



City of Traverse City

2010-2011

Annual Budget Report

Prepared by: Treasurer Department

City of Traverse City, Michigan

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Memorandum

The City of Traverse City



TO: MAYOR & CITY COMMISSIONERS

FROM: R. BEN BIFOSS, CITY MANAGER

DATE: APRIL 28, 2010

SUBJECT: FISCAL YEAR 2010/11 DRAFT BUDGET

As required by Charter, attached please find the Draft Budget for the City of Traverse City for the 2010/11 fiscal year. In addition to the General Fund, the attached includes the various other funds for the City, including the component units, Traverse City Light and Power and the Downtown Development Authority (DDA).

OVERVIEW

The City Commission has discussed the Budget status and priorities at two earlier study sessions. There is a recognition that the economy generally, but Michigan specifically, is in a state of decline. Economic impacts on municipal governments generally lag the overall economy. The decline is felt later and the recovery begins later for local government. Even though economic indicators suggest that the overall economy is in recovery, it is prudent to anticipate two years of fiscal decline for municipalities.

Because the City of Traverse City has a history of being fiscally conservative, Traverse City is better positioned than most municipalities to manage these times. Entering the current fiscal year (2009/10), the City of Traverse City anticipated a Fund Balance of \$4.181 million on June 30, 2009. The actual Fund Balance on June 30, 2009 was \$4.278 million or 30.4% of General Fund expenditures. The "target" for the Fund Balance is 25% of expenditures.

FY 2009/10 General Fund Budget:

The FY 2009/10 General Fund revenue has been impacted by the economic decline to a greater degree than anticipated one year ago. State Sales and Use Tax sharing (Revenue Sharing) from the state is now projected to decline approximately \$225,000 from the original estimate. The intragovernmental City fee (the 5% fee charged to all enterprise funds and Light and Power) is expected to decline by approximately \$141,000 from the estimates one year ago. This is the result of reduced economic activity and customers consuming less water, electricity, etc.

In addition, the current FY 2009/10 Budget anticipated a \$182,000 transfer in from Light and Power for the cost of street lighting. That change is now expected at the beginning of the 2010/11 fiscal year. Reimbursement from other funds is expected to decline approximately

\$155,000; primarily reflecting services provided by General Fund employees to other funds. The current projection for Reimbursements is more in keeping with historical trends.

When combined with other current projections, the FY 2009/10 General Fund Budget projected revenue is expected to decline from \$14,051,900 to \$13,353,100, a decline of \$698,800.

While General Fund revenues are lower than budgeted so are General Fund expenditures. Most of the expenditure reductions are found in the Operating Departments. Currently projected expenditures for the General Fund in the 2009/10 fiscal year are \$13,353,100. The projected Fund Balance effective June 30, 2010 is \$4,278,486 or 30.4% of expenditures.

Public Act 345 of 1937:

Effective July 1, 1971, the City of Traverse City Charter adopted Public Act 345 of 1937, as amended. That Act establishes certain provisions regarding pensions for police and fire personnel including a provision that funds to support that obligation are a "special levy" outside of the general operating levy. In May of 2009, the amount of that levy was estimated at 1.3598 mills producing \$944,200 of tax income for the Act 345 Fund. The actuarial report completed through June 30, 2009, indicates that estimate was \$207,500 short.

The estimated Act 345 levy for the 2010/11 fiscal year is 1.74 mills. The actual levy necessary to support this obligation varies from year to year, generally following economic trends with higher numbers in years of economic decline and lower numbers in years of economic growth. The 1.74 mills noted above is near the top of the 20 year trends, meaning that lower levies may be necessary two or three years out.

The FY 2009/10 Budget manages the \$207,500 shortfall as a short-term loan from the Industrial Development Fund with an expectation that the amount will be repaid in future years through a levy when lower levy amounts are required for then current obligations. This is a one-year aberration as the timing of actuarial projections has been adjusted.

FY 2010/11 General Fund Budget:

The FY 2010/11 General Fund Budget includes a \$1,000,000 transfer to the Capital Improvement Projects Fund to continue the City Commissions priority on infrastructure spending, streets and sidewalks. If that expenditure was not included in the General Fund, the 2010/11 General Fund would be in surplus by \$624,615. With that expenditure in the General Fund, it is necessary to use \$375,385 of the existing Fund Balance; consistent with the intent to reduce the Fund Balance over two fiscal years. The effective result is that approximately \$375,000 of the excess Fund Balance will be dedicated to infrastructure spending in the 2010/11 fiscal year.

Total personnel costs including wages and benefits for the General Fund in the FY 2009/10 Budget are \$8,618,700. Total personnel costs in the FY 2010/11 Budget are estimated at \$8,556,920; a reduction of \$61,780.

The attached FY 2010/11 Budget includes new Performance Measurements in each department. These measurements will be expanded and refined in future years. Please allow time for these measurement instruments to develop into a useful tool.

REVENUE ISSUES

The FY 2010/11 General Fund Budget anticipates the same operating levy as the FY 2009/10 Budget; 11.8167 mills. That levy is expected to generate the same tax income as the previous year; \$8,195,800. Property tax revenue accounts for approximately 61% of total revenues. State shared revenue is expected to be flat when compared to current projections for the 2009/10 fiscal year. However, that amount is approximately \$225,000 less than the FY 2009/10 Budget.

The FY 2010/11 Budget anticipates the Intragovernmental Fee to rebound to almost last year's original estimate. Another significant change in the revenue picture is the elimination of the transfer in from Light and Power for street lights in the amount of \$182,000. Rather than transferring that revenue into the General Fund Budget, the expense of that operation has been transferred out of the General Fund to Light and Power. The last significant change on the revenue side is the expected reduction in Miscellaneous: Contribution – Public Sources that represents the reduction in fire service to the Airport. This is included in the existing contract with the Airport and is offset by leaving an anticipated vacancy in the Fire Department by attrition.

In total General Fund revenue is projected at \$13,691,400. This is a decline from the current Budget in the amount of \$360,500; or 2.6%. Please note that this decline is on top of declines in the FY 2009/10 Budget and the FY 2008/09 Budget.

EXPENDITURE ISSUES

As noted above, the General Fund includes a transfer to the Capital Projects Fund in the amount of \$1,000,000. Maintaining this level of funding for infrastructure projects necessarily impacts spending in other areas.

Personnel:

The FY 2010/11 General Fund Budget includes four fewer positions than the FY 2009/10 Budget. Vacancies by attrition include one anticipated vacancy in the Police Department, one position in the Fire Department and one position in DPS. A vacancy in the Human Resources Office in the City Manager's Department exists by way of a layoff that occurred in April. The FY 2010/11 Budget includes funding for a one-half time position in Human Resources if necessary. Those funds could be used for a part-time consultant, or in combination with Light and Power or Grand Traverse County if necessary. As the elimination of the position is experimental, the workload will dictate which of these options, if any, should be pursued.

The FY 2010/11 Budget does include a one-half time position for a Community Development Officer. That allocation will continue the experiment with this position. Under the Budget Recommendations, the City would contract with the DDA for 50% of the time of the DDA Executive Director. The cost of this position is managed through a transfer from the Industrial Development Fund to the General Fund.

The FY 2010/11 Budget does continue the school liaison police officer position. The Traverse City Area Public Schools (TCAPS) has proposed the elimination of its contribution to this position which does represent lost income in the amount of \$25,000. The Police Department and the City Manager believe this position is cost effective even without this reimbursement.

Under the “Other Information” tab, please find a history on the number of City positions. Please note the reduction in the number of personnel by 15 positions since the FY 2007/08 Budget. This represents a decline of 8.6% in the number of total City employees. Please understand that these and continuing declines in the number of employees will at some point begin generating complaints from residents about service levels.

Other personnel costs have also been addressed throughout the current fiscal year. By July 1, 2010, all eligible employees will have converted to the high deductible HSA health insurance program. For the 2010/11 fiscal year, the costs of employee health insurance will increase approximately 6%. This compares to a 10% increase under the prior City plan. City employees contribute approximately 12% of this cost through pay roll deduction for single coverage; 22% for family coverage.

All new hires to the City of Traverse City will be hired to a significantly lower cost pension program. Most new hires will receive a fixed contribution to a Retiree Health Saving Account that, in the long term, eliminates retiree health insurance as a legacy cost. This change will be pursued in other labor agreements as those agreements are negotiated.

Operating Departments:

Total Departmental spending in the FY 2010/11 Budget (before transfers and Capital Outlay) is projected at \$11,322,485. This compares to the FY 2009/10 Budget of \$11,800,500; a decline of \$478,015 or 4.1%. This decline is in addition to a decline in the FY 2009/10 Budget and the FY 2008/09 Budget.

Other:

When compared to the infrastructure spending and employee reductions, all other expenditure issues are relatively minor. The most significant would be a reallocation of some administrative DPS time from the General Fund to the Water and Sewer Funds to better reflect actual experience. All departments are impacted by an increase in vehicle rental rates from the Garage Fund. This is most notable in the Police and Fire Department budgets. A 5% per year increase in these rates is expected for several years. The General Fund Contingency account includes funds for a “right sizing” review of police operations. In general, most departments and budgets see a continuing constriction in operating funds.

There are a number of ongoing efforts that may have budgetary impacts during the year. An Advisory Committee will shortly make recommendations to the City Manager regarding the operation of Hickory Hills. The efforts regarding the dams are continuing and the solid waste contracting efforts continue through this year. Funding for the Senior Center may be before the electorate this fall. Operations of the Opera House are under review and a new lease agreement for the Heritage Center is expected during the fiscal year. The Budget should not be considered a static document, but rather an evolving document.

WATER AND SEWER

Attached please find recommendations from the City Treasurer/Finance Director regarding water and sewer rates. Adoption of the recommended rates would be part of the City Commission Budget adoption.

CAPITAL IMPROVEMENT PROJECTS

The Capital Improvement Projects funds are expected to be active in the forthcoming fiscal year. Street and sidewalk improvements will require the Commission's attention to work through conflicts between the Infrastructure Policy and the Master Plan. Funding for Bayfront improvements will be the focus of considerable attention and possible action by the electorate. The attached DDA and TIF budgets reflect considerable capital spending. Many good things are happening in Traverse City.

PROCESS

In accordance with the Charter for the City of Traverse City, the City Commission shall adopt a Budget not later than the first Monday in June. This year that is June 7. The attached Budget recommendation can be reviewed at regular meetings and study sessions as the City Commission desires. A Public Hearing on the Budget is scheduled for the regular meeting of May 17, 2010.

While the attached represents the City Manager's budget recommendations, it is for the City Commission to make budget decisions. All of the attached is subject to change at the City Commission's discretion. Thank you.



**Resolution to Waive Traverse City Property Tax Administration Fee
for Fiscal Year 2010-2011**

Because, the City Commission of the City of Traverse City, Grand Traverse County and Leelanau County, Michigan, adopted a resolution on May 2, 1983, which authorized the imposition of a property tax administration fee; and

Because, that resolution reserved the right and authority to waive all or part of the property tax administration fee imposed by that resolution for a specific tax levy and collection period by the adoption of a resolution to that effect; now, therefore be it

Resolved, by the City Commission of the City of Traverse City, Grand Traverse County and Leelanau County, Michigan, that no property tax administration fee be collected on any property tax levied within the City for Fiscal Year 2010-2011.

I hereby certify that the above Resolution was adopted by the City Commission on June 7, 2010, at a regular meeting of the City Commission held in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

Debra A. Curtiss, MMC, City Clerk

Prepared by: Benjamin C. Marentette, CMC
Deputy City Clerk and
Karla Myers-Beman
Deputy City Treasurer/Assistant Finance Director



**Resolution Certifying Tax Levy
for The City of Traverse City for Fiscal Year 2010-2011**

Resolved, by the City Commission of the City of Traverse City, Michigan, that the City Assessor of Traverse City, shall as soon as the City Clerk shall certify to her the amount of the tax levy fixed by the City Commission, which is established at 11.8167 mills, and within three (3) days after adoption by the City Commission, the budget for fiscal period of July 1, 2010, to June 30, 2011, inclusive, proceed to ratably assess to all persons and pieces of property on the assessment roll accordingly, and in proportion to the valuation entered thereon, the amount of tax with all delinquent special assessments and delinquent wastewater, electrical and water charges, as recorded by the City Treasurer and on file with the Office of the City Treasurer, such record to be a permanent record of the City of Traverse City.

I hereby certify that the above Resolution was adopted by the City Commission on June 7, 2010, at a regular meeting of the City Commission held in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

A handwritten signature in black ink, appearing to read "Debra A. Curtiss", written over a horizontal line.

Debra A. Curtiss, MMC, City Clerk

Prepared by: Benjamin C. Marentette, CMC
Deputy City Clerk and
Karla Myers-Beman
Deputy City Treasurer/Assistant Finance Director



**Resolution Certifying Tax Levy for Act 345
Police and Fire Pension System for Fiscal Year 2010-2011**

Resolved, by the City Commission of the City of Traverse City, Michigan, that the City Assessor of Traverse City, shall as soon as the City Clerk shall certify to her the amount of the ACT 345 tax levy fixed by the City Commission, which is established at 1.74 mills, and within three (3) days after adoption by the City Commission, the budget for fiscal period of July 1, 2010, to June 30, 2011, inclusive, proceed to ratably assess to all persons and pieces of property on the assessment roll accordingly, and in proportion to the valuation entered thereon, the amount of said tax levy.

I hereby certify that the above Resolution was adopted by the City Commission on June 7, 2010, at a regular meeting of the City Commission held in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

Debra A. Curtiss, MMC, City Clerk

Prepared by: Benjamin C. Marentette, CMC
Deputy City Clerk and
Karla Myers-Beman
Deputy City Treasurer/Assistant Finance Director



**Resolution Certifying Tax Levy for
Downtown Development Authority for Fiscal Year 2010-2011**

Resolved, by the City Commission of Traverse City, Michigan, that the City Assessor of Traverse City shall, as soon as the City Clerk shall certify to her the amount of the tax levy fixed by the City Commission, which is established at 1.8038, and within three (3) days after the adoption by the City Commission of the DDA Budget for the fiscal period of July 1, 2010, to June 30, 2011, inclusive, proceed to ratably assess to all persons and pieces of property on the assessment roll which are located within the Downtown Development Authority as described in Chapter 298.04 of the Traverse City Code of Ordinances accordingly, and in proportion to the valuation entered thereon the amount of said tax levy.

I hereby certify that the above Resolution was adopted by the City Commission on June 7, 2010, at a regular meeting of the City Commission held in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

A handwritten signature in black ink, appearing to read 'Debra A. Curtiss', is written over a horizontal line. The signature is fluid and cursive.

Debra A. Curtiss, MMC, City Clerk

Prepared by: Benjamin C. Marentette, CMC
Deputy City Clerk and
Karla Myers-Beman
Deputy City Treasurer/Assistant Finance Director



**Resolution Adopting The City of Traverse City
Fiscal Year 2010-2011 Comprehensive Annual Budget Report
including the Capital Improvements Plan**

- Because, the City Manager has caused a budget document, including the Capital Improvements Plan, to be prepared and presented to this City Commission covering the fiscal year commencing July 1, 2010, and ending June 30, 2011; and
- Because, this document has been placed on file in the Office of City Clerk and made available for public examination; and
- Because, a public hearing upon the adoption of this document has been held as required by the City Charter; and
- Because, as a result of this public hearing and its own study, the City Commission has caused certain changes to be made; now, therefore, be it
- Resolved,** that the proposed budget document as amended by the City Commission of Traverse City entitled City of Traverse City 2010-2011 Comprehensive Annual Budget Report of the City of Traverse City, Michigan, for the fiscal period of July 1, 2010, through June 30, 2011, be adopted in its entirety, excluding the budgets for Traverse City Light and Power and the Downtown Development Authority, which shall be adopted by separate resolution and that the City Manager be, and is hereby authorized to make expenditures provided for in said budget, providing said expenditures be made according to law; further be it
- Resolved,** that the budget document be placed on file in the Office of the City Clerk and be made a permanent record of the City of Traverse City and is made part of this resolution by reference; further be it
- Resolved,** that to defray the costs of the appropriations contained in said document the estimated sum of \$8,195,800 based on the rate of 11.8167 mills shall be raised in the City of Traverse City, Michigan, by taxation for municipal purposes for the fiscal period of July 1, 2010, through June 30, 2011 inclusive, in accordance with the Charter of the City of Traverse City and the laws of the State of Michigan relative to the taxation of real and personal property; further be it
- Resolved,** that to defray the costs of the appropriations contained in said document the estimated sum of \$1,206,400 based on the rate of 1.74 mills shall be raised in the City of Traverse City, Michigan by taxation for, defraying the cost of supporting the retirement plan for qualified personnel of the Department of Public Safety of the City of Traverse City, Michigan pursuant to the provisions of ACT 345 of the Public Acts of 1937, as amended, as approved by a vote on November 3, 1970;

Resolved, that the following appropriations be and are hereby authorized for the fiscal year beginning July 1, 2010.

1. GENERAL FUND:

Departments:

City Commission	\$ 91,370
City Manager	359,750
Human Resources	174,150
Community Development	88,200
City Assessor	326,000
City Attorney	128,750
City Clerk	413,300
City Treasurer	361,500
Police	3,460,800
Fire	2,645,160
Engineering	737,475
Planning and Zoning	370,340
Parks and Recreations	1,702,240
Oakwood Cemetery	372,800
DPS Director and Streets Administration	(344,850)
Government Owned Buildings	135,000
Appropriations	200,500
Contingencies	100,000
Transfers Out – Capital Projects	1,037,900
Transfers Out – Other	1,672,400
Capital Outlay	<u>34,000</u>
 TOTAL GENERAL FUND	 \$14,066,785

SPECIAL REVENUE FUNDS

2. BUDGET STABILIZATION FUND	7,500
3. MOTOR VEHICLE HIGHWAY - MAJOR STREETS FUND	1,245,000
4. MOTOR VEHICLE HIGHWAY - LOCAL STREETS FUND	1,449,500
5. MOTOR VEHICLE HIGHWAY - STATE TRUNKLINE FUND	264,400
6. HAZARDOUS MATERIAL RESPONSE TEAM FUND	20,750
7. ACT 302 POLICE TRAINING FUND	6,500
8. FETN ACADEMY FUND	3,500

9.	STATE DOMESTIC PREPAREDNESS EQUIPMENT GRANT FUND	50,000
10.	COLLEGE PARKING FUND	23,300
11.	TRAVERSE CITY/GARFIELD JOINT PLANNING FUND	6,000
12.	HERITAGE CENTER FUND	104,000
13.	PEG CAPITAL FUND	23,000
14.	SENIOR CENTER FUND	232,100
15.	SENIOR CENTER BUILDING FUND	13,000
16.	HOMELAND SECURITY TRAINING GRANT FUND	30,000
17.	CITY OPERA HOUSE FUND	88,900
18.	BANNER PROGRAM FUND	3,500
19.	ECONOMIC DEVELOPMENT FUND	42,000
20.	MCCAULEY ESTATE TRUST FUND	3,100
21.	BROWN BRIDGE MAINTENANCE FUND	76,500
22.	ACT 345 MILLAGE FUND	1,206,400
DEBT SERVICE FUNDS		
23.	PARKING BOND DEBT RETIREMENT FUND – TAX EXEMPT	495,000
24.	PARKING BOND DEBT RETIREMENT FUND – TAXABLE	176,200
25.	PARKING BOND DEBT RETIRMENT FUND – OLD TOWN	1,206,300
CAPITAL PROJECT FUNDS		
26.	PARKING CONSTRUCTION BOND FUND – TAX EXEMPT	970,000
27.	PARKING CONSTRUCTION BOND FUND – TAXABLE	107,500
28.	PARKING BOND CONSTRUCTION FUND – OLD TOWN	2,508,000

29.	RECAPTURED GRANT REVOLVING LOAN FUND	4,000
30.	CAPITAL PROJECTS FUND	1,106,900
31.	SPECIAL ASSESSMENT FUND	80,000
PERMANENT FUNDS		
32.	BROWN BRIDGE TRUST FUND	859,000
33.	CEMETERY TRUST FUND	20,000
34.	CEMETERY PERPEUTAL CARE TRUST FUND	20,000
ENTERPRISE FUNDS		
35.	AUTOMOBILE PARKING SYSTEM FUND	1,417,770
36.	SEWER FUND	5,747,200
37.	WATER FUND	2,716,000
38.	DUNCAN L CLINCH MARINA FUND	550,800
INTERNAL SERVICE FUNDS		
39.	GARAGE	2,525,630

I hereby certify that the above Resolution was adopted by the City Commission on June 7, 2010, at a regular meeting of the City Commission held in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.



Debra A. Curtiss, MMC, City Clerk

Prepared by: Benjamin C. Marentette, CMC
Deputy City Clerk and
Karla Myers-Beman
Deputy City Treasurer/Assistant Finance Director



**Resolution Adopting the Traverse City Light and Power Capital Improvement Plan
Submitted with Fiscal Year 2010-2011 Budget**

Resolved, that the Traverse City Light and Power Board has caused a Capital Improvements Plan to be prepared and presented to the City Commission covering the fiscal year commencing July 1, 2010, and ending June 30, 2011, and that the revisions to the Capital Improvement Plan as submitted with the proposed budget for the fiscal period of July 1, 2010, through June 30, 2011, is hereby approved in its entirety and that the Traverse City Light and Power Board is hereby authorized to adopt the plan as submitted.

I hereby certify that the above Resolution was adopted by the City Commission on June 7, 2010, at a regular meeting of the City Commission held in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

A handwritten signature in black ink, appearing to read "Debra A. Curtiss", written over a horizontal line.

Debra A. Curtiss, MMC, City Clerk

Prepared by: Benjamin C. Marentette, CMC
Deputy City Clerk and
Karla Myers-Beman
Deputy City Treasurer/Assistant Finance Director



**Resolution Adopting the Traverse City Light and Power Budget
for Fiscal Year 2010-2011**

Resolved, that the Traverse City Light and Power Board has caused a budget document to be prepared and presented to the City Commission covering the fiscal year commencing July 1, 2010, and ending June 30, 2011, and that the proposed budget document of the Traverse City Light and Power Department for the fiscal period of July 1, 2010, through June 30, 2011, is hereby approved in its entirety in the amount of \$29,142,400, and the Fiber Optics Fund of \$299,300, pursuant to the Charter of the City of Traverse City, Section 179(j); and that the Traverse City Light and Power Board is hereby authorized to adopt this budget, excluding the Capital Improvement Plan, as submitted.

I hereby certify that the above Resolution was adopted by the City Commission on June 7, 2010, at a regular meeting of the City Commission held in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

A handwritten signature in black ink, appearing to read "Debra A. Curtiss".

Debra A. Curtiss, MMC, City Clerk

Prepared by: Benjamin C. Marentette, CMC
Deputy City Clerk and
Karla Myers-Beman
Deputy City Treasurer/Assistant Finance Director



**RESOLUTION ESTABLISHING WATER AND SEWER RATES
AND WATER SERVICE CHARGES**

Because, the City Commission shall from time to time determine the water service charges for City users of water from the City water distribution system; and

Because, the City Commission desires to provide enough funds for the operational expenses and the debt service of the water system; and

Because, the City Commission desires to provide enough funds for the capital improvement to the water system; therefore, be it

Resolved, that the City Commission of the City of Traverse City does hereby establish the following rate schedule for users of the city sewer collection system in accordance with the Traverse City Code of Ordinances, effective July 1, 2010:

Inside City Limits

\$29.00 per first 600 cubic feet

\$29.00 per thousand for each additional thousand cubic feet

Customers outside City limits are charged 1 ½ times the City rate.

Resolved, that the City Commission of the City of Traverse City does hereby establish the following water rates and charges schedule for users of water from the city water distribution system in accordance with the traverse City Code of Ordinances, effective July 1, 2010:

First 600 Cu. Ft or less	Inside City Limits	Outside City Limits
5/8 Inch (Average Residence)	\$10.00	\$15.00
1 Inch	\$20.00	\$30.00
1 ¼ Inch	\$30.00	\$45.00
1 ½ Inch	\$40.00	\$60.00
2 Inch	\$60.00	\$90.00
3 Inch	\$80.00	\$120.00
4 Inch	\$120.00	\$180.00
6 – 12 Inch	\$200.00	\$300.00

(Resolution Establishing Water and Sewer Rates and Water Service Charges)

2

Next 3,400 Cu. ft./1,000 Cu. ft.	\$10.00	\$15.00
Next 16,000 Cu. ft./1,000 Cu. ft.	\$10.00	\$20.00
All over 20,000 Cu. ft.	\$10.00	\$20.00

The following are rates for the various services provided by the Water and Sewer Maintenance Division:

Service Lines:

City Resident cost 1 inch service lead = \$1,000

Township Resident cost for 1 inch service lead = \$1,500

Any necessary road restoration costs will be added to the listed charge for water taps or service connections.

Tap Only:

1"	\$200.00
1 ½"	\$225.00
2"	\$250.00
4"	\$550.00
6"	\$750.00
8"	\$950.00
10"	\$1,150.00
12"	\$1,350.00

Meter Changes:

New meter installations or changes in meter size requested by customer.

<u>Size</u>	<u>Cost to Install</u>
5/8"	\$285.00
1"	\$385.00

Greater than 1 inch diameter = time and material cost basis.

(Resolution Establishing Water and Sewer Rates and Water Service Charges)

Service Turn-Ons and Turn-Offs:

During scheduled work hours	\$20.00
During non-scheduled working hours	\$70.00

Inspection Fee:

Sewer/water cut & caps	\$50.00
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Repeat Calls for Services:

No show, not ready, re-freeze	\$50.00
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Bulk Water Sales:

Fill tankers at our shop – 1 st 600 cu ft	\$50.00
Next 1,000 cu ft	\$10.00
Est. cost \$45/\$54	

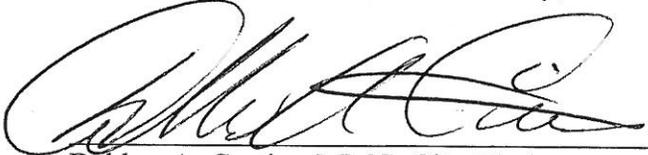
Dewatering:

Cost to dewater	\$300.00
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Bacteriological Testing:

Cost for labor, materials and equipment	\$15.00
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I hereby certify that the above Resolution was adopted by the City Commission on June 7, 2010, at a regular meeting of the City Commission held in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.



Debra A. Curtiss, MMC, City Clerk

City of Traverse City, Michigan

CITY OFFICIALS

MAYOR

Chris Bzdok
(2009-2011*)

COMMISSION

Mary Ann Moore
(2009-2013*)

Ralph L. Soffredine
Mayor Pro-Tem
(2007-2011*)

Michael Gillman
(2009-2013*)



Jody Bergman
(2009-2013*)

Jim Carruthers
(2007-2011*)

Barbara Budros
(2007-2011*)

* elected term expires

CITY MANAGER

R. Ben Bifoss

CITY CLERK

Debra A. Curtiss

CITY ATTORNEY

Karrie A Zeits, Esq.

CITY TREASURER/ FINANCE DIRECTOR

William E. Twietmeyer

DEPARTMENT DIRECTORS

CITY ASSESSOR
PUBLIC SERVICES DIRECTOR
CITY ENGINEER
POLICE CHIEF
FIRE CHIEF
PLANNING DIRECTOR

Debra Chavez
Bob Cole
Timothy Lodge
Michael Warren
James Tuller
Russell Soyryng

OTHER CITY OFFICIALS

LIGHT AND POWER EXECUTIVE DIRECTOR
DDA EXECUTIVE DIRECTOR

Edward Rice
Bryan Crough

Traverse City City Commission

Mission Statement

The Mission of the Traverse City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the City's staff.

The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.

Adopted: February 22, 2000

Fund Descriptions

General Fund – is the government’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Special Revenue Funds – account for the proceeds of specific revenue sources (other than permanent trust or major capital projects) that are set aside for a specific purpose.

Debt Service Funds – account for the accumulation of resources set aside to meet current and future debt service requirements on general long term debt.

Capital Project Funds – account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by proprietary funds.

Permanent Funds – account for resources that are legally restricted to the extent that only earnings and not principal, may be used for purposes that support the reporting government’s programs, that is, for the benefit of the government or its citizenry.

Enterprise Funds – account for the operations that are financed and operated in a manner similar to a private business enterprise, where costs are primarily recovered through user charges.

Internal Service Funds – account for fleet and equipment management and employee fringe benefits provided to other departments or agencies of the government, on a cost reimbursement basis.

Component Unit Funds – account for operations maintained and operated by related entities of the City created through State Statute or City Charter.

Expenditure/Expense Line Item Descriptions

Salaries and Wages – record payment of salaries and wages to unit officials and employees.

Fringe Benefits – record expenditures for employees’ social security, hospitalization insurance, employees’ life insurance, retirement fund contributions and worker’s compensation.

Office/Operating Supplies – record expenditures for supplies normally used in the operation of an office such as stationary, pencils, publications and postage. Additionally, operation supplies of a department such as blankets, chemicals, street salt, and cleaning supplies.

Professional Services – record outside service such as audit fees, computer services, consulting fees, contractual fire services, legal fees, witness fees and jury fees, and memberships.

Communications – record the cost of telephone services and dispatch radios.

Transportation – record the costs associated with automobile expenses such as mileage reimbursements, gas, oil, also train, boat, bus and plane fares.

Professional Development – record the costs associated with employee education, seminars, organization dues, lodging, meals, and certification requirements.

Community Promotion – record expenditures for holiday decorations, civic betterment and public relations.

Printing and Publishing – record expenditures for advertising, legal notices, copies and printing and publishing.

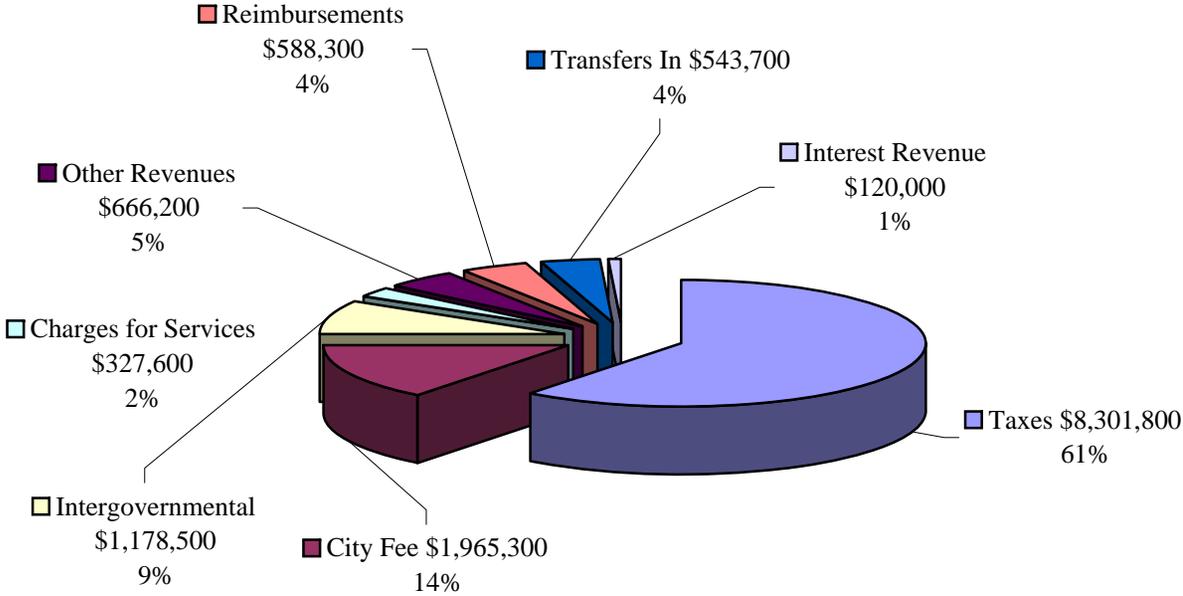
Insurance and Bonds – record expenditures for all insurance and bonds, such as surety bonds.

Repairs and Maintenance – record expenditures used for repair and maintenance, such as seeding and painting supplies. Also, the expenditures for repairs and maintenance to buildings, office equipment and vehicles.

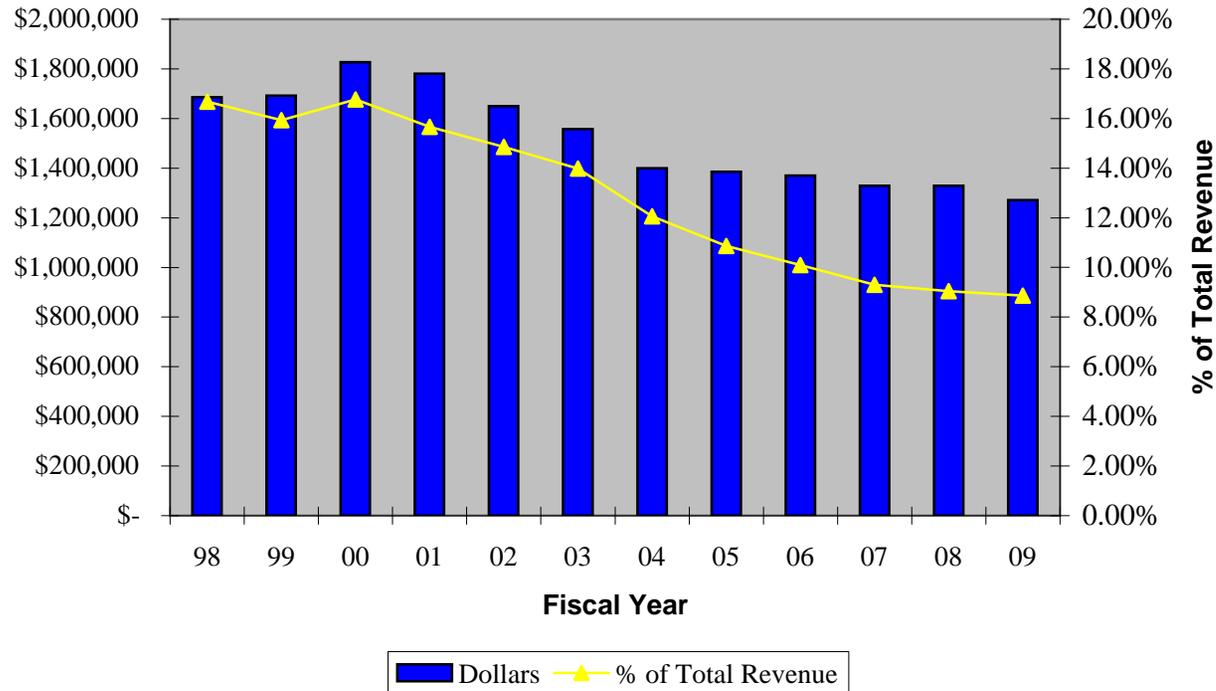
Rentals – record the costs for office space rent, rental of equipment and vehicle rentals.

Miscellaneous – record costs not provided elsewhere.

**City of Traverse City, Michigan
General Fund
2010-11 Budgeted Revenues**



**City of Traverse City, Michigan
State Revenue Sharing
Fiscal Years Ending 1998 through 2009**



A major source of General Fund Revenue is from revenue sharing payments made by the State of Michigan to local units of government. Revenue sharing consists of two components. The first component is a constitutional allocation based on a formula taking into consideration population, type of government, and sales tax receipts for the State. The second component is based on a similar formula but is primarily a statutory appropriation by the legislature.

The economy in the State of Michigan has been challenging over the past decade. As a result, revenue sharing has declined both in nominal terms and as a percentage of total general fund revenue. At one time revenue sharing made up over 16% of the City’s General Fund revenue. Today it comprises a little over 8% of the City’s General Fund revenue. It is expected that this trend will continue for the next few years.

SUMMARY OF BUDGET CHANGES – General Fund Revenue

Real Estate/Personal Property – Real Estate/Personal Property taxable value remains flat from prior year resulting in no change in revenue. City of Traverse City has been isolated from other areas in Michigan where there has been a significant drop in taxable value, because of the current economic condition.

Franchise Fees – Franchise fees increased based on projected and prior year revenue in the current fiscal year.

Non-Business Permits – Non-Business permits increased because of small increases in various line item accounts.

Federal Grants – Federal grants increased because of expected higher TNT grant reimbursements.

State Sales and Use Taxes – State sales and use tax decreased based on the expectation the State will receive less sales tax revenue than in prior years. Additionally, it is expected the State will lower the statutory portion to assist the State in balancing their budget.

State Liquor License – State liquor license increased based on projected and prior year revenue.

Use and Admission Fees – Use and admission fees decreased because the City is not budgeting for the collection of badminton and softball fees because at this time it is not determined if there is enough interest in the programs.

Ordinance Fines and Costs – Ordinance fines and costs decreased based on projected revenue in the current fiscal year.

Parking Violations – Parking violations budget increased based on the projected and prior year balances. This account fluctuates based on the number of violations issued and collected.

Intragovernmental – City Fee – Intragovernmental city fee, which is five percent of gross revenues of the Enterprise Funds, decreased based on less gross revenues budgeted by the Electric Enterprise Fund.

Interest Revenue – Interest revenue decreased because interest rates did not increase as expected during the current fiscal year as shown when you compare 2009-10 projected to 2009-10 budget amount. However, interest rates are expected to increase over the next fiscal year as the economy grows.

SUMMARY OF BUDGET CHANGES – General Fund Revenue (Continued)

Contributions – Public Sources – Contributions – public sources decreased because the City revised the Fire Airport contract to achieve full reimbursement of costs while reducing the level of staffing.

Other Income – Other income decreased based on past history trends of decreasing operating while under the influence violation revenue.

Reimbursements – Reimbursements decreased because of less anticipated reimbursements for engineering services from the Utility Funds.

Transfers in – Transfers in overall decreased because Light and Power Department will be funding street lighting expenditures directly instead of reimbursing the General Fund through a transfer in. Additionally, a higher transfer in is budgeted from the Industrial Park Fund to cover the Community Development Fund expenditures and the Brown Bridge Fund because of expected higher interest earnings.

