392,713	\$367,530	\$364,280	\$359,780
OPERATING INCOME (LOSS)	(\$162,410)	(\$104,530)	(\$144,250)	(\$134,780)
NON-OPERATING REVENUE	\$0	\$0	\$0	\$0
NET INCOME (LOSS)	(\$162,410)	(\$104,530)	(\$144,250)	(\$134,780)
TOTAL TRANSFERS IN (OUT)	\$150,000	\$150,000	\$150,000	\$150,000
NET INCOME PLUS TRANSFERS IN	(\$12,410)	\$45,470	\$5,750	\$15,220
BEGINNING RETAINED EARNINGS	143,882	161,752	131,472	137,222
ENDING RETAINED EARNINGS	131,472	207,222	137,222	152,442

CITY OF HARPER WOODS

2011 BUDGET

REVENUES, EXPENDITURES & FUND BALANCE SELF INSURANCE FUND

REVENUES	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
Contribution From:				
General Fund	\$0	\$0	\$0	\$0
Water & Sewer	0	0	0	0
Vehicle & Equipment Fund	0	0	0	0
Interest Earnings	0	0	0	0
TOTAL REVENUES	\$0	\$0	\$0	\$0
EXPENDITURES				
Self-Insured Claims	\$0	\$0	\$0	\$0
Insurance Deductibles	0	0	0	0
General Fund Claims Paid	0	0	0	0
Contribution to General Fund	100,000	100,000	100,000	100,000
TOTAL EXPENDITURES	\$100,000	\$100,000	\$100,000	\$100,000
APPROPRIATION TO (FROM)				
FUND BALANCE	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)
BEGINNING FUND BALANCE	\$575,795	\$475,795	\$475,795	\$375,795
ENDING FUND BALANCE	\$475,795	\$375,795	\$375,795	\$275,795

CITY OF HARPER WOODS

2011 BUDGET

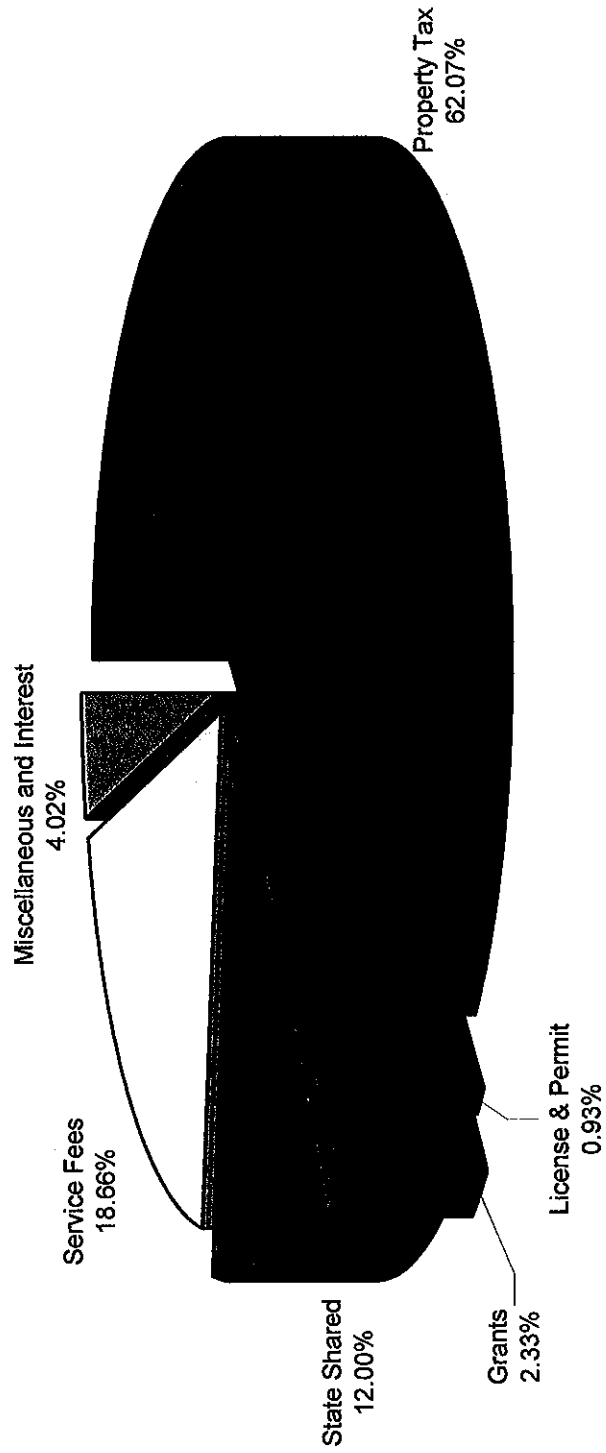
REVENUES, EXPENDITURES & FUND BALANCE SEPARATION PAY FUND

	2009 ACTUAL	2010 BUDGET	2010 ESTIMATE	2011 BUDGET
REVENUES				
Contribution From:				
General Fund	\$0	\$0	\$0	\$0
Water & Sewer	0	0	0	0
Vehicle & Equipment Fund	0	0	0	0
Interest Earnings	0	0	0	0
TOTAL REVENUES	\$0	\$0	\$0	\$0
EXPENDITURES				
Contribution to General Fund	\$100,000	\$100,000	\$100,000	\$100,000
TOTAL EXPENDITURES	\$100,000	\$100,000	\$100,000	\$100,000
APPROPRIATION TO (FROM)				
FUND BALANCE	(\$100,000)	(\$100,000)	(\$100,000)	(\$100,000)
BEGINNING FUND BALANCE	\$330,000	\$230,000	\$230,000	\$130,000
ENDING FUND BALANCE	\$230,000	\$130,000	\$130,000	\$30,000