City of Traverse City, Michigan
GENERAL FUND
2010-11 Budgeted Revenues

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
TAXES					
Real Estate / Personal Property	\$ 8,430,586	\$ 8,806,789	\$ 8,195,800	\$ 8,223,000	\$ 8,195,800
Collection Fees	343,661	14,543	14,000	14,300	14,000
Penalties and Interest on Taxes	95,055	124,840	92,000	112,000	92,000
Total Taxes	8,869,302	8,946,172	8,301,800	8,349,300	8,301,800
LICENSES AND PERMITS					
Business Licenses and Permits	12,361	9,231	10,000	9,900	10,000
Franchise Fees	186,461	197,140	188,000	198,000	198,000
Non-Business Permits	17,923	14,193	13,500	13,100	14,300
Total Licenses & Permits	216,745	220,564	211,500	221,000	222,300
INTERGOVERNMENTAL					
Federal Grants	39,621	50,440	38,000	30,000	40,000
State-Shared Revenues					
State Sales and Use Taxes	1,328,895	1,271,737	1,336,000	1,110,500	1,110,500
State Liquor Licenses	26,677	27,874	27,000	29,000	28,000
Total Intergovernmental	1,395,193	1,350,051	1,401,000	1,169,500	1,178,500
CHARGES FOR SERVICES					
General Fees and Services	54,162	45,099	37,100	31,900	37,100
Use and Admission Fees	219,076	239,763	246,300	237,600	243,000
Sale of Fixed Assets	-	16,150	2,500	1,500	2,500
Ordinance Fines and Costs	50,700	48,586	48,000	45,000	45,000
Total Charges for Services	323,938	349,598	333,900	316,000	327,600
FINES AND FORFEITURES					
Parking Violations	64,028	83,201	68,000	67,500	70,500
INTRAGOVERNMENTAL-City Fee	1,937,522	1,875,411	1,973,700	1,832,350	1,965,300
MISCELLANEOUS					
Interest Revenue	469,061	201,147	125,000	75,000	120,000
Rents and Royalties	2,930	2,401	2,500	2,400	2,500
Refunds and Rebates	(3,055)	-	2,500	100	2,500
Contributions-Public Sources	337,797	396,026	414,500	414,500	330,400
Contributions-Private Sources	24,300	350	1,000	28,500	1,000
Other Income	51,490	26,738	40,000	22,100	37,000
Total Miscellaneous	882,523	626,662	585,500	542,600	493,400

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Budgeted Revenues**

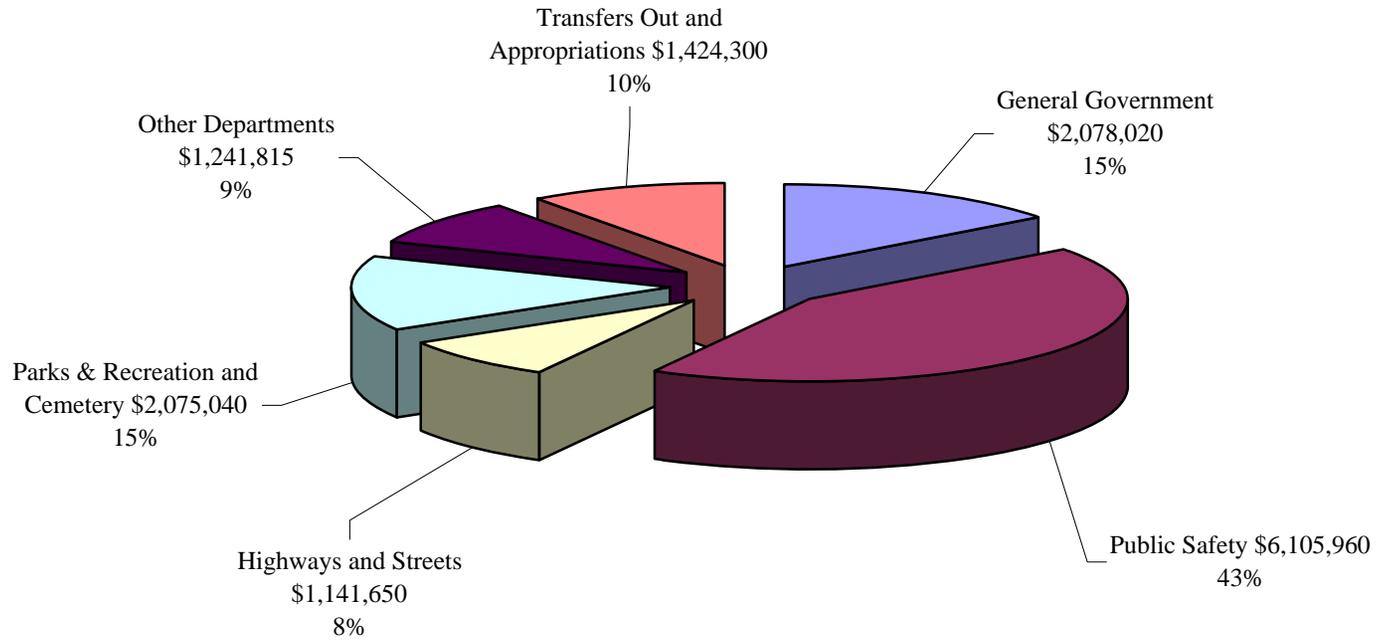
	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REIMBURSEMENTS	498,853	390,960	600,000	445,350	588,300
TRANSFERS IN					
Traverse City Light and Power	-	-	182,000	-	-
Cemetery Perpetual and Trust Fund	23,359	23,071	23,000	20,000	23,000
Economic Development Fund	-	-	30,000	30,000	88,200
Homeland Security Grant Fund	-	196	-	-	-
Brown Bridge Trust Fund	462,714	447,072	335,000	350,000	425,000
Budget Stabilization Fund	29,561	31,148	6,500	9,500	7,500
Total Transfers In	515,634	501,487	576,500	409,500	543,700
TOTAL REVENUES	\$ 14,703,738	\$ 14,344,106	\$ 14,051,900	\$ 13,353,100	\$ 13,691,400

Revenues for the Downtown Development Authority and City authorized tax incentive programs are not included in the above figures. Other than the Brownfield TIF's and incentives that defer real or personal property taxes, revenues and corresponding expenditures are reported in those appropriate funds included in the annual budget report. Brownfield TIF revenues collected are directly distributed to the Grand Traverse County Brownfield Authority.

Revenues not realized in the General Fund because of the approved tax incentive programs include PILOT's (Payment in Lieu of Taxes), Industrial Facilities Taxes and the following:

	<u>2010-11</u>
TIF 97	\$ 534,909
TIF 2	323,523
Brownfield TIF's	95,263
PILOT	44,000
IFT	33,000
Garfield Twp (Industrial)	38,000
Renaissance Zone	109,791
Total	\$ 1,178,486

**City of Traverse City, Michigan
General Fund
2010-11 Budgeted Expenditures**



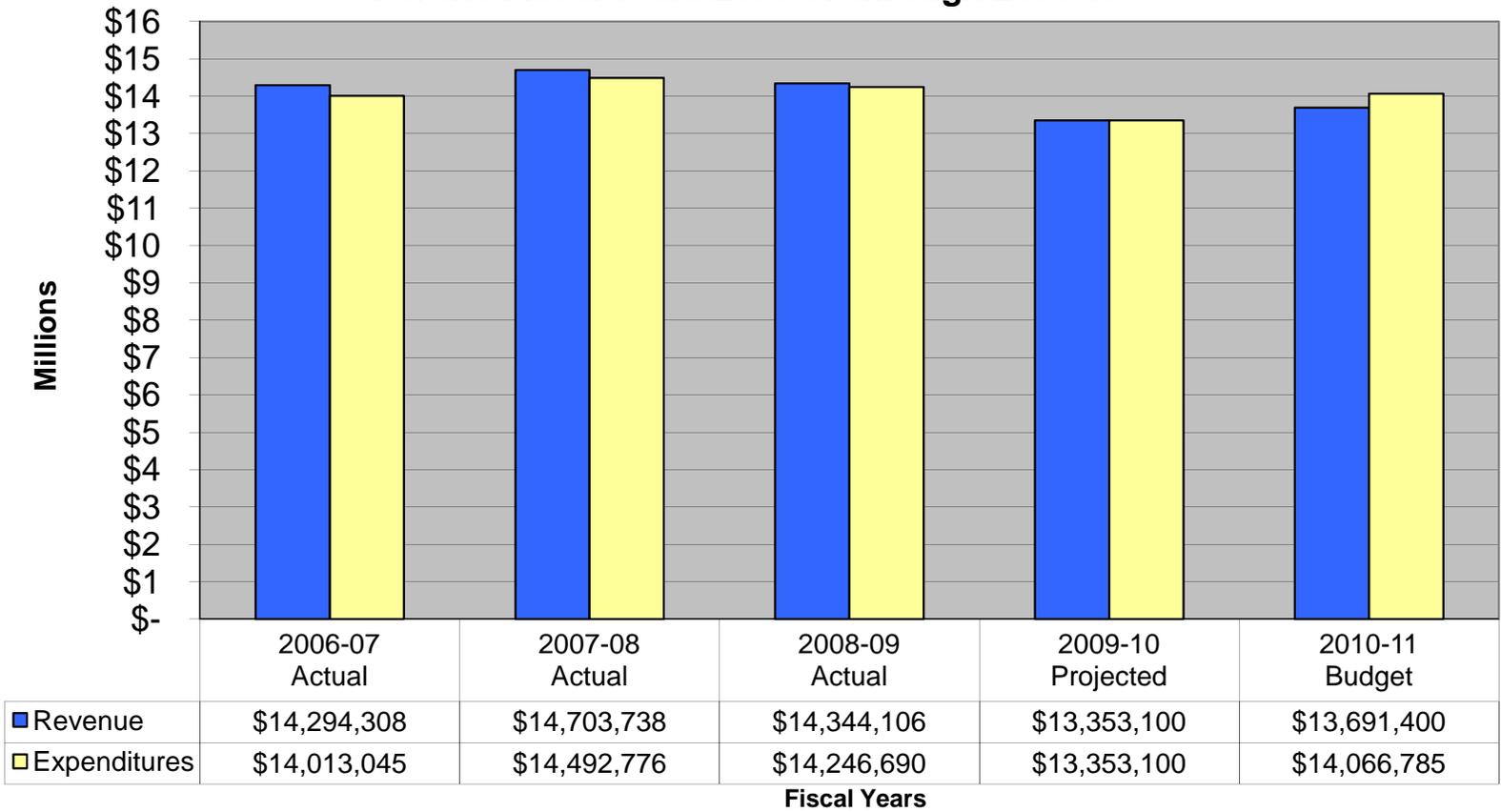
City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets Summary

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
Department					
City Commission	\$ 109,941	\$ 72,624	\$ 125,100	\$ 97,400	\$ 91,370
City Manager Department	347,335	323,224	346,100	333,450	359,750
Human Resources Department	195,951	201,671	202,900	198,800	174,150
Community Development Department	-	-	30,000	15,200	88,200
City Assessor Department	316,458	296,170	310,500	302,000	326,000
City Attorney Department	83,798	126,913	140,600	132,400	128,750
City Clerk Department	369,320	375,363	408,200	373,000	413,300
City Treasurer Department	353,590	319,714	348,100	371,600	361,500
Police Department	3,825,485	3,832,260	3,452,200	3,361,200	3,460,800
Fire Department	3,290,514	3,172,667	2,679,000	2,541,100	2,645,160
Engineering Department	648,674	662,928	707,800	674,500	737,475
Planning and Zoning Department	272,643	293,620	350,100	336,950	370,340
Parks and Recreation Department	1,662,899	1,627,293	1,602,100	1,555,900	1,702,240
Oakwood Cemetery Division	332,589	319,671	390,200	327,700	372,800
DPS Director and Streets Administration	(42,488)	(181,970)	(155,000)	(26,100)	(344,850)
Street Lighting	181,783	182,225	182,000	183,000	-
Government Owned Buildings	158,446	111,082	135,000	123,100	135,000
Appropriations	223,802	225,776	220,000	220,000	200,500
Contingencies	-	-	325,600	-	100,000
Total Department	12,330,740	11,961,231	11,800,500	11,121,200	11,322,485
Other Expenditures					
Transfers Out - Capital Projects	566,550	710,650	830,000	830,000	1,037,900
Transfers Out - Other	1,568,386	1,552,648	1,716,400	1,371,900	1,672,400
Capital Outlay	27,100	22,161	30,000	30,000	34,000
Total Other Expenditures	2,162,036	2,285,459	2,576,400	2,231,900	2,744,300
Total General Fund Expenditures	14,492,776	14,246,690	14,376,900	13,353,100	14,066,785
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	210,962	97,416	(325,000)	-	(375,385)
Beginning Fund Balance	3,970,108	4,181,070	4,506,070	4,278,486	4,278,486
Ending Fund Balance	\$ 4,181,070	\$ 4,278,486	\$ 4,181,070	\$ 4,278,486	\$ 3,903,101

City of Traverse City, Michigan
GENERAL FUND
2010-11 Expenditures by Type

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
Salaries and Wages	\$ 6,612,182	\$ 6,762,152	\$ 6,701,650	\$ 6,529,450	\$ 6,638,000
Fringe Benefits	2,856,948	2,769,499	1,917,050	1,841,550	1,918,920
Office/Operating Supplies	274,491	253,296	321,800	284,800	329,810
Professional Services	721,198	590,898	657,300	619,800	664,300
County Records Contract	200,141	181,975	200,200	196,000	201,900
Communication	94,978	70,486	93,900	87,200	92,800
Transportation	287,296	245,454	270,200	227,300	266,900
Professional Development	77,546	72,978	123,850	90,400	114,500
Community Promotion	20,235	-	2,500	2,500	2,500
Printing and Publishing	69,065	38,520	72,300	45,100	52,700
Insurance and Bonds	168,340	164,794	179,850	165,400	173,350
Utilities	372,349	370,646	376,650	361,500	197,550
Repairs and Maintenance	241,375	183,400	205,350	186,700	208,850
Rentals	95,903	17,645	112,300	248,300	140,655
Miscellaneous	7,452	9,050	12,200	10,200	11,450
Police Reserves	7,439	4,662	7,800	5,000	7,800
Appropriations	223,802	225,776	220,000	220,000	200,500
Contingencies	-	-	325,600	-	100,000
Capital Outlay	27,100	22,161	30,000	30,000	34,000
Transfers Out	2,134,936	2,263,298	2,546,400	2,201,900	2,710,300
Total	\$ 14,492,776	\$ 14,246,690	\$ 14,376,900	\$ 13,353,100	\$ 14,066,785

**City of Traverse City, Michigan
General Fund Revenues and Expenditures
For the Fiscal Years 2006-07 through 2010-11**



CITY COMMISSION

The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the City's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.



Front: Barbara Budros, Jody Bergman, Mary Ann Moore
Back: Mayor Chris Bzdok, Jim Carruthers, Mike Gillman, Ralph Soffredine

The City Commission is the legislative body for the City of Traverse City. The primary function of the City Commission is to establish the direction and policies by which the City operates through its boards, commissions and departments.

The goals and priorities of the Commission are reflected through the adopted budget in keeping with the policy of maintaining the economic well being of the City.

The City Commission consists of six (6) members and a Mayor, all elected at large. Commissioners each have four-year terms of office and the Mayor has a two-year term of office. At the annual organizational meeting, the City Commission meets and chooses one of its members as Mayor Pro Tem for one year until the following organizational meeting. The City Commission elected terms are arranged so that not more than four members shall be retired at any one time.

The Mayor presides at the meetings of the City Commission and has a voice and a vote in its proceedings, but no veto power. The Mayor authenticates by signature such instruments as the City Commission, City Charter or the laws of the State require.

The City Commission meetings are held in the Commission Chambers on the 2nd Floor of the Governmental Center, 400 Boardman Avenue, Traverse City. Regular Meetings are held the first and third Monday of each month. Possible Study Sessions are held on the second and fourth Monday of each month. Special meetings are scheduled as needed.

Within this portion of the budget is included the salaries paid to the City Commissioners, funds for the General Fund portion of the City Audit, and membership to the Michigan Municipal League.

SUMMARY OF BUDGET CHANGES

Professional Services – Professional services decreased to more accurately reflect actual spending the last couple of years, thereby eliminating budgeted funds beyond the known annual expenditures.

Printing and Publishing – Printing and Publishing decreased due to utilizing more electronic documents in conjunction with the website.

Professional Development – Professional development decreased but provides an allotment of \$600 for each City Commissioner.

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
CITY COMMISSION					
Salaries and Wages	\$ 31,109	\$ 31,632	\$ 32,000	\$ 32,000	\$ 32,600
Fringe Benefits	2,431	2,480	2,600	2,600	2,570
Office Supplies	3,468	566	1,200	1,000	1,200
Professional Services	39,893	32,177	71,000	50,000	40,000
Communication	419	-	1,000	500	1,000
Professional Development	1,192	-	5,000	1,000	4,200
Community Promotion	20,235	-	2,500	2,500	2,500
Printing and Publishing	8,788	4,842	7,500	5,800	5,000
Insurance and Bonds	1,146	574	1,300	1,000	1,300
Miscellaneous	1,260	353	1,000	1,000	1,000
Total City Commission	109,941	72,624	125,100	97,400	91,370
Personnel Services %	30.51%	46.97%	27.66%	35.52%	38.49%
F.T.E. Employees = 7 (Elected)					

Department Associated Revenues

Marriages	-	-	50	-	50
Percent of Expenditures Covered by Revenues	0.00%	0.00%	0.04%	0.00%	0.05%

CITY MANAGER DEPARTMENT

The City Manager works in partnership with the City Commission to achieve the City's mission and goals. The Manager's Department is the hub of the City and is responsible for overseeing all departments, implementing the policies and programs established by the City Commission, and handling the administrative duties addressed in the City Charter, City Code of Ordinances and State statutes, including recommending and implementing the City budget.

This Department specifically includes the functions of:

- Labor relations
- Intergovernmental relations
- Purchasing and contract administration
- Traffic management
- ADA Coordinator
- Web site development
- Information technology
- Neighborhood partnerships
- Media relations
- Economic development
- Grant writing
- Oversee the Museum, WWTP, Opera House, Human Rights Commission and Brown Bridge Advisory Committee.
- Monitor the activities of the Downtown Development Authority, Housing Commission, Redevelopment Corporation, and Light and Power.

Where we are headed in the near future (one to two years):

- Engage Solid Waste Services
- Continue Boardman River Dams Removal
- Continued review of savings and revenue options
- Implement Citizens Academy – electronic version first
- Produce bi-annual City Newsletter
- Incorporate new template into website; upgrade open source software

The City Manager's department is staffed by:

R. Ben Bifoss, City Manager

Makayla Vitous, Assistant to the City Manager

Patti Sandtveit, Executive Assistant to the City Manager/Purchasing Agent

PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Administrative policies processed/revised	8	4	5	15	80
	Purchase/service orders issued	432	398	330	333	287 to date
Efficiency	Percent of administrative policies reviewed in the last five years	not available	not available	not available	not available	100%
	Percent of standard purchase/service orders processed within five days	not available	not available	not available	not available	95%

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and a 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year, annual wage increases were budgeted in contingency and in the 2010-11 request amount included is retiree health insurance benefit for a department ACT employee that will be retired.

Printing and publishing – Printing and publishing decreased due to utilizing electronic documents in conjunction with the website.

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
CITY MANAGER DEPARTMENT					
Salaries and Wages	\$ 251,582	\$ 243,674	\$ 248,100	\$ 248,000	\$ 258,100
Fringe Benefits	61,816	56,557	58,700	53,250	63,850
Office Supplies	3,673	2,567	5,000	4,000	5,000
Professional Services	16,135	8,059	13,500	11,000	13,500
Communications	3,691	2,844	6,000	4,000	6,000
Professional Development	1,216	1,219	4,000	5,000	4,000
Printing and Publishing	6,109	4,935	6,500	4,500	5,000
Insurance and Bonds	2,693	2,359	2,800	2,400	2,800
Miscellaneous	420	1,010	1,500	1,300	1,500
Total City Manager Department	347,335	323,224	346,100	333,450	359,750
Personnel Services %	90.23%	92.89%	88.64%	90.34%	89.49%
F.T.E. Employees = 3					

Budgeted in this department is \$5,500 for the Human Rights Commission expenditures of which \$4,000 may be used for community activities.

HUMAN RESOURCES OFFICE

The Human Resources office provides personnel management, benefit administration and payroll services for 161 City employees and 43 Light and Power employees. Payroll services are also provided for approximately 60 part-time, temporary and seasonal positions during the fiscal year. In addition, retiree benefit services are provided to 115 retirees. Human Resources assist the City Manager in representing the City's interests in collective bargaining and on-going labor agreement interpretation and administration with its seven bargaining units.

Responsibilities of the Human Resources function include:

- Employment recruiting and interviewing
 - External recruitments
 - Internal promotional processes
 - Temporary workforce coordination
- Compensation
 - Wage and salary administration
 - Payroll administration
- Benefits Administration
 - Medical Insurance
 - Dental Insurance
 - Vision Insurance
 - Life Insurance
 - Short Term Disability
 - Long Term Disability
 - Flexible Savings Account
 - Retirement Health Savings Plans
 - Deferred Compensation Plans
 - MERS Retirement Plan
 - COBRA Administration
 - Educational Reimbursement Plan
- Employee Relations
 - Equal Employment Opportunity Coordinator
 - Labor Relations
 - Labor Agreement Administration
- Personnel/Human Resource Records
 - Personnel record keeping
 - HR Information Systems
 - Legal compliance
- Health and Safety
 - Workers Compensation Administration
 - Fire Health and Fitness Program
 - Drug Free Workforce Testing

The Human Resource function is staffed by:

Kelli Springer, Human Resources Assistant

PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output		not available	not available	not available		
	Job announcements	not available	not available	not available	16	20 est
Efficiency	Applications processed	not available	not available	not available	206	680 est
	Total FTE General Fund employees per 1,000 residents	not available	not available	not available	11.6	11.1 est
	Full time employee turnover rate (including retirement)	not available	not available	not available	8.90%	2.5% est

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits - Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and a 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year, annual wage increases were budgeted in contingency and for 2010-11 request amount, the Director of Human Resources position is at .5 FTE.

Professional Services – Professional services decreased based on expectation that the County programmer will not be utilized as much as in the prior year.

Printing and Publishing – Printing and publishing decreased based on lower estimated usage.

City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
HUMAN RESOURCES DEPARTMENT					
Salaries and Wages	\$ 124,393	\$ 133,189	\$ 118,500	\$ 117,000	\$ 96,500
Fringe Benefits	40,052	47,591	51,300	51,900	47,650
Office Supplies	995	1,595	1,500	1,600	1,500
Professional Services	20,334	10,933	17,000	18,000	15,000
Communications	1,338	1,060	1,500	1,600	1,500
Transportation	633	22	1,000	100	1,000
Professional Development	648	1,281	6,150	3,800	6,000
Printing and Publishing	5,949	4,424	4,000	2,900	3,000
Insurance and Bonds	1,609	1,358	1,700	1,400	1,500
Miscellaneous	-	218	250	500	500
Total Human Resources Function	195,951	201,671	202,900	198,800	174,150
Personnel Services %	83.92%	89.64%	83.69%	84.96%	82.77%
F.T.E. Employees = 1.5					
Department Associated Revenues					
Reimbursement from Other Funds	76,000	62,344	63,707	63,000	63,000
Percent of Function Expenditures					
Covered by Revenues	38.79%	30.91%	31.40%	31.69%	36.18%

The General Fund is reimbursed a pro-rata share of this functions expenditures from other enterprise and special revenue funds based on employee counts.

COMMUNITY DEVELOPMENT

The Community Development budget encompasses the activities of a continuation of a pilot project begun last year with the Downtown Development Authority (DDA). Because of the limitations caused by the DDA legislation, the DDA can no longer provide staff support for the functions of Community Development without compensation. The proposed budget envisions the City amending their agreement of June 15, 2009 to detail one-half of the DDA Executive Director’s time over the next year. That amount is reflected in the Professional and Contractual line item of the budget. Also included is 12 hours of a part time position shared with the City Attorney. Other projected costs are operational in nature.

There is great enthusiasm from the Neighborhood Presidents for a neighborhood signage program, and with volunteer help in design, we look forward to a pilot project to be put forward soon for City Commission consideration. While work is underway now, it appears expenditures, anticipated at around \$14,800, have been moved to the projected 2010-11 budget as that is most likely when they will occur. This is reflected in the Office/Operation Supplies line item.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Neighborhood meetings attended	not available	not available	not available	not available	8
	Business development meetings attended	not available	not available	not available	not available	35
Efficiency	Neighborhood contacts initiated	not available	not available	not available	not available	15
	Business development contacts initiated	not available	not available	not available	not available	50

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and Wages/Fringe Benefits increased to reflect the assistant to the Director of Community Development wages and benefits at twelve hours per week.

Office/Operating Supplies – Office/operating supplies increase because of the implementation of the neighborhood signage program.

Professional Services – Professional services increased to reflect the cost of the contract for the DDA Executive Director time towards the position of Director of Community Development. In the prior year the DDA allowed the DDA Executive Director to become the Director of Community Development at no cost.

Transportation – Transportation decreased based on current year expected costs.

Professional Development - Professional development decreased based on current year expected costs.

Printing and publishing – Printing and publishing decreased based on current year expected costs.

Insurance and bonds – Insurance and bonds decreased based on current year expected costs.

Miscellaneous – Miscellaneous decreased based on current year expected costs.

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
COMMUNITY DEVELOPMENT DEPARTMENT					
Salaries and Wages	\$ -	\$ -	\$ -	\$ 11,400	\$ 10,000
Fringe Benefits	-	-	-	900	900
Office/Operation Supplies	-	-	2,500	1,300	16,500
Professional Services	-	-	15,000	1,000	58,000
Communications	-	-	1,500	-	1,500
Transportation	-	-	1,000	-	-
Professional Development	-	-	2,500	-	-
Printing and Publishing	-	-	5,000	300	300
Insurance and Bonds	-	-	1,000	200	500
Miscellaneous	-	-	1,500	100	500
Total Community Development	-	-	30,000	15,200	88,200
Personnel Services %	0.00%	0.00%	0.00%	80.92%	12.36%
F.T.E. Employees = .3					

CITY ASSESSOR DEPARTMENT

Our purpose, as prescribed by City Charter and State Law, is to appraise all real and personal property within the City of Traverse City at 50% of market value in order that the State, Counties, City, schools, college, BATA, Recreation Authority and Library can levy millage and raise revenue.

City Assessing Office is responsible for maintaining an inventory of and assessing all property within the City limits with an accuracy rate within 50% of market value for each class overall. The assessment year begins in April, at this time we plan residential neighborhood inspections. During the rest of the year the department visits new construction sites, recently sold homes, and it is recommended that a unit visits neighborhood properties so that a total of at least 20% of the city properties have been visited. Photos are taken, changes recorded, and sketches revised from the information obtained during these site visits. Sales analysis and mapping begins immediately in order to establish area value trends. Property sales are analyzed and land value reviewed for the establishment of the new economic factors for residential, commercial and industrial properties alike.

It is our goal to maintain and enhance data available to the public in effort to facilitate the understanding of the assessment and taxation process

We must meet the requirements of State law and the City Charter as well as the policies of the State Tax Commission including Assessment certification requirements. These include:

- Meet annual State certification educational requirements
- Physically inspect and record all new construction
- Property deeds, changes of ownership, names and addresses as well as homestead percentages are maintained throughout the year
- Conduct an annual personal property survey
- Defend appeals

The Assessing Department estimates the true cash value, assessed value and taxable value of every parcel of real and personal property within the City of Traverse City. Currently the Department administers over 8,800 active parcels.

The Assessment Department is staffed by:

Debra Chavez, City Assessor, CMAE III

Polly Cairns, Deputy Assessor, CMAE III

Bruce DeJong, Senior Property Appraiser, CMAE III

Diana Nickerson, Assessment Clerk, CMAE I

PERFORMANCE MEASUREMENTS

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
	Parcel counts		8613	8691	8830	8845
Deed review and processing		575	481	478	470	360
Efficiency	Personal property parcels	100.00%	100.00%	100.00%	100.00%	100.00%
	Deed review and processing	100.00%	100.00%	100.00%	100.00%	100.00%

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year annual wage increases were budgeted in contingency. Fringe benefits increased because an employee with no health insurance was replaced with an employee with health insurance and the previous employee is now receiving retiree health benefits.

Professional Services – Professional services decreased because in the 2009-10 budget year the department hired a manpower employee to perform GIS tax mapping services. The project ends at the end of this fiscal year.

Transportation – Transportation increased because it is a goal of the department to be out in the field performing audits more than in the prior year.

Professional Development – Professional development increased because the deputy assessor is in the process of obtaining a level four assessor certification over the next two years.

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
CITY ASSESSOR DEPARTMENT					
Salaries and Wages	\$ 221,623	\$ 209,816	\$ 206,000	\$ 194,000	\$ 210,500
Fringe Benefits	66,658	57,090	59,850	67,100	76,600
Office Supplies	9,500	7,780	12,950	11,000	12,800
Professional Services	9,867	14,493	22,500	19,000	13,400
Communications	2,437	1,867	2,200	2,500	2,200
Transportation	2,650	1,999	3,000	3,500	4,600
Professional Development	1,208	860	1,400	2,200	3,000
Printing and Publishing	54	24	100	400	400
Insurance and Bonds	2,375	2,126	2,400	2,200	2,400
Miscellaneous	86	115	100	100	100
Total City Assessor Department	316,458	296,170	310,500	302,000	326,000
Personnel Services %	91.10%	90.12%	85.62%	86.46%	88.07%
F.T.E. Employees = 3.5					

CITY ATTORNEY DEPARTMENT

The City Attorney's Department is responsible for providing legal advice and services to the City Commission, city staff, and city boards and commissions on matters that affect the conduct of city business. The City Attorney's role as the chief legal advisor is to interpret and apply relevant laws with the primary goal of protecting the interests of the city.

The City Attorney, as chief legal advisor, provides the City with professional legal advice and services so City activities, staff recommendations, commission policies and administrative procedures are undertaken after consideration of all appropriate laws. The City Attorney also provides representation of the City in all legal proceedings. Additionally, the City Attorney is legal counsel for the Downtown Development Authority (a component unit of the City) and the Recreational Authority.

The City Attorney Department's budget is continually being streamlined to properly reflect budget cost reductions provided by striving to become a "paperless" office and being creative in reducing personnel costs while increasing accessibility.

This Department specifically:

- Provides timely and topical legal advice to city staff and all its officials.
- Reviews, revises, prepare legal documents.
- Defends the City in litigation.
- Represents the City before judicial or administrative boards and agencies.
- Prosecutes violations of the City Code.
- Provides legal counsel at City Commission meetings.

The City Attorney Department consists of the City Attorney, Karrie A. Zeits, Esq., and a part-time assistant, Traci Cruz.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Legal opinions rendered	not available	not available	9	22	11
	City commission meetings attended	not available	not available	7	29	21
Efficiency	Activity expenditures as a % of General Fund	not available	not available	0.58%	0.89%	0.98%

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and Wages/Fringe Benefits decreased because some of the part-time assistant hours were reallocated to the Community Development budget and the City Attorney no longer has health insurance with the City.

Office Supplies – Office supplies decreased because of the department moving toward becoming paperless.

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
CITY ATTORNEY DEPARTMENT					
Salaries and Wages	\$ 62,780	\$ 92,993	\$ 101,000	\$ 97,000	\$ 100,500
Fringe Benefits	12,076	17,071	20,000	17,800	9,050
Office Supplies	2,132	1,817	3,100	1,300	2,500
Professional Services	4,007	8,809	9,000	9,800	9,000
Communications	1,118	1,075	1,000	1,200	1,000
Transportation	-	-	1,000	900	1,000
Professional Development	1,567	3,667	4,000	2,500	4,000
Printing and Publishing	118	575	600	800	600
Insurance and Bonds	-	906	800	1,000	1,000
Miscellaneous	-	-	100	100	100
Total City Attorney Department	83,798	126,913	140,600	132,400	128,750
Personnel Services %	89.33%	86.72%	86.06%	86.71%	85.09%
F.T.E. Employees = 1.5					
Department Associated Revenues					
Reimbursement from Other Funds	-	7,443	9,000	9,000	9,000
Percent of Department Expenditures Covered by Revenues	0.00%	5.86%	0.00%	6.80%	6.99%

CITY CLERK DEPARTMENT

“The mission of the Office of the City Clerk for the City of Traverse City is to serve community residents and business owners, the City Commission, the City Manager and City departments rendering equal service to all, providing top-level enthusiastic, accurate and courteous service.”

Under oath and working cooperatively with the City Commission, City Manager’s Office and other City departments and community agencies, the City Clerk’s Office serves as the legislative office of the City in accordance with and upholding the City Charter, ordinances, policies and state law.

We see some of our primary responsibilities as:

- Clerk to the City Commission - legislative process administration
- Federal, State and local elections administrator
- Liability insurance and risk administrator
- License and permit authority
- Administrator of vital City records
- FOIA (Freedom of Information Act) Coordinator
- Administrators for all Fire Department entrance and promotional lists
- HIPAA Privacy Official
- Ordinance amendment preparation; Charter & Ordinance Codification Officials
- Open Meetings Act compliance officer
- Parliamentary and policy advisor to various City boards
- Public liaison
- Joint Staff to City Commission ad hoc committees
- Administrator for City of Traverse City/Charter Township of Garfield Recreational Authority



Where we are headed in the near future (one to two years):

- Complete overall digitizing of records, continuation from 2009/10.
- Training/implementation of new election laws for 2010 Gubernatorial Election Cycle.
- Biennial Training of Election Inspectors.
- Department website – incorporate new design/update.
- Expedite METRO permit for high-speed internet access to the Grand Traverse Region (made possible by Federal Stimulus Dollars if approved quickly.)
- Administrative service to City/Garfield Township Recreational Authority with the following special projects:
 - a. Conduct a \$2M capital campaign feasibility study for the Recreational Authority’s Historic Barns Park Project.
 - b. Remediate environmental contamination at the Recreational Authority’s Historic Barns Park.

As professional individuals, we are:

Debra A. Curtiss, City Clerk, MMC, RP
Benjamin C. Marentette, Deputy City Clerk, CMC
Patty Aprea, Departmental Secretary
Jean E. Gannon, Registration/Licensing Clerk

PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	New voter registration /changes processes	not available	not available	not available	not available	2850 +-
	City Commission regular business, special and study session meeting packets prepared	51	55	56	55	47 to date
Efficiency	Cost per voter registration processed	not available	not available	not available	not available	\$ 2.05
	Voter registration processed within 24 hours	not available	not available	not available	not available	100%
	Meeting packets prepared by deadline	not available	not available	not available	not available	100%

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year annual wage increases were budgeted in contingency and an employee health insurance coverage status went from family coverage to single coverage.

Office Supplies – Office supplies increased slightly to accommodate the State August and November Gubernatorial Election.

Professional Services – Professional services increased slightly to accommodate the State August and November Gubernatorial Election.

Professional Development – Professional development decreased because of postponement and reduction of some training.

Printing and Publishing – Printing and publishing decreased because the ballots are provided by the County for both of these elections and because of reduced costs in publishing a condensed version of the summaries of City Commission meetings.

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
CITY CLERK DEPARTMENT					
Salaries and Wages	\$ 201,009	\$ 197,630	\$ 221,200	\$ 214,000	\$ 233,300
Fringe Benefits	71,390	75,772	92,700	77,000	91,800
Office Supplies	21,922	18,896	17,500	20,000	19,000
Professional Services	40,362	57,891	37,000	38,000	38,500
Communications	3,539	2,915	3,500	3,300	3,500
Transportation	361	2,479	2,000	2,000	1,500
Professional Development	3,032	4,153	7,600	4,000	3,800
Printing and Publishing	23,086	11,496	22,000	10,000	17,000
Insurance and Bonds	3,591	3,517	3,700	3,700	3,700
Repairs and Maintenance	237	-	200	300	200
Rentals	478	530	700	600	900
Miscellaneous	313	84	100	100	100
Total City Clerk Department	369,320	375,363	408,200	373,000	413,300
Personnel Services %	84.53%	81.04%	86.65%	86.27%	86.11%
(Includes Election Workers paid from Professional Services line item)					
F.T.E. Employees = 4					
Department Associated Revenues					
Recreational Authority Reimb.	17,000	23,560	33,490	34,000	35,000
Business Licenses and Permits	11,833	8,641	9,700	9,500	9,700
Liquor License Applications	4,860	5,940	3,500	3,000	3,500
Sewage backup claim administration	-	-	-	4,000	4,000
Total Revenues	33,693	38,141	46,690	50,500	52,200
Percent of Department Expenditures					
Covered by Revenues	9.12%	10.16%	11.44%	13.54%	12.63%

CITY TREASURER DEPARTMENT

The City Treasurer's Office is responsible for the collection and disbursement of all monies for the City and maintaining appropriate accounting and financial records to document these transactions.

This office handles:

- Billing and collection of payments for over 11,500 utility customers monthly.
- Payments on 8,000 tax parcels in both the summer and winter.
- Invoicing of over 1,000 individuals and businesses for miscellaneous services performed by City departments.
- Collection of assessments on about 1,000 parcels which have special improvement districts.
- Payroll is processed and disbursed from the department on a bi-weekly basis for approximately 170 employees.
- The Department pays all City expenses and writes an estimated 7,200 voucher checks per year.

In addition to the accounting functions, this Department is responsible for:

- Preparation of the City's budget, assisting various departments on key aspects of budget preparation and guidance on treatment of certain budget matters.
- Preparation of the City's annual financial statements.
- The City's financial reporting for both internal and external purposes. Includes, but is not limited to federal and state agencies, nationally recognized municipal securities information repositories, and other local units of government with which we are in joint partnerships.
- Investment of excess funds.
- Assisting with monitoring the internal control of the City as a whole.
- Administering an independent and state authorized retirement system for its police and firefighters with 59 active members and 53 retired members or beneficiaries.
- Reporting to bond rating agencies.

The Treasurer Department has the following positions:

City Treasurer/Finance Director

Deputy City Treasurer/ Assistant Finance Director

Financial Analyst/Compliance Officer

Accounting Assistant

Utility Billing Clerk

Accounts Payable Clerk

Collections Clerk

Customer Service Representative (3)

PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Tax bills issued	16,002	16,380	16,472	17,440	17,342
	Number of vendor checks issued	7787	7440	7383	7198	not available
Efficiency	Percentage of tax roll collected through March 1	96.00%	96.40%	96.00%	96.10%	93.80%
	Number of vendor checks issued without error	99.46%	99.49%	99.35%	98.51%	not available

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year annual wage increases were budgeted in contingency.

Office Supplies – Office supplies increased slightly to accommodate for increase in supply costs by vendors and to accommodate for costs that use to be charged to printing and publishing.

Professional Services – Professional services increased slightly based on actual costs in prior years.

Professional Development – Professional development decreased based on actual costs in prior years.

Printing and Publishing – Printing and publishing decreased based on actual costs in prior years.

City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
CITY TREASURER DEPARTMENT					
Salaries and Wages	\$ 179,355	\$ 182,570	\$ 200,000	\$ 205,300	\$ 212,500
Fringe Benefits	111,735	73,000	77,100	97,300	81,100
Office Supplies	18,976	19,802	20,000	20,000	21,000
Professional Services	31,808	34,996	30,000	30,000	32,000
Communications	4,476	3,086	5,200	5,000	5,000
Transportation	21	85	300	400	400
Professional Development	2,136	1,770	5,500	3,800	3,500
Printing and Publishing	2,171	1,102	6,000	6,000	2,000
Insurance and Bonds	2,842	2,429	3,000	2,800	3,000
Repairs and Maintenance	70	-	500	500	500
Rentals	-	681	300	300	300
Miscellaneous	-	193	200	200	200
Total City Treasurer Department	353,590	319,714	348,100	371,600	361,500
Personnel Services %	82.32%	79.94%	79.60%	81.43%	81.22%
F.T.E. Employees = 3.7					
Department Associated Revenues					
School Tax Collection Fees	12,765	13,952	14,000	14,300	14,000
Percent of Department Expenditures Covered by Revenues					
	3.61%	4.36%	4.02%	3.85%	3.87%

POLICE DEPARTMENT

“The mission of the Traverse City Police Department, in cooperation with our community, is to protect life and property, and enhance the quality of life for all citizens.”

As a part of the entire City services, the Police Department continues to put forth the organizational strategy of being customer-based with unlimited partnerships in a unified effort to solve problems. The primary function of serving and protecting the citizens of this City has evolved to a service level where we are part of a team that serves our citizens and works to raise the quality of life in our City.



Our goals and objectives through community policing for fiscal year 2010-2011 are as follows:

- Reduce the occurrence of crime.
- Identify, arrest and assist in the prosecution of people who commit crimes.
- Recover lost or stolen property, identify its owner, and ensure prompt return.
- Facilitate the safe and orderly movement of people and vehicles.
- Assist those who cannot care for themselves or arrange for such assistance. Provide, on an emergency basis, services the police are particularly equipped to provide.
- Ensure the taxpayers of the City receive the greatest benefit for their dollars.
- Create and maintain a feeling of confidence in and support for the Department on the part of the organizations with which we come in contact, particularly those organizations that are a part of the total criminal justice system.
- Establish and maintain mutual trust through community partnerships.
- Train and encourage police officers to make appropriate decisions and to perform their duties in a professional, productive and efficient manner.
- Mobilize the City resources needed to address citizen concerns and problems.
- Encourage community involvement in identifying and resolving problems.
- Maintain our *Commission on Accreditation for Law Enforcement Agencies (CALEA)* Recognition.

The Police Department consists of the Police Chief, Administrative Assistant, 2 Captains, 1 Administrative Clerk, 6 Sergeants, 3 Detectives, 1 School Liaison Officer, 19 Patrol Officers, and a highly trained reserve unit.

PERFORMANCE MEASUREMENTS

Output	Performance Indicators	2006	2007	2008	2009	2010 Est
	Calls for police service	18,953	20,177	25,571	23,763	24000+
Traffic citations	3,804	3,678	3,131	3,106	3,050	
Efficiency	Certified officers	33	33	32	32	31
	# of Injury traffic accidents	58	55	72	67	70

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Overall salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, one and a half less employee is budgeted, the actuarial contribution calculated for retiree health care was higher than expected and in the prior year annual wage increases were budgeted in contingency.

County Records Contract – County Records Contract increased slightly to accommodate the annual increase built into the contract.

Rentals – Rentals overall increase to reflect required rental rates for the Garage Fund to finance future equipment purchases while the fleet is reduced by two vehicles.

City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
POLICE DEPARTMENT					
Salaries and Wages	\$ 2,004,794	\$ 2,060,493	\$ 2,075,250	\$ 2,035,000	\$ 2,035,500
Fringe Benefits	1,021,435	1,025,900	577,650	585,000	603,700
Office/Operation Supplies	63,875	72,019	79,900	71,500	79,900
Professional Services	46,364	46,484	49,900	46,000	49,900
County Records Contract	200,141	181,975	200,200	196,000	201,900
Communications	35,665	25,261	31,600	31,000	31,600
Transportation	86,360	69,298	70,000	68,000	70,000
Professional Development	19,328	22,398	30,000	27,000	30,000
Printing and Publishing	4,061	1,472	5,000	2,000	5,000
Insurance and Bonds	79,847	79,943	85,000	78,000	85,000
Utilities	613	728	1,250	700	1,250
Repairs and Maintenance	18,435	20,195	24,550	15,000	24,550
Rentals	232,471	215,260	207,600	195,000	228,200
Miscellaneous	4,657	6,172	6,500	6,000	6,500
Police Reserves	7,439	4,662	7,800	5,000	7,800
Total Police Department	3,825,485	3,832,260	3,452,200	3,361,200	3,460,800
Personnel Services %	79.30%	80.66%	77.07%	78.10%	76.49%
F.T.E. Employees = 32.5 (does not include crossing guards)					
Department Associated Revenues					
Witness Fees	118	98	100	100	100
Crossing Guard Reimbursement	10,124	7,288	10,100	10,000	10,000
Federal Grants	39,621	50,440	38,000	30,000	40,000
Liquor License Revenue Sharing	26,677	27,874	27,000	29,000	28,000
Police and Fire Reports	8,252	8,770	7,000	7,000	7,000
OUIL Fines	29,417	14,400	15,000	15,000	15,000
Ordinance Fines and Costs	50,700	48,586	48,000	45,000	45,000
School Liaison Officer Reimb.	25,000	25,000	25,000	25,000	-
HEMP Grant	2,156	1,202	1,500	2,500	2,500
Film Festival	4,528	3,776	4,000	4,800	4,000
National Cherry Festival	24,500	26,100	26,800	25,500	25,500
Other Reimbursements	7,645	6,800	7,000	12,850	12,000
Total Revenues	228,738	220,334	209,500	206,750	189,100
Percent of Department Expenditures Covered by Revenues	5.98%	5.75%	6.07%	6.15%	5.46%

FIRE DEPARTMENT

The Traverse City Fire Department is a 24/7 all-hazards response agency providing emergency and non-emergency services to the Traverse City Community and its visitors. Our mission is to rescue victims, aid the sick and injured, and preserve property. Our dedicated personnel are the reason for our success. Their commitment to the community and the fire service is our most valuable resource. The capabilities of the highly skilled firefighters are a direct result of a comprehensive, performance-based training program requiring hundreds of hours of annual training and also the support from the Community through the General Fund.

Services the Traverse City Fire Department provides:

- **Fire Suppression** – T.C.F.D. personnel are trained in all aspects of fire suppression including: industrial, commercial, residential, aircraft, chemical, vehicle, boat and wild lands.
- **Advanced Life Support** - 17 of our 26 responders are state certified paramedics, providing to our Community the highest level of pre-hospital care available in the nation.
- **Fire Prevention/Inspection:** – Fire code compliance and safety inspections performed in the City of Traverse City are under the Fire Prevention/Inspection Section. Plans for all new construction/re-modeling within the City are reviewed for fire/life safety concerns.
- **Public Education** - Students in grades K-6 in schools located within the City of Traverse City have at least one fire safety presentation by the T.C.F.D. annually. Public Education includes fire safety awareness classes for various organizations and businesses, tours of our fire stations, an annual “Fire Safety Open House”, a Juvenile Firesetter Counseling Program, and certified child car seat installation.
- **Aircraft Rescue Fire Fighting** – Contracted on-site staffing at Cherry Capital Airport.
- **Hazardous Materials and Weapons of Mass Destruction (WMD) Teams** - Every firefighter is HazMat and WMD trained. Due to financial support received through a subscription fee process, the HazMat team responds to HazMat incidents in a 4-county area. The WMD team covers the 17 county Michigan Region 07 for terrorism incidents.
- **Technical Rescue** – Personnel are cross-trained in varying aspects of technical rescue. This includes: Confined Space Rescue, High Angle Rope Rescue, Water and Ice Rescue, and Vehicle Extrication.
- **Other “Extras” we offer** - Free blood pressure checks at the fire stations and Senior Center, host semi-annual blood drives, coordinate a Christmas Toy Program, participate in the “Fill the Boot” program for MDA, give antique fire truck rides at Friday Night Live and “Special Kids Day” at the Cherry Festival, present our “Get Out Alive” program at the Cherry Festival, attend Career Days at the Jr. and Sr. High Schools, and install smoke alarms for City residents requesting assistance.



The Fire Department consists of the Fire Chief, an Administrative Assistant, 4 Captains (1 who serves as Fire Marshal), 4 Lieutenants (1 who serves as Training Officer), 2 Fire Inspectors, and 15 Firefighters.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Total Fire Responses	89	71	69	56	76
	Employees who training hours exceed department goal of 360 hours	8	12	16	16	16
Efficiency	Percent less than 5 minute response time	74.16%	74.65%	59.42%	66.07%	75.00%
	Percent less than 8 minute response time	93.26%	95.77%	86.96%	92.86%	94.74%
	Percent of employees who training hours exceed department goal of 360 hours	33.33%	42.86%	57.14%	57.14%	61.54%

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Overall salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, two less employees are budgeted and in the prior year annual wage increases were budgeted in contingency.

Office/Operational Supplies – Office/operational supplies decreased relating to reduction of employees.

Professional Services – Professional services decreased relating to reduction of employees.

Communications – Communications decreased relating to reduction of employees.

Transportation - Transportation decreased relating to reduction of high fuel costs during the 09/10 budget year which is not anticipated for the current year.

Professional Development – Professional development decreased relating to reduction of employees.

Insurance and bonds – Insurance and bonds decreased because it is based on current year expected costs.

Utilities – Utilities decreased because it is based on current year expected costs.

Repairs and Maintenance – Repairs and maintenance increased slightly to accommodate costs relating to older equipment.

Rentals – Rentals increase to reflect required rental rates for the Garage Fund to finance future equipment purchases.

City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
FIRE DEPARTMENT					
Salaries and Wages	\$ 1,786,712	\$ 1,808,041	\$ 1,707,700	\$ 1,640,000	\$ 1,667,500
Fringe Benefits	940,731	862,263	434,150	394,600	427,700
Office/Operation Supplies	59,099	53,715	57,350	52,100	54,810
Professional Services	41,498	32,603	37,000	33,000	33,600
Communications	18,695	13,850	14,800	13,000	13,900
Transportation	23,683	20,820	25,500	22,000	22,000
Professional Development	25,867	18,556	28,000	20,000	24,800
Printing and Publishing	6,775	699	1,600	1,000	1,600
Insurance and Bonds	28,667	27,494	31,000	22,000	22,500
Utilities	33,655	33,365	36,700	30,000	34,200
Repairs and Maintenance	21,630	24,956	19,850	23,000	20,300
Rentals-Equip and Hydrants	303,233	275,814	285,000	290,000	321,900
Miscellaneous	269	491	350	400	350
Total Fire Department	3,290,514	3,172,667	2,679,000	2,541,100	2,645,160
Personnel Services %	82.89%	84.17%	79.95%	80.07%	79.21%
F.T.E. Employees = 26					
Department Associated Revenues					
Contributions-Public Entities	337,797	396,026	414,500	414,500	330,400
Fire Inspections	23,946	13,841	12,000	10,000	12,000
Plan Review Fees	45	2,115	50	1,800	550
State of Michigan	4,893	2,000	2,000	-	-
Film Festival	4,528	2,903	3,000	2,200	2,500
National Cherry Festival	3,050	2,240	2,200	2,520	2,500
Ambulance Services	2,570	3,874	4,000	3,000	3,500
Other Reimbursements	11,887	1,500	1,500	500	1,000
Total Revenues	388,716	424,499	439,250	434,520	352,450
Percent of Department Expenditures					
Covered by Revenues	11.81%	13.38%	16.40%	17.10%	13.32%

ENGINEERING DEPARTMENT

The work performed by the Engineering Department includes utility reviews in conjunction with land use Permits, right-of-way permits, stormwater drainage and soil erosion permits, Geographic Information System (GIS) services, historical information, traffic counting and studies and design, construction engineering and contract administration work related to various service areas. The Department maintains records for City utility locations including sanitary sewer, watermain and storm sewer. In addition, Engineering is implementing a Work Order Management System for City Sewer and Water Maintenance. The Department participates and works in several areas and is involved with projects identified in the Public Improvement Plan. These activities are listed below.

- *Regional Water System Master Plan*
- *Ordinance Compliance*
- *Economic Development Projects*
- *Regional Bridge Council and Bridge Scour Committee*
- *Regional Transportation Planning and Traffic Assessment*
- *Geographic Information System (GIS)*
- *Asset Management*
- *Sidewalk Improvements*
- *Bike Paths and Trails*
- *Street Reconstruction and Resurfacing*
- *Storm Water Quality*
- *Sewer and Water Systems*
- *Budgeted Capital Improvements*
- *Bridge and Dam Inspections*
- *South Campus Entrance to Grand Traverse Commons*
- *Old Town Parking Deck and Surface Parking*
- *Boardman Lake Avenue and Trail Extension*
- *Division Street*

The Department is staffed by:

City Engineer
Assistant City Engineer
Engineering Public Services Assistant
GIS Administrator
Engineering Assistant
Engineering Technician
Engineering Aide
Planning and Engineering Assistant (0.4 FTE)

PERFORMANCE MEASUREMENTS

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
	Capital improvement projects administered by the Department (in millions)	1.20	2.54	1.50	3.24	9.04
	Right of way permits	396	345	300	290	237
	Utility review for land use permits	254	253	237	174	157
	Stormwater runoff control permits	48	44	44	28	32
	Soil erosion control permits	54	41	41	33	31

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year annual wage increases were budgeted in contingency.

Office Supplies – Office supplies increased to include the costs for administering capital improvement projects including survey lath and hubs, paper, printer and plotter supplies.

Professional Services – Professional services increased to account for an increase in other professional services that relate to the capital projects in the upcoming year.

Professional Development – Professional development decreased based on past history actual costs.

Rentals – Rentals increase to reflect required rental rates for the Garage Fund to finance future capital improvements.

City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
ENGINEERING DEPARTMENT					
Salaries and Wages	\$ 426,368	\$ 439,619	\$ 442,000	\$ 429,000	\$ 460,500
Fringe Benefits	166,204	169,695	187,200	175,500	190,900
Office/Operating Supplies	9,431	17,614	14,000	14,000	18,000
Professional Services	24,033	13,527	32,000	30,000	37,000
Communications	6,262	5,250	5,500	5,600	5,500
Transportation	2,005	2,488	3,200	1,900	3,200
Professional Development	2,660	2,366	10,000	5,500	7,500
Printing and Publishing	2,953	1,550	2,500	2,000	2,500
Insurance and Bonds	4,895	4,794	5,400	5,000	5,400
Repairs and Maintenance	-	45	1,000	500	1,000
Rentals	3,863	5,980	5,000	5,500	5,975
Total Engineering Department	648,674	662,928	707,800	674,500	737,475
Personnel Services % F.T.E. Employees = 7.4	91.35%	91.91%	88.90%	89.62%	88.33%
Department Associated Revenues					
Right of Way	19,582	13,235	11,500	10,000	10,000
Storm Water Permit	3,610	1,885	2,700	1,500	2,700
Soil Erosion Permit	1,365	1,155	1,000	1,000	1,000
Inter-fund Reimbursements	186,877	137,390	300,400	280,000	300,000
Total Revenues	211,434	153,665	315,600	292,500	313,700
Percent of Department Expenditures Covered by Revenues	32.59%	23.18%	44.59%	43.37%	42.54%

PLANNING AND ZONING DEPARTMENT

The Planning Department's primary purpose is to guide the City with land use and planning in order to enhance the quality of the community and ensure it remains a place where both citizens and businesses love to call home.



In order to do this, the Planning Department:

- Helps to administer the City Plan, a document that guides City zoning, land use, urban design and physical improvements, such as buildings, streets and parks.
- Provides administrative staff for the Planning Commission, Grand Traverse Commons Joint Planning Commission, Board of Zoning Appeals, and Historic Districts Commission.
- Administers and enforces the zoning, sign, and historic districts ordinances and other land use laws.
- Reviews building site plans and prepares reports and recommendations to the Planning Commission for zoning map amendments, zoning laws, special land use permits and planned unit developments.
- Answers zoning and land use questions and interprets land use principles, and planning and zoning laws.
- Works with property owners and developers, other agencies and other City departments to ensure that building plans are consistent with the City Plan and laws regarding size and placement of buildings, signs, parking areas and landscaping requirements.
- Inspects multi-family rental dwellings and property maintenance code violations.

Goals/objectives for the coming 2010-11 fiscal year include:

- Write a grant(s) to implement parts of the Waterfront Plan.
- Complete new Zoning regulations for Grand Traverse Commons.
- Continue to find creative ways to modify the Zoning Code to provide new opportunities for affordable housing within Traverse City.
- Write regulations to provide opportunities to utilize wind and solar power systems.

The Planning Department is staffed by:

Russ Soyring, Planning Director
David Weston, Zoning Administrator
Kristie McCaw, Planning Assistant
Loyd Morris, Code Enforcement Officer

PERFORMANCE MEASUREMENTS

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
	Land use permits issued		245	247	214	157
Sign permits issued		65	52	44	35	43
Efficiency	Land use applications approved within 15 days	100%	100%	100%	100%	100%
	Sign permit applications approved within 10 days	100%	100%	100%	100%	100%

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, there is an increase in retirement costs which are not offset by the decrease in health insurance costs as in other departments and in the prior year annual wage increases were budgeted in contingency.

Printing and Publishing – Printing and publishing decreased relating to the department will not incur costs to publish the master plan which occurred in the current fiscal year.

City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
PLANNING AND ZONING DEPARTMENT					
Salaries and Wages	\$ 181,950	\$ 204,087	\$ 234,000	\$ 224,650	\$ 248,300
Fringe Benefits	63,472	61,642	80,200	78,100	88,600
Office/Operation Supplies	3,734	5,284	5,000	4,800	4,800
Professional Services	8,786	9,644	5,900	13,000	5,900
Communications	2,067	2,070	3,200	3,000	3,200
Transportation	260	1,146	6,000	2,000	6,000
Professional Development	4,481	2,539	6,500	4,000	6,500
Printing and Publishing	5,598	4,008	6,500	4,500	4,000
Insurance and Bonds	2,118	1,876	2,500	2,500	2,500
Rentals	-	1,250	-	300	240
Miscellaneous	177	74	300	100	300
Total Planning and Zoning Dept.	272,643	293,620	350,100	336,950	370,340
Personnel Services %	90.02%	90.50%	89.75%	89.85%	90.97%
F.T.E. Employees = 3.6					

Department Associated Revenues					
Various Permits	70	1,098	150	-	250
Sign Permits	3,745	2,000	2,800	2,000	3,000
P.U.D. Applications	-	-	150	-	150
Bid Openings/Site Plan Reviews	35	-	100	-	100
Utility Plan Review	1,350	1,540	500	1,300	500
Zoning Appeals/Variance/Change	2,201	2,880	2,100	2,200	2,100
Application for Zoning Change	2,660	2,325	2,000	-	2,000
Street Vacation Permits	395	2,035	300	600	300
Land Use Permits	11,730	9,210	10,000	9,000	10,000
Zoning Books/Documents	3,486	1,050	2,000	100	1,000
Rental Housing Inspections	7,703	4,400	6,000	5,500	6,000
Total Revenues	33,375	26,538	26,100	20,700	25,400
Percent of Department Expenditures					
Covered by Revenues	12.24%	9.04%	7.46%	6.14%	6.86%

PARKS AND RECREATION DEPARTMENT

The Parks and Recreation Department maintains the City's parkland, open spaces and urban forest, operates Oakwood Cemetery and Hickory Hills and administers recreation programs. The Park Maintenance responsibilities include:

- Maintaining 385 acres of parkland in 32 City Parks.
- Managing the urban forest: 9,000 street trees, 2,000 park trees, and 3,000 cemetery trees. This includes pruning street trees on a 10-year cycle; 100 removals a year; and 100 – 150 plantings a year.
- Caring for all plantings: 4500 shrubs, 114 flowerbeds/planters and 50 perennial beds. This includes pruning, mulching, dividing and the planting of 10,000 flowers each year.
- Mowing 70 acres of lawns plus the parkway and other grassy city right-of-ways.
- Snow removal at various City parking lots, the fire stations, Oakwood Cemetery, Water Treatment Plant and Heritage Center.
- Cleaning City beaches twice a week during summer.
- Maintaining and repairing 7 restroom facilities.
- Maintaining playground equipment in 11 parks.
- Creating and maintaining 3 outdoor ice rinks.
- Installing and repairing 30 picnic grills, 85 park benches, 100 picnic tables, 130 trash cans and 85 downtown trash cans.
- Collecting trash from parks and the downtown area.
- Programming, monitoring, repairing, locating and winterizing 31 automatic irrigation systems and 6 manual systems in 17 parks and along the parkway.
- Maintaining the boardwalks along Boardman Lake and the Boardman River, to include annual removal and installation of floating docks at Hull Park.
- Brush chipping during spring cleanup.
- Christmas tree chipping.
- Selecting, cutting, placing and decorating the community Christmas tree.
- Cleaning, monitoring and maintaining the Union Street Dam and assisting with the Brown Bridge Dam.
- Assisting City Clerk with delivery of election equipment.
- Operating the Spirit of Traverse City steam train.



Recreation includes:

- Operating Hickory Hills Ski Area, which includes 8 downhill runs and 4 cross country trails.
- Maintaining tennis courts and playgrounds.
- Hiring, training and testing lifeguards for Clinch Park beach.
- Placing ropes and buoys to designate swim areas at four beaches.
- Operating Summer Day Camp.
- Managing an adult volleyball program in which 40 teams participate in 6 leagues.
- Managing a women's softball league.
- Hosting the local Hershey Track and Field Meet.
- Coordinating Music in the Park summer series.

The Parks and Recreation Department is staffed by: A full-time staff of 14, a clerical employee shared with the Cemetery, and also up to 7 seasonal personnel for parks maintenance and nearly 40 seasonal personnel for various recreation programs and facilities.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Number of skiers at Hickory Hills (including cross country and snowboarders)	13,368	8,485	11,879	12,389	not available
Efficiency	Cost to operate by number of skiers	\$ 8.90	\$ 13.42	\$ 10.98	\$ 6.38	not available

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year annual wage increases were budgeted in contingency and two employees’ health coverage status change from waiver to enrolled.

Office/Operation Supplies – Office/operation supplies decreased because in the current fiscal year there was a large purchase of new buoys to accommodate the new designated beach areas.

Professional Services – Professional services increased slightly for services performed by outside contractors.

Professional Development – Professional development increase because two employees are receiving tuition reimbursement allowed by the GME union contract.

Insurance and Bonds – Insurance and bonds increased slightly to accommodate for any potential increases.

Utilities – Utilities increase to account for the Division to M-72 irrigation installed last fall and the expected water rate increase.

Rentals –Rentals increased to reflect required rental rates for the Garage Fund to finance future equipment purchases. Additionally, TCAPS is raising the rates for gym use for volleyball and other events.

City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
PARKS AND RECREATION DEPARTMENT					
Salaries and Wages	\$ 712,001	\$ 724,056	\$ 711,500	\$ 700,000	\$ 752,000
Fringe Benefits	247,738	228,850	222,300	216,200	250,700
Office/Operation Supplies	47,369	46,826	63,800	55,700	54,800
Professional Services	155,897	154,217	149,000	148,000	150,000
Communications	5,831	4,319	7,000	6,800	7,000
Transportation	43,486	36,713	40,000	33,000	40,000
Professional Development	8,477	12,073	8,000	9,500	12,000
Printing and Publishing	1,867	1,588	2,000	1,800	2,000
Insurance and Bonds	14,256	12,950	13,000	13,700	14,000
Utilities	94,262	89,428	85,000	84,000	90,000
Repairs and Maintenance	43,842	39,823	41,000	40,000	41,000
Rentals	287,627	276,310	259,200	247,000	288,440
Miscellaneous	246	140	300	200	300
Total Parks and Recreation Div.	1,662,899	1,627,293	1,602,100	1,555,900	1,702,240
Personnel Services %**	66.71%	67.74%	67.62%	68.49%	64.54%
** (Includes \$ 96,500 in Seasonal Contract Labor for the 2010-11 requested budget)					
F.T.E. Employees = 12.6					

Department Associated Revenues

Tennis	520	-	-	-	-
Badminton Fees	1,250	1,150	1,100	500	-
Day Camp	38,728	39,801	40,000	43,800	40,000
Hickory Hills Concession	2,919	2,706	1,000	1,000	1,000
Volleyball	13,065	14,002	14,000	14,000	14,800
Softball	1,140	285	1,500	-	-
Train Rides	34,577	43,725	40,000	46,600	40,000
Museum Store Sales	102	1,415	100	100	100
Boardman River Moorings	9,671	8,627	9,000	8,500	9,000
National Cherry Festival	6,000	4,208	7,200	4,640	5,000
Hickory Hill Ski Passes	66,985	80,698	75,000	76,000	75,000
Total Revenues	174,957	196,617	188,900	195,140	184,900
Percent of Division Expenditures Covered by Revenues	10.52%	12.08%	11.79%	12.54%	10.86%

OAKWOOD CEMETERY

Oakwood Cemetery, administered by the Parks and Recreation Division, provides burial and other services along with conducting sales of burial rights for in-ground plots, cremation niches and mausoleum crypts for future and present need. In addition, the Cemetery staff continues to assist genealogy inquiries, places monument foundations and monitors the work performed by the grounds maintenance contractor.

The staff includes the Sexton, Office Clerk (1/2 time) and a seasonal maintenance employee. In addition, a portion of two administrator's time and benefits is charged to this budget.



PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Number of streets trees pruned	881	771	1037	897	Not available
Efficiency	Number of years to complete pruning of all 9,000 street trees based on the number pruned for the year	10.22	11.67	8.68	10.03	Not available

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and Wages/Fringe Benefits decreased to reflect less utilization of parks employees at the Cemetery. Additionally, the budget reflects a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Also, in the prior year annual wage increases were budgeted in contingency.

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
PARKS AND RECREATION DEPARTMENT					
OAKWOOD CEMETERY DIVISION					
Salaries and Wages	\$ 91,924	\$ 85,057	\$ 124,400	\$ 101,600	\$ 111,700
Fringe Benefits	24,163	33,697	48,800	38,000	44,500
Office/Operation Supplies	5,551	5,118	9,800	5,300	9,800
Professional Services	159,719	153,016	150,000	145,000	150,000
Communications	1,882	2,074	2,200	2,700	2,200
Transportation	1,593	1,204	1,500	1,500	1,500
Professional Development	90	20	500	100	500
Printing and Publishing	-	-	500	100	500
Insurance and Bonds	2,602	2,741	3,000	2,800	3,000
Utilities	16,799	16,900	20,000	14,000	20,000
Repairs and Maintenance	2,925	1,642	5,000	2,000	5,000
Rentals	25,341	18,202	24,500	14,600	24,100
Total Oakwood Cemetery Division	332,589	319,671	390,200	327,700	372,800
Personnel Services %**	80.00%	84.07%	82.83%	88.37%	82.14%
**(Includes \$150,000 in Contract Labor for Cemetery Maintenance)					
F.T.E. Employees = 2					

Division Associated Revenues

Recording of Deeds	-	-	50	-	50
Lot Use	9,371	6,059	9,000	7,000	9,000
Grave Opening-Internments	22,200	21,475	32,000	20,000	30,000
Burial of Cremains	6,438	8,175	10,000	11,000	11,000
Mausoleum Vault Charges	-	-	100	-	100
Foundation of Monuments	7,280	7,270	9,000	7,000	9,000
Cemetery Trust Interest Transfer	9,821	9,165	9,000	8,000	10,000
Perpetual Care Interest Transfer	13,538	13,906	13,000	12,000	13,000
Total Revenues	68,648	66,050	82,150	65,000	82,150
Percent of Function Expenditures Covered by Revenues	20.64%	20.66%	21.05%	19.84%	22.04%

DPS DIRECTOR AND STREETS ADMINISTRATION

The Director of Public Services oversees the activities of seven departments/divisions that provide a variety of services to the public. They include Parks and Recreation, Streets, Garage, Water and Wastewater Maintenance, Water Treatment, Marina, and Senior Center.



The Director coordinates departmental activities with other City staff and synchronizes projects between divisions and departments. The Director works with employees and supervisors to develop policies, procedures and programs and oversees contracts, collective bargaining agreements, budgets, training, safety and infrastructure maintenance.

The Streets Division is responsible for an array of maintenance programs. This includes, but is not limited to:

- Snow removal.
- Repairing and cleaning of 27 miles of Major Streets, 50 miles of local streets, 12 miles of State Highways, 30 miles of Alley's and 80 miles of sidewalk and bike paths.
- Cleaning and repairing of 1,250 catch basins and 650 storm manholes including all connecting lines.
- Spring clean-up program.
- Fall leaf collection and composting program.
- Mowing large amounts of non-parkland property along our City's right-of-ways.
- Installing and maintaining all signs on City property and parking lots.
- Maintenance of all traffic signals including those falling under the jurisdiction of the Grand Traverse County Road Commission and State Highway Department per contract. There are 85 traffic signals in the system maintained by the Streets Division.

Two Administrators and 18 personnel staff the Streets Division. In the winter months there is someone working 24 hours per day on weekdays, and from 4:00 a.m. to 8:00 a.m. on the weekends and Holidays. Additional personnel will be called out on weekends to do plowing and sanding, depending on the weather. The Division has two personnel that work from 12:00 midnight until 8:00 a.m. sweeping City streets in the summer.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Lane feet of crack sealing	not available	not available	20,170	46,620	not available
	Spring cleanup tonnage	252	248	207	162	not available
Efficiency	Tons of pot hole patch material	not available	223	335	400	177 to date
	Landfill cost	\$ 25,430	\$ 21,042	\$ 17,662	\$ 16,227	not available

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Personnel services increased to reflect a 2% annual wage increase to employees and a 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, a portion of the Director of Public Services and Assistant salaries were reallocated to the Sewer Fund and there is one less employee budgeted.

Printing and Publishing – Printing and publishing increased because the department will be sending out flyers explaining guidelines on spring cleanup which was not done in the prior year.

Insurance and Bonds – Insurance and bonds increased slightly to accommodate any potential increases.

Repairs and Maintenance – Repairs and maintenance increased slightly from prior year to accommodate for more repairs and maintenance on aged equipment.

Rentals – Rentals overall increase to reflect required rental rates for the Garage Fund to finance future equipment purchases while the fleet is reduced by two vehicles. In addition, the traffic signal division of the streets department was transferred to the Traverse City Light and Power causing a reduction in equipment apparatus.

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
DPS DIRECTOR AND STREETS ADMINISTRATION					
Salaries and Wages	\$ 336,582	\$ 349,295	\$ 280,000	\$ 280,500	\$ 208,500
Fringe Benefits	27,047	57,891	4,500	(13,700)	(60,700)
Office/Operation Supplies	24,766	(303)	28,200	21,200	28,200
Professional Services	122,495	14,049	18,500	28,000	18,500
Communications	7,558	4,815	7,700	7,000	7,700
Transportation	126,244	109,200	115,700	92,000	115,700
Professional Development	5,644	2,076	4,700	2,000	4,700
Printing and Publishing	1,536	1,805	2,500	3,000	3,800
Insurance and Bonds	21,097	21,074	22,500	26,000	23,750
Utilities	1,640	2,055	1,700	1,800	2,100
Repairs and Maintenance	39,989	32,255	29,000	31,000	32,300
Rentals	(757,110)	(776,382)	(670,000)	(505,000)	(729,400)
Miscellaneous	24	200	-	100	-
Total DPS Director & Streets Admin	(42,488)	(181,970)	(155,000)	(26,100)	(344,850)
Personnel Services % F.T.E. Employees = 19.325	53.28%	57.33%	50.69%	51.65%	49.47%
Department Associated Revenues					
Compost Sales	1,510	11,532	7,000	7,000	7,000
National Cherry Festival	1,000	1,160	1,000	920	1,000
Total Revenues	2,510	12,692	8,000	7,920	8,000
Percent of Function Expenditures Covered by Revenues	0.18%	1.09%	0.62%	0.62%	0.72%

This budget reflects salary, benefits and expenditures for the Office of the DPS Director associated with those activities relating to the Departments under the Director's supervision within the General Fund. The balance of expenditures for the DPS Director is reflected within the Marina, Water and Wastewater Disposal Funds.

This budget also reflects expenditures of the city's streets, alley's, sidewalks, and bike paths. Major, Local or State Trunkline special revenue funds are charged labor, benefits, and equipment rental fees (at state equipment rates) based on actual time dedicated to those activities. Spring clean-up, and fall leaf pick-up are charged to the Local Streets Fund.

City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
STREET LIGHTING					
Utilities	\$ 181,783	\$ 182,225	\$ 182,000	\$ 183,000	\$ -
GOVERNMENT OWNED BUILDINGS					
Insurance and Bonds	602	653	750	700	1,000
Utilities	43,597	45,945	50,000	48,000	50,000
Repairs and Maintenance	114,247	64,484	84,250	74,400	84,000
Total Gvt. Owned Bldgs.	158,446	111,082	135,000	123,100	135,000

Expenses related to the operation and maintenance of City owned and operated facilities. The primary facility covered is the Governmental Center.

APPROPRIATIONS					
County Inspections Reimb.	-	-	100	100	100
Retirees Health Insurance Trust	68,400	68,400	68,400	68,400	68,400
Retirement Health Fund	47,821	49,973	52,250	52,250	57,250
Cherry Capital Cable Fund	53,650	-	-	-	-
Brown Bridge	27,017	24,821	-	-	-
Joint Planning Commission	3,000	3,000	3,000	3,000	-
Independence Day Fireworks	2,986	2,982	3,500	3,500	3,500
Land Information Access Assoc.	-	55,150	71,250	71,250	71,250
Soil Conservation District	20,928	21,450	21,500	21,500	-
Total Appropriations	223,802	225,776	220,000	220,000	200,500

This budget reflects the allocation of General Fund proceeds for specific functions which are not necessarily part of the daily activities of any specific department.

**City of Traverse City, Michigan
GENERAL FUND
2010-11 Departmental Budgets**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
CONTINGENCIES					
Contingencies	\$ -	\$ -	\$ 325,600	\$ -	\$ 100,000
TRANSFERS OUT					
MVH - Streets Funds	1,369,037	1,343,515	1,509,500	1,165,000	1,486,500
Capital Projects Fund	566,550	710,650	830,000	830,000	1,037,900
Senior Center Fund	100,000	100,000	100,000	100,000	85,000
Heritage Center Fund	99,349	109,133	106,900	106,900	100,900
Total Transfers Out	2,134,936	2,263,298	2,546,400	2,201,900	2,710,300

This budget reflects a transfer of General Fund proceeds to another fund to supplement the activities of that fund which does not possess adequate revenue sources.

TRANSFERS OUT - CAPITAL PROJECTS FUND

City Clerk Document Management System	\$ 12,000
Computer/Software Annual Replacement	9,000
Engineering: Multi function print scanner	16,900
Streets Program (Annual)	900,000
Sidewalk Improvements (Annual)	100,000
Total	<u>1,037,900</u>

CAPITAL OUTLAY

Equipment Purchases	8,247	4,033	10,000	10,000	10,000
Public Safety Equipment	18,853	18,128	20,000	20,000	24,000
Total Capital Outlay	27,100	22,161	30,000	30,000	34,000

This budget was created to account for all General Fund equipment purchases. The assets purchased are recorded in the Government Wide Financial Statements under Governmental Activities. Public Safety was separated from other department purchases due to the costs associated with such equipment.

**City of Traverse City, Michigan
GENERAL FUND
Department Equipment Purchase Requests
For the Budget Year 2010-11**

General Fund Departments

Police Department

Dash Mounted Radars	4,800
AED Replacement Batteries	800
Mobile Data Computers	8,000
Bulletproof Vests	980
NCJI reimbursement	(480)

Total Police Department 14,100

Fire Department

Hose Replacement	3,900
Paratech Airbag Set	6,000

Total Fire Department 9,900

Total Public Safety \$ 24,000

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
BUDGET STABILIZATION FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ 53,059	\$ 16,190	\$ 7,500	\$ 3,750	\$ 7,500
OTHER FINANCING USES					
Transfers Out-General Fund	(29,561)	(31,148)	(7,500)	(3,750)	(7,500)
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	23,498	(14,958)	-	-	-
<hr/>					
Beginning Fund Balance	741,460	764,958	750,000	750,000	750,000
Ending Fund Balance	\$ 764,958	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000

This fund was approved by City ordinance pursuant to Public Act 30 of 1978. The only revenues are transfers from the General Fund and interest on investments of the fund. Such transfers can only be made when a surplus exists in the General Fund from an excess of revenues over expenditures. The money in the Budget Stabilization Fund cannot exceed the smaller of 15% of the City's General Fund budget for the most recent year or an average of the five most recent years. Monies in this fund may be used to cover a General Fund deficit, prevent a reduction in the level of public services or to cover the expenses of a natural disaster. However, these monies are not to be used as part of a general capital improvement program.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
SUMMARY OF GENERAL FUND STREET DEPARTMENT AND SPECIAL REVENUE STREET FUNDS
For the Budget Year 2010-11

	<u>Grand Total</u>	<u>Major Street</u>	<u>Local Street</u>	<u>Trunkline</u>	<u>Street Admin.</u>
REVENUES					
State Gas & Weight Tax	\$ 1,000,000	\$ 750,000	\$ 250,000	\$ -	\$ -
State Contract	263,900	-	-	263,900	-
Metro Authority	45,000	-	45,000	-	-
Reimbursement	22,500	22,500	-	-	-
Interest & Dividend	1,000	500	-	500	-
Prior Years Surplus	140,000	140,000	-	-	-
General Fund Direct Support	(344,850)	-	-	-	(344,850)
Transfer from General Fd	1,486,500	332,000	1,154,500	-	-
Transfer from Trunkline Fd	-	-	-	-	-
TOTAL REVENUES	<u>2,614,050</u>	<u>1,245,000</u>	<u>1,449,500</u>	<u>264,400</u>	<u>(344,850)</u>
EXPENDITURES					
Salaries & Wages	898,700	278,000	365,000	47,200	208,500
Fringe Benefits	394,500	184,000	240,000	31,200	(60,700)
Office/Operation Supplies	238,200	103,000	75,000	32,000	28,200
Professional Services	157,500	80,000	50,000	9,000	18,500
Communications	7,700	-	-	-	7,700
Transportation	115,700	-	-	-	115,700
Professional Development	4,700	-	-	-	4,700
Printing & Publishing	3,800	-	-	-	3,800
Insurance & Bonds	23,750	-	-	-	23,750
Utilities	47,100	10,000	-	35,000	2,100
Repairs & Maintenance	32,300	-	-	-	32,300
Rentals	690,100	590,000	719,500	110,000	(729,400)
TOTAL EXPENDITURES	<u>2,614,050</u>	<u>1,245,000</u>	<u>1,449,500</u>	<u>264,400</u>	<u>(344,850)</u>

SUMMARY OF BUDGET CHANGES – Street Funds

REVENUES

State Sources – State sources in the Major and Local Street Fund decreased based on an expected decline in gas tax collection that is pass through the State of Michigan. State sources in the Trunkline increased based on the City being reimbursed based on incurred costs.

EXPENDITURES

Personnel Services – Personnel services increased to reflect a 2% annual wage increase to employees and a 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, a portion of the Director of Public Services and Assistant salaries were reallocated to Sewer Fund and there is one less employee budgeted.

Professional Services – Professional services decreased to reflect prior year actual costs.

Utilities – Utilities overall decreased based on expected costs of the current fiscal year.

Rentals - Rentals increase to reflect required rental rates for the Garage Fund to finance future equipment purchases

City of Traverse City, Michigan
SPECIAL REVENUE FUND
MOTOR VEHICLE HIGHWAY - MAJOR STREETS FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
State Sources	\$ 814,542	\$ 787,606	\$ 760,500	\$ 785,000	\$ 750,000
Interest Revenue	948	241	500	-	500
Reimbursements	13,587	24,345	22,000	20,000	22,500
TOTAL REVENUES	829,077	812,192	783,000	805,000	773,000
EXPENDITURES					
Personnel Services	389,369	420,473	456,000	363,000	462,000
Operating Materials	95,462	110,793	103,000	106,000	103,000
Professional Services	46,519	73,740	110,000	65,000	80,000
Utilities	11,870	9,525	15,000	10,000	10,000
Rentals	555,037	507,029	570,000	430,000	590,000
TOTAL EXPENDITURES	1,098,257	1,121,560	1,254,000	974,000	1,245,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(269,180)	(309,368)	(471,000)	(169,000)	(472,000)
OTHER FINANCING SOURCES					
Transfers In	269,182	309,367	415,000	169,000	332,000
NET CHANGE IN FUND BALANCE	2	(1)	(56,000)	-	(140,000)
<hr/>					
Beginning Fund Balance	141,456	141,458	141,458	141,458	141,458
Ending Fund Balance	\$ 141,458	\$ 141,457	\$ 85,458	\$ 141,458	\$ 1,458
<hr/>					
Personnel Services %	35.5%	37.5%	36.4%	37.3%	37.1%

This fund was created to account for the operations of the major street (27 miles) portion of the Street Maintenance Department. Financing is provided by special revenues from Public Act 51 State Shared Gas and Weight Taxes and other revenues.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
MOTOR VEHICLE HIGHWAY - LOCAL STREETS FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Metro Authority Fee	\$ 45,717	\$ 46,127	\$ 45,000	\$ 45,000	\$ 45,000
State Sources	272,894	270,905	258,000	270,000	250,000
Reimbursements	82	132	-	-	-
TOTAL REVENUES	318,693	317,164	303,000	315,000	295,000
EXPENDITURES					
Personnel Services	621,058	553,066	597,500	581,000	605,000
Operating Materials	59,541	68,185	75,000	60,000	75,000
Professional Services	36,664	42,566	70,000	45,000	50,000
Rentals	701,285	687,496	700,000	625,000	719,500
TOTAL EXPENDITURES	1,418,548	1,351,313	1,442,500	1,311,000	1,449,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(1,099,855)	(1,034,149)	(1,139,500)	(996,000)	(1,154,500)
OTHER FINANCING SOURCES					
Transfers In-General Fund	1,099,855	1,034,149	1,139,500	996,000	1,154,500
NET CHANGE IN FUND BALANCE	-	-	-	-	-
Beginning Fund Balance					
	-	-	-	-	-
Ending Fund Balance					
	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel Services %	43.8%	40.9%	41.4%	44.3%	41.7%

This fund was created to account for the operations of the local street (50 miles) portion of the Street Maintenance Department. Financing is provided by special revenues from Public Act 51 State Shared Gas and Weight Taxes, contributions from other funds, and other revenues.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
MOTOR VEHICLE HIGHWAY - STATE TRUNKLINE FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
State Sources	\$ 201,703	\$ 252,108	\$ 235,350	\$ 190,000	\$ 263,900
Interest Revenue	2,751	256	650	-	500
TOTAL REVENUES	204,454	252,364	236,000	190,000	264,400
EXPENDITURES					
Personnel Services	55,934	66,086	70,000	54,000	78,400
Operating Materials	31,018	39,170	32,000	38,000	32,000
Professional Services	-	-	9,000	8,000	9,000
Utilities	30,503	29,609	35,000	25,000	35,000
Rentals	92,193	97,972	90,000	65,000	110,000
TOTAL EXPENDITURES	209,648	232,837	236,000	190,000	264,400
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(5,194)	19,527	-	-	-
OTHER FINANCING SOURCES					
Transfer Out - Major Streets	-	-	(45,000)	-	-
NET CHANGE IN FUND BALANCE	(5,194)	19,527	(45,000)	-	-
Beginning Fund Balance	55,066	49,872	69,399	69,399	69,399
Ending Fund Balance	\$ 49,872	\$ 69,399	\$ 24,399	\$ 69,399	\$ 69,399
Personnel Services %	26.7%	28.4%	29.7%	28.4%	29.7%

This account was created to account for the operations of the State trunkline (12 miles) portion of the Street Maintenance Department. The State reimburses the City for expenses related to work performed on State Highways by City personnel.