APPENDIX

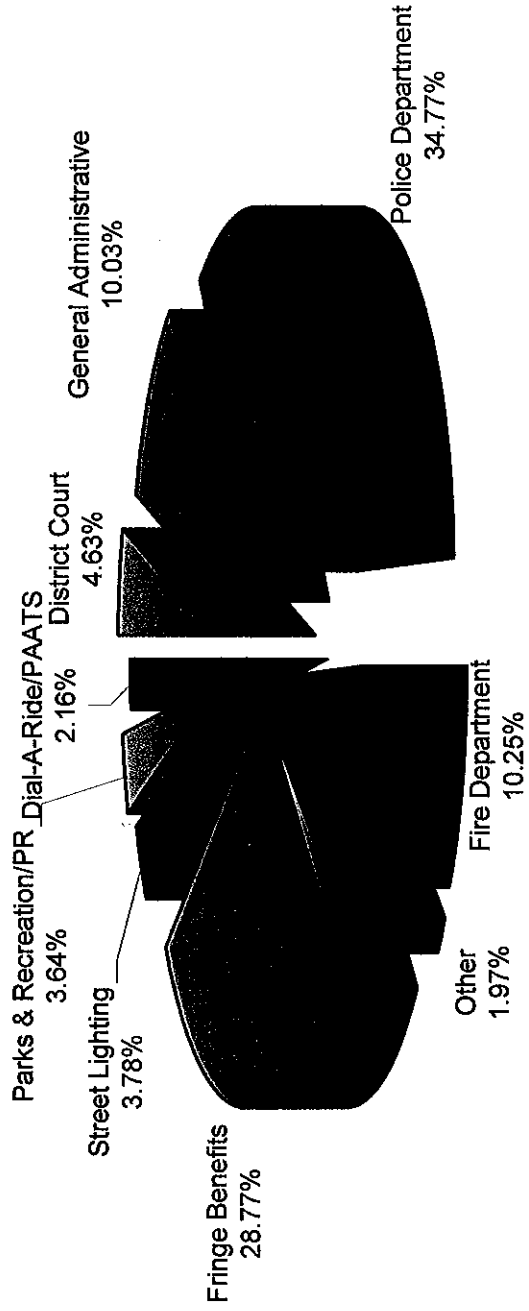
**FINANCIAL &
ORGANIZATIONAL
CHARTS**

2011 GENERAL FUND BUDGETED REVENUES



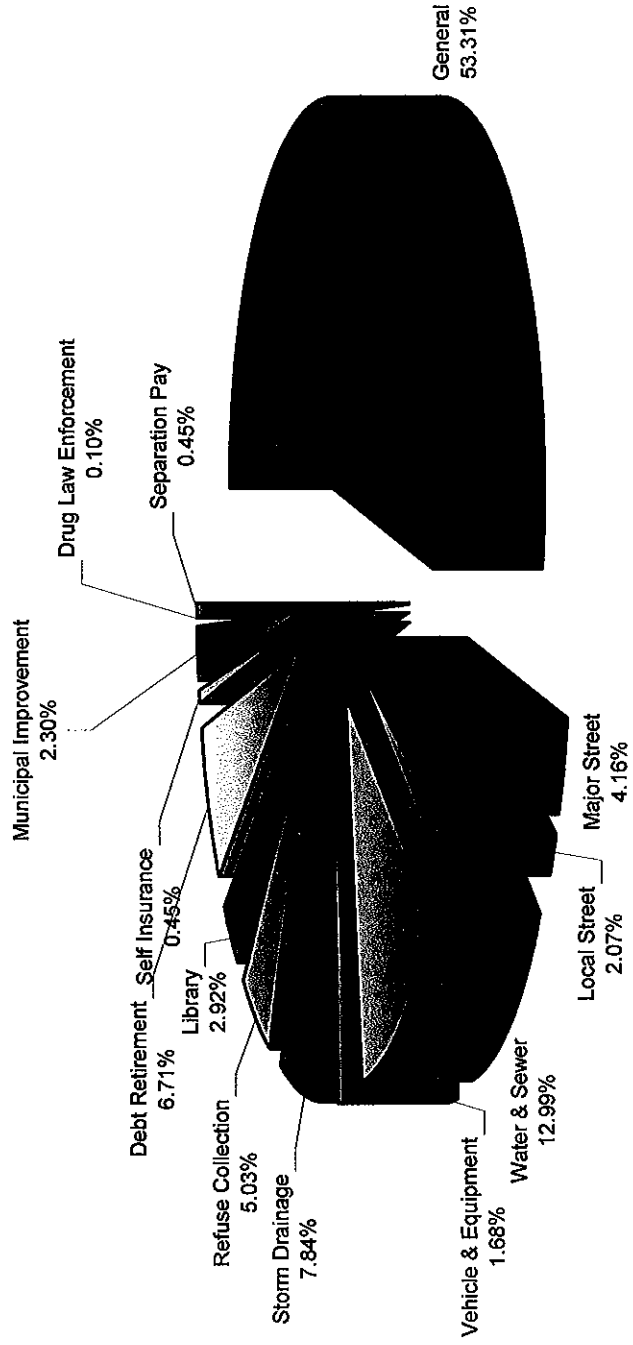
2011 GENERAL FUND

BUDGETED EXPENSES



2011 BUDGETED FUNDS

TOTAL OF ALL FUNDS



CITY OF HARPER WOODS ADMINISTRATIVE ORGANIZATIONAL CHART