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
HAZARDOUS MATERIAL RESPONSE TEAM FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Grants from Local Units	\$ 15,000	\$ 19,750	\$ 19,750	\$ 19,750	\$ 19,750
Charges for Services Rendered	2,107	809	1,000	1,650	1,000
Contributions	-	-	-	6,100	-
TOTAL REVENUES	17,107	20,559	20,750	27,500	20,750
EXPENDITURES					
Personnel Services	526	3,187	10,200	300	9,450
Operation Supplies	1,433	7,708	3,350	15,000	1,350
Professional Services	-	-	350	-	1,050
Communications	-	-	-	-	1,450
Transportation	390	40	200	200	200
Professional Development	1,732	1,369	3,000	-	3,000
Printing and Publishing	-	-	350	-	350
Insurance and Bonds	900	800	900	1,000	900
Repairs and Maintenance	1,839	1,346	1,400	1,000	2,000
TOTAL EXPENDITURES	6,820	14,450	19,750	17,500	19,750
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	10,287	6,109	1,000	10,000	1,000
Beginning Fund Balance	8,708	18,995	25,104	25,104	35,104
Ending Fund Balance	\$ 18,995	\$ 25,104	\$ 26,104	\$ 35,104	\$ 36,104

This fund was created in 1994 for the purpose of recording revenues and expenditures related to emergency response calls to hazardous material spills. Revenues are derived from annual "subscriber" fees and from billings to the person(s), or entity(s), that caused the hazardous material emergency incident.

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
ACT 302 POLICE TRAINING FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
State Grants	\$ 7,578	\$ 6,798	\$ 8,000	\$ 7,000	\$ 6,500
EXPENDITURES					
Professional Development	7,578	6,798	8,000	7,000	6,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
Beginning Fund Balance					
	-	-	-	-	-
Ending Fund Balance					
	\$ -	\$ -	\$ -	\$ -	\$ -

This fund was established to track police training activity related to Public Act 302 Training Program.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
FETN ACADEMY FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Grants from Local Units	\$ 3,140	\$ -	\$ 3,300	\$ 3,000	\$ 3,500
EXPENDITURES					
Office Supplies	39	-	-	-	-
Professional Services	3,140	-	3,300	3,000	3,500
TOTAL EXPENDITURES	3,179	-	3,300	3,000	3,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(39)	-	-	-	-
<hr/>					
Beginning Fund Balance	671	632	632	632	632
Ending Fund Balance	\$ 632	\$ 632	\$ 632	\$ 632	\$ 632

This fund was created to account for operations of the Fire Education Television Network Academy.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
STATE DOMESTIC PREPAREDNESS EQUIPMENT GRANT FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Federal Grants	\$ 2,809	\$ 22,928	\$ 30,000	\$ 65,000	\$ 50,000
EXPENDITURES					
Capital Outlay	2,809	22,928	30,000	65,000	50,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
OTHER FINANCING SOURCES					
Transfer out	-	(5)	-	-	-
NET CHANGE IN FUND BALANCE	-	(5)	-	-	-
<hr/>					
Beginning Fund Balance	5	5	5	5	5
Ending Fund Balance	\$ 5	\$ -	\$ 5	\$ 5	\$ 5

Previously this fund was created to account for a federal pass through grants used for the procurement of specialized emergency response equipment that will enhance the basic defensive capabilities of the state to respond to an incident of domestic terrorism or incident involving weapons of mass destruction. Equipment is now purchased by the State of Michigan and donated to the City Fire Department.

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
COLLEGE PARKING FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Parking Fees-Coin	\$ 2,875	\$ 4,273	\$ 3,500	\$ 4,500	\$ 3,800
Parking Fines	22,791	24,912	16,250	30,000	17,500
Recovery of Bad Debts	1,601	3,323	3,000	3,000	2,000
TOTAL REVENUES	27,267	32,508	22,750	37,500	23,300
EXPENDITURES					
Personnel Services	2,902	4,477	5,450	4,900	5,820
Operating Materials	-	-	200	100	300
Professional Services	22,688	25,810	14,400	30,000	13,730
Printing & Publishing	-	-	200	-	200
Rentals	1,678	1,630	2,500	2,500	3,250
TOTAL EXPENDITURES	27,268	31,917	22,750	37,500	23,300
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(1)	591	-	-	-
Beginning Fund Balance	1	-	591	591	591
Ending Fund Balance	\$ -	\$ 591	\$ 591	\$ 591	\$ 591
Personnel Services % F.T.E. Employees = .1	10.64%	14.03%	23.96%	13.07%	24.98%

This fund was created in the 1992-93 fiscal year to account for funds received and expended to enforce parking at Northwestern Michigan College. The College entered into a contractual agreement with the City to provide for this enforcement. The Professional Services line item reflects the net amount that is split between the City and NMC. The City amount is placed into the General Fund.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
TRAVERSE CITY / GARFIELD JOINT PLANNING FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Contribution-Public Sources	\$ 6,000	\$ 30,915	\$ 6,000	\$ 6,000	\$ 6,000
EXPENDITURES					
Salaries and Wages	-	1,501	-	-	1,500
Office Supplies	103	611	1,500	100	1,500
Professional Services	-	21,090	3,000	5,000	1,500
Printing and Publishing	93	120	1,500	900	1,500
TOTAL EXPENDITURES	196	23,322	6,000	6,000	6,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	5,804	7,593	-	-	-
Beginning Fund Balance	-	5,804	13,397	13,397	13,397
Ending Fund Balance	\$ 5,804	\$ 13,397	\$ 13,397	\$ 13,397	\$ 13,397

This fund was created to account for the joint planning commission costs such as packets, public notification and legal fees. Contributions are shared equally between the City of Traverse City and Charter Township of Garfield.

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
HERITAGE CENTER FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
EXPENDITURES					
Professional Services	\$ 67,004	\$ 66,269	\$ 68,000	\$ 68,000	\$ 62,000
Communications	167	125	200	200	200
Insurance & Bonds	5,276	5,257	6,000	3,800	6,000
Public Utilities	30,293	28,532	33,000	30,000	32,000
Repairs and Maintenance	-	12,320	2,800	-	3,800
TOTAL EXPENDITURES	102,740	112,503	110,000	102,000	104,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(102,740)	(112,503)	(110,000)	(102,000)	(104,000)
OTHER FINANCING SOURCES					
Transfers In-General Fund	99,349	109,503	107,000	98,900	100,900
Transfers In-McCauley Trust	3,391	3,000	3,000	3,100	3,100
TOTAL REVENUES	102,740	112,503	110,000	102,000	104,000
NET CHANGE IN FUND BALANCE	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

The objective of the Heritage Center is to collect, preserve and present the cultural history of the Grand Traverse region. This budget covers the City's allotment to the Friends of the Heritage Center for management and operation of the Museum and its outreach programs in accordance with the Center's purpose. Funding sources include the City's General Fund and the McCauley Trust Fund. The Friends of the Heritage Center raise additional funds through admission fees, gift shop sales, fund raising activities, grants and donations.

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
PEG CAPITAL FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Contribution-Private Sources	\$ -	\$ 17,106	\$ 20,000	\$ 20,000	\$ 23,000
EXPENDITURES					
Capital outlay	-	16,090	15,000	18,000	19,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	1,016	5,000	2,000	4,000
Beginning Fund Balance	-	-	1,016	1,016	3,016
Ending Fund Balance	\$ -	\$ 1,016	\$ 6,016	\$ 3,016	\$ 7,016

SENIOR CENTER FUND

“The Mission of the Traverse City Senior Center is to meet the social, recreational and educational needs of adult members in an environment that is fun, safe, inclusive and courteous for all participants and our guests.”



Since 1964, the Senior Center has been providing social, recreational, educational, and fitness/wellness programming to senior citizens. At present time, the Senior Center offers over 100 individual programs to adults 50+. The Senior Center is also designated as a **Community Focal Point** with the State of Michigan Office of Services to the Aging. This designation indicates that the Senior Center is a point of reference for those seeking information about services and a referral source if they need assistance in accessing these services. The Senior Center is often called upon by those seeking residence in the community for information about housing, transportation, activities and services available to them should they choose to move to the area.

Senior Center staff has maintained certification in Information and Referral and professional certification in the field of Senior Center Directors with the Michigan Association of Senior Centers. These certifications assure our seniors that they are provided with credentialed services when it comes to advocacy, program delivery and information and referral.

Over 100 volunteers assist a staff of two, with the delivery of over 100 programs and services to over 2,000 seniors. The Senior Center also provides employment (at no cost to the City) to 3 older adults through the Experience Works program. In 2009, the Senior Center door was opened over 32,000 times to seniors looking for socialization, classes, education or information. We logged nearly 7,000 phone calls. Our hours of operation are Monday – Friday 8 am – 6 pm with evening and weekend activities scheduled as well. We are a four season operation providing seniors with a **Place to Be...involved, inspired and active!**

The Senior Center is staffed by:

Lori Wells, Director

Pat Thompson, Program Coordinator

100+ Volunteers

PERFORMANCE MEASUREMENTS

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
	Senior Center attendance/contract	not available	31,835	33,988	35,157	not available
Financial contributions	not available	\$ 111,560	\$ 125,952	\$ 158,160	not available	
Efficiency	Unit cost/contract	not available	\$ 4.93	\$ 4.62	\$ 4.46	not available
	Percentage of budget not public dollars	not available	45%	49%	58%	not available

SUMMARY OF BUDGET CHANGES

REVENUE

Charges for Services - Fees – Charges for services fees increased based on past and current year balances.

Contributions-Public Entities – Contributions public entities decreased due to no grants are budgeted from the local area tribal organizations.

Contributions-Private Sources – Contributions private sources increased based on past and current year balances.

Miscellaneous – Miscellaneous decreased based on past and current year balances.

EXPENDITURES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year a retirement payout of vacation pay was budgeted but did not occur causing the lower than 2% increase and the program coordinator will retire in January and be replaced with a temporary manpower employee till the end of the fiscal year.

Office/Operation Supplies – Office/Operation supplies increased based on past and current year balances.

Professional Services – Professional services increased to reflect the temporary manpower employee that will be utilized in the second half of the fiscal year to replace the program coordinator position.

Tribal Grant Expenditures – Tribal grant expenditures decreased because no grants are budgeted from the local area tribal organizations.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
SENIOR CENTER FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Grants from Local Units	\$ 67,000	\$ 57,641	\$ 57,000	\$ 57,000	\$ 57,000
Charges for Services-Fees	24,616	44,710	26,000	42,000	36,000
Interest Revenue	4,664	1,292	2,500	1,000	2,500
Contributions-Public Entities	13,392	47,915	36,000	1,500	7,000
Contributions-Private Sources	21,005	22,378	15,000	22,500	24,000
Reimbursements	-	-	-	500	-
Miscellaneous	10,163	30,226	13,500	9,500	8,000
TOTAL REVENUES	140,840	204,162	150,000	134,000	134,500
EXPENDITURES					
Salaries and Wages	123,014	123,503	126,000	123,300	109,000
Fringe Benefits	39,659	38,918	38,300	39,900	36,200
Office/Operation Supplies	16,457	20,023	17,000	22,000	23,000
Professional Services	53,099	48,849	23,000	19,200	43,000
Tribal Grant Expenditures	-	-	25,000	-	-
Communications	3,136	2,852	2,500	2,500	2,400
Transportation	64	-	500	5,000	-
Professional Development	573	2,775	1,000	1,000	1,000
Printing and Publishing	2,034	4,201	3,000	3,000	3,000
Insurance and Bonds	2,475	1,862	2,000	2,000	2,000
Utilities	10,491	8,250	7,000	8,000	7,000
Repairs and Maintenance	3,612	8,069	3,000	3,000	3,000
Rentals	1,795	1,155	1,000	1,000	1,000
Miscellaneous	-	-	500	-	500
Capital Outlay	-	10,528	1,000	-	1,000
TOTAL EXPENDITURES	256,409	270,985	250,800	229,900	232,100
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(115,569)	(66,823)	(100,800)	(95,900)	(97,600)
OTHER FINANCING SOURCES					
Transfers In-General Fund	100,000	100,000	100,000	100,000	85,000
NET CHANGE IN FUND BALANCE	(15,569)	33,177	(800)	4,100	(12,600)
Beginning Fund Balance	96,610	81,041	114,218	114,218	118,318
Ending Fund Balance	\$ 81,041	\$ 114,218	\$ 113,418	\$ 118,318	\$ 105,718
Personnel Services %	63.44%	59.94%	65.51%	70.99%	71.18%
F.T.E. Employees = 1.5 (includes \$20,000 manpower)					

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
SENIOR CENTER BUILDING FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ 3,722	\$ 887	\$ 3,000	\$ 1,000	\$ 3,000
Contributions-Private Sources	5,932	21,595	5,000	13,000	10,000
TOTAL REVENUES	9,654	22,482	8,000	14,000	13,000
EXPENDITURES					
Printing & Publishing	-	-	500	-	500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	9,654	22,482	7,500	14,000	12,500
Beginning Fund Balance	97,461	107,115	129,597	129,597	143,597
Ending Fund Balance	\$ 107,115	\$ 129,597	\$ 137,097	\$ 143,597	\$ 156,097

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
HOMELAND SECURITY TRAINING GRANT FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Federal Grants	\$ -	\$ 10,516	\$ 30,000	\$ 20,000	\$ 30,000
EXPENDITURES					
Personnel Services	-	6,721	21,650	14,500	21,650
Transportation	-	-	1,000	700	350
Professional Development	-	2,495	7,350	4,800	8,000
Capital outlay	-	1,300	-	-	-
TOTAL EXPENDITURES	-	10,516	30,000	20,000	30,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
OTHER FINANCING USES					
Transfer out	-	(191)	-	-	-
NET CHANGE IN FUND BALANCE	-	(191)	-	-	-
Beginning Fund Balance	191	191	-	-	-
Ending Fund Balance	\$ 191	\$ -	\$ -	\$ -	\$ -

This fund was created to account for a Federal pass-through grant used for the the cost of specialized training that will enhance the basic defensive capabilities of the department to better respond to an incident of domestic terrorism and bioterrorism.

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
CITY OPERA HOUSE FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Rental Income	\$ 79,211	\$ 79,706	\$ 98,000	\$ 48,000	\$ 81,400
Interest Revenue	2,015	470	2,000	400	2,000
Reimbursements	16,862	17,681	-	6,600	5,500
TOTAL REVENUES	98,088	97,857	100,000	55,000	88,900
EXPENDITURES					
Office/Operation Supplies	-	3	-	-	100
Professional/Contractual	12,822	11,090	10,000	13,000	10,000
Insurance & Bonds	5,068	5,381	5,500	5,600	6,000
Public Utilities	9,190	10,529	11,000	10,800	11,000
Repairs and Maintenance	7,426	-	42,700	-	-
Miscellaneous	18,946	42,124	18,100	13,000	13,100
Interest - Inter-Fund Loan	15,000	13,807	12,700	12,600	11,500
TOTAL EXPENDITURES	68,452	82,934	100,000	55,000	51,700
EXCESS OF REVENUES OVER/ (UNDER) EXPENSES	29,636	14,923	-	-	37,200
Beginning Fund Balance	(209,062)	(179,426)	(164,503)	(164,503)	(164,503)
Ending Fund Balance	\$ (179,426)	\$ (164,503)	\$ (164,503)	\$ (164,503)	\$ (127,303)

This fund was created to reflect the lease revenues and related expenses for the general operation of the City Opera House. In 2005 the Opera House received an inter-fund loan from the Economic Development Fund. That loan was repaid in April 2007. Another inter-fund loan from the Economic Development Fund was granted in 2007 and will be repaid over a 5 year period.

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
BANNER PROGRAM FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Contributions-Private	\$ 3,220	\$ 1,100	\$ 3,000	\$ 1,000	\$ 3,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	3,220	1,100	3,000	1,000	3,500
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Beginning Fund Balance	3,490	6,710	7,810	7,810	8,810
Ending Fund Balance	\$ 6,710	\$ 7,810	\$ 10,810	\$ 8,810	\$ 12,310

City of Traverse City, Michigan
SPECIAL REVENUE FUND
ECONOMIC DEVELOPMENT FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ 85,861	\$ 52,791	\$ 44,000	\$ 44,000	\$ 42,000
EXPENDITURES					
Professional Services	46,400	61,400	25,000	20,000	20,000
Utilities	1,161	1,236	1,500	6,000	5,000
Repairs and Maintenance	-	-	500	-	-
TOTAL EXPENDITURES	47,561	62,636	27,000	26,000	25,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	38,300	(9,845)	17,000	18,000	17,000
OTHER FINANCING SOURCES (USES)					
Sale of fixed assets	-	-	-	7,300	-
Transfer out - General Fund	-	-	(30,000)	(30,000)	(88,200)
TOTAL OTHER FINANCING SOURCES	-	-	(30,000)	(22,700)	(88,200)
NET CHANGE IN FUND BALANCE	38,300	(9,845)	(13,000)	(4,700)	(71,200)
Beginning Fund Balance	2,122,114	2,160,414	2,150,569	2,150,569	2,145,869
Ending Fund Balance	\$ 2,160,414	\$ 2,150,569	\$ 2,137,569	\$ 2,145,869	\$ 2,074,669

This fund was created in 1949 to account for the sale of lots in industrial parks developed by the City and funded by federal grants. Currently, the City does not have any industrial parks under development or lots for sale. An inter-fund loan was made originally to the Marina in 2004 for its expansion project in the amount of \$850,000 at 3.58% interest for 5 years. In December 2009, the loan was renegotiated in the amount of \$850,000 at 2.03% interest for five years. Another inter-fund loan was made to the Opera House Fund in 2007 for \$300,000 at 5% interest for 5 years.

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
McCAULEY ESTATE TRUST FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ 5,247	\$ 6,353	\$ 3,100	\$ 3,000	\$ 3,100
OTHER FINANCING USES					
Transfers Out-Heritage Center Fund	(3,391)	(3,371)	(3,100)	(3,000)	(3,100)
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	1,856	2,982	-	-	-
Beginning Fund Balance	97,284	99,140	102,122	102,122	102,122
Ending Fund Balance	\$ 99,140	\$ 102,122	\$ 102,122	\$ 102,122	\$ 102,122

This fund is used to account for the City's share of distribution from the Edwin D. McCauley Trust. Expenditures are to be made to public welfare or civic improvement organizations designated by the City Commission.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
BROWN BRIDGE MAINTENANCE FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Rental Income	\$ -	\$ 8,317	\$ 50,000	\$ 50,500	\$ 50,000
EXPENDITURES					
Professional and contractual	-	-	62,500	30,000	52,000
Insurance and Bonds	-	-	-	1,700	2,000
Repairs and Maintenance	-	1,892	37,500	18,800	22,500
TOTAL EXPENDITURES	-	1,892	100,000	50,500	76,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	6,425	(50,000)	-	(26,500)
Beginning Fund Balance, Restated	-	41,370	47,795	47,795	47,795
Ending Fund Balance	\$ -	\$ 47,795	\$ (2,205)	\$ 47,795	\$ 21,295

This fund is used to account for the repairs and maintenance cost at the Brown Bridge Quiet Area. It is funded by leasing space on the Brown Bridge tower to cell phone companies.

**City of Traverse City, Michigan
SPECIAL REVENUE FUND
ACT 345 MILLAGE FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Property taxes	\$ -	\$ -	\$ 944,200	\$ 947,000	\$ 1,206,400
EXPENDITURES					
Retirement costs	-	-	944,200	1,154,500	1,206,400
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	(207,500)	-
OTHER FINANCING SOURCES					
Transfers in	-	-	-	-	-
NET CHANGE IN FUND BALANCE	-	-	-	(207,500)	-
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Beginning Fund Balance	-	-	-	-	(207,500)
Ending Fund Balance	\$ -	\$ -	\$ -	\$ (207,500)	\$ (207,500)

This fund is used to account for the ACT 345 millage that is designated for police and fire pension cost.

City of Traverse City, Michigan
DEBT SERVICE FUND
PARKING BOND DEBT RETIREMENT FUND - TAX EXEMPT
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Transfers In - TIF 97	\$ 486,814	\$ 470,054	\$ 467,250	\$ 467,150	\$ 495,000
EXPENDITURES					
Principal	40,000	60,000	60,000	60,000	90,000
Interest Expense and Fees	455,695	410,054	407,250	407,150	405,000
TOTAL EXPENDITURES	495,695	470,054	467,250	467,150	495,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(8,881)	-	-	-	-
Beginning Fund Balance	8,881	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

This fund is established to account for the payment of the debt service of the tax exempt portion of limited tax general obligation bonds outstanding for the Hardy Parking Deck and related projects.

City of Traverse City, Michigan
DEBT SERVICE FUND
PARKING BOND DEBT RETIREMENT FUND - TAXABLE
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Reimbursements	\$ 18,986	\$ 18,986	\$ 19,000	\$ 19,000	\$ 19,000
Transfers In - TIF 97	190,964	193,684	185,600	185,600	157,200
TOTAL REVENUES	209,950	212,670	204,600	204,600	176,200
EXPENDITURES					
Principal	130,000	140,000	140,000	140,000	120,000
Interest Expense and Fees	79,950	72,670	64,600	64,600	56,200
TOTAL EXPENDITURES	209,950	212,670	204,600	204,600	176,200
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
<hr/>					
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

This fund is established to account for the payment of the debt service of the taxable portion of limited tax general obligation bonds outstanding for the Hardy Parking Deck and related projects.

City of Traverse City, Michigan
DEBT SERVICE FUND
PARKING BOND DEBT RETIREMENT FUND - OLD TOWN
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Transfers In - TIF 2	\$ -	\$ -	\$ -	\$ 941,200	\$ 1,206,300
EXPENDITURES					
Principal	-	-	-	850,000	1,000,000
Interest Expense and Fees	-	-	-	91,200	206,300
TOTAL EXPENDITURES	-	-	-	941,200	1,206,300
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
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Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -

City of Traverse City, Michigan
CAPITAL PROJECT FUND
PARKING CONSTRUCTION BOND FUND - TAX EXEMPT
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ 41,704	\$ 8,856	\$ 12,000	\$ 2,500	\$ 5,000
EXPENDITURES					
Capital Outlay	4,426	-	960,000	-	970,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	37,278	8,856	(948,000)	2,500	(965,000)
Beginning Fund Balance	919,484	956,762	965,618	965,618	968,118
Ending Fund Balance	\$ 956,762	\$ 965,618	\$ 17,618	\$ 968,118	\$ 3,118

This fund is established to account for the sources and uses of the tax exempt portion of a limited tax general obligation bond undertaken for the construction of the Hardy Parking Deck and related projects in the downtown area.

City of Traverse City, Michigan
CAPITAL PROJECT FUND
PARKING BOND CONSTRUCTION FUND - TAXABLE
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ 2,754	\$ 1,015	\$ 1,500	\$ 300	\$ 1,000
EXPENDITURES					
Capital Outlay	-	-	108,000	-	107,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	2,754	1,015	(106,500)	300	(106,500)
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Beginning Fund Balance	102,726	105,480	106,495	106,495	106,795
Ending Fund Balance	\$ 105,480	\$ 106,495	\$ (5)	\$ 106,795	\$ 295

This fund is established to account for the sources and uses of the taxable portion of a limited tax general obligation bond undertaken for the construction of the Hardy Parking Deck and related projects in the downtown area.

City of Traverse City, Michigan
CAPITAL PROJECT FUND
PARKING BOND CONSTRUCTION FUND - OLD TOWN
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ -	\$ -	\$ -	\$ 19,000	\$ 8,000
EXPENDITURES					
Capital Outlay	-	-	-	5,572,800	2,508,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	(5,553,800)	(2,500,000)
OTHER FINANCING SOURCES					
Bond Proceeds	-	-	-	8,053,800	-
NET CHANGE IN FUND BALANCE	-	-	-	2,500,000	(2,500,000)
Beginning Fund Balance	-	-	-	-	2,500,000
Ending Fund Balance	\$ -	\$ -	\$ -	\$ 2,500,000	\$ -

This fund is established to account for the sources and uses of the taxable portion of a limited tax general obligation bond undertaken for the construction of the Hardy Parking Deck and related projects in the downtown area.

**City of Traverse City, Michigan
CAPITAL PROJECT FUND
RECAPTURED GRANT REVOLVING LOAN FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ 5,529	\$ 1,339	\$ 6,000	\$ 1,500	\$ 4,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES					
	5,529	1,339	6,000	1,500	4,000
Beginning Fund Balance					
	158,927	164,456	165,795	165,795	167,295
Ending Fund Balance					
	\$ 164,456	\$ 165,795	\$ 171,795	\$ 167,295	\$ 171,295

The Recaptured Grant Revolving Loan Fund consists of interest earned from loans for projects relating to economic development in the City as encouraged by the Michigan Small Cities Community Development Block Grant Program. All loans have been paid back to the City and all original grants received by the City from the State have been paid back to the State.

The City sought and received approval from the State to utilize the remaining funds for public infrastructure projects which will meet the national objective of eliminating a blighted area of the City. These public infrastructure projects at the Grand Traverse Commons included looping of a water main on Silver Drive, rebuilding the Cedar Street manhole, designing and constructing Franke Road extension, and construction of sidewalks on Eleventh Street between Division and Elmwood Avenue. Funds were used in FY 02/03 to purchase property at the Commons which was added to the City's parkland inventory and these funds were to be used by the GTCRC for construction of a new roof on the "Barns".

All projects have been completed with the exception of Franke Road design and construction. This project will be coordinated with the Recreational Authority.

City of Traverse City, Michigan
CAPITAL PROJECTS FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Federal Grants	\$ 50,000	\$ 9,415	\$ -	\$ 440,000	\$ -
State Grants	18,900	500,000	-	-	-
Interest Revenue	48,200	8,203	-	2,000	-
Contributions - Public Entities	183,484	680,916	-	400,000	-
Contributions - Private Sources	28,235	804,738	80,000	72,000	-
Reimbursements	14,699	-	-	1,800	-
Miscellaneous	2,618	199,981	-	-	-
TOTAL REVENUES	346,136	2,203,253	80,000	915,800	-
EXPENDITURES					
Personnel Services	3,703	9,083	-	1,100	-
Professional Services	1,700	3,800	-	-	-
Rentals	207	7,587	-	-	-
Capital Outlay	1,265,538	2,446,723	1,131,500	2,061,500	1,106,900
TOTAL EXPENDITURES	1,271,148	2,467,193	1,131,500	2,062,600	1,106,900
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(925,012)	(263,940)	(1,051,500)	(1,146,800)	(1,106,900)
OTHER FINANCING SOURCES					
Transfer In-General Fund	566,550	713,750	830,000	830,000	1,037,900
NET CHANGE IN FUND BALANCE	(358,462)	449,810	(221,500)	(316,800)	(69,000)
Beginning Fund Balance	1,706,760	1,348,298	1,798,108	1,798,108	1,481,308
Ending Fund Balance	\$ 1,348,298	\$ 1,798,108	\$ 1,576,608	\$ 1,481,308	\$ 1,412,308

This fund was created to account for revenues and expenditures associated with property development and public improvement construction projects. This fund holds the funding for those projects associated with the City's General Fund.

**City of Traverse City, Michigan
CAPITAL PROJECT FUND
SPECIAL ASSESSMENT FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ 67,696	\$ 20,052	\$ 25,000	\$ 10,000	\$ 25,000
Construction Revenue	41,423	39,485	40,000	100,000	40,000
TOTAL REVENUES	109,119	59,537	65,000	110,000	65,000
EXPENDITURES					
Capital Outlay	48,694	86,823	80,000	145,000	80,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	60,425	(27,286)	(15,000)	(35,000)	(15,000)
Beginning Fund Balance	1,534,398	1,594,823	1,567,537	1,567,537	1,532,537
Ending Fund Balance	\$ 1,594,823	\$ 1,567,537	\$ 1,552,537	\$ 1,532,537	\$ 1,517,537

This fund was created to account for financing of various public improvements to benefit specific property owners. The City Commission approves all special assessment projects and specifies the cost to be paid by special assessments to the benefited property owners and the cost to be paid by the City at large. Additional pro-rata assessments can be made by the City Commission for costs in excess of estimates.

Assessment estimates in excess of costs by more than 5% must be refunded pro-rata. The period of payment varies between five to ten years and actual interest rates for an assessment is based on the market interest at the time of adoption not to exceed 6%. This fund was established during 1988 when the City implemented the provisions of the Governmental Accounting Standards Board Statement Number 6, which eliminates the special assessment fund type.

Unpaid assessments as of April 1, for the prior year, are added to the City tax roll and become a lien on the property.

**City of Traverse City, Michigan
PERMANENT FUND
BROWN BRIDGE TRUST FUND
For the Budget Year 2010-11**

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Interest Revenue	\$ 913,422	\$ 622,576	\$ 335,000	\$ 350,000	\$ 425,000
Rents and Royalties	625,750	368,081	465,000	360,000	434,000
TOTAL REVENUES	1,539,172	990,657	800,000	710,000	859,000
OTHER FINANCING USES					
Transfers Out-General Fund	(462,714)	(447,072)	(335,000)	(350,000)	(425,000)
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	1,076,458	543,585	465,000	360,000	434,000
Beginning Fund Balance	10,461,996	11,538,454	12,082,039	12,082,039	12,442,039
Ending Fund Balance	\$ 11,538,454	\$ 12,082,039	\$ 12,547,039	\$ 12,442,039	\$ 12,876,039

This fund was created with a charter amendment to Section 129, adopted November 7, 1978 and provides that all money derived from oil, gas or mineral exploration at the Brown Bridge property shall be placed in a nonexpendable trust. The interest income from this fund is used to supplement City taxes as a credit against the General Fund levy.

City of Traverse City, Michigan
PERMANENT FUND
CEMETERY TRUST FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Charges for Services-Sales	\$ 9,371	\$ 6,059	\$ 11,000	\$ 9,000	\$ 10,000
Interest Revenue	20,569	12,082	9,000	8,000	10,000
TOTAL REVENUES	29,940	18,141	20,000	17,000	20,000
OTHER FINANCING USES					
Transfers Out-General Fund	(9,821)	(9,165)	(9,000)	(8,000)	(10,000)
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	20,119	8,976	11,000	9,000	10,000
Beginning Fund Balance	227,369	247,488	256,464	256,464	265,464
Ending Fund Balance	\$ 247,488	\$ 256,464	\$ 267,464	\$ 265,464	\$ 275,464

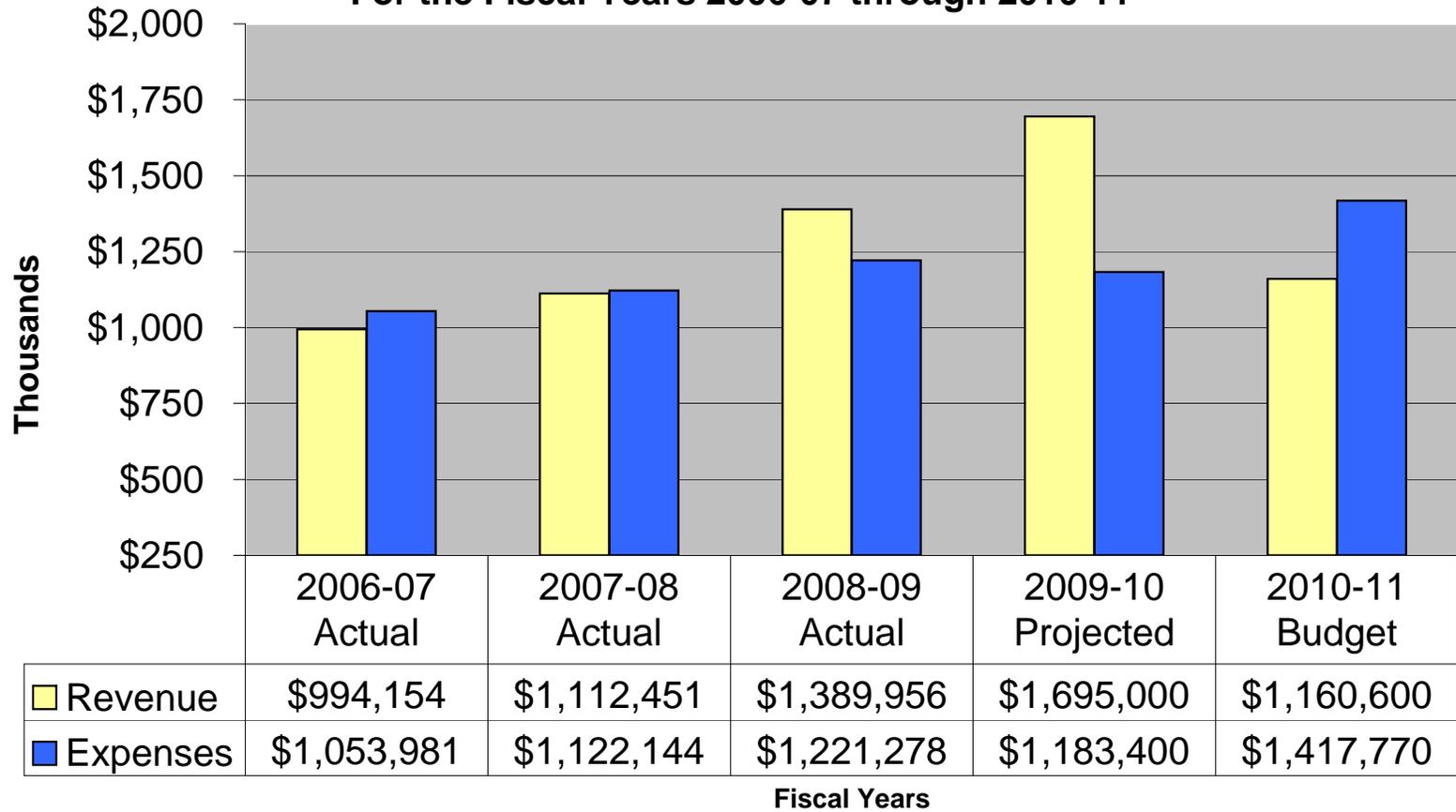
For each lot or crypt sale 15% of the proceeds are deposited in the Cemetery Trust Fund; 42 1/2% is deposited in the Cemetery Perpetual Care Fund; and the remaining 42 1/2% is deposited in the General Fund. Interest income in this fund is transferred to the General Fund annually to help offset the costs associated with operating the cemetery.

City of Traverse City, Michigan
PERMANENT FUND
CEMETERY PERPETUAL CARE TRUST FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Charges for Services-Fees	\$ 3,708	\$ 4,220	\$ 7,000	\$ 4,000	\$ 7,000
Interest Revenue	26,574	22,012	13,000	12,000	13,000
TOTAL REVENUES	30,282	26,232	20,000	16,000	20,000
OTHER FINANCING USES					
Transfers Out-General Fund	(13,538)	(13,906)	(13,000)	(12,000)	(13,000)
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	16,744	12,326	7,000	4,000	7,000
Beginning Fund Balance	344,882	361,626	373,952	373,952	377,952
Ending Fund Balance	\$ 361,626	\$ 373,952	\$ 380,952	\$ 377,952	\$ 384,952

For each lot or crypt sale 15% of the proceeds are deposited in the Cemetery Trust Fund; 42 1/2% is deposited in the Cemetery Perpetual Care Fund; and the remaining 42 1/2% is deposited in the General Fund. Interest income in this fund is transferred to the General Fund annually to help offset the costs associated with operating the cemetery.

**City of Traverse City, Michigan
Automobile Parking System Fund Revenues and Expenditures
For the Fiscal Years 2006-07 through 2010-11**



AUTOMOBILE PARKING SYSTEM FUND

The Downtown Development Authority, on behalf of the City, manages the Automobile Parking System, an enterprise fund. The 2010-11 budget includes revenues and expenses for operation of the entire system, including the Larry C. Hardy Parking Deck and the soon to be opened Old Town Deck.



Currently, there remains one (1) full time City employee, and a management contract with the DDA for \$257,000/year for staffing of the enterprise fund. The DDA has a staff of four (4) full time and four (4) part time employees who dedicate nearly 100% of their time to APS, as part of this agreement. The remaining four (4) full time employees of the DDA dedicate various percentages of their time to APS on an as-needed basis. The budget anticipates that the DDA contract for management will remain at the same level, but serious evaluation of that reimbursement amount will occur during the first six months of operation of the Old Town Deck. Since this will be unmanned facility, we do not fully know the impact it will have on existing staff especially as it relates to maintenance. Should the DDA require an amendment to the agreement it would occur sometime in early 2011, and of course would need City Commission approval.

One major change proposed this year involves a cost savings by streamlining the classification of APS fine revenue. Currently, in operating the Parking Violations Bureau, the DDA staff must classify each parking ticket into one of five categories. In discussion with the City Treasurer, we have all agreed that the system is time consuming and can be remedied by reducing to two classifications (NMC Agreement requires separation) and place all fines in the APS fund. In recognition of the fact that the City's General Fund will be impacted (three fine categories currently go to that fund,) the Treasurer has estimated that an increase in the City Fee from 5% to 10% will more than make up for the lost fine revenue, even at its historic high.

Another issue that may affect the APS system in the coming year is the West Front Street area where we are dependent on short term leases for permit parking and are working on a possible parking structure.

Finally, the Downtown Parking Committee will consider in the coming month a staff proposal to increase the cost of parking by 10% effective January 1, 2011. The increases may be spread across fines, permits and meters but it is too early to determine what the ultimate recommendation will be. After approval by the DDA Board the matter will be brought to the City Commission for consideration.

PERFORMANCE MEASUREMENTS

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
	Number of parking fines issued	12,656	15,625	12,609	12,941	20,117
# of vehicles processed in the parking deck	125,957	127,556	145,635	153,466	166,442	
Efficiency	Utilization of parking decks (2 pm)	42.00%	48.00%	61.00%	63.00%	65.00%

SUMMARY OF BUDGET CHANGES

REVENUE

Parking Deck Proceeds – Parking deck proceeds increased due to the anticipated revenues from the new Old Town Parking Deck.

Parking Fees-Coin – Parking fees coins increased based on past history.

Permits – Surface Lots – Permits – surface lots decreased due to less permits being sold because customers utilizing the new Old Town Parking Deck.

Permits – Parking Deck – Permits – parking deck increased due to the anticipated revenues from the new Old Town Parking Deck.

Parking Fines – Parking fines increased due to expected revenue for the current year is higher than what was budgeted and the department is following the trend for the requested budget.

Reimbursements – Reimbursements increase based on the increase number of events downtown that are reimbursing Automobile Parking System Fund for costs incurred specific to their event.

Recovery of bad debts – Recovery of bad debts decreased based on past history.

EXPENSES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the current year there was not as much labor cost distributed from the parks and streets department to the fund for snow hauling parking lots, mostly due to weather conditions. In the subsequent year, this cost is budgeted conservatively based on prior years' actual costs.

Office/Operation Supplies – Office supplies increased because of the new Old Town Parking Deck operations.

SUMMARY OF BUDGET CHANGES (Continued)

Professional Services – Professional services increased because of the new Old Town Parking Deck operations.

Communications – Communications increased because of the new Old Town Parking Deck operations.

Printing and publishing – Printing and publishing increased because of the new Old Town Parking Deck operations.

Insurance and Bonds – Insurance and bonds increased because of the new insurance cost for the Old Town Parking Deck.

Utilities – Utilities increase because of the new Old Town Parking Deck operations.

Repairs and Maintenance – Repairs and maintenance increase because of the new Old Town Parking Deck operations.

Rentals – Rentals overall increase to reflect required rental rates for the Garage Fund to finance future equipment purchases.

Miscellaneous – Miscellaneous expense decreased based on past history.

Depreciation Expense – Depreciation expense increase because of the new Old Town Parking Deck.

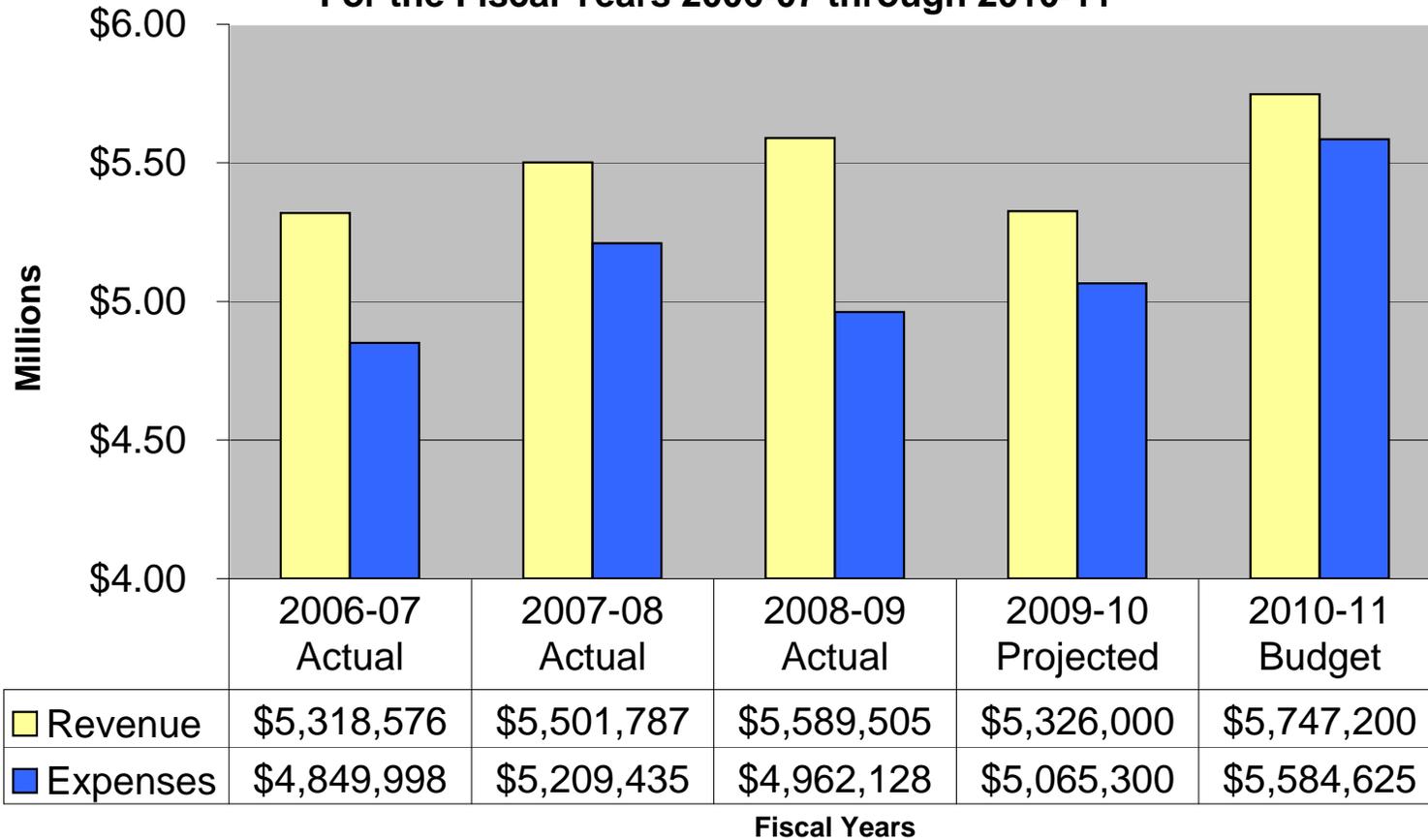
NONOPERATING REVENUES (EXPENSES)

Transfer Out – City Fee – Transfers out city fee increased based on the increase in gross revenues. The city fee is five percent of gross revenues.

City of Traverse City, Michigan
ENTERPRISE FUND
AUTOMOBILE PARKING SYSTEM FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
OPERATING REVENUES					
Parking Deck Proceeds	\$ 75,711	\$ 83,969	\$ 75,000	\$ 90,000	\$ 120,000
Parking Fees-Coin	421,082	394,963	380,000	425,000	410,000
Permits - Surface Lots	419,322	258,360	330,000	251,000	318,000
Permits - Parking Deck	7,795	155,225	102,000	145,000	152,000
Proximity Card Fee	3,216	1,180	-	-	-
Parking Fines	81,728	73,978	79,000	100,000	90,000
Rents and Royalties	36,342	26,064	26,100	26,000	26,100
Reimbursements	4,110	1,307	4,000	7,000	8,000
Recovery of Bad Debts	2,801	14,361	15,000	10,000	10,000
Miscellaneous Income	4,008	857	1,500	1,000	1,500
TOTAL OPERATING REVENUES	1,056,115	1,010,264	1,012,600	1,055,000	1,135,600
OPERATING EXPENSES					
Salaries and Wages	79,861	80,702	40,200	48,400	72,100
Fringe Benefits	36,227	31,593	13,900	15,600	18,700
Office/Operation Supplies	13,370	31,733	42,000	16,500	44,000
Professional Services	366,875	380,342	397,150	475,100	417,750
Communications	5,803	6,456	5,300	5,300	25,300
Transportation	1,979	1,628	1,500	1,500	2,000
Professional Development	3,971	303	500	4,500	1,000
Printing and Publishing	7,928	11,453	7,000	18,000	9,500
Insurance and Bonds	14,083	14,596	14,000	14,400	28,000
Utilities	90,671	87,955	70,000	66,000	120,000
Repairs and Maintenance	24,871	33,408	30,000	22,000	40,000
Rentals	121,519	186,760	130,000	140,000	139,920
Miscellaneous	13,440	12,816	15,500	12,700	13,500
Depreciation Expense	286,138	290,388	230,000	290,400	430,000
TOTAL OPERATING EXPENSES	1,066,736	1,170,133	997,050	1,130,400	1,361,770
OPERATING INCOME (LOSS)	(10,621)	(159,869)	15,550	(75,400)	(226,170)
NON-OPERATING REVENUES					
Federal Revenue	-	365,979	-	634,000	-
Interest Revenue	56,336	13,713	25,000	6,000	25,000
TOTAL NON-OPERATING REVENUE	56,336	379,692	25,000	640,000	25,000
INCOME BEFORE TRANSFERS	45,715	219,823	40,550	564,600	(201,170)
Transfer Out - City Fee	(55,408)	(51,145)	(52,000)	(53,000)	(56,000)
Net Income (Loss)	(9,693)	168,678	(11,450)	511,600	(257,170)
Beginning Net Assets	10,834,206	10,824,513	10,993,191	10,993,191	11,504,791
Ending Net Assets	\$ 10,824,513	\$ 10,993,191	\$ 10,981,741	\$ 11,504,791	\$ 11,247,621
Personnel Services %	10.88%	9.60%	5.43%	5.66%	6.67%
F.T.E. Employees = .9					

**City of Traverse City, Michigan
Sewer Fund Revenues and Expenditures
For the Fiscal Years 2006-07 through 2010-11**



SEWER FUND

Traverse City and the surrounding townships are way out in front in environmental leadership and in executing their responsibility to reflect the local environmental ethic in its policies.

The Wastewater Treatment Plant treats sewer from the City of Traverse City and the townships of Acme, East Bay, Elmwood, Garfield, Peninsula, and Blair. All are parties to the Master Sewer Agreement, original adopted in 1987 and revised in 2001. The City has a unique and central role under that agreement; the plant is located in the City, the City is responsible for its operation, and holds the NPDES permit to River. The City is also the entity to which the role of “Control Authority” is delegated by the other parties that is, the City administers the system-wide Industrial Pretreatment Program and enforces township as well as City sewer use ordinances. The above is accomplished through a management contract with Operation Management, Inc. (OMI).



The Traverse City Plant is the largest operating plant on the continent using membrane bioreactor technology. It has capacity to meet area growth needs into the beginning of the next decade and produces an effluent of extraordinary clarity so that it will have no impact on the receiving waters. The City, using OMI and for the benefit of the parties to the Master Sewer Agreement, is now operating the new Grand Traverse County Septage Treatment Facility (also a membrane bioreactor) which discharges to the Traverse City Plant.

SUMMARY OF BUDGET CHANGES – OPERATING REVENUES

Sewer Service Charges – Sewer service charges increased because of an anticipated rate increase to cover future capital costs.

Public Authority – Public authority revenues decreased because fewer improvements are expected at the Wastewater Treatment Plant. These capital costs are reimbursed from the participating entities.

Septage Treatment – Septage treatment revenues increased because they are reimbursed on the operational costs of the facility that are budgeted to increase from the participating entities.

PERFORMANCE MEASUREMENTS – WWTP and Pump Stations

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Billions of gallons treated	1.5844	1.4877	1.5666	1.5584	1.6502
	Millions of pounds of BOD treated	3.7837	3.4651	3.6482	3.5537	3.6848
Efficiency	% of effluent in compliance with NPDES permit	100%	100%	100%	100%	100%
	Kilowatt hours used/pound of BOD treated	1.8200	1.7980	1.4200	1.3750	1.2820

SUMMARY OF BUDGET CHANGES – WWTP and Pump Stations

Septage contract – Septage contract increased based on the OMI's anticipated increase in operational costs.

Insurance and Bonds – Insurance and bonds decreased because budgeting toward expected costs in current year instead of prior year budget.

PERFORMANCE MEASUREMENTS - MAINTENANCE AND REPAIRS

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Sewer maintenance calls	80	76	94	86	44
	Footage of sewers cleaned	57,374	57,910	85,287	115,453	30,563 to date
Efficiency	Percentage of maintenance calls responded to within 1 hour	100%	100%	100%	100%	100%
	Percentage of annual sewers cleaned	14%	14%	20%	28%	7%

SUMMARY OF BUDGET CHANGES – MAINTENANCE AND REPAIRS

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and a 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, there was a reallocation of the Director of Public Services and Assistant salaries and fringe benefits and in the prior year the annual wage increases were budgeted in unallocated funds.

Rentals – Rentals increased due to anticipating purchasing a new straight line sewer cleaning truck.

PERFORMANCE MEASUREMENTS – ADMINISTRATIVE AND GENERAL

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
	Receivables billed (in millions)	3.254	3.363	3.549	3.283	not available
Efficiency	Receivables collected (annual cash receipts/annual billings)	105.22%	98.39%	96.31%	100.24%	not available

SUMMARY OF BUDGET CHANGES – ADMINISTRATIVE AND GENERAL

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and a 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, an amount was budgeted to cover wages charged by Light and Power for coverage of employees' vacations and sick time, in the prior year the annual wage increases were budgeted in unallocated funds, and an employee was under budgeted in the prior year. Fringe benefits are higher than the 3% mentioned above due to retiree health care costs for retired employees.

Office/Operation Supplies – Office/Operation supplies increased to account for potential increase in price from vendors for various supplies.

Professional Services – Professional services decreased due to less anticipated usage of the County programmer in assisting in launching new software programs that occurred in the current year such as Naviline and Click-2-Gov internet utility website.

Printing and Publishing - Printing and publishing decreased due to invoice paper and envelopes that are now being purchased through our mail processor at a lower bulk rate.

SUMMARY OF BUDGET CHANGES – Administrative and General (Continued)

Rentals – Rentals increase to reflect required rental rates for the Garage Fund to finance future equipment purchases.

Collection Costs – Collection costs increased to account for uncollectable accounts that need to be written off for customer accounts where affidavits prevented a lien on the property or the federal bankruptcy court discharged the debt.

Miscellaneous – Miscellaneous expense increased to cover the costs of meter readers meal payments, safety expense, and fees and per diem, which was not allocated to this utility in previous years.

Depreciation and Amortization – Depreciation and amortization increased to account for new assets that will be depreciated.

NONOPERATING REVENUES (EXPENSES)

Interest/Finance Charges – Interest/finance charges decreased based on the long term debt schedule.

Transfers Out – City Fee – Transfers out city fee increased based on the increase in gross revenues. The city fee is five percent of gross revenues.

City of Traverse City, Michigan
ENTERPRISE FUND
SEWER FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
OPERATING REVENUES					
Sewer Service Charges	\$ 3,413,516	\$ 3,292,019	\$ 3,672,000	\$ 3,506,000	\$ 3,784,300
Public Authority	1,382,078	1,604,542	1,450,000	1,274,000	1,394,000
Industrial Pretreatment	4,663	3,100	4,000	1,000	4,000
Septage Treatment	474,016	494,396	500,000	530,000	545,900
Forfeited Discounts	10,448	10,192	10,000	10,000	10,000
Interdepartmental Sales	-	-	1,000	-	1,000
Merchandise and Jobbing	-	1,350	1,000	1,000	1,000
Sale of Fixed Assets	-	-	500	-	500
Miscellaneous	185,289	177,964	1,000	1,000	1,000
TOTAL OPERATING REVENUES	5,470,010	5,583,563	5,639,500	5,323,000	5,741,700
OPERATING EXPENSES					
WWTP AND PUMP STATIONS					
Professional Services	2,458,703	2,353,038	2,500,000	2,300,000	2,500,000
Septage Contract	436,932	442,441	453,000	475,800	484,000
Industrial Pretreatment Costs	963	-	1,000	700	1,000
Insurance and Bonds	106,784	61,893	100,000	68,500	85,000
Total WWTP and Pump Stations	3,003,382	2,857,372	3,054,000	2,845,000	3,070,000
MAINTENANCE AND REPAIRS					
Salaries and Wages	308,775	213,034	261,200	204,000	297,700
Fringe Benefits	120,715	94,612	121,000	95,000	129,450
Office/Operation Supplies	21,553	12,530	25,500	76,000	25,500
Professional Services	55,264	70,136	98,400	49,000	98,400
Transportation	8,268	6,553	10,500	6,000	10,500
Professional Development	3,234	3,123	5,500	5,000	5,500
Public Utilities	7,453	5,678	10,000	10,000	10,000
Repairs and Maintenance	5,910	3,745	10,000	9,000	10,000
Rentals	83,694	71,477	78,000	75,000	113,550
Total Maintenance and Repairs	614,866	480,888	620,100	529,000	700,600
ADMINISTRATIVE AND GENERAL					
Salaries and Wages	81,771	91,147	123,300	125,000	137,500
Fringe Benefits	34,113	49,557	61,350	69,600	71,900

City of Traverse City, Michigan
ENTERPRISE FUND
SEWER FUND
For the Budget Year 2010-11

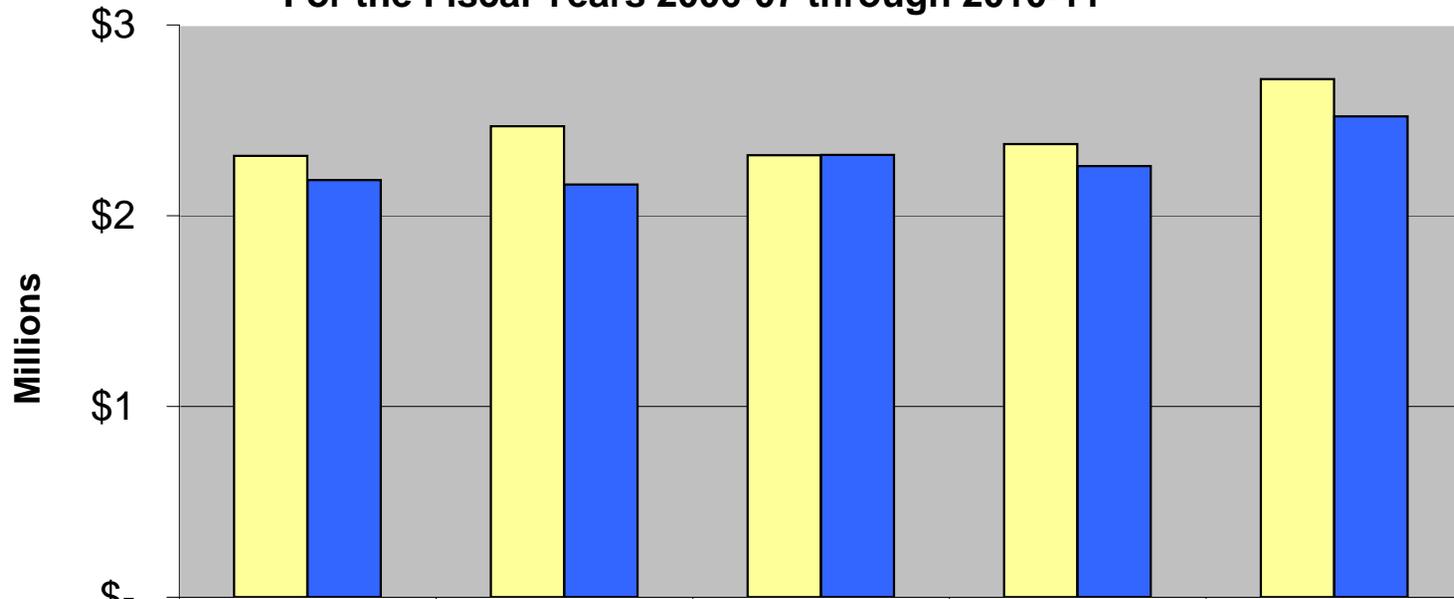
	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
ADMINISTRATIVE AND GENERAL (Continued)					
Office/Operation Supplies	\$ 14,191	\$ 19,074	\$ 20,400	\$ 18,100	\$ 22,000
Professional Services	11,420	17,883	18,100	14,000	12,200
Communication	6	263	250	300	500
Professional Development	1,134	1,916	2,000	1,550	2,000
Printing and Publishing	3,091	2,822	4,800	4,800	4,000
Rentals	2,281	6,275	5,850	7,100	9,550
Collection Costs	(889)	8,121	2,500	2,000	6,000
Transportation	-	-	-	-	-
Miscellaneous	828	1,842	1,400	2,600	2,375
Depreciation & Amortization	598,539	598,001	617,000	599,000	624,000
Total Administrative and General	746,485	796,901	856,950	844,050	892,025
TOTAL OPERATING EXPENSES	4,364,733	4,135,161	4,531,050	4,218,050	4,662,625
OPERATING INCOME (LOSS)	1,105,277	1,448,402	1,108,450	1,104,950	1,079,075
NON OPERATING REVENUES (EXPENSES)					
Interest Revenue	31,777	5,942	5,500	3,000	5,500
Interest/Finance Charges	(601,116)	(578,350)	(672,000)	(565,000)	(634,000)
Total Non-Operating Revenues (Expenses)	(569,339)	(572,408)	(666,500)	(562,000)	(628,500)
Income Before Transfers	535,938	875,994	441,950	542,950	450,575
Transfers Out - City Fee	(243,586)	(248,617)	(282,250)	(282,250)	(288,000)
NET INCOME	292,352	627,377	159,700	260,700	162,575
Beginning Net Assets	9,629,848	9,922,200	10,549,577	10,549,577	10,810,277
Ending Net Assets	\$ 9,922,200	\$ 10,549,577	\$ 10,709,277	\$ 10,810,277	\$ 10,972,852

City of Traverse City, Michigan
ENTERPRISE FUND
SEWER FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
Distribution Personnel Services % F.T.E. Employees = 5.5	69.85%	63.97%	61.64%	56.52%	60.97%
Administrative Personnel Services % F.T.E. Employees = 2.75	15.52%	17.66%	21.55%	23.06%	23.47%

This fund was created to account for the costs of collecting and treating waste waters. Revenues are chiefly from service charges to customers. These revenues are also used to pay principal and interest on sewer revenue bonds which were used to finance improvements.

**City of Traverse City, Michigan
Water Fund Revenues and Expenditures
For the Fiscal Years 2006-07 through 2010-11**



	2006-07 Actual	2007-08 Actual	2008-09 Actual	2009-10 Projected	2010-11 Budget
Revenue	\$2,314,611	\$2,469,838	\$2,317,207	\$2,376,000	\$2,716,000
Expenses	\$2,186,383	\$2,163,067	\$2,318,740	\$2,260,900	\$2,521,625

Fiscal Years

WATER FUND

The Traverse City Water Treatment Plant provides quality drinking water to customers in Traverse City, Garfield Township, Peninsula Township and Elmwood Township. The plant currently has a capacity of 20 million gallons a day.

Annually, the plant treats and supplies 2.1 billion gallons of water. Plant personnel also operate a lab to monitor system water quality and to provide bacteriological tests for construction contractors and surrounding municipalities. Approximately 2000 bacteriological tests are performed annually in the lab in addition to daily plant tests for pH, hardness, alkalinity, chloride, fluoride and suspended solids. Operators are required to attain a State license through examination and maintain it through continuing education.

The Water Plant is staffed by:

- 1 Superintendent
- 1 Chief Operator
- 4 Water Plant Operators



SUMMARY OF BUDGET CHANGES – OPERATING REVENUES

Water Sales – Water sales increased because of an anticipated rate increase to cover future capital costs.

Public Authority – Public authority sales decreased because of less water consumption in the surrounding townships.

Merchandise and Jobbing - Merchandise and jobbing increased based on an expected increase in related fees.

Taps, Meters and Pits - Taps, meters and pits increased based on an expected increase in related fees.

Miscellaneous - Miscellaneous revenue increase based on higher cell phone tower revenue.

PERFORMANCE MEASUREMENTS – WATER PLANT

	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
Output	Millions gallons of water pumped	1933.77	2115.78	1872.95	1754.29	not available
	Number of tests performed	555	758	613	503	not available
Efficiency	Water demand met	100%	100%	100%	100%	not available
	% of tests in compliance	100.00%	100.00%	99.84%	100.00%	not available

SUMMARY OF BUDGET CHANGES – WATER PLANT

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and a 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year the annual wage increase was budgeted in unallocated funds and two employees retired in the prior year and the employees who replaced the retirees are being paid at a lower amount.

Professional Services – Professional services increased because the Water Plant is in process of hiring an electrical consultant to inspect the plant and make recommendations on replacing or upgrading existing equipment and wiring.

Communications – Communications increased because in the current year a new system was installed to monitor water pressure in Port of Old Mission.

Professional Development – Professional Development increased because in the prior year two new employees were hired to replace employees who retired. Training costs associated with new personnel are higher through higher fees charged by the state for certification tests and attendance of classes.

PERFORMANCE MEASUREMENTS – ADMINISTRATIVE AND GENERAL

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
	Receivables billed (in millions)		1.585	1.528	1.684	1.647
Efficiency						
	Receivables collected (annual cash receipts/annual billings)	96.03%	96.27%	101.90%	99.82%	not available

SUMMARY OF BUDGET CHANGES – ADMINISTRATIVE AND GENERAL

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and a 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, retired employees were replaced with new employees at a lower wage rate and the retired employees' retiree health insurance benefit is included in the current year budget. Also, in the prior year the annual wage increase was budgeted in unallocated funds.

Office/Operation Supplies – Office/Operation supplies increased to account for potential increase in price from vendors for various supplies.

Professional Services – Professional services decreased due to less anticipated usage of the County programmer in assisting in launching new software programs that occurred in the current year such as Naviline and Click-2-Gov internet utility website.

Printing and Publishing - Printing and publishing decreased due to invoice paper and envelopes that are now being purchased through our mail processor at a lower bulk rate.

Rentals – Rentals increase to reflect required rental rates for the Garage Fund to finance future equipment purchases.

Collection Costs – Collection costs increased to account for uncollectable accounts that need to be written off for customer accounts where affidavits prevented a lien on the property or the federal bankruptcy court discharged the debt.

Miscellaneous – Miscellaneous expense increased to cover the costs of meter readers meal payments, safety expense, and fees and per diem, which was not allocated to the utilities in previous years.

NONOPERATING REVENUES (EXPENSES)

Reimbursements – Reimbursements increase based on prior year actual.

Interest Revenue – Interest revenue increase based on expected higher interest earnings.

Transfers Out – City Fee – Transfers out city fee increased based on the increase in gross revenues. The city fee is five percent of gross revenues.

WATER AND SEWER MAINTENANCE DIVISION

“We are the guardians of the City of Traverse City’s Water & Sewer infrastructure. Our primary responsibility is to distribute clean, fresh, potable water to our customers, the citizens of Traverse City, and to provide adequate volume of water for fire protection. We also maintain the sanitary sewer collection system, keeping in mind at all times the health and welfare of the public.”

Responsibilities include:

- Maintaining, repairing and flushing 118 miles of water main.
- Maintaining, repairing and exercising 1,756 main line water valves.
- Installing and maintaining 8,205 water services/meters.
- Flushing, repairing and draining 980 fire hydrants.
- Cleaning, televising and repairing 79 miles of gravity sewer and 19 miles of forced main sanitary sewer.
- Cleaning and maintaining 1,830 sewer manholes.
- Tapping water mains for new service leads as required.
- Administering the Cross Connection Inspection Program.
- Identifying illicit roof drain connections to the storm water system.
- Locating all water, sanitary and storm lines for MISS DIG.
- Assisting all DPS Divisions with confined space entries.
- Maintaining 11 storm water treatment systems on outfalls

The Division’s staff includes:

- 1 Supervisor,
- 1 Office Coordinator
- 7 Utility Systems Specialists
- 2 Apprentices



PERFORMANCE MEASUREMENTS - MAINTENANCE AND REPAIRS

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
		Water meters changed	269	281	239	280
	Fire hydrants winterized	269	281	239	280	150 to date
Efficiency	% TR meters in system	25.4	29.3	32.6	36.5	38.5
	Fire hydrants winterized	100%	100%	100%	100%	100%

SUMMARY OF BUDGET CHANGES – MAINTENANCE AND REPAIRS

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year the annual wage increase was budgeted in unallocated funds.

City of Traverse City, Michigan
ENTERPRISE FUND
WATER FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
OPERATING REVENUES					
Water Sales	\$ 1,707,057	\$ 1,656,478	\$ 1,931,700	\$ 1,729,000	\$ 2,032,800
Water Hydrant Fees	12,365	12,365	12,500	12,000	12,500
Public Authority	596,417	562,527	603,500	567,000	581,200
Merchandise and Jobbing	15,283	4,936	12,000	12,000	18,000
Taps, Meters and Pits	10,262	11,698	10,000	10,000	12,000
Miscellaneous	34,081	35,220	38,000	35,000	43,000
TOTAL OPERATING REVENUES	2,375,465	2,283,224	2,607,700	2,365,000	2,699,500
OPERATING EXPENSES					
PLANT, STORAGE TANKS AND BOOSTER STATIONS					
Salaries and Wages	319,617	326,308	315,500	286,000	324,000
Fringe Benefits	125,010	122,391	149,100	123,700	155,600
Office/Operation Supplies	79,349	104,288	122,500	100,000	122,500
Professional Services	20,254	41,551	30,000	40,000	45,000
Communications	10,536	11,791	10,000	11,000	12,500
Transportation	1,028	5,124	5,000	3,000	5,000
Professional Development	2,787	1,732	3,000	3,000	4,000
Insurance and Bonds	31,703	29,931	36,000	33,400	36,000
Utilities	207,444	200,683	230,000	192,000	230,000
Repairs and Maintenance	8,315	23,925	75,000	29,000	75,000
Rentals	4,712	3,335	4,000	3,500	4,000
Total Plant, Storage Tanks and Booster Stations	810,755	871,059	980,100	824,600	1,013,600
DISTRIBUTION					
Salaries and Wages	231,964	324,516	294,000	327,000	312,000
Fringe Benefits	100,121	139,218	142,650	153,800	148,300
Office/Operation Supplies	74,231	83,077	95,000	80,000	95,000
Professional Services	122,417	109,933	125,200	103,000	125,200
Transportation	10,013	8,309	14,000	7,600	14,000
Professional Development	3,471	1,384	5,500	1,500	5,500
Insurance and Bonds	-	-	-	-	50
Utilities	21,630	8,150	14,200	9,500	14,200
Repairs and Maintenance	3,949	1,025	10,000	6,000	10,000
Rentals	60,169	59,001	61,350	58,800	62,450
Miscellaneous	271	-	-	-	-
Total Distribution	628,236	734,613	761,900	747,200	786,700

City of Traverse City, Michigan
ENTERPRISE FUND
WATER FUND
For the Budget Year 2010-11

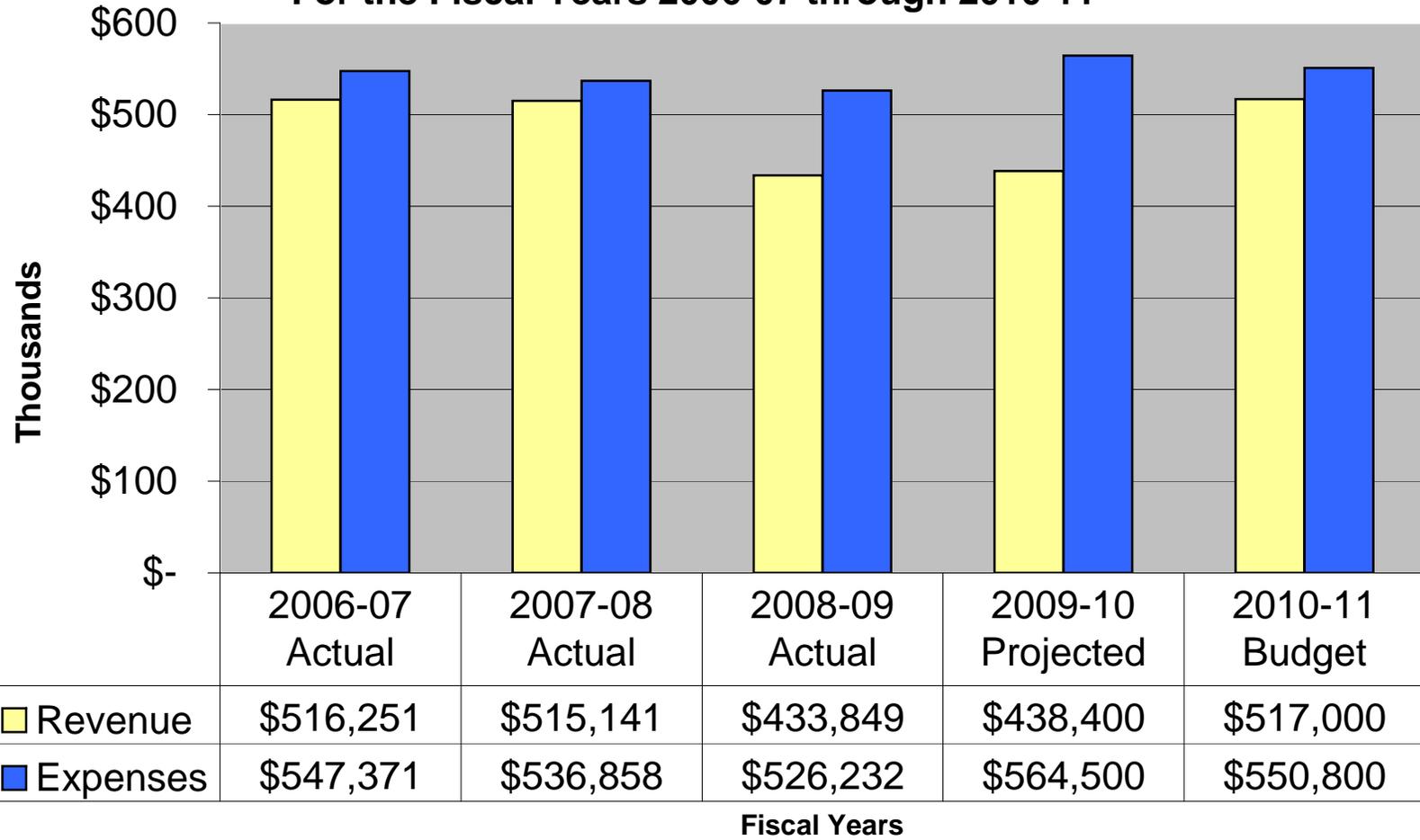
	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
ADMINISTRATIVE AND GENERAL					
Salaries and Wages	\$ 168,182	\$ 165,770	\$ 140,000	\$ 145,200	\$ 137,500
Fringe Benefits	51,472	77,888	66,450	66,900	71,900
Office Supplies	18,732	19,608	20,400	16,700	22,000
Communications	6	263	250	200	500
Professional Services	20,440	21,732	18,100	15,000	12,200
Professional Development	1,263	1,916	2,000	2,000	2,000
Printing and Publishing	4,695	2,541	4,800	4,500	4,000
Rentals	3,421	6,275	5,850	6,500	9,550
Collection Costs	11,512	(8,563)	2,500	1,000	6,000
Transportation	-	32	-	100	200
Miscellaneous	1,169	3,065	1,400	1,700	2,175
Inventory Adjustments	4,637	564	2,500	1,000	2,500
Depreciation Expense	237,717	238,188	273,000	254,000	273,000
Total Administrative and General	523,246	529,279	537,250	514,800	543,525
TOTAL OPERATING EXPENSES	1,962,237	2,134,951	2,279,250	2,086,600	2,343,825
OPERATING INCOME	413,228	148,273	328,450	278,400	355,675
NON OPERATING REVENUES (EXPENSES)					
Reimbursements	51,278	2,518	-	1,000	2,000
Interest Revenue	43,095	31,465	10,500	10,000	14,500
Interest/Finance Charges	(77,500)	(65,500)	(55,500)	(55,500)	(42,000)
Total Non-Operating Revenues (Expens	16,873	(31,517)	(45,000)	(44,500)	(25,500)
Income Before Transfers	430,101	116,756	283,450	233,900	330,175
Transfers out	-	(3,100)	-	-	-
Transfers out - City Fee	(123,330)	(115,189)	(130,900)	(118,800)	(135,800)
NET INCOME (LOSS)	306,771	(1,533)	152,550	115,100	194,375
Beginning Net Assets	6,718,503	7,025,274	7,023,741	7,023,741	7,138,841
Ending Net Assets	\$ 7,025,274	\$ 7,023,741	\$ 7,176,291	\$ 7,138,841	\$ 7,333,216

City of Traverse City, Michigan
ENTERPRISE FUND
WATER FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
Plant Personnel Services % F.T.E. Employees = 6.25	54.84%	51.51%	47.40%	49.68%	47.32%
Distribution Personnel Services % F.T.E. Employees = 6.25	52.86%	63.13%	57.31%	64.35%	58.51%
Administrative Personnel Services % F.T.E. Employees = 2.75	41.98%	46.04%	38.43%	41.20%	38.53%

The cost of providing water services is accounted for in this fund. Revenues are primarily from charges to customers for water usage. Revenues from water sales are used to pay for some improvements with direct contributions to capital required from customers in the form of hookup fees. The water revenues are also used to pay principal and interest on the revenue bonds used to finance improvements.

**City of Traverse City, Michigan
Duncan L. Clinch Marina Fund Revenues and Expenditures
For the Fiscal Years 2006-07 through 2010-11**



DUNCAN L. CLINCH MARINA FUND

Clinch Marina provides facilities for the boating public. There are 59 slips for seasonal boaters and 59 for transient boaters. There is also nearly 1,200 feet of broadside dockage that can accommodate up to 30 boats of different sizes, to include boats up to 150 feet. Gasoline, diesel fuel and pump-out facilities are available for boaters. Clinch Marina also operates a boat launch that provides access to West Bay.

The marina is staffed by:

Dock Master, who also operates Hickory Hills in the winter months

Seasonal Assistant Dock Master

8 to 10 seasonal dock attendants

3 seasonal night security staff

1 building and grounds maintenance



PERFORMANCE MEASUREMENTS

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
	Transient boats days		6377	6118	6427	7074
Seasonal boat days		9381	9381	9381	9381	9381
Efficiency						
Actual percentage of occupancy		70.00%	69.00%	71.00%	73.00%	71.00%

SUMMARY OF BUDGET CHANGES

REVENUE

Boat wells – Boat wells decreased slightly from prior year but increased from the projected amount based on inclination of better weather conditions than the prior year.

Computerized Reservations – Computer reservations decreased based on prior year actual and current year projected. This account is for all reservations made through the State Central Reservation System and further inquiry is going to be made by the department to audit the transactions during the season to ensure proper funds are being received by the State.

Gasoline and Oil – Gasoline and oil sales decreased based on the limited availability of non-ethanol gasoline which has caused the cost of goods sold to increase causing a decrease in revenue.

EXPENSES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year annual wage increases were budgeted in unallocated funds and departmental overtime was reduced by \$2,000.

Utilities – Utilities decreased based on actual expenses for the past two years. Warmer winters have resulted in less electric use for the marina de-icing system.

Rentals – Rentals overall decrease to reflect required rental rates for the Garage Fund to finance future equipment purchases.

NONOPERATING REVENUES (EXPENSES)

Interest Expense – Interest expense declined based on the interfund loan was renegotiated at its expiration with a lower interest rate.

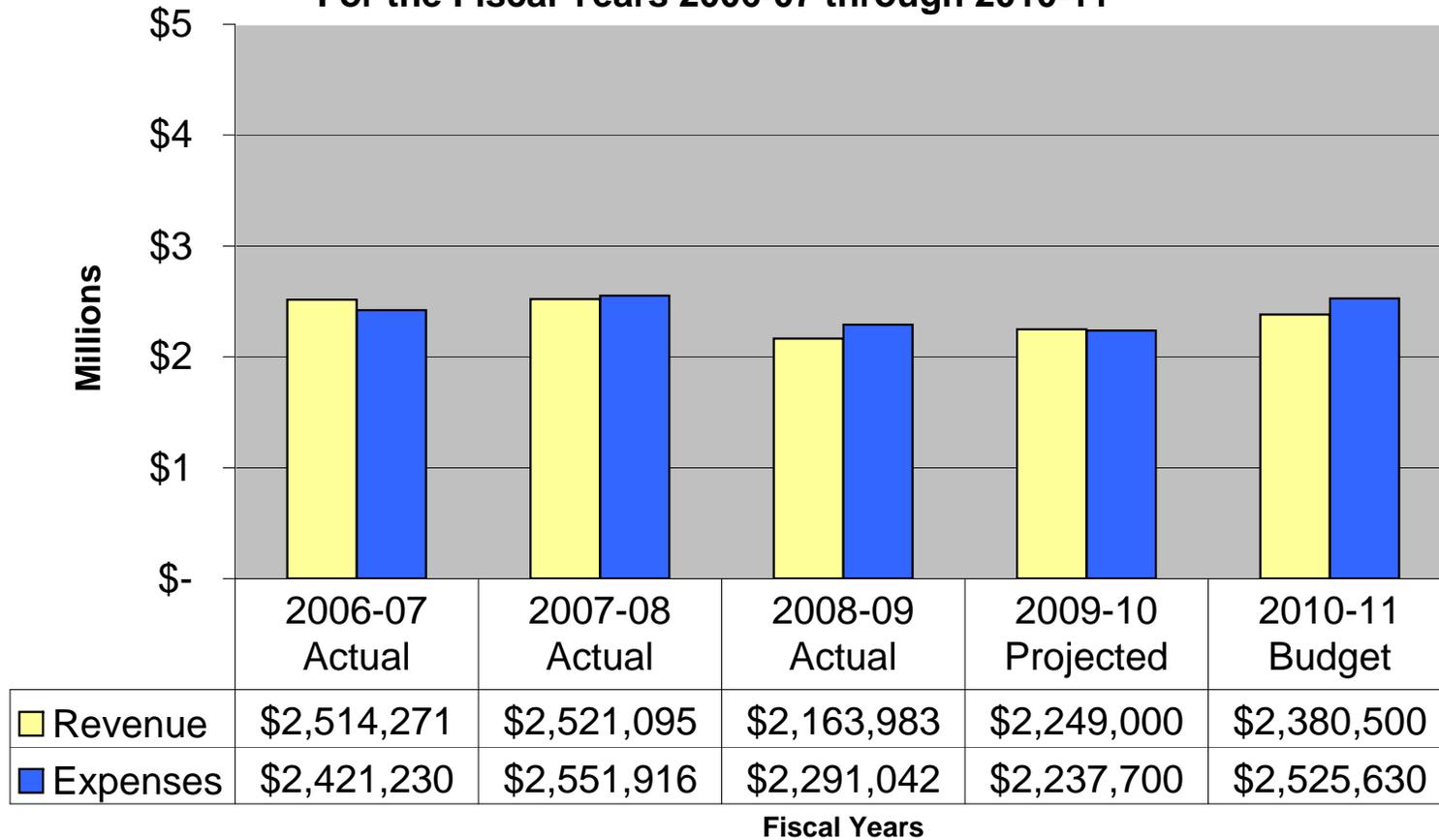
Transfer Out City Fee – Transfer out city fee is based on five percent of gross revenues and it decreased because gross revenues are lower than prior year budget.

City of Traverse City, Michigan
ENTERPRISE FUND
DUNCAN L CLINCH MARINA FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
OPERATING REVENUES					
Launch Permits	\$ 6,449	\$ 4,518	\$ 5,000	\$ 4,400	\$ 5,000
Boat Wells	361,870	328,079	391,000	333,000	390,000
Computerized Reservations	91,721	72,653	95,000	75,000	70,000
Gasoline and Oil (Net of Cost)	32,175	10,497	38,000	13,000	30,000
Reimbursements	1,484	2,105	-	-	-
Miscellaneous Revenues	12,210	13,429	12,000	11,000	12,000
TOTAL OPERATING REVENUES	505,909	431,281	541,000	436,400	507,000
OPERATING EXPENSES					
Salaries and Wages	80,798	75,785	83,000	85,000	84,000
Fringe Benefits	23,854	20,919	25,200	21,400	26,150
Office/Operation Supplies	7,084	8,014	10,000	8,000	10,000
Professional Services	170,639	171,502	170,000	176,000	170,000
Communications	7,888	5,673	8,000	8,000	8,000
Transportation	1,131	1,210	1,200	1,100	1,200
Professional Development	565	730	1,500	-	1,000
Printing & Publishing	822	1,674	1,500	1,500	1,500
Insurance & Bonds	5,209	4,228	5,200	4,100	5,000
Utilities	26,634	27,673	35,000	28,000	30,000
Repairs and Maintenance	17,796	16,300	20,000	18,000	20,000
Rentals	3,310	3,186	5,000	3,300	3,600
Depreciation Expense	133,848	133,848	135,000	134,500	135,000
TOTAL OPERATING EXPENSES	479,578	470,742	500,600	488,900	495,450
OPERATING INCOME (LOSS)	26,331	(39,461)	40,400	(52,500)	11,550
NON OPERATING REVENUES (EXPENSES)					
Interest Revenue	9,232	2,568	10,000	2,000	10,000
Interest Expense	(57,280)	(55,490)	(54,000)	(53,700)	(29,500)
Total Non-Operating Revenues (Expenses)	(48,048)	(52,922)	(44,000)	(51,700)	(19,500)
Income Before Transfers	(21,717)	(92,383)	(3,600)	(104,200)	(7,950)
Transfers Out - City Fee	-	-	(27,050)	(21,900)	(25,850)
NET INCOME	(21,717)	(92,383)	(30,650)	(126,100)	(33,800)
Beginning Net Assets					
	9,143,268	9,121,551	9,029,168	9,029,168	8,903,068
Ending Net Assets					
	\$ 9,121,551	\$ 9,029,168	\$ 8,998,518	\$ 8,903,068	\$ 8,869,268
Personnel Services %	42.15%	41.25%	41.09%	41.71%	41.91%
(Includes \$97,500 in Seasonal Contract Labor)					
F.T.E. Employees = 1.44					

On December 21, 2009 the City Commission authorized the renegotiation of the advance of \$600,000 from the Light & Power Fund and \$850,000 from the Industrial Development Fund to the Marina Fund. The proceeds initially were used to fund the marina expansion.

**City of Traverse City, Michigan
Garage Fund Revenues and Expenditures
For the Fiscal Years 2006-07 through 2010-11**



GARAGE FUND

The Garage Division is an “internal service fund,” which is run “just like a business” within the City. We don’t make a profit, but charge our internal customers enough to cover costs and meet the current and future equipment and facility needs of the City of Traverse City.



The Garage works with all Departments and Divisions, including Light and Power, to identify the best, most cost-effective equipment necessary to do the job(s) required. This includes writing specifications, bidding, purchasing, repairing/maintaining, and disposing of all cars, trucks, specialty vehicles and heavy equipment. In addition, the Garage Division purchased and maintains the entire Department of Public Works facilities located on Woodmere Avenue. At that location, the Garage not only provides housing and parking for the Streets and Parks Division, but a 24 hour - 7day a week fueling depot providing gasoline and diesel fuel to all City Departments, and numerous other governmental agencies.

The Garage Division’s top priority is both “Customer Service” and “Keeping the most cost effective equipment on the road at-all-times.” To this extent, the Garage operates two shifts and is open 16 hours daily. This allows equipment to be serviced and/or repaired during the evening hours so it is ready for crews in the morning. Extended hours eliminate the need for back-up equipment. Early morning, weekends, holiday and emergency services are offered by request. In addition, the Garage Division operates a Central Store room, where automotive and maintenance items are available to all Departments. The store room also operates a UPS drop-off and pickup site.

PERFORMANCE MEASUREMENTS

Output	Performance Indicators	2005/06	2006/07	2007/08	2008/09	2009/10
	Annual maintenance costs	759,614	755,852	739,099	717,483	513,828 to date
Annual sublet costs	41,952	46,911	36,113	62,291	25,905 to date	
Efficiency	Sublet costs as a % of maintenance costs	5.52%	6.21%	4.89%	8.68%	5.00%

SUMMARY OF BUDGET CHANGES

REVENUES

Rental Motor Pool – Rental motor pool increased to reflect required rental rates for the Garage Fund to finance future equipment purchases.

Interdepartmental Sales – Interdepartmental sales decrease to reflect the lower price of gas than in prior year.

Rentals – Rentals decreased to reflect the traffic signal department move to Light and Power.

EXPENSES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased to reflect a 2% annual wage increase to employees and 6% increase to health insurance costs, which is shared between the City and the employee. Additionally, in the prior year the annual wage increase was budgeted in unallocated funds.

Office/Operation Supplies – Office/operation supplies increased based on higher purchases of parts for the aging fleet.

Cost of sales – Outside – Cost of sales – outside decreased with the anticipation of decrease in fuel costs.

Cost of sales – Inside – Cost of sales – inside decreased with the anticipation of decrease in fuel costs.

Professional Services – Professional services increased slightly to cover the cost of the DPS cleaning contract.

Communications – Communications increased because of anticipation in higher costs relating to the upgrade to the DPS phone service.

Transportation – Transportation decreased due to lower fuel cost than in prior year.

SUMMARY OF BUDGET CHANGES (Continued)

Printing and Publishing – Printing and publishing decreased because the Department is no longer advertising for City property auction.

Utilities – Utilities decreased because of energy conservation measures.

Repairs and Maintenance – Repairs and maintenance increased to reflect the cost to repair aged equipment.

Rentals – Vehicle rentals decreased because the Department's is reducing the amount of cars that the Department has available.

Inventory Adjustments – Inventory adjustments decreased based on past history while taking into consideration a worse case scenario.

NONOPERATING REVENUES

Reimbursement Revenue – Reimbursement revenue increased based on increase in merchandise and jobbing.

Gain/(Loss) on Sale of Fixed Assets – Gain/Loss on sale of fixed assets decrease based on the anticipated vehicle sales of the new fiscal year.

City of Traverse City, Michigan
INTERNAL SERVICE FUND
GARAGE FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
OPERATING REVENUES					
Rental-Motor Pool	\$ 1,775,750	\$ 1,667,250	\$ 1,693,000	\$ 1,722,000	\$ 1,828,500
Interdepartmental Sales	410,739	339,820	398,000	317,000	363,000
Rentals	165,630	116,850	115,000	115,000	100,000
TOTAL OPERATING REVENUES	2,352,119	2,123,920	2,206,000	2,154,000	2,291,500
OPERATING EXPENSES					
Salaries and Wages	538,517	457,441	459,500	428,000	476,500
Fringe Benefits	202,966	199,140	195,700	169,700	208,700
Office/Operation Supplies	269,737	249,769	273,500	248,000	295,000
Cost of Sales - Outside	73,074	42,395	70,000	55,000	46,000
Cost of Sales - Interdepartment	333,936	256,486	355,000	210,000	302,570
Professional Services	64,458	112,850	70,000	85,000	75,000
Communications	9,141	10,481	10,000	10,000	12,000
Transportation	6,342	3,815	5,500	4,000	4,000
Professional Development	279	3,019	4,000	4,000	4,200
Printing & Publishing	541	99	1,500	500	500
Insurance and Bonds	97,468	99,974	107,000	98,000	107,000
Utilities	62,687	54,095	64,000	53,000	60,000
Repairs and Maintenance	43,296	28,681	60,000	35,000	61,000
Rentals	32,013	17,441	13,800	42,000	13,160
Depreciation Expense	818,990	759,517	850,000	795,000	850,000
Inventory Adjustments	(1,529)	(4,161)	12,000	500	10,000
TOTAL OPERATING EXPENSES	2,551,916	2,291,042	2,551,500	2,237,700	2,525,630
OPERATING INCOME (LOSS)	(199,797)	(167,122)	(345,500)	(83,700)	(234,130)
NON OPERATING REVENUES					
Interest Revenue	49,554	13,339	15,000	12,000	15,000
Other Revenue	92,443	52,496	62,000	38,000	72,000
Gain/(Loss) on Sale of Fixed Assets	26,979	(25,772)	249,000	45,000	2,000
TOTAL NON-OPERATING REVENUES	168,976	40,063	326,000	95,000	89,000
NET INCOME (LOSS)	(30,821)	(127,059)	(19,500)	11,300	(145,130)
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Beginning Fund Balance	7,297,645	7,266,824	7,139,765	7,139,765	7,151,065
Ending Fund Balance	\$ 7,266,824	\$ 7,139,765	\$ 7,120,265	\$ 7,151,065	\$ 7,005,935
<hr/>					
Personnel Services %	29.06%	28.66%	25.68%	26.71%	27.13%
F.T.E. Employees = 9.63					

**City of Traverse City, Michigan
INTERNAL SERVICE FUND
GARAGE FUND
2010-11 Vehicle Replacement Schedule**

Department	Replacement Cost	Resale/Trade Value
Police	\$ 22,500	\$ 1,000
Police	22,500	1,000
Police	22,500	1,000
Streets	220,000	8,000
Streets	115,000	4,000
Streets	115,000	5,000
L&P Service	38,000	500
L&P Generation	55,000	2,500
Sewer	210,000	400
	<hr/>	<hr/>
		23,400
Gross Purchases	\$ 820,500	
Less: Trade-in/Resale	(23,400)	
	<hr/>	
Net Purchases	\$ 797,100	
	<hr/> <hr/>	



Traverse City Light and Power (TCL&P) came into existence in 1912 with the purchase of Queen City Light and Power Company who, at the time, obtained all of its power from one hydroelectric dam on the Boardman River.

From its meager beginning TCL&P has grown to more than 11,000 customers and now receives electric power from several sources. TCL&P has local generation available from its gas turbine combustion plant near Kalkaska and wind power generation just west of the City limits. TCL&P also participate in three separate sources of reliable fossil fuel generation from downstate Michigan. This combination of diversified power supply sources has provided low cost electricity. The utility's electric service rates remain the lowest in the area.

Traverse City Light & Power provides a customer oriented team of employees that has a reputation for listening to customer requests and implementing those requests as soon as possible. System reliability is critical to the customer and TCL&P continues to invest in its system to meet that customer demand. Employees keep abreast of changes in the electric utility industry. TCL&P customer representatives are available in the field, or in person at the Governmental Center and at the Hastings Street Service Center. The utility provides twenty-four hour, seven day a week power outage emergency service. Other various customer services are available such as commercial/industrial energy audits, and power quality analysis. In addition, TCL&P also performs several community services such as electrical safety education, tree seedling giveaway, as well as contributions to many other electrical related community projects.

TCL&P is locally-controlled and governed through its City Commission appointed board which meets at the Governmental Center on the second and fourth Tuesdays of every month. The public is welcome at all Board Meetings and a portion of the Board agenda is scheduled for Public Comment.

Traverse City Light & Power will continue to be a progressive electric utility, always keeping our customers and the citizens of Traverse City first in our efforts.

City of Traverse City, Michigan
TRAVERSE CITY LIGHT & POWER
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
OPERATING REVENUE	\$ 29,600,551	\$ 28,412,239	\$ 29,564,000	\$ 26,575,000	\$ 28,660,000
OPERATING EXPENSES					
GENERATION EXPENSES					
Purchased Power - MPPA Pool	6,992,813	6,424,085	7,500,000	5,750,000	2,850,000
Purchased Power - Bridge Agreement	-	-	-	-	2,500,000
Stoney Corners - Wind Energy	-	-	-	-	1,250,000
Combustion Turbine Power Cost	4,266,586	3,407,813	4,000,000	3,620,000	3,680,000
Cambell #3 Power Cost	3,522,117	3,694,297	4,132,000	3,231,000	3,280,000
Belle River #1 Power Cost	2,602,893	2,697,116	2,750,000	2,685,000	2,883,000
Landfill Gas - Granger Project	-	-	-	5,000	250,000
Other Generation Expenses	535,851	641,162	533,900	471,450	426,000
Total Generation Expenses	17,920,260	16,864,473	18,915,900	15,762,450	17,119,000
DISTRIBUTION EXPENSES					
Operations & Maintenance	2,836,599	2,671,592	2,670,700	2,743,300	3,083,900
TRANSMISSION EXPENSES					
Operations & Maintenance	150,910	391,996	238,000	173,850	178,600
OTHER OPERATING EXPENSES					
Customer Accounting	330,356	552,331	577,600	617,400	627,400
Conservation & Public Services	308,777	245,527	521,000	458,500	563,700
Administrative & General	992,826	1,108,795	1,197,800	1,210,900	1,281,800
Insurance	297,543	102,605	110,000	80,900	90,000
Depreciation Expense	1,479,294	1,500,544	1,600,000	1,575,000	1,665,000
City Fee	1,514,716	1,454,540	1,498,200	1,347,800	1,450,000
Total Other Operating Expenses	4,923,512	4,964,342	5,504,600	5,290,500	5,677,900
Total Operating Expenses	25,831,281	24,892,403	27,329,200	23,970,100	26,059,400
Operating Income/Loss	3,769,270	3,519,836	2,234,800	2,604,900	2,600,600
NON OPERATING REVENUE/EXPENSES					
Non Operating Revenues	1,339,958	947,480	726,200	527,100	482,400
Non Operating Expenses	(83,612)	(25,145)	-	-	-
Total Non Operating Revenue/(Exp)	1,256,346	922,335	726,200	527,100	482,400
Net Income	\$5,025,616	\$4,442,171	\$2,961,000	\$3,132,000	\$3,083,000

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
OPERATING REVENUES					
State Grants	\$ -	\$ -	\$ 25,000	\$ 35,000	\$ 15,000
Residential Sales	4,906,774	4,929,924	5,235,000	4,785,000	5,212,000
Commercial Sales	13,461,360	12,988,557	13,650,000	12,277,000	13,375,000
Industrial Sales	8,448,569	7,913,325	8,056,000	7,275,000	7,922,000
Public Authority Sales	262,877	241,214	236,000	218,000	222,500
Street Lighting Sales	197,350	188,332	198,000	189,000	189,500
Yard Light Sales	82,685	81,529	82,000	84,500	85,000
Forfeited Discounts	58,264	57,701	60,000	48,000	50,000
Merchandise and Jobbing	144,564	130,069	140,000	62,500	64,000
Recovery of Bad Debts	836	-	500	500	500
Sale of Scrap	29,582	6,891	7,500	12,000	10,000
Miscellaneous Income	38,699	24,319	30,000	13,500	14,500
MISO Revenue	1,968,991	1,850,378	1,844,000	1,575,000	1,500,000
TOTAL OPERATING REVENUES	29,600,551	28,412,239	29,564,000	26,575,000	28,660,000
OPERATING EXPENSES					
GENERATION-OPERATING & MAINTENANCE					
Wind Generation - Traverse	37,941	37,202	40,000	36,500	37,500
Boardman River	5,741	-	-	-	-
Brown Bridge	26,562	12,364	15,000	3,700	4,000
Wind Generation Farm	-	241,190	-	33,150	-
Trap and Transfer	2,404	772	2,500	50	1,000
Union Street Fish Ladder	112	310	700	200	350
Elk Rapids Dam	2,395	-	-	-	-
Kalkaska Combustion Turbine	308,175	183,537	250,000	180,000	185,000
Sabin Dam	6,712	4,428	4,000	4,600	4,700
Boardman Dam	15,271	4,155	5,000	3,500	3,700
Operation Supplies	1,484	2,017	2,800	2,000	2,100
Purchased Power - MPPA Pool	6,992,813	6,424,085	7,500,000	5,750,000	2,850,000
Purchased Power - Bridge Agreement	-	-	-	-	2,500,000
Stoney Corners - Wind Energy	-	-	-	-	1,250,000
Combustion Turbine Power Cost	4,266,586	3,407,813	4,000,000	3,620,000	3,680,000
Campbell #3 Power Cost	3,522,117	3,694,297	4,132,000	3,231,000	3,280,000
Belle River #1 Power Cost	2,602,893	2,697,116	2,750,000	2,685,000	2,883,000
Landfill Gas - Granger Project	-	-	-	5,000	250,000
<i>total purchased power</i>	<i>17,384,409</i>	<i>16,223,312</i>	<i>18,382,000</i>	<i>15,291,000</i>	<i>16,693,000</i>
Elk Rapids Energy	13,857	-	-	-	-
Coal Dock	67,337	7,057	10,000	8,000	8,400
Communications	3,582	5,643	4,900	5,700	6,000
Safety	13,210	8,917	16,000	8,550	9,000
Tools	2,463	1,259	2,500	8,200	2,500
Uniforms	4,523	-	-	-	-
Professional and Contractual	-	118,070	150,000	175,000	150,000
Professional Development	4,870	13,169	15,000	1,500	10,000
TCLP Ashpit	1,963	-	2,000	-	-
TCLP Equipment Maintenance	6,010	956	6,500	500	1,000
Miscellaneous	6,947	115	1,500	300	750
Inventory Adjustment	4,292	-	5,500	-	-
Total Generation O & M	17,920,260	16,864,473	18,915,900	15,762,450	17,119,000
DISTRIBUTION OPERATION & MAINTENANCE					
Office Supplies	2,643	5,584	5,000	6,750	7,100
Operation Supplies	10,119	35,567	18,000	30,400	32,000
Utilities	55,938	45,840	58,900	57,400	60,300

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
Communications	28,584	26,388	29,000	26,100	27,500
Meal payments	3,021	-	-	-	-
Supervision and Maintenance	458,494	464,410	475,000	545,500	555,000
Substation	93,220	154,557	170,000	120,900	130,000
Overhead Lines	384,849	391,791	300,000	305,800	315,000
Load and Dispatching	647,351	589,207	580,000	502,200	510,000
Underground Lines	204,152	236,486	231,000	291,300	295,000
Transformers and Devices	-	560	1,400	-	-
Customer Installations	35,822	35,589	47,200	20,500	21,600
Electric Meters	120,244	47,576	82,000	19,000	35,000
Street Lighting	122,378	135,080	127,000	154,000	324,000
Traffic Signal Oper. & Maint.	-	-	-	72,000	180,600
Radio Equipment	9,601	1,487	2,000	100	-
Plant & Structures	169,784	222,065	246,500	235,400	235,000
Shop Labor	206,888	102,507	111,000	135,400	139,000
Safety	63,494	50,624	68,000	68,300	60,000
Tools	16,488	12,697	15,400	13,600	14,000
Uniforms	14,451	-	-	-	-
Professional and Contractual	-	10,075	10,000	31,800	33,000
Rent Expense	199	1,399	1,800	5,000	5,100
Transportation	47,728	-	-	-	-
Professional Development	109,178	118,413	90,000	98,200	100,000
Vehicle Rentals	9,629	-	-	-	-
Printing and Publishing	-	-	-	900	1,800
Miscellaneous	22,344	(35,074)	1,500	2,750	2,900
Inventory Adjustments	-	18,762	-	-	-
Total Distribution O & M	2,836,599	2,671,592	2,670,700	2,743,300	3,083,900
TRANSMISSION OPERATIONS & MAINTENANCE					
Supervision & Maintenance	91,971	13,478	25,700	11,600	12,000
Substation	13,072	7,501	12,700	7,750	8,000
Overhead Lines	750	270,800	6,100	23,500	24,100
Load and Dispatching	-	63,078	102,500	91,000	93,500
Plant & Structures	1,455	16	-	-	-
Shop Labor	20,109	-	-	-	-
MISO Transmission	20,387	19,987	21,700	20,000	21,000
Professional and Contractual	-	-	50,000	-	-
Miscellaneous	3,166	17,138	19,300	20,000	20,000
Total Transmission O & M	150,910	391,996	238,000	173,850	178,600
METERING & CUSTOMER ACCOUNTING					
Salaries and Wages	158,090	286,849	261,000	303,350	304,000
Fringe Benefits	37,508	117,246	144,000	150,900	158,100
Office Supplies	1,568	8,722	4,200	4,500	4,750
Operation Supplies	-	11	500	250	350
Communications	11	526	500	800	850
Meal Payments	-	148	-	300	350
Safety	-	20	200	50	100
Uniforms	-	-	-	3,700	1,750
Professional and Contractual	22,048	12,374	16,300	12,000	12,500
Postage	31,355	29,414	36,200	38,700	39,000
Uncollectable Accounts	48,993	48,022	65,000	50,000	50,000
Collection Costs	874	1,295	1,500	800	1,000
Data Processing	7,923	23,391	20,000	17,600	18,000
Transportation	-	64	400	350	400
Professional Development	2,397	3,832	4,000	3,500	3,750
Printing and Publishing	7,412	5,081	9,600	10,500	11,000

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
Vehicle Rentals	10,927	12,549	11,700	17,500	18,500
Miscellaneous	1,250	2,787	2,500	2,600	3,000
Total Customer Accounting	330,356	552,331	577,600	617,400	627,400
CONSERVATION & PUBLIC SERVICES					
Professional and Contractual	53,888	52,676	35,000	21,500	25,000
Communications & Promotion	82,274	15,995	75,000	25,000	30,000
Marketing & Public Services	25,806	5,077	25,000	5,000	7,500
In-Kind Community Services	88,579	83,880	120,000	116,500	120,000
Community Investment Fund	46,250	50,230	75,000	75,000	75,000
CFL Grant Expense	-	27,804	25,000	55,000	26,200
Energy Audits	11,980	3,902	10,000	4,500	5,000
PA295-EO Compliance	-	5,963	156,000	156,000	275,000
Total Conservation & Public Services	308,777	245,527	521,000	458,500	563,700
ADMINISTRATIVE AND GENERAL					
Salaries and Wages	507,652	669,997	665,000	643,000	775,000
Fringe Benefits	93,110	160,376	246,500	184,500	203,000
Office Supplies	9,599	12,426	16,000	10,500	13,000
Communications	5,144	9,559	8,000	9,500	10,000
Fees and Per Diem	58,285	54,711	60,500	52,500	56,000
Board Related Expenses	6,409	8,220	10,500	9,700	10,500
Professional & Contractual	191,614	76,898	63,000	135,000	85,000
Legal Services	79,741	65,908	82,200	115,700	80,000
Employee Appreciation	19,066	5,313	7,100	6,700	7,000
Rent Expense	-	640	-	1,200	1,500
City Fee	1,514,716	1,454,540	1,498,200	1,347,800	1,450,000
Transportation	-	2,879	2,500	4,000	3,800
Professional Development	10,136	28,528	16,000	21,000	20,000
Printing & Publishing	7,206	8,666	13,300	7,800	8,500
Insurance and Bonds	297,543	102,605	110,000	80,900	90,000
Miscellaneous	4,864	4,674	7,200	9,800	8,500
Depreciation Expense	1,479,294	1,500,544	1,600,000	1,575,000	1,665,000
Total Administrative and General	4,284,379	4,166,484	4,406,000	4,214,600	4,486,800
Total Operating Expenses	25,831,281	24,892,404	27,329,200	23,970,100	26,059,400
Operating Income / (Loss)	3,769,270	3,519,835	2,234,800	2,604,900	2,600,600
NON OPERATING REVENUES/(EXPENSES)					
Rents and Royalties	17,375	27,788	41,000	32,000	56,050
Pole Rentals	14,396	27,860	34,850	35,650	35,650
Reimbursements	262,838	242,217	325,350	134,000	140,700
Interest & Dividend Earnings	1,045,349	649,615	325,000	325,000	250,000
Gain/(Loss) on Sale of Fixed Assets	(83,612)	(25,145)	-	450	-
Total Non Operating Revenue/(Expenses)	1,256,346	922,335	726,200	527,100	482,400
NET INCOME/(LOSS)	\$5,025,616	\$4,442,170	\$2,961,000	\$3,132,000	\$3,083,000

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
FIBER OPTICS FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
OPERATING REVENUES					
Charges for services	\$ 4,000	\$ 110,526	\$ 206,900	\$ 167,692	\$ 192,800
Wi-Fi sales & commissions	-	-	-	-	20,000
Miscellaneous	5,648	7,880	6,700	4,464	-
TOTAL OPERATING REVENUES	9,648	118,406	213,600	172,156	212,800
OPERATING EXPENSES					
Office & operating supplies	8,925	4,931	1,250	4,450	4,600
Supervision & maintenance	65,535	43,588	65,000	32,906	33,600
Overhead lines	10,845	4,097	-	1,400	1,500
Customer installations	10,144	18,607	-	18,200	18,700
Termination boxes	16,560	2,023	-	20,500	21,000
Safety	-	50	250	-	-
Tools	2,836	1,684	2,850	2,400	2,750
Professional services	322	38,539	1,500	-	82,200
Legal services	-	982	1,300	850	1,000
Rent expense	8,069	14,116	7,500	5,250	-
City fee	482	5,920	10,650	8,608	10,600
Professional development	4,214	13,512	2,500	-	1,500
Insurance	-	-	1,350	-	-
Repair and maintenance	2,303	-	-	-	5,000
Vehicle rental	1,958	415	5,800	-	1,000
Miscellaneous	5,367	68	350	-	350
Depreciation expense	65	73,334	79,900	80,750	99,500
TOTAL OPERATING EXPENSES	137,625	221,865	180,200	175,314	283,300
Operating income/(loss)	(127,977)	(103,459)	33,400	(3,158)	(70,500)
NON OPERATING REVENUES					
Reimbursements	217,520	75,120	7,300	50,909	86,500
Net income	\$ 89,543	\$ (28,339)	\$ 40,700	\$ 47,751	\$ 16,000

DOWNTOWN DEVELOPMENT AUTHORITY

The DDA Board of Directors will hold a public hearing on the budget Friday, May 21, 2010 at 8 a.m., Commission Chambers, Second Floor, Governmental Center. The Board is scheduled to approve the budget on June 18, 2010.

The Downtown Development Authority (DDA) is an arm of the City of Traverse responsible for maintaining the vitality of the Central Business District. Working with private developers, land owners and governmental agencies, and armed with public funds to assist in re-development efforts, the DDA is continuing to keep downtown's vibrant environment. The DDA also directly operates the Sara Hardy Downtown Farmer's Market. Through a contract with the City of Traverse City, the DDA manages the Auto Parking System (APS). At this point, no changes in compensation to the DDA for management of APS are envisioned. However, as explained below, there may need to be adjustments after full evaluation has been conducted on the impact of the opening of the Old Town Deck on operations has been conducted. The DDA has a management agreement with the Downtown Traverse City Association (DTCA) the marketing, communication and events arm of downtown. In addition, it is anticipated in the coming budget that the City of Traverse City will contract for services for Community Development. The revenues from these contracts, as well as projected re-imbursements from the Tax Increment Financing District funds, are shown in the Administrative Services Income line items of the budget. That amount is higher in the coming year to reflect the addition of the revenue from a Community Development contract.

To meet the obligations of the management agreements remaining, the DDA will have eight full time employees, and five part time employees. The current APS Administrator will retire in the coming year, and it is anticipated that he will be moved to a contractual position with fewer hours for a period of time shortly after the opening of the Old Town Parking Deck. The current Deputy Administrator will be elevated to a position of Acting Administrator. During this transition, the operational costs of the APS, with two parking decks on-line, will be thoroughly evaluated along with appropriate staffing levels. It is anticipated that a five month transition period following the opening of the Old Town Deck will be needed in order to formally retire the current Administrator and hire a replacement, which may or many not be the then Acting Administrator. In addition, the DDA intends to contract for accounting and bookkeeping services in recognition of the loss of 50% of the Executive Director's time to the City for Community Development. The expenditure of funds for that contract and the APS Administrator's gradual retirement are shown in the Professional/Contractual line item, the only major change in the DDA budgeted expenses.

By sharing our staff members, office space, equipment and other overhead over the various functions of the APS, DTCA, and the TIF projects, we are able to keep costs to a minimum. All staff will continue to be cross-trained and flexible, dedicating their time on an as-needed basis to the various projects created by the administrative contracts.

City of Traverse City, Michigan
COMPONENT UNIT
DOWNTOWN DEVELOPMENT AUTHORITY FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Property Taxes	\$ 65,589	\$ 65,589	\$ 64,000	\$ 62,900	\$ 65,000
Grant	-	45,000	-	-	-
Reimbursements	402,628	396,590	441,000	441,000	499,000
Rental Income	35,580	38,480	36,000	36,000	36,000
Interest Revenue	6,142	2,448	2,000	1,600	1,500
Miscellaneous	-	-	-	30	-
TOTAL REVENUES	509,939	548,107	543,000	541,530	601,500
EXPENDITURES					
Salaries and Wages	345,874	378,593	390,900	405,000	416,000
Fringe Benefits	86,799	59,898	108,200	90,450	96,200
Office/Operating Supplies	7,569	10,491	12,500	10,500	12,500
Professional Services	8,195	4,045	4,000	7,000	40,000
Communications	5,225	5,526	6,100	5,500	6,100
Transportation	39	176	2,100	1,500	2,100
Lodging/Meals	2,954	2,699	5,200	4,800	5,200
Training	1,302	315	1,500	1,500	1,500
Community Promotion	568	940	2,500	2,000	2,500
Printing and Publishing	4,822	3,574	4,000	4,000	4,000
Insurance and Bonds	1,010	1,594	1,200	1,800	1,800
Utilities	11,481	4,854	6,000	6,200	6,300
Repairs and Maintenance	2,275	2,342	2,500	2,500	2,500
Rentals	5,904	4,219	6,000	6,700	6,700
Legal Services	210	828	500	500	500
Miscellaneous	314	132	500	500	500
Capital Outlay	1,999	57,107	13,500	13,500	4,000
TOTAL EXPENDITURES	486,540	537,333	567,200	563,950	608,400
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	23,399	10,774	(24,200)	(22,420)	(6,900)
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Beginning Fund Balance	260,577	283,976	294,750	294,750	272,330
Ending Fund Balance	\$ 283,976	\$ 294,750	\$ 270,550	\$ 272,330	\$ 265,430
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Personnel Services %	88.93%	81.61%	87.99%	87.85%	84.19%

DDA TAX INCREMENT FINANCING #97 FUND

The DDA Board of Directors held a public hearing on the Tax Increment Financing Fund #97 budget for 2010-11 on Friday, May 21, 2010 at 8 a.m., Commission Chambers, Second Floor, Governmental Center, and is scheduled to approve the budget on June 18, 2010.

Tax Increment Financing 97 Fund accounts for the public activities in the northern part of downtown. Over the next 17 years this fund will continue to make payments on the Hardy Parking Deck bonds. The budgeted amount for 2010-11 is \$651,750 shown as a Transfer Out to Debt Service Fund. Other expenses are to compensate the City of Traverse City for engineering and other work and the DDA for administrative and operational costs. As in the past year, the City of Traverse City compensation will be based on .1% of the taxable value in the district, estimated to be \$78,127. While legal costs are still invoiced to the DDA, the City does not invoice for audit and insurance costs as in the past.

The largest expenditures are in capital outlay. While the Capital Improvement Plan (CIP) details \$1,832,400 in expenditures, only \$1,600,000 is budgeted due to the limitations of the fund. Those envisioned in 2010-11 include:

BAYFRONT REVITALIZATION PROJECT (\$817,400) This includes \$225,400 for the first of a two year commitment to match the Department of Natural Resources grant for implementation of the first Bayfront project, the Clinch Park Bayfront access, and children's natural playground. In addition \$592,000 is reserved for other Bayfront revitalization projects.

400 BLOCK ALLEY (\$15,000) This envisions the TIF 97 fund covering one half of the City's 25% share of a Special Assessment in the alley behind businesses on the south side of 400 East Front Street. One half of the alley is within the TIF district.

PEDESTRIAN TUNNEL (767,600) This envisions expending part of the estimated \$1,000,000 to install a tunnel at the north end of the planned Pine Street Pedestrian Way under the Grandview Parkway to the Open Space, as supported in the recent Bayfront Planning efforts. This work will NOT occur unless the anticipated redevelopments of the properties adjacent to the west occur, a hotel project.

The revenue line item "Contribution for Other Governmental Entity" includes a planned \$145,997 reimbursement from the Grand Traverse County Brownfield Redevelopment Authority (BRA) for costs associated with the Hardy Parking Deck, and \$7,309 in reimbursement from the 305 East Front Street Brownfield if a four way development agreement is approved by the developer, the DDA, the City, the BRA and the State of Michigan is approved and the private development occurs in the coming year.

City of Traverse City, Michigan
 COMPONENT UNIT
 TAX INCREMENT FINANCING 97 FUND
 For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Property Taxes	\$ 967,527	\$ 1,073,464	\$ 1,106,880	\$ 1,106,880	\$ 1,155,500
Reimbursements	163,882	184,000	189,000	145,245	153,300
Interest Revenue	26,060	24,752	25,000	17,800	14,000
TOTAL REVENUES	1,157,469	1,282,216	1,320,880	1,269,925	1,322,800
EXPENDITURES					
Professional Services	87,634	133,428	262,000	285,346	140,000
Printing and Publishing	658	244	250	2,250	2,280
Insurance and Bonds	-	1,917	-	-	-
Contribution To Other Governmen	677,453	662,913	652,850	652,850	651,750
Capital Outlay	94,886	182,775	1,490,000	429,212	1,600,000
TOTAL EXPENDITURES	860,631	981,277	2,405,100	1,369,658	2,394,030
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	296,838	300,939	(1,084,220)	(99,733)	(1,071,230)
Beginning Fund Balance	604,044	900,882	1,201,821	1,201,821	1,102,088
Ending Fund Balance	\$ 900,882	\$ 1,201,821	\$ 117,601	\$ 1,102,088	\$ 30,858

DDA TAX INCREMENT FINANCING FUND #2

The DDA Board of Directors will hold a public hearing on the Tax Increment Financing Fund #2 budget for 2010-11 on Friday, May 21, 2010 at 8 a.m., Commission Chambers, Second Floor, Governmental Center. The Board is scheduled to approve the budget on June 18, 2010.

Tax Increment Financing Fund #2 accounts for the public activities in the area of Old Town, including River's Edge and the Midtown project. Over the remaining life of the fund, it will make payments on the Old Town Parking Deck bonds. The budgeted amount for 2010-11 is \$1,205,706 shown as a Transfer Out to Dept Service Fund. Other expenses are to compensate the City of Traverse City for engineering and other costs and the DDA for administrative and operational costs.

As in the past year, the City of Traverse City compensation will be based on .1% of the taxable value in the district, estimated to be \$30,468. While legal costs are still invoiced to the DDA, the City does not invoice for audit and insurance costs as in the past.

Included in the Capital Improvement Plan is an expenditure of \$162,000 for streetscapes anticipated on Cass and/or Lake Streets.

The third re-payment from the Grand Traverse County Brownfield Redevelopment Authority for infrastructure previously paid by the TIF 2 fund is expected in the coming year in the amount of \$333,000.

City of Traverse City, Michigan
COMPONENT UNIT
TAX INCREMENT FINANCING 2 FUND
For the Budget Year 2010-11

	FY 07/08 Actual	FY 08/09 Actual	FY 09/10 Budget	FY 09/10 Projected	FY 10/11 Requested
REVENUES					
Property Taxes	\$ 642,100	\$ 667,405	\$ 710,300	\$ 710,300	\$ 705,600
Reimbursements	-	260,000	383,000	322,000	333,000
Interest Revenue	29,648	33,323	13,000	25,000	13,000
TOTAL REVENUES	671,748	960,728	1,106,300	1,057,300	1,051,600
EXPENDITURES					
Administrative / Engineering	58,385	64,568	81,000	81,000	85,000
Professional Services	37,188	60,414	55,000	55,000	55,000
Printing and Publishing	140	590	500	500	500
Insurance and Bonds	-	1,298	-	1,336	-
Contribution To Other Governments	-	3,249	1,094,500	940,938	1,205,706
Capital Outlay	-	26,643	317,600	120,000	162,000
TOTAL EXPENDITURES	95,713	156,762	1,548,600	1,198,774	1,508,206
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	576,035	803,966	(442,300)	(141,474)	(456,606)
Beginning Fund Balance	869,412	1,445,447	2,249,413	2,249,413	2,107,939
Ending Fund Balance	\$ 1,445,447	\$ 2,249,413	\$ 1,807,113	\$ 2,107,939	\$ 1,651,333

**City of Traverse City, Michigan
Property Tax Millage Rates - All Overlapping Governments
2000-2009**

	City	County	School	Other	Total
2000 - Homestead	13.6199	5.4719	9.1000	8.5939	36.7857
2000 - Non-Homestead	13.6199	5.4719	27.1000	8.5939	54.7857
2001 - Homestead	13.5447	5.3931	9.1000	10.4176	38.4554
2001 - Non-Homestead	13.5447	5.3931	27.1000	10.4176	56.4554
2002 - Homestead	13.3943	5.3165	9.1000	8.5532	36.3640
2002 - Non-Homestead	13.3943	5.3165	27.1000	8.5532	54.3640
2003 - Homestead	13.2295	5.2112	8.1000	8.6072	35.1479
2003 - Non-Homestead	13.2295	5.2112	26.1000	8.6072	53.1479
2004 - Homestead	13.2295	5.1267	9.1000	8.6644	36.1206
2004 - Non-Homestead	13.2295	5.1267	27.1000	8.6644	54.1206
2005 - Homestead	13.2295	5.0815	9.1000	8.9366	36.3476
2005 - Non-Homestead	13.2295	5.0815	27.1000	8.9366	54.3476
2006 - Homestead	13.1765	5.0154	9.1000	8.8026	36.0945
2006 - Non-Homestead	13.1765	5.0154	27.1000	8.8026	54.0945
2007 - Homestead	13.1765	4.9838	9.1000	8.7742	36.0345
2007 - Non-Homestead	13.1765	4.9838	27.1000	8.7742	54.0345
2008 - Homestead	13.1765	4.9838	9.1000	8.7329	35.9932
2008 - Non-Homestead	13.1765	4.9838	27.1000	8.7329	53.9932
2009 - Homestead	13.1765	4.9838	9.1000	8.7405	36.0008
2009 - Non-Homestead	13.1765	4.9838	27.1000	8.7405	54.0008

Other: Includes Commission on Aging, Northwestern Michigan College, BATA, District Library, Intermediate School District, Medical Care Facility, Recreation Authority Operating and Debt Service.

The City's rate does not reflect a levy for the Downtown Development Authority established in 1979 (for 2009 the millage rate was 1.8038).

City of Traverse City, Michigan
Number of Employees by Home Department
Totals - Past Ten Years

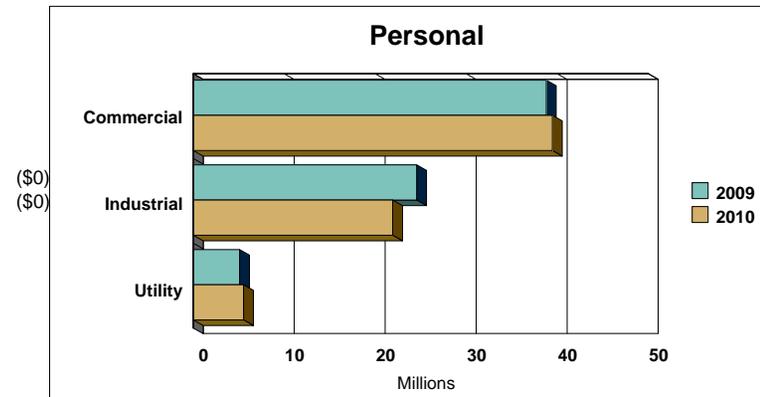
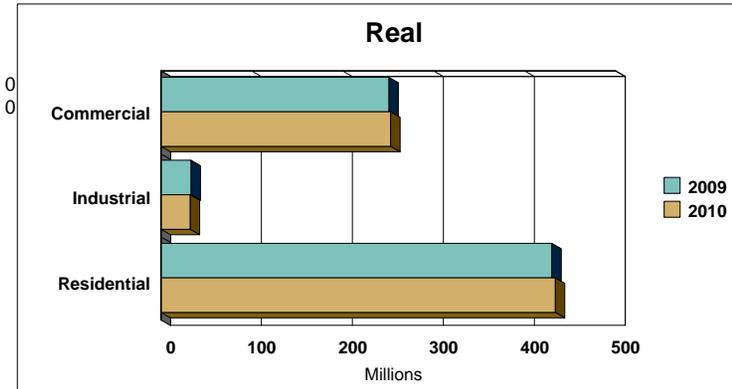
Department	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-2011
City Manager	4	4	4	3	3	3	3	3	3	3
Human Resources	2	2	2	2	2	2	2	2	2	1
DPS Director	1	1	1	1	1	1	2	0	0	0
Community Developmen	0	0	0	0	0	0	0	0	0	0
City Assessor	4	4	4	4	4	4	4	4	4	4
City Attorney	0	0	0	0	0	0	2	2	2	2
City Clerk	3	3	4	4	4	4	4	4	4	4
City Treasurer/Util. Acct;	10	10	10	10	10	10	10	10	10	10
City Cemetery	1	1	1	1	1	1	1	1	1	1
Police Department	37	37	36	36	36	36	36	36	34	33
Fire Department	23	26	27	29	31	31	31	31	27	26
Protective Inspection	0	0	0	0	0	0	0	0	0	0
Street Department	21	21	21	21	21	20	20	21	20	19
City Engineering	6	6	8	8	8	8	7	7	7	7
Parks & Recreation	17	17	17	17	16	16	16	15	14	14
Zoo Department	4	4	4	4	3	2	0	0	0	0
Planning & Zoning	3	3	3	3	3	3	3	3	4	4
Senior Center	2	2	2	2	2	2	2	2	2	2
Auto Parking	2	2	2	2	2	2	2	2	1	1
Water Treatment Plant	6	6	6	6	6	6	6	6	6	6
Water & Sewer Maint.	12	12	12	12	12	12	12	12	12	12
Marina	2	2	1	1	1	1	1	1	1	1
Garage Department	10	10	10	10	10	10	10	10	9	9
Total	170	173	175	176	176	174	174	172	163	159

Note: Full time equivalent status is shown on the department/fund budget page.

2010 MBOR CITY REVENUE

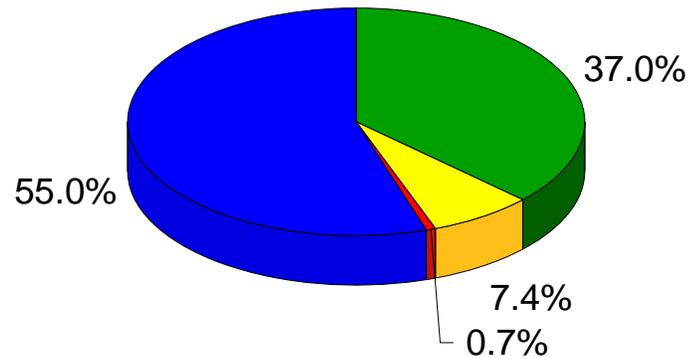
04/26/2010

	2009	2010	CHANGE	PER CENT CHANGE
MBOR TAXABLE VALUE	781,652,450	784,875,126	3,222,676	0.41%
Real				
Commercial	250,586,188	252,470,385	1,884,197	0.75%
Industrial	32,995,324	32,080,094	(915,230)	-2.77%
Residential	429,643,538	433,421,745	3,778,207	0.88%
Personal				
Commercial	38,796,800	39,461,656	664,856	1.71%
Industrial	24,543,000	21,905,800	(2,637,200)	-10.75%
Utility	5,087,600	5,535,446	447,846	8.80%
Residential	0	0	0	NA
MILLAGE (ESTIMATE)	11.8167	11.8167	0	0.00%
TIF 97 CAPTURE	42,960,447	45,267,225	2,306,778	5.37%
TIF II CAPTURE	27,571,412	27,378,463	(192,949)	-0.70%
CSX CAPTURE	5,938,181	6,201,733	263,552	4.44%
TRAVERSE HOUSE CAPTURE	220,962	580,735	359,773	NA
TC CAST CAPTURE	1,246,168	1,122,116	(124,052)	NA
COMMONS	133,722	133,249	(473)	-0.35%
RENNISANCE ZONES	9,196,845	9,291,195	94,350	1.03%
BLARNEY CASTLE	27,522	22,101	(5,421)	-19.70%
BRIAR HILL	0	0	0	NA
JIMMY JOHNS	0	1,777	1,777	NA
NET TAXABLE	694,357,191	694,876,532	519,341	0.07%
GROSS REVENUE	\$9,236,553	\$9,274,634	\$38,081	0.41%
Real				
Commercial	\$2,961,102	\$2,983,367	\$22,265	0.75%
Industrial	\$389,896	\$379,081	(\$10,815)	-2.77%
Residential	\$5,076,969	\$5,121,615	\$44,646	0.88%
Personal				
Commercial	\$458,450	\$466,307	\$7,856	1.71%
Industrial	\$290,017	\$258,854	(\$31,163)	-10.75%
Utility	\$60,119	\$65,411	\$5,292	8.80%
Residential	\$0	\$0	\$0	NA
TIF 97 CAPTURE	\$507,651	\$534,909	\$27,259	5.37%
TIF II CAPTURE	\$325,803	\$323,523	(\$2,280)	-0.70%
CSX CAPTURE	\$70,170	\$73,284	\$3,114	4.44%
TRAVERSE HOUSE CAPTURE	\$2,611	\$6,862	\$4,251	NA
TC CAST CAPTURE	\$14,726	\$13,260	(\$1,466)	NA
COMMONS	\$1,580	\$1,575	(\$6)	-0.35%
RENNISANCE ZONES	\$108,676	\$109,791	\$1,115	1.03%
BLARNEY CASTLE	\$325	\$261	(\$64)	-19.70%
BRIAR HILL	\$0	0	\$0	0.00%
JIMMY JOHNS	\$0	\$21	\$21	0.00%
GARFIELD TWP (425)	38,000	38,000	\$38,000	0.00%
NET REVENUE	\$8,167,011	\$8,173,148	\$6,137	0.08%

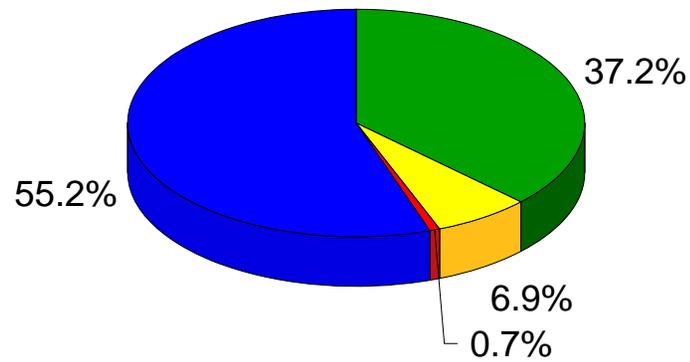


Traverse City

2009



2010



CITY OF TRAVERSE CITY
Required Supplementary Information
ACT 345 Pension Trust Fund
Schedule of Funding Progress

The below contributions are for pension benefits only and do not include amounts contributed for health care coverage.

Actuarial valuation date	Actuarial value of assets (a)	Actuarial Liability (AAL) -Entry Age (b)	Unfunded AAL (b - a)	Funded Ratio (a / b)	Covered Payroll (c)	UAAL as a Percentage of Covered payroll ((b - a) / c)
6/30/1999	\$ 20,405,330	\$ 17,147,459	\$ (3,257,871)	119.0%	\$ 2,337,289	0.0%
6/30/2000	22,497,159	18,756,152	(3,741,007)	119.9	2,470,379	0.0
6/30/2001	23,695,203	19,552,221	(4,142,982)	121.2	2,467,235	0.0
6/30/2002	23,592,627	20,540,751	(3,051,876)	114.9	2,393,258	0.0
6/30/2003	22,842,110	21,175,431	(1,666,679)	107.8	2,402,524	0.0
6/30/2004	22,038,257	22,711,298	673,041	97.0	2,671,393	25.2
6/30/2005	21,881,463	24,977,924	3,096,461	87.6	3,139,509	98.6
6/30/2006	22,591,340	26,163,253	3,571,913	86.3	3,509,371	101.8
6/30/2007	24,182,785	26,789,239	2,606,454	90.3	3,234,852	80.6
6/30/2008	24,838,458	28,047,507	3,209,049	88.6	3,173,479	101.1

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
2000 / 1999	\$ 227,662	100%
2001 / 2000	294,964	100
2002 / 2001	276,417	100
2003 / 2002	342,511	100
2004 / 2003	396,681	100
2005 / 2004	615,269	100
2006 / 2005	877,938	100
2007 / 2006	987,602	100
2008 / 2007	897,502	100
2009 / 2008	924,911	100

SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS

The information presented in the required supplementary schedules was determined as part of the actuarial valuations at the date indicated. Additional information as of the latest actuarial valuation follows:

Valuation date	June 30, 2008
Actuarial cost method	Entry-age actuarial cost method
Amortization method	Level percent
Remaining amortization period	20 years open
Asset valuation method	4 years smoothed market
Actuarial assumptions	
Investment rate of return	7.50%
Projected salary increases	4.5-7.5% includes wage inflation at 3.75%
Cost-of-living adjustments	2.5% of original pension for 20 years payable to police captains unit, pre-July 1, 1990 retirees, Police sergeants (effective 8-1-98) and police patrol (effective 1-1-99) and firefighters unit (effective 7-1-00)

CITY OF TRAVERSE CITY
Required Supplementary Information
ACT 345 Pension Trust Fund
Schedule of Funding Progress

The below contributions are for health care benefits only and do not include amounts contributed for pension

Actuarial valuation date	Actuarial value of assets (a)	Actuarial Liability (AAL) -Entry Age (b)	Unfunded AAL (b - a)	Funded Ratio (a / b)	Covered Payroll (c)	UAAL as a Percentage of Covered payroll ((b - a) / c)
6/30/2000	\$ 2,091,217	\$ 6,269,112	\$ 4,177,895	33.4%	\$ 2,470,379	169.12%
6/30/2001	2,331,155	6,983,905	4,652,750	33.4	2,467,235	188.58
6/30/2002	2,434,672	7,769,958	5,335,286	31.3	2,393,258	222.93
6/30/2003	2,590,432	8,072,071	5,481,639	32.1	2,402,524	228.16
6/30/2004	2,645,396	8,091,713	5,446,317	32.7	2,671,393	203.88
6/30/2005	2,723,028	8,218,900	5,495,872	33.1	3,139,509	175.06
6/30/2006	2,977,346	8,643,119	5,665,773	34.4	3,509,371	161.45
6/30/2007	3,444,580	8,402,945	4,958,365	41.0	3,234,852	153.28
6/30/2008	3,655,194	6,710,657	3,055,463	54.5	3,316,285	92.14

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
2000 / 1999	\$ 178,319	100%
2001 / 2000	236,104	100
2002 / 2001	253,936	100
2003 / 2002	291,832	100
2004 / 2003	306,560	100
2005 / 2004	303,755	100
2006 / 2005	313,977	100
2007 / 2006	408,471	100
2008 / 2007	373,161	100
2009 / 2008	279,931	100

SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS

The information presented in the required supplementary schedules was determined as part of the actuarial valuations at the date indicated. Additional information as of the latest actuarial valuation follows:

Valuation date	June 30, 2008
Actuarial cost method	Individual entry-age actuarial cost method
Amortization method	Level percent
Remaining amortization period	30 years
Asset valuation method	4 years smoothed market
Actuarial assumptions	
Investment rate of return	7.50%
Projected salary increases	4.5-7.5%

CITY OF TRAVERSE CITY
Required Supplementary Information
MERS Pension Plan
Schedule of Funding Progress

Actuarial valuation date	Actuarial value of assets (a)	Actuarial Accrued Liability (AAL) -Entry Age (b)	Unfunded AAL (b - a)	Funded Ratio (a / b)	Covered Payroll (c)	UAAL as a Percentage of Covered payroll ((b - a) / c)
12/31/1999	\$ 27,461,627	\$ 28,449,868	\$ 988,241	96.5%	\$ 5,239,153	18.9%
12/31/2000	29,610,635	32,485,324	2,874,689	91.2	5,455,915	52.7
12/31/2001	30,940,918	34,985,033	4,044,115	88.4	5,989,759	67.5
12/31/2002	31,188,955	37,247,805	6,058,850	83.7	6,388,977	94.8
12/31/2003	32,827,731	40,174,115	7,346,384	81.7	6,905,057	106.4
12/31/2004	34,215,650	44,008,390	9,792,740	77.7	7,656,396	127.9
12/31/2005	35,574,162	45,667,466	10,093,304	77.9	7,442,267	135.6
12/31/2006	37,648,129	47,608,085	9,959,956	79.1	7,921,231	125.7
12/31/2007	40,033,232	50,210,221	10,176,989	79.7	8,079,158	126.0
12/31/2008	40,805,149	52,758,416	11,953,267	77.3	8,023,611	149.0

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
2000 / 1999	\$ 771,362	100%
2001 / 2000	735,001	100
2002 / 2001	660,626	100
2003 / 2002	724,741	100
2004 / 2003	946,826	100
2005 / 2004	1,013,415	100
2006 / 2005	1,226,873	100
2007 / 2006	1,352,653	100
2008 / 2007	1,399,592	100
2009 / 2008	1,340,339	100

SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS

The information presented in the required supplementary schedules was determined as part of the actuarial valuations at the date indicated. Additional information as of the latest actuarial valuation follows:

Valuation date	December 31, 2008
Actuarial cost method	Entry age normal cost method
Amortization method	Level percent
Remaining amortization period	28 years
Asset valuation method	10 year smoothed market
Actuarial assumptions	
Investment rate of return	8.00%
Projected salary increases	4.5-12.90%

CITY OF TRAVERSE CITY
Required Supplementary Information
MERS Retiree Health Funding Vehicle
Schedule of Funding Progress

Actuarial valuation date	Actuarial value of assets (a)	Actuarial Accrued Liability (AAL) -Entry Age (b)	Unfunded AAL (b - a)	Funded Ratio (a / b)	Covered Payroll (c)	UAAL as a Percentage of Covered payroll ((b - a) / c)
12/31/2006	\$ 1,079,242	\$ 4,622,001	\$ 3,542,759	23.4%	\$ 7,921,231	44.72%

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
2008 / 2007	\$ 274,606	100%
2009 / 2008	286,964	100%

SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS

The information presented in the required supplementary schedules was determined as part of the actuarial valuations at the date indicated. Additional information as of the latest actuarial valuation follows:

Valuation date	December 31, 2006
Actuarial cost method	Individual entry age actuarial cost method
Amortization method	Level percent
Remaining amortization period	30 years
Asset valuation method	10 year smoothed market
Actuarial assumptions	
Investment rate of return	8.00%
Projected salary increases	4.8-12.90%

Fund: General

Department: Cemetery

Project Name: Oakwood Cemetery Paving of Main Loop in First Addition
Project Description: The roads in this area are dusty gravel and often have rough areas. This project would provide paved connections to all main parts of the cemetery. This would tie together the main cemetery road through Plat 1 to First Addition and Fourth Addition.

Estimated Cost: \$18,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Oakwood Cemetery Surveying and Irrigation of K and L Blocks
Project Description: The roads to these two new sections at the cemetery have been completed. The money has already been allocated in a previous budget and the work will be completed this spring or summer so that we can start selling these lots.

Estimated Cost: \$11,500.00
Fiscal Years: Start: 09/10 End: 09/10

Project Name: Oakwood Cemetery: Construct New Maintenance Facility
Project Description: We are currently storing equipment in various City buildings including an old shed and garage at the site of the long demolished Cemetery office next to Fire Station Number 2 on 8th St. Both of these buildings are very old, not in the best of shape and should be razed. Locating the maintenance facility near the new office offers a more efficient and safer location in the cemetery. We currently have to drive the backhoe and trucks with trailers across busy 8th St. daily.

Estimated Cost: \$150,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Oakwood Cemetery: Construct New Office
Project Description: We are currently renting an office on Hastings that is not easily found by the public. This project would move the new office into the newest developed portion of the cemetery where it would be much better access for the public. We currently pay about \$7,000.00 per year for the rental office. When the sales agreement is finalized on the Airport Access Property and the monies divided, we will have about one half on the money necessary in the bank.

Estimated Cost: \$420,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Oakwood Cemetery: Install Cremation Niches in Mausoleum
Project Description: This project would allow additional burial options for people and utilize an area of the mausoleum that is currently not being used. It would also make the lobby area more attractive and provide more revenue potential.

Estimated Cost: \$20,000.00
Fiscal Years: Start: 12/13 End: 12/13

Department: Fire

Project Name: Overhead Garage Doors (FF#1 & FF#2)
Project Description: Replacement of all overhead garage doors at both Station 01 and 02 for a total of 8 doors. Current tracking is residential grade & in poor conditions - repairs needed throughout the year: weather seal system is in poor condition: need heavy duty high cycle lift springs - repairing 2 - 3 times a year: expect improved R-value from new doors (14 to 17)

Estimated Cost: \$27,850.00
Fiscal Years: Start: 11/12 End: 11/12

Department: General Government

Project Name: BSA Software upgrade
Project Description: Total replacement of BSA assessing package, Treasurer's package and permitting software. Needs to be implemented together as the programs interact with each other.

Estimated Cost: \$50,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: City Clerk Document Management System
Project Description: This project would, going back to the early 1990s, scan all vital City Clerk records (City Commission meeting packets, contracts, insurance, leases, etc). These records would then be word-searchable. This project ensures backups of the City Clerk's vital records - currently, in most instances, we have just one copy - paper.

Fund: General

Estimated Cost: \$60,000.00
Fiscal Years: Start: 09/10 End: 10/11

Project Name: City Treasurer Document Management System
Project Description: Image all invoices, journal entries, and receipts that support financial transactions. These documents would then be searchable by anyone with inquiry access into the system.

Estimated Cost: \$60,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Computer Hardware/Software annual replacement
Project Description: New and replacement: Computer Hardware and Software

Estimated Cost: \$180,000.00
Fiscal Years: Start: 09/10 End: 15/16

Project Name: Engineering: Multi function printer scanner
Project Description: Replace existing wide format printer with multifunction printer/scanner

Estimated Cost: \$16,900.00
Fiscal Years: Start: 10/11 End: 10/11

Department: Parks & Rec.

Project Name: Ashton Park Playground
Project Description: Replace existing play equipment with small structure designed for younger children. Larger play structure for older children is available at Willow Hill Elementary School. The new equipment would meet current safety and ADA accessibility standards. Maintain safety of playground structures.

Estimated Cost: \$15,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Beach and Storm Water Testing
Project Description: To test 3 beaches for e coli during the summer. Test storm water outfall before & after treatment tanks and to monitor e coli at the Bryant Park beach storm drain outlet and several locations higher up.

Estimated Cost: \$37,500.00
Fiscal Years: Start: 11/12 End: 15/16

Project Name: Bryant Park Retaining Wall
Project Description: The retaining wall will help to prevent or at least reduce the amount of sand that blows up into the turf area during the late fall to early spring period. It will also stop the encroachment of the sand and shrinking of the turf areas.

Estimated Cost: \$90,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Clancy Park Playground
Project Description: Replacement of old play equipment to meet current standards.

Estimated Cost: \$25,000.00
Fiscal Years: Start: 13/14 End: 13/14

Project Name: Hickory Hills Pole Barn
Project Description: A shelter for the snow groomer, snow guns and other equipment.

Estimated Cost: \$80,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Hickory Hills Snow Guns Purchase
Project Description: This summer, the booster station and pump will be completed allowing more snowmaking potential beginning with the 2009-10 ski season. The Grand Traverse Ski Club will continue fund raising toward the snow gun and should be able to pay for up to half of the cost. The snow guns are reconditioned Snow Machines Inc. of Midland, MI guns like the four we currently own. The cost is \$10,000.00 per gun.

Estimated Cost: \$40,000.00
Fiscal Years: Start: 09/10 End: 09/10

Project Name: Indian Woods Playground
Project Description: This would replace some of the existing play equipment with a small new structure that would meet current safety and ADA accessibility standards

Estimated Cost: \$20,000.00

Fund: General

Fiscal Years: Start: 14/15 End: 14/15

Project Name: Lay Park Improvements

Project Description: Upgrades to Lay Park which will include following: Brick Plazas with raised planters. Masonry seat wall along southern border of park (145 l.f.). Concrete sidewalks (393 l.f. 7' wide). Wrought iron fence along Union Street (100 l.f.). Site furniture, 19 benches, 4 trash recpt., bike racks, drinking fountain. Landscaping Lighting, 15 wall lights, 10 up-lights, 1 light standard

Estimated Cost: \$130,000.00

Fiscal Years: Start: 13/14 End: 13/14

Project Name: New picnic tables (20)

Project Description: Replacing the remainder of the wooden tables with aluminum tables would reduce maintenance requirements and add a few additional tables to our inventory. The new tables would all be ADA accessible for wheelchairs.

Estimated Cost: \$12,000.00

Fiscal Years: Start: 11/12 End: 11/12

Project Name: Park Sign Replacement

Project Description: This will begin the replacement of the current park signs which are weathered and looking bad.

Estimated Cost: \$15,000.00

Fiscal Years: Start: 12/13 End: 12/13

Project Name: Sunset Park Irrigation

Project Description: Sunset Park is still hand watered with hoses and sprinklers. This requires watering during the hottest parts of the day which is not the most efficient, and hinders use of the park. Installation of an automatic irrigation system would greatly improve the looks of the park and make it more user friendly.

Estimated Cost: \$10,000.00

Fiscal Years: Start: 12/13 End: 12/13

Project Name: Union Street Dam: Evaluate Flood Capacity

Project Description: Evaluate the 200 year flood capacity of Union St Dam. When and if this project is completed depends on the efforts of the Boardman Dams Implementation Team. If the dam is removed or modified within a reasonable amount of time, then there will be no need to complete this project.

Estimated Cost: \$15,000.00

Fiscal Years: Start: 11/12 End: 11/12

Project Name: Union Street Dam: Keep or redesign Union St Dam

Project Description: Bid out a study to evaluate Union St. Dam. Keep current design or replace with a more natural structure spillway dam. These funds may serve as part of the City's match to any grants received toward the project.

Estimated Cost: \$75,000.00

Fiscal Years: Start: 12/13 End: 12/13

Project Name: Union Street Dam: Outlet relining

Project Description: The 10 corrugated metal pipes that create the principal spillway need to be relined. Sliplining will be the preferred method. When and if this project is completed depends on the efforts of the Boardman Dams Implementation Team. If the dam is removed or modified within a reasonable amount of time, then there will be no need to complete this project.

Estimated Cost: \$400,000.00

Fiscal Years: Start: 14/15 End: 14/15

Project Name: Union Street Dam: Toe Drain

Project Description: Engineer and construct a toe drain at bottom of dam embankment to collect seepage. When and if this project is completed depends on the efforts of the Boardman Dams Implementation Team. If the dam is removed or modified within a reasonable amount of time, then there will be no need to complete this project.

Estimated Cost: \$50,000.00

Fiscal Years: Start: 11/12 End: 11/12

Department: Senior Center

Project Name: Senior Center Flat Roof Repair

Project Description: Replace membrane on flat roof of Senior center to control leaking and prevent building water damage. Project responsibility will depend on outcome of County initiative to fund senior center.

Fund: General

Estimated Cost: \$25,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Senior Center: Tennis Court Resealing and striping
Project Description: The tennis courts constructed a few years ago need refreshing of the color coating and striping to preserve the courts
Estimated Cost: \$9,000.00
Fiscal Years: Start: 09/10 End: 09/10

Department: Streets

Project Name: Annual Streets Program
Project Description: This is an annual program that provides funds to resurface major and minor streets within the city limits. These funds are also to be used for bridge, sidewalk, and storm water system repair and new sidewalk infill projects.
Estimated Cost: \$5,400,000.00
Fiscal Years: Start: 10/11 End: 15/16

Project Name: Bay Street Improvements
Project Description: Improvements to Bay Street including Street, Sidewalk, Sewer, Parking, Landscaping. Requested by Elks Lodge.
Estimated Cost: \$350,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Boardman Lake Avenue
Project Description: A two lane road from 17th to 8th street to allow motorists traveling to and from the Traverse City downtown area from south of town.
This is a project to construct a new street along the west side of Boardman Lake from 8th Street, south, to the City limits. Funds from the sale of Across-town@ arterial properties have been placed into this particular line item for partial funding of the project. The actuarial for the necessary right-of-way to be purchased from the State of Michigan has been completed and submitted for their approval.
Estimated Cost: \$6,200,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: Bridge Investigations
Project Description: These funds are for an independent engineering investigation into the structural integrity of the City bridge support systems. This activity is required by M.D.O.T. and will require a grant award to fully fund the project. Funds have also been allocated in the TIF2 and TIF97 Funds to provide the local match.
Estimated Cost: \$20,000.00
Fiscal Years: Start: 09/10 End: 09/10

Project Name: City Wayfinding signs
Project Description: The way finding signs beyond downtown will aide the 100's of thousands of visitors that travel to Traverse City from other areas. Initial focus of signs would guide people to Grand Traverse Commons, NMC, Munson Medical Center and airport.
Estimated Cost: \$50,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Depot Area Utilities (+Water +WasteWater)
Project Description: Construct Sewer, Water, Storm and Street Infrastructure for Depot Property
Estimated Cost: \$150,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Division Street
Project Description: Improvements to Division Street in conjunction with MDOT project and current design involmment process.
Estimated Cost: \$17,000,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Dump Station (+WasteWater)
Project Description: This combines two projects: a vac truck dump station for the water/sewer division and a storm water catch basin processing station for the streets division. Both are required to meet MDEQ regulations.
Estimated Cost: \$60,000.00
Fiscal Years: Start: 11/12 End: 11/12

Fund: General

Project Name: Kids Creek Stormwater Grant
Project Description: Repair/replace culvert and stream restoration relating to Part 319 Grant
Estimated Cost: \$370,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Pavement Marking signage & Signal Upgrade
Project Description: Using ARRA funds for major city streets
Estimated Cost: \$150,000.00
Fiscal Years: Start: 15/16 End: 09/10

Project Name: Traffic Sign High Reflectivity Mandated Replacement Program
Project Description: In January 2008 the Federal Highway Administration issued a final rule establishing minimum levels of retro-reflectivity for regulatory, warning, and guide signs. Road agencies have four years (2012) to establish and implement a sign assessment or management method to maintain minimum levels of sign retro-reflectivity. The compliance period to have signs meet the minimum levels is seven years (2015) for regulatory, warning, and guide signs and ten years (2018) for street name signs. The Streets Division must establish a Sign Assessment and Management Program and then systematically test and replace all regulatory, warning, and guide signs that do not meet the minimum standard set by the Manual on Uniform Traffic Control Devices (MUTCD). This task must be completed by 2015, followed by a street name sign replacement program to be completed by 2018.

Estimated Cost: \$120,000.00
Fiscal Years: Start: 11/12 End: 12/13

Project Name: Traffic Signal Power Backup
Project Description: Provide funding to install battery backup power systems in all signal equipment by 2013.
Estimated Cost: \$112,500.00
Fiscal Years: Start: 11/12 End: 15/16

Project Name: Traffic Signal Upgrades
Project Description: This is an annual program that will fund traffic signal consulting and design for upgrade to the Garfield/Hannah, Parsons traffic signal and the Parsons/Hastings intersection signal.
Estimated Cost: \$130,000.00
Fiscal Years: Start: 11/12 End: 12/13

Project Name: West State & Pine Street Reconstruction
Project Description: Reconstruct W State and Pine Street in conjunction with utility improvements under the street. TIF Plan amendments required.
Estimated Cost: \$487,500.00
Fiscal Years: Start: 12/13 End: 12/13

Department: Walkways/Bike Paths

Project Name: Annual Sidewalk Improvements
Project Description: The Infrastructure Strategy Policy outlines 10% of total infrastructure spending is for sidewalk and bikeway improvements.
Estimated Cost: \$600,000.00
Fiscal Years: Start: 10/11 End: 15/16

Project Name: Boardman River Walk south of 8th Street Bridge
Project Description: Boardwalk and trail along Boardman River from the 8th Street bridge underpass to the Boardman Lake trail.
Estimated Cost: \$400,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Boardwalk/Streetscape Maintenance (annual)
Project Description: These funds will ensure the upkeep of our investment in the Streetscape projects and boardwalks previously installed.
Estimated Cost: \$68,772.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Hannah Park Boardwalk
Project Description: Boardwalk to connect Hannah Park with Union Street Dam recreational area via an underpass at Union Street Bridge

Fund: General

Estimated Cost: \$200,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: Hannah Park improvements
Project Description: This project would pave an 6-foot wide path where an informal dirt trail currently exists. The path would run the entire length of Hannah Park from Wadsworth to Union Streets. If amended, partial funding could be derived from the TIF II Fund. Decorative lights will replace barn style lights. Two track dirt roads will be replaced with turf and grass pavement system.

Estimated Cost: \$50,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: West Boardman Lake Trail
Project Description: Construct West Boardman Lake Trail from current terminus to 14th Street with connection at 12th Street
Estimated Cost: \$235,000.00
Fiscal Years: Start: 11/12 End: 11/12

CITY OF TRAVERSE CITY, MICHIGAN
SIX YEAR CAPITAL IMPROVEMENT PLAN
Budget Year 2010-2011 by Fund

All Projects Submitted for 2010/11

	Prior Balance	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Other	Project
	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16		Funds	Totals
+ -Indicates projects with multiple line items.										
* -Indicates new projects submitted for review.										
GENERAL FUND										
Cemetery										
Oakwood Cemetery Paving of Main Loop in First Addition			\$18,000.00							\$18,000.00
Oakwood Cemetery Surveying and Irrigation of K and L Blocks	\$11,500.00									\$11,500.00
Oakwood Cemetery: Construct New Maintenance Facility			\$150,000.00							\$150,000.00
Oakwood Cemetery: Construct New Office				\$420,000.00						\$420,000.00
Oakwood Cemetery: Install Cremation Niches in Mausoleum				\$20,000.00						\$20,000.00
Total Cemetery	\$11,500.00	\$0.00	\$168,000.00	\$440,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$619,500.00
Fire										
*Overhead Garage Doors (FF#1 & FF#2)			\$27,850.00							\$27,850.00
Total Fire	\$0.00	\$0.00	\$27,850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,850.00
General Government										
*BSA Software upgrade			\$50,000.00							\$50,000.00
City Clerk Document Management System	\$48,000.00	\$12,000.00								\$60,000.00
City Treasurer Document Management System			\$60,000.00							\$60,000.00
Computer Hardware/Software annual replacement	\$21,000.00	\$9,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00			\$180,000.00
*Engineering: Multi function printer scanner		\$16,900.00								\$16,900.00
Total General Government	\$69,000.00	\$37,900.00	\$140,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00	\$366,900.00
Parks & Rec.										
*Ashton Park Playground				\$10,000.00					\$5,000.00	\$15,000.00
Beach and Storm Water Testing			\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00			\$37,500.00
Bryant Park Retaining Wall				\$90,000.00						\$90,000.00
*Clancy Park Playground					\$20,000.00				\$5,000.00	\$25,000.00
*Hickory Hills Pole Barn			\$80,000.00							\$80,000.00
Hickory Hills Snow Guns Purchase	\$40,000.00									\$40,000.00
*Indian Woods Playground						\$15,000.00			\$5,000.00	\$20,000.00
Lay Park Improvements					\$130,000.00					\$130,000.00
*New picnic tables (20)			\$12,000.00							\$12,000.00
*Park Sign Replacement				\$10,000.00					\$5,000.00	\$15,000.00
Sunset Park Irrigation				\$10,000.00						\$10,000.00
Union Street Dam: Evaluate Flood Capacity			\$15,000.00							\$15,000.00
Union Street Dam: Keep or redesign Union St Dam				\$75,000.00						\$75,000.00
Union Street Dam: Outlet relining						\$400,000.00				\$400,000.00
Union Street Dam: Toe Drain			\$50,000.00							\$50,000.00
Total Parks & Rec.	\$40,000.00	\$0.00	\$164,500.00	\$202,500.00	\$157,500.00	\$422,500.00	\$7,500.00	\$20,000.00		\$1,014,500.00
Senior Center										
*Senior Center Flat Roof Repair				\$25,000.00						\$25,000.00
*Senior Center: Tennis Court Resealing and striping	\$9,000.00									\$9,000.00
Total Senior Center	\$9,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,000.00
Streets										
Annual Streets Program		\$900,000.00	\$900,000.00	\$900,000.00	\$900,000.00	\$900,000.00	\$900,000.00			\$5,400,000.00
*Bay Street Improvements				\$350,000.00						\$350,000.00
Boardman Lake Avenue						\$6,200,000.00				\$6,200,000.00
Bridge Investigations	\$20,000.00									\$20,000.00
*City Wayfinding signs			\$50,000.00							\$50,000.00
*Depot Area Utilities (+Water +WasteWater)			\$150,000.00							\$150,000.00
*Division Street				\$2,000,000.00					\$15,000,000.00	\$17,000,000.00
*Dump Station (+WasteWater)			\$60,000.00							\$60,000.00
*Kids Creek Stormwater Grant			\$254,000.00						\$116,000.00	\$370,000.00
*Pavement Marking signage & Signal Upgrade									\$150,000.00	\$150,000.00
Traffic Sign High Reflectivity Mandated Replacement Program			\$60,000.00	\$60,000.00						\$120,000.00
Traffic Signal Power Backup			\$22,500.00	\$22,500.00	\$22,500.00	\$22,500.00	\$22,500.00			\$112,500.00
Traffic Signal Upgrades			\$10,000.00	\$120,000.00						\$130,000.00
West State & Pine Street Reconstruction			\$275,000.00						\$212,500.00	\$487,500.00
Total Streets	\$20,000.00	\$900,000.00	\$1,506,500.00	\$3,727,500.00	\$922,500.00	\$7,122,500.00	\$922,500.00	\$15,478,500.00		\$30,600,000.00

CITY OF TRAVERSE CITY, MICHIGAN
 SIX YEAR CAPITAL IMPROVEMENT PLAN
 Budget Year 2010-2011 by Fund

All Projects Submitted for 2010/11

	Prior Balance 2009-10	Fiscal Year 2010-11	Fiscal Year 2011-12	Fiscal Year 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Other Funds	Project Totals
+ -Indicates projects with multiple line items.									
* -Indicates new projects submitted for review.									
GENERAL FUND									
Walkways/Bike Paths									
Annual Sidewalk Improvements		\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00		\$600,000.00
*Boardman River Walk south of 8th Street Bridge				\$150,000.00				\$250,000.00	\$400,000.00
Boardwalk/Streetscape Maintenance (annual)				\$68,772.00					\$68,772.00
*Hannah Park Boardwalk						\$150,000.00		\$50,000.00	\$200,000.00
Hannah Park improvements			\$50,000.00						\$50,000.00
*West Boardman Lake Trail			\$235,000.00						\$235,000.00
Total Walkways/Bike Paths	\$0.00	\$100,000.00	\$385,000.00	\$318,772.00	\$100,000.00	\$250,000.00	\$100,000.00	\$300,000.00	\$1,553,772.00
TOTAL GENERAL FUND	\$149,500.00	\$1,037,900.00	\$2,391,850.00	\$4,743,772.00	\$1,210,000.00	\$7,825,000.00	\$1,060,000.00	\$15,798,500.00	\$34,216,522.00

Fund: Waste Water

Department: Sewer Collection System

Project Name: Annual Sewer Rehab/Replace
Project Description: We have asked that \$450,000 be made available annually in both the water and wastewater funds so that we may continue systematic improvements (repair and replacement) of our underground infrastructure.
Estimated Cost: \$2,700,000.00
Fiscal Years: Start: 10/11 End: 15/16

Project Name: Auto Meter Reading System AMR (+Water)
Project Description: Fixed Base automated water meter reading system, support, software and AMR devices. After installation, should help with water loss/stopped meters and water revenues for water and sewer departments.
Estimated Cost: \$62,500.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Depot Area utilities (+Water +General)
Project Description: Construct Sewer, Water, Storm and Street Infrastructure for Depot Property
Estimated Cost: \$100,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Dewatering/Roll Off Container
Project Description: Purchase roll off container to filter debris from sanitary and storm sewers out of fluid from jet vac. If we lease, \$7,500 per year plus filters and dump fees. The device serves as a dumping station for the Vactor truck that is used to clean sanitary and storm sewers. Debris such as sand and grit must be filtered out of sewage prior to entering the wastewater plant. This device contains a large filter (think giant coffee filter) that separates debris from liquids before the liquids are pumped to the plant.
Estimated Cost: \$15,000.00
Fiscal Years: Start: 10/11 End: 10/11

Project Name: Dump station (+General Streets)
Project Description: This combines two projects: a vac truck dumpstation for the water/sewer division and a stormwater catch basin processing station for the streets division. Both are required to meet MDEQ regulations.
Estimated Cost: \$65,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Infrared Asphalt Maintenance Equipment (+Water)
Project Description: Machine is an infrared asphalt heater to repair utility cuts, potholes, around manholes, valves, catchbasins, etc. On old repairs in asphalt in streets there is a seam that allows water into cracks which then freezes and thaws causing more potholes. This machine bonds old and new asphalt to form a more permanent surface and can be done year around.
Estimated Cost: \$12,500.00
Fiscal Years: Start: 10/11 End: 10/11

Project Name: Install Generator Woodmere Pump
Project Description: Provides back up power to sewer pump station utilizing equipment purchased in prior years.
Estimated Cost: \$25,000.00
Fiscal Years: Start: 11/12 End: 11/12

Department: Sewer Plant & Buildings

Project Name: Plant - Biosolids recirculation and mixing system improvement
Project Description: Replace digester recirculation pump and biosolids recirculation pump with correctly sized self priming pumps. Also perform complete rebuild of biosolids loadout piston pump.
Estimated Cost: \$71,000.00
Fiscal Years: Start: 10/11 End: 11/12

Project Name: Plant - Membrane Replacement

Fund: Waste Water

Project Description: Membranes at the treatment plant may begin to need replacement in 2012 or later. The estimated cost is shown at a lump. Actual replacement may occur over several years. Membranes were expected to last 8 to 10 years at the time of original installation (approx 2004). Need to discuss. Thorough assessment of membrane condition in 2009 suggests replacement may not need to begin as early as predicted.

Estimated Cost: \$3,400,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Plant - Odor ductwork phase 2
Project Description: The odor control capital project in 2007 began replacing short lived metal ductwork with non-corroding fiberglass ductwork. Aproximately 270 feet of metal ductwork remain. It will corrode and fail and need to be repalced. Engineering is done. Specifications already exist.

Estimated Cost: \$78,300.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Plant - Primary Chain Drive Replacement
Project Description: These mechanism operate immersed inside each of the eight primary clarifiers at the WWTP. The mechanisms in four of the eight primary clarifiers currently need to be replaced, the other four may serve another 4 or 5 years and will then need replacement (the below estimate would be all eight).

Estimated Cost: \$86,000.00
Fiscal Years: Start: 10/11 End: 11/12

Project Name: Plant - Programing to Replace "Zenotrac"
Project Description: Developing our own program will free us from annual fees to GE-Zenon. This would become more important if GE-Zenon escalates their fee (previously limited by no cancelled contract with GE-Zeonon). This is a project that may or may not be required depending on whether we can get a favorable contract with GE-Zenon. Placeholder.

Estimated Cost: \$25,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Plant - Screw pump coating
Project Description: Three steel screw pump bodies 35 feet long and 4.5 feet in diameter operate continuously in an abrasive and corrosive environment. The protective coating is wearing off exposing steal to rust. The current coating (manufacturer specified) was applied only 5 years ago. We are discouraged by its short life but need to protect these critical pieces of equipment and recoat the screw pump bodies. We suggest exploring other coating systems. Wants to being this in current year 2009/10

Estimated Cost: \$76,300.00
Fiscal Years: Start: 09/10 End: 09/10

Project Name: Plant - Storage Building
Project Description: The WWTP has no building in which to park or store pressure washer, fork lift, trucks, snowblowers etc. A building could be built on the abandoned chlorine contact basin possibly saving the cost of a foundation. Lack of storage space is causing increased conjection in process buildings. Outdoor storage is unsightly and accelerates aging of equipment. Congestion can overlap into safety concerns.

Estimated Cost: \$60,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Plant - VFD and Capacitor Project
Project Description: The project would add speed control devices (variable frequecy drives) and capacitor banks to motor controls to reduce electrical consumption.

Estimated Cost: \$33,000.00
Fiscal Years: Start: 15/16 End: 09/10

Project Name: Plant - WWTP misc concrete
Project Description: Some concrete surface repair and walkway replacement is needed at the WWTP.

Estimated Cost: \$7,000.00
Fiscal Years: Start: 09/10 End: 09/10

Project Name: Plant - WWTP SCADA operating system upgrade

Fund: Waste Water

Project Description: Software and hardware upgrades to keep critical plant automation reliable. The operating system for the computers that control the plant is no longer supported. It will be an opportune time to also upgrade hardware to reduce vulnerability.

Estimated Cost: \$55,000.00

Fiscal Years: Start: 10/11 End: 10/11

Project Name: Plant - WWTP tiebreaker change

Project Description: A tie breaker (electrical switchgear) in the MBR building represents a vulnerability. We (with CH2MHill electrical engineers) have determined that it can be removed rather than replaced with a breaker of another type. The vulnerability associated with tie breaker is low in the short term but higher as the unit ages.

Estimated Cost: \$14,000.00

Fiscal Years: Start: 11/12 End: 11/12

CITY OF TRAVERSE CITY, MICHIGAN
 SIX YEAR CAPITAL IMPROVEMENT PLAN
 Budget Year 2010-2011 by Fund

All Projects Submitted for 2010/11

	Prior Balance	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Other	Project
	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	Funds	Totals
+ -Indicates projects with multiple line items.									
* -Indicates new projects submitted for review.									
WASTE WATER FUND									
Sewer Collection System									
Annual Sewer Rehab/Replace		\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00		\$2,700,000.00
*Auto Meter Reading System AMR (+Water)			\$62,500.00						\$62,500.00
*Depot Area utilities (+Water +General)			\$100,000.00						\$100,000.00
*Dewatering/Roll Off Container		\$15,000.00							\$15,000.00
*Dump station (+General Streets)			\$65,000.00						\$65,000.00
*Infrared Asphalt Maintenance Equipment (+Water)		\$12,500.00							\$12,500.00
Install Generator Woodmere Pump			\$25,000.00						\$25,000.00
Total Sewer Collection System	\$0.00	\$477,500.00	\$702,500.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$0.00	\$2,980,000.00
Sewer Plant & Buildings									
Plant - Biosolids recirculation and mixing system improvement		\$18,000.00	\$53,000.00						\$71,000.00
Plant - Membrane Replacement				\$3,400,000.00					\$3,400,000.00
Plant - Odor ductwork phase 2				\$78,300.00					\$78,300.00
Plant - Primary Chain Drive Replacement		\$43,000.00	\$43,000.00						\$86,000.00
*Plant - Programing to Replace "Zenotrac"			\$25,000.00						\$25,000.00
Plant - Screw pump coating	\$76,300.00								\$76,300.00
*Plant - Storage Building				\$60,000.00					\$60,000.00
*Plant - VFD and Capacitor Project								\$33,000.00	\$33,000.00
Plant - WWTP misc concrete	\$7,000.00								\$7,000.00
Plant - WWTP SCADA operating system upgrade		\$55,000.00							\$55,000.00
Plant - WWTP tiebreaker change			\$14,000.00						\$14,000.00
Total Sewer Plant & Buildings	\$83,300.00	\$116,000.00	\$135,000.00	\$3,538,300.00	\$0.00	\$0.00	\$0.00	\$33,000.00	\$3,905,600.00
TOTAL WASTE WATER FUND	\$83,300.00	\$593,500.00	\$837,500.00	\$3,988,300.00	\$450,000.00	\$450,000.00	\$450,000.00	\$33,000.00	\$6,885,600.00

Fund: Water

Department: Water Distribution System

Project Name: Annual Water Rehab/Replace
Project Description: We have asked that \$450,000 be made available annually in both the water and wastewater funds so that we may continue systematic improvements (repair and replacement) of our underground infrastructure. The Public Improvement Plan will also contain more detailed descriptions of proposed near-term projects.
Estimated Cost: \$2,700,000.00
Fiscal Years: Start: 10/11 End: 15/16

Project Name: Auto Meter Reading System (AMR) (+WasteWater)
Project Description: Fixed base automated water meter reading system, support, software and AMR devices (two). Current meter reading system is manual, high maintenance, not cost effective, requiring monthly readings. New auto reading system can be set up to read daily, weekly, monthly, automatically and more efficiently. After installation, should help detect water loss/stopped meters and measure revenues for water and sewer departments
Estimated Cost: \$62,500.00
Fiscal Years: Start: 10/11 End: 10/11

Project Name: Barlow Reservoir Re coating
Project Description: Remove interior and exterior coatings and apply new coatings. Now is the opportune time to re coat Barlow reservoir, delay will only result in more cost to repair structural damage and a reduction in the protective life span of newly applied coatings. The only other alternative is to build a new and larger reservoir and upon completion decommission the existing reservoir.
Estimated Cost: \$750,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Depot Area Utilities (+WasteWater +General)
Project Description: Construct Sewer, Water, Storm and Street Infrastructure for Depot Property
Estimated Cost: \$100,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Infrared Asphalt Maintenance Equipment (+WasteWater)
Project Description: Machine is an infrared asphalt heater to repair utility cuts, potholes, around manholes, valves, catchbasins, etc. On old repairs in asphalt in streets there is a seam that allows water into cracks which then freezes and thaws causing more potholes. This machine bonds old and new asphalt to form a more permanent surface and can be done year around.
Estimated Cost: \$12,500.00
Fiscal Years: Start: 10/11 End: 10/11

Project Name: Plant: Pole Barn at WTP
Project Description: Construct a 40'x60' pole barn on a slab with 16' garage doors and egress door at each end. Electrical service for lights and power equipment. This project may be cancelled if storage space at the Boys & Girls Club building proves sufficient.
Estimated Cost: \$75,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: Regional Water Storage
Project Description: Pending implementation of water system master plan - to raise base level pressure for fire protection
Estimated Cost: \$245,000.00
Fiscal Years: Start: 13/14 End: 13/14

Department: Water Treatment

Project Name: Plant - Filter Media Replacement - Plant
Project Description: Replenish and replace some filter media in filters #1,#2,#3 with granular activated charcoal. Raise filter troughs to accommodate the additional media depth required for granular activated charcoal media. Replenish and replace some filter media in filters #4 and #5 with granular activated charcoal. The media in these filters is at least 30 years old and has been in use for all of that time. Media is lost during backwash cycles, and must be replaced periodically. The use of activated carbon would reduce disinfection byproduct concentration in the finished water, and possibly reduce taste and odor problems in the summertime. Will help reduce seasonal taste and odor and also reduce trihalomethane production which is a compliance issue to some of our wholesale customers.

Fund: Water

Estimated Cost: \$240,000.00

Fiscal Years: Start: 11/12 End: 13/14

Project Name: Plant - Freight Elevator Compliance

Project Description: Replacement of steel single wall casing with double wall casing. The freight elevator has a single wall casing extending 30 feet plus into the soil and is susceptible to corrosion with the potential of leaking several hundred gallons of hydraulic fluid into the soil and surrounding water table. The State DEQ is mandating that these casings be replaced with double wall casings. Implementation date has yet been established.

Estimated Cost: \$30,000.00

Fiscal Years: Start: 13/14 End: 13/14

Project Name: Plant - Huron Hills Booster Station Pump Up Grade

Project Description: Replace small 200 gpm pump with a 500 gpm variable frequency drive pump. Install variable frequency drives on 500 gpm pumps #2 & #3. Replace hydraulic operated check valves with more reliable mechanical check valves on pumps #2 & #3.

Estimated Cost: \$100,000.00

Fiscal Years: Start: 09/10 End: 09/10

Project Name: Plant - Low Service Pump Upgrade - Plant

Project Description: Upgrade of the low service pump station consists of replacement of the existing pumps with more efficient pumps, and will provide for redundant water transmission lines between the low service pumps and the Water Treatment Plant.

Estimated Cost: \$2,150,000.00

Fiscal Years: Start: 14/15 End: 14/15

Project Name: Plant - Raw Water Intake

Project Description: Construction of a second raw water intake in East Bay. Redundancy of all critical equipment is desirable in a Water Treatment Plant. A second intake was recommended by the State DEQ during a vulnerability assessment of the plant. A second intake would also be needed if the plant were to undergo an expansion to increase capacity.

Estimated Cost: \$4,000,000.00

Fiscal Years: Start: 12/13 End: 12/13

Project Name: Plant - Reservoir & Booster Station Telemetry

Project Description: Establish radio telemetry to Barlow Reservoir, Wayne Reservoir and Wayne Booster Station for the purposes of security, monitoring and remote operation of equipment.

Estimated Cost: \$30,000.00

Fiscal Years: Start: 10/11 End: 10/11

Project Name: Plant - SCADA

Project Description: Replace existing charts and controllers with current technology. The equipment currently in use is outdated, and much of it is no longer available in the event of an equipment failure.

Estimated Cost: \$30,000.00

Fiscal Years: Start: 09/10 End: 09/10

Fund: Water

Project Name: Plant - Ultraviolet Disinfection

Project Description: Implement ultraviolet disinfection in conjunction with sodium hypochlorite to disinfect drinking water. Use of ultraviolet lights should allow us to reduce the amount of sodium hypochlorite needed to disinfect the water. The concentration of disinfection byproducts present in the finished water would be reduced as well. This project is deferrable unless the MDEQ requires us to start using UV or if constituents in our source water dictate that we begin to use UV.

Estimated Cost: \$500,000.00

Fiscal Years: Start: 13/14 End: 13/14

CITY OF TRAVERSE CITY, MICHIGAN
 SIX YEAR CAPITAL IMPROVEMENT PLAN
 Budget Year 2010-2011 by Fund

All Projects Submitted for 2010/11

	Prior Balance	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Other	Project
	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16		Funds	Totals
WATER FUND										
Water Distribution System										
Annual Water Rehab/Replace		\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00	\$450,000.00			\$2,700,000.00
*Auto Meter Reading System (AMR) (+WasteWater)		\$62,500.00								\$62,500.00
Barlow Reservoir Re coating			\$750,000.00							\$750,000.00
*Depot Area Utilities (+WasteWater +General)			\$100,000.00							\$100,000.00
*Infrared Asphalt Maintenance Equipment (+WasteWater)		\$12,500.00								\$12,500.00
Plant: Pole Barn at WTP				\$75,000.00						\$75,000.00
Regional Water Storage					\$245,000.00					\$245,000.00
Total Water Distribution System	\$0.00	\$525,000.00	\$1,300,000.00	\$525,000.00	\$695,000.00	\$450,000.00	\$450,000.00	\$0.00	\$0.00	\$3,945,000.00
Water Treatment										
Plant - Filter Media Replacement - Plant			\$160,000.00		\$80,000.00					\$240,000.00
Plant - Freight Elevator Compliance					\$30,000.00					\$30,000.00
Plant - Huron Hills Booster Station Pump Up Grade	\$100,000.00									\$100,000.00
Plant - Low Service Pump Upgrade - Plant						\$2,150,000.00				\$2,150,000.00
Plant - Raw Water Intake				\$4,000,000.00						\$4,000,000.00
Plant - Reservoir & Booster Station Telemetry		\$30,000.00								\$30,000.00
Plant - SCADA	\$30,000.00									\$30,000.00
Plant - Ultraviolet Disinfection					\$500,000.00					\$500,000.00
Total Water Treatment	\$130,000.00	\$30,000.00	\$160,000.00	\$4,000,000.00	\$610,000.00	\$2,150,000.00	\$0.00	\$0.00	\$0.00	\$7,080,000.00
TOTAL WATER FUND	\$130,000.00	\$555,000.00	\$1,460,000.00	\$4,525,000.00	\$1,305,000.00	\$2,600,000.00	\$450,000.00	\$0.00	\$0.00	\$11,025,000.00

Fund: Other

Department: Auto Parking System

Project Name: Hardy Deck 5 Year Maintenance
Project Description: Maintenance of Parking Deck.

Estimated Cost: \$600,000.00
Fiscal Years: Start: 10/11 End: 15/16

Project Name: Hardy Deck LED light replacement
Project Description:

Estimated Cost: \$170,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Lot H Rehab
Project Description: Replace the west side of lot's meter posts and vehicle barricades. This may involve some asphalt replacement and striping of parking spaces

Estimated Cost: \$20,500.00
Fiscal Years: Start: 09/10 End: 09/10

Project Name: Lots W and N Restructuring
Project Description: Consolidate parking in these lots in conjunction with the development of the northeast corner of Washington and Cass.

Estimated Cost: \$58,500.00
Fiscal Years: Start: 10/11 End: 10/11

Project Name: Parking Lot Sign Replacement
Project Description: Purchase new directional signs and replace faded signs

Estimated Cost: \$30,000.00
Fiscal Years: Start: 10/11 End: 10/11

Project Name: Warehouse District Parking Enhancement
Project Description: Addition of more parking meters in Lot 'X' as well as possible purchase/lease of additional land for parking in Warehouse District.

Estimated Cost: \$70,000.00
Fiscal Years: Start: 10/11 End: 10/11

Department: Brown Bridge Maintenance Fund

Project Name: Brown Bridge: Access Route Bank Stabilization
Project Description: North berm access to Brown Bridge Dam is through adjacent private property. Continued access is contingent upon repairing erosion adjacent to the access trail. Access is necessary for emergency dam repairs. If dam removal or drawdown is to take place, this access route across private land is critical. The owner will allow access if the erosion is mitigated.

Estimated Cost: \$5,000.00
Fiscal Years: Start: 10/11 End: 10/11

Project Name: Brown Bridge: Barn Site Improvements
Project Description: Drill a new well (done) and do concrete work at site

Estimated Cost: \$10,000.00
Fiscal Years: Start: 09/10 End: 09/10

Project Name: Brown Bridge: Bottomland Access Post Dam removal
Project Description: With the fate of Brown Bridge Dam still uncertain, money should be set aside in case removal is decided to be the desirable option. This money could go to develop a transition plan (assuming removal) and would include a recreational plan for the Quiet Area to include the exposed bottomlands and monitoring for erosion and invasive species. Estimated Project Date: 2010/11

Estimated Cost: \$35,000.00
Fiscal Years: Start: 15/16 End: 15/16

Project Name: Brown Bridge: Evaluate Dam Flood Capacity
Project Description: Have an engineering study done to ensure the current dam can handle high water flow in the current configuration. As a result of an engineering analysis performed pursuant to MDEQ requirements, several defects were discovered at Brown Bridge Dam. Whether we perform required repairs - and when - is dependent on the work that the Dam Implementation Team is doing to have the dams removed/modified.

Estimated Cost: \$20,000.00
Fiscal Years: Start: 12/13 End: 12/13

Fund: Other

Project Name: Brown Bridge: Modify Dam Spillway
Project Description: Engineer and modify the spillway structure to allow maximum flow during high water events.

As a result of an engineering analysis performed pursuant to MDEQ requirements, several defects were discovered at Brown Bridge Dam. Whether we perform required repairs - and when - is dependent on the work that the Dam Implementation Team is doing to have the dams removed/modified.

Estimated Cost: \$20,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: Brown Bridge: North Boardwalk Replacement
Project Description: Replace 4'x 1000' boardwalk with 4'x 1000' boardwalk. The current boardwalk is 20+ years old, uneven, narrow, and deteriorating. Project to be completed in the 2010/11 fiscal period

Estimated Cost: \$20,000.00
Fiscal Years: Start: 09/10 End: 09/10

Project Name: Brown Bridge: North Embankment Stabilization
Project Description: Engineering and design and construction to stabilize embankment north of dam.

Estimated Cost: \$200,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: Brown Bridge: Overlook and Scenic Trail
Project Description: Currently the south trail at the Brown Bridge Quiet Area follows a high, forested ridge. To the north of that trail on the pond, is a 75-acre section with no trails. This area offers a perfect opportunity for rare wildlife observations and fishing opportunities. A looped trail with an overlook off the current south trail would fit into the goals of the Management Plan and create more opportunities for nature enthusiasts to enjoy this beautiful area.

Estimated Cost: \$20,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: Brown Bridge: Replacement French Doors for Caretakers House
Project Description: When the Caretakers house was remodeled, the four old French doors were reused. They are low quality and drafty, most don't open due to broken hardware, and the joints are failing due to shifting. Two of the doors are not necessary and could be replaced with half walls and smaller windows. The other two could be replaced with higher quality French doors or sliders.

Estimated Cost: \$7,500.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Brown Bridge: South Embankment Stabilization
Project Description: Engineering and design and construction to stabilize embankment south of dam.

Estimated Cost: \$200,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: Brown Bridge: Spillway , Power House Repairs
Project Description: Engineering and repairs to spillway and power house.

As a result of an engineering analysis performed pursuant to MDEQ requirements, several defects were discovered at Brown Bridge Dam. Whether we perform required repairs - and when - is dependent on the work that the Dam Implementation Team is doing to have the dams removed/modified.

Estimated Cost: \$200,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: Brown Bridge: Upper and Lower Connector Bridges
Project Description: The Brown Bridge Quiet Area is an unique parkland because of its large acreage and recreational opportunities. An extensive trail system currently exists on both sides of the pond. However, these two trail systems do not connect. There is a great opportunity to add a loop trail system for users that would create an eight-mile loop through the entire Quiet Area. In order to accomplish a loop trail, two-foot bridges are needed to cross the river, one above and one below the existing Pond. Both bridge are included in the Brown Bridge Management Plan and should be completed in phases. The Upper Bridge would be completed in 2011/12 and the Lower Connector Bridge would be completed in 2014/15.

Estimated Cost: \$70,000.00
Fiscal Years: Start: 11/12 End: 14/15

Department: Garage

Project Name: DPS Telephone System

Fund: Other

Project Description: Replace telephone system. The current telephone system that services DPS, Garage, parks has become unreliable, and regularly drops calls. The old Merlin System is no longer expandable and cannot be upgraded.

Estimated Cost: \$28,500.00

Fiscal Years: Start: 11/12 End: 11/12

Project Name: DPS: 625 Woodmere Backyard Paving

Project Description: Pulverize old rotten asphalt and install new 3"overlay in heavy traffic areas of back yard.

Estimated Cost: \$75,000.00

Fiscal Years: Start: 11/12 End: 11/12

Project Name: DPS: 631 Woodmere Roof

Project Description: Needs assessment, possible deck replacement, insulation, and roofing replacement.

Estimated Cost: \$175,000.00

Fiscal Years: Start: 09/10 End: 09/10

Project Name: Energy Conservation Fund

Project Description: Even though we received some grant money from EECBG for basic lighting improvements, this request will provide a match fund to be used by the garage to apply for other energy efficiency grants (L&P, for one)

Estimated Cost: \$10,000.00

Fiscal Years: Start: 10/11 End: 10/11

Project Name: Fleet Management Software/Hardware Upgrade

Project Description: Upgrade software and hardware for fleet management system that is used for our Garage operation.

Estimated Cost: \$30,000.00

Fiscal Years: Start: 10/11 End: 10/11

Project Name: Garage Division Vehicle and Equipment Replacement (Annual)

Project Description: The garage annually purchases new equipment, vehicles, and machinery to replace existing assets. These items to be replaced on an annual basis are based on cost effectiveness of ownership. This allocation will not replace all vehicles and equipment due for replacement. Older fleet is more expensive to maintain. I evaluate cost effectiveness annually.

Estimated Cost: \$5,100,000.00

Fiscal Years: Start: 10/11 End: 15/16

Department: Hardy Deck Balance

Project Name: Park Street Deck Entrance and Streetscapes

Project Description: Replace brick on Park Street and build public pedestrian entrance to the Hardy Deck with public restrooms.

Estimated Cost: \$1,027,377.00

Fiscal Years: Start: 11/12 End: 11/12

Department: Marina

Project Name: Marina: East Breakwater Cable Television

Project Description: Install cable television service to the pedestals on the floating dock section of the East Breakwater. The east breakwater dock is the only dock at clinch marina that does not have cable tv services. The addition of this services will increase the ability to rent space on this dock. Many boaters that have used this facility have requested cable television service.

Estimated Cost: \$30,000.00

Fiscal Years: Start: 10/11 End: 10/11

Department: Opera House

Project Name: Opera House Boiler

Project Description: Replace oversized boiler at City Opera House.

Estimated Cost: \$60,000.00

Fiscal Years: Start: 11/12 End: 11/12

Project Name: Opera House: Roof Replacement

Project Description: It has been identified that sections of the Opera House roof need repair and others need replacement to protect the integrity of the structure and its contents.

Estimated Cost: \$140,000.00



Six Year Public Improvement Plan

Fund: Other

Fiscal Years: Start: 11/12 End: 11/12

Department: Recaptured Grant Revolving Loan

Project Name: South Campus Entrance (Franke Road Extension)

Project Description: South Campus connection and street improvement. Combined with #325

Estimated Cost: \$165,795.00

Fiscal Years: Start: 10/11 End: 10/11

CITY OF TRAVERSE CITY, MICHIGAN
SIX YEAR CAPITAL IMPROVEMENT PLAN
Budget Year 2010-2011 by Fund

All Projects Submitted for 2010/11

	Prior Balance	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Other	Project
+ - Indicates projects with multiple line items.	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	Funds	Totals
* - Indicates new projects submitted for review.									
OTHER FUND									
Auto Parking System									
Hardy Deck 5 Year Maintenance		\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00		\$600,000.00
Hardy Deck LED light replacement			\$170,000.00						\$170,000.00
Lot H Rehab	\$20,500.00								\$20,500.00
Lots W and N Restructuring		\$58,500.00							\$58,500.00
Parking Lot Sign Replacement		\$30,000.00							\$30,000.00
Warehouse District Parking Enhancement		\$70,000.00							\$70,000.00
Total Auto Parking System	\$20,500.00	\$258,500.00	\$270,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	\$949,000.00
Brown Bridge Maintenance Fund									
*Brown Bridge: Access Route Bank Stabilization		\$5,000.00							\$5,000.00
*Brown Bridge: Barn Site Improvements	\$10,000.00								\$10,000.00
Brown Bridge: Bottomland Access Post Dam removal							\$35,000.00		\$35,000.00
Brown Bridge: Evaluate Dam Flood Capacity				\$20,000.00					\$20,000.00
Brown Bridge: Modify Dam Spillway						\$20,000.00			\$20,000.00
Brown Bridge: North Boardwalk Replacement	\$20,000.00						\$200,000.00		\$200,000.00
Brown Bridge: North Embankment Stabilization							\$20,000.00		\$20,000.00
Brown Bridge: Overlook and Scenic Trail							\$200,000.00		\$200,000.00
Brown Bridge: Replacement French Doors for Caretakers House			\$7,500.00						\$7,500.00
Brown Bridge: South Embankment Stabilization							\$200,000.00		\$200,000.00
Brown Bridge: Spillway , Power House Repairs							\$200,000.00		\$200,000.00
Brown Bridge: Upper and Lower Connector Bridges			\$10,000.00	\$30,000.00			\$30,000.00		\$70,000.00
Total Brown Bridge Maintenance Fund	\$30,000.00	\$5,000.00	\$17,500.00	\$50,000.00	\$0.00	\$670,000.00	\$35,000.00	\$0.00	\$807,500.00
Garage									
*DPS Telephone System			\$28,500.00						\$28,500.00
DPS: 625 Woodmere Backyard Paving			\$75,000.00						\$75,000.00
DPS: 631 Woodmere Roof	\$175,000.00								\$175,000.00
*Energy Conservation Fund		\$10,000.00							\$10,000.00
Fleet Management Software/Hardware Upgrade		\$30,000.00							\$30,000.00
*Garage Division Vehicle and Equipment Replacement (Annual)		\$850,000.00	\$850,000.00	\$850,000.00	\$850,000.00	\$850,000.00	\$850,000.00		\$5,100,000.00
Total Garage	\$175,000.00	\$890,000.00	\$953,500.00	\$850,000.00	\$850,000.00	\$850,000.00	\$850,000.00	\$0.00	\$5,418,500.00
Hardy Deck Balance									
Park Street Deck Entrance and Streetscapes			\$1,027,377.00						\$1,027,377.00
Total Hardy Deck Balance	\$0.00	\$0.00	\$1,027,377.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,027,377.00
Marina									
*Marina: East Breakwater Cable Television		\$30,000.00							\$30,000.00
Total Marina	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00
Opera House									
Opera House Boiler			\$60,000.00						\$60,000.00
Opera House: Roof Replacement			\$140,000.00						\$140,000.00
Total Opera House	\$0.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00
Recaptured Grant Revolving Loan									
South Campus Entrance (Franke Road Extension)		\$165,795.00							\$165,795.00
Total Recaptured Grant Revolving Loan	\$0.00	\$165,795.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$165,795.00
TOTAL OTHER FUND	\$225,500.00	\$1,349,295.00	\$2,468,377.00	\$1,000,000.00	\$950,000.00	\$1,620,000.00	\$985,000.00	\$0.00	\$8,598,172.00

Fund: Tax Increment Financing

Department: TIF 2

Project Name: Eighth Street Bridge Repair
Project Description: Repair bridge driving surface.
Estimated Cost: \$80,000.00
Fiscal Years: Start: 12/13 End: 12/13

Project Name: South Cass Street Bridge Repair(+TIF97)
Project Description: Concrete arch rehabilitation
Estimated Cost: \$60,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: South Union Street Bridge Repair (+TIF97)
Project Description: Bridge superstructure rehabilitation.
Estimated Cost: \$102,500.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: Streetscape Improvements: Cass & Lake
Project Description: Approximately 813 feet of streetscape improvements on Cass and Lake Streets. Improvements include trees, curb & gutter, benches, trash cans and other improvements.
Estimated Cost: \$162,000.00
Fiscal Years: Start: 10/11 End: 10/11

Department: TIF 97

Project Name: Bayfront Revitalization Project
Project Description: Begin development of the core area to the world class waterfront Traverse City residents and guests desire as seen in the Your Bay Your Say process. This will be a many faceted funding plan with help from the Coastal Zone/MNRTF grants/TIF 97 funds/Rotary grants/Great Lakes Fisheries & Trust/inkind donations/ general fund etc. This wide ranging program meets many justifications from making a nicer place for residents and guests to encouraging business development improvements in nearby areas.
Estimated Cost: \$1,042,800.00
Fiscal Years: Start: 10/11 End: 11/12

Project Name: East Front Street, 300 Block Mid-Block Crosswalk
Project Description: Install mid-block crosswalk in 300 block of E. Front St. including bump-outs, a brick paver crosswalk and signage.
Estimated Cost: \$55,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: East Front Street, 400 Block South - Alley Repair
Project Description: Replace the East 400 block of the alley between Front St and State St.
Estimated Cost: \$15,000.00
Fiscal Years: Start: 10/11 End: 10/11

Project Name: Garland Street Reconstruction/streetscapes
Project Description: Redirect Garland Street from Grandview Parkway to Union Street on the east end.
Estimated Cost: \$1,300,000.00
Fiscal Years: Start: 11/12 End: 12/13

Project Name: Lower Boardman River Enhancements
Project Description: To beautify and enhance the river environment for recreationalist and fisheries.
Estimated Cost: \$700,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: North Cass Street Bridge Repair
Project Description: Bridge superstructure replacement.
Estimated Cost: \$285,000.00

Fund: Tax Increment Financing

Fiscal Years: Start: 15/16 End: 15/16

Project Name: North Union Street Bridge Repair
Project Description: Bridge superstructure repair and painting.

Estimated Cost: \$212,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: Park Street Bridge Repair
Project Description: Rehabilitate bridge superstructure.

Estimated Cost: \$210,000.00
Fiscal Years: Start: 13/14 End: 13/14

Project Name: Pedestrian Tunnel Parkway
Project Description: Pedestrian tunnel under Grandview Parkway

Estimated Cost: \$1,000,000.00
Fiscal Years: Start: 10/11 End: 10/11

Project Name: Pine Street Pedestrian Way
Project Description: Pedestrian walkway and bridge over the Boardman River connecting West Front Street with Grandview Parkway.

Estimated Cost: \$1,360,000.00
Fiscal Years: Start: 11/12 End: 11/12

Project Name: Public Market Downtown
Project Description: Year-round public market in 10,000 sq. foot building that could be added on to in 10,000 sq. foot increments.

Estimated Cost: \$2,750,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: South Cass Street Bridge Repair(+TIF2)
Project Description: Concrete arch rehabilitation.

Estimated Cost: \$60,000.00
Fiscal Years: Start: 14/15 End: 14/15

Project Name: South Union Street Bridge Repair (+TIF2)
Project Description: Rehabilitate bridge superstructure.

Estimated Cost: \$102,500.00
Fiscal Years: Start: 14/15 End: 14/15

CITY OF TRAVERSE CITY, MICHIGAN
 SIX YEAR CAPITAL IMPROVEMENT PLAN
 Budget Year 2010-2011 by Fund

All Projects Submitted for 2010/11

	Prior Balance	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Other	Project
	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16		Funds	Totals
+ -Indicates projects with multiple line items. * -Indicates new projects submitted for review.										
TAX INCREMENT FINANCING FUND										
TIF 2										
Eighth Street Bridge Repair				\$80,000.00						\$80,000.00
South Cass Street Bridge Repair(+ TIF97)						\$60,000.00				\$60,000.00
South Union Street Bridge Repair (+ TIF97)						\$102,500.00				\$102,500.00
Streetscape Improvements: Cass & Lake		\$162,000.00								\$162,000.00
Total TIF 2	\$0.00	\$162,000.00	\$0.00	\$80,000.00	\$0.00	\$162,500.00	\$0.00	\$0.00	\$0.00	\$404,500.00
TIF 97										
*Bayfront Implementation		\$817,400.00	\$225,400.00							\$1,042,800.00
*East Front Street, 300 Block Mid-Block Crosswalk			\$55,000.00							\$55,000.00
East Front Street, 400 Block South - Alley Repair		\$15,000.00								\$15,000.00
Garland Street Reconstruction/streetscapes			\$300,000.00	\$1,000,000.00						\$1,300,000.00
Lower Boardman River Enhancements						\$700,000.00				\$700,000.00
North Cass Street Bridge Repair							\$285,000.00			\$285,000.00
North Union Street Bridge Repair						\$212,000.00				\$212,000.00
Park Street Bridge Repair					\$210,000.00					\$210,000.00
Pedestrial Tunnel Parkway		\$1,000,000.00								\$1,000,000.00
Pine Street Pedestrian Way			\$1,360,000.00							\$1,360,000.00
Public Market Downtown						\$2,750,000.00				\$2,750,000.00
South Cass Street Bridge Repair(+TIF2)						\$60,000.00				\$60,000.00
South Union Street Bridge Repair (+TIF2)						\$102,500.00				\$102,500.00
West Front Street Bridge Replacement					\$240,000.00					\$240,000.00
Total TIF 97	\$0.00	\$1,832,400.00	\$1,940,400.00	\$1,000,000.00	\$450,000.00	\$3,824,500.00	\$285,000.00	\$0.00	\$0.00	\$9,332,300.00
TOTAL TAX INCREMENT FINANCING FUND	\$0.00	\$1,994,400.00	\$1,940,400.00	\$1,080,000.00	\$450,000.00	\$3,987,000.00	\$285,000.00	\$0.00	\$0.00	\$9,736,800.00



SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2010

Approved by the L&P Board 4/13/2010

INTERNAL FINANCING:

GENERATION:

Baseload Capacity – Biomass

Location: Local distributed generation – either inside or outside City Limits

Character: Biomass electric generating facilities

Extent: Costs related to biomass generating facilities to provide up to 20 MWatts of baseload generation capacity.

Estimated Cost: \$12.1 Million

Fiscal Year(s): 2010-11 through 2015-16

Solar Generation – 50 kW (NEW)

Location: Local solar generation inside the City Limits

Character: Solar panels on buildings or rooftops

Extent: Costs related to installation of solar panels to provide up to 50 KWatts of generation.

Estimated Cost: \$500,000

Fiscal Year(s): 2012-13

DISTRIBUTION and SUBSTATION:

Line Improvements, Extensions, New Services

Location: Throughout the entire service area

Character: Construction/replacement of overhead and underground distribution facilities involving the use of wire, poles, meters, cabinets, and transformers.

Extent: This is an annual project in which wages, benefits, and equipment charges are capitalized for upgraded existing services or to provide for new customer services.

Estimated Cost: \$6.1 Million

Fiscal Year(s): 2010-11 through 2015-16 (Annual Program)



SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2010

Approved by the L&P Board 4/13/2010

DISTRIBUTION and SUBSTATION (continued):

Overhead to Underground Conversion Projects

Location: Throughout the entire service area

Character: Conversion of overhead transmission and/or distribution facilities to underground.

Extent: Annual Program for Approved Projects.

Estimated Cost: \$7 Million

Fiscal Year(s): 2010-11 through 2015-16 (Annual Program)

Distribution Circuit Additions/Upgrades

Location: Throughout the entire service area

Character: Construction of new overhead distribution circuits

Extent: New circuits and upgrade of existing circuits to improve reliability and serve anticipated growth.

Estimated Cost: \$300,000 per fiscal year

Fiscal Year(s): 2010-11 through 2015-16 (Annual Program)

New 69kV/13.8kV Distribution Substation/Site

Location: Southern portion of service area – possibly outside city limits.

Character: Construction of new 69/13.8kV distribution substation.

Extent: To include land purchase and facilities

Estimated Cost: \$4.25 Million

Fiscal Year(s): 2010-11 through 2011-12

Pine Street Overhead to Underground Conversion

Location: Starting from behind Hall Street Substation South along Pine Street & crossing the Boardman River.

Character: Convert existing overhead distribution facilities to underground.

Extent: In concert with TIF 97 Plan for Pine Street projects – this is a two phase project as directed by the DDA through the TIF 97 Plan.

Estimated Cost: \$1 Million

Fiscal Year(s): 2012-13



SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2010

Approved by the L&P Board 4/13/2010

TRANSMISSION and SUBSTATION:

Inventory of Materials for Substation, Transmission & Distribution

Location: 1131 Hastings Street

Character: Inventory Purchases

Extent: Provide for contingency reserve equipment/supplies.

Estimated Cost: \$50,000

Fiscal Year(s): 2010-11

69kV Load Break Switches

Location: Three separate locations - S Airport Sub Junction on LaFranier Rd, Barlow Junction near Barlow Substation, & Cass Road Junction near Twelfth Street

Character: New steel poles & transmission switches

Extent: Replacing wood poles and switches with new steel poles & switches

Estimated Cost: up to \$600,000

Fiscal Year(s): 2013-14 through 2015-16

New 69kV Transmission Line and Substation – East Side

Location: East Side of Service Area (to be determined – substation and majority of the transmission line would be outside the city limits)

Character: Overhead transmission facilities to include new poles and wire

Extent: From a new transmission substation to an existing distribution substation (to be determined)

Estimated Cost: \$5.2 Million

Fiscal Year(s): 2010-11 through 2011-12

Transmission Line Re-conductor

Location: Existing transmission corridor along Hammond, Barlow, LaFranier, Cass, Wadsworth, and north end of Boardman Lake

Character: Overhead transmission facilities to include new poles and wire.

Extent: Re-conductor/rebuilding of existing 69kV transmission lines with new 69kV transmission lines.

Estimated Cost: \$3.67 Million

Fiscal Year(s): 2012-13 through 2015-16



SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2010

Approved by the L&P Board 4/13/2010

FACILITIES:

Wind Turbine Refurbishment

Location: Bugai Road @ M-72

Character: Replace existing gear box with new gear box

Extent: Repair or replacement due to normal wear.

Estimated Cost: \$150,000

Fiscal Year(s): 2015-16

Hastings Service Center Facility Improvements

Location: 1121 to 1131 Hastings Street

Character: Site improvements to existing facility

Extent: Demolition/Property acquisition and facility expansion/improvements

Estimated Cost: \$1.2 Million

Fiscal Year(s): 2010-11 through 2015-16(Annual Program)

SCADA, COMMUNICATIONS, and OTHER ITEMS:

Smart Metering Technologies

Location: Entire Service Area

Character: Electric meters and software to accommodate “smart metering” capabilities.

Extent: An annual program to provide for the migration to electronic “smart” meters that will assist utility customers on energy use and reliability.

Estimated Cost: \$600,000

Fiscal Year(s): 2010-11 through 2015-16(Annual Program)

SCADA (Supervisory Control and Data Acquisition)/Dispatch Improvements

Location: 1131 Hastings Street and Hall Street Substation

Character: Expansion of capabilities in 24 hour control center

Extent: Equipment upgrades and improvements/modifications to the current control room and to provide for a remote SCADA control center.

Estimated Cost: \$100,000

Fiscal Year(s): 2010-11



SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2010

Approved by the L&P Board 4/13/2010

OTHER FINANCING SOURCES:

LARGE GENERATION PROJECTS:

Baseload Capacity – Biomass

Location: Local distributed generation – either inside or outside City Limits

Character: Biomass electric generating facilities

Extent: Costs related to biomass generating facilities to provide up to 20 Mwatts of baseload generation capacity.

Estimated Cost: \$68 Million

Fiscal Year(s): 2013-14 through 2014-15

FIBER OPTICS FUND:

Fiber Extensions – Customer Installations - (NEW)

Location: Within the L&P service area.

Character: Fiber Optic facilities extending from current facilities.

Extent: Costs related to line extensions to customer facilities (either overhead or underground)

Estimated Cost: \$336,500

Fiscal Year(s): 2010-11 through 2015-16

Wi-Fi Project - (NEW)

Location: Within the L&P service area

Character: Upgrade of facilities to allow for Wi-Fi (wireless internet access)

Extent: Costs related to installing facilities that allow for wireless internet access, or “hot zones” throughout the service area.

Estimated Cost: \$850,000

Fiscal Year(s): 2010-11 through 2015-16

TRAVERSE CITY LIGHT & POWER
SIX YEAR CAPITAL IMPROVEMENTS PLAN - 2010

This worksheet is for illustration purposes only and is supplemental information to the Plan

Approved by TCL&P Board 4/13/2010		Fiscal Year 2010-11	Fiscal Year 2011-12	Fiscal Year 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Project Totals	Project Notes
INTERNAL FINANCING:									
Generation:									
	Baseload Capacity - Biomass Project(s)	\$ 1,100,000	\$ 1,000,000	\$ 1,000,000	\$ 5,000,000	\$ 2,000,000	\$ 2,000,000	\$ 12,100,000	
NEW	Solar Generation - 50kW	---	---	500,000	---	---	---	500,000	
Total Generation		1,100,000	1,000,000	1,500,000	5,000,000	2,000,000	2,000,000	12,600,000	
Distribution and Substation:									
	Line Improvements, Extensions, New Services	950,000	975,000	1,000,000	1,025,000	1,050,000	1,100,000	6,100,000	Annual Program
	OH to URG Conversion Projects	2,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	7,000,000	Annual Program
	Distribution Circuit Additions/Upgrades	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000	Annual Program
	69kV/13.8kV Distribution Substation/Site	2,125,000	2,125,000	---	---	---	---	4,250,000	
	Pine Street Overhead to Underground Conv	---	---	1,000,000	---	---	---	1,000,000	With TIF 97 Project
Total Distribution and Substation		5,375,000	4,400,000	3,300,000	2,325,000	1,650,000	1,650,000	20,150,000	
Transmission and Substation:									
	Inventory of Materials - Substation and T&D	50,000	---	---	---	---	---	50,000	
	69kV Load Break Switches	---	---	---	200,000	200,000	200,000	600,000	
	New 69kV Transmission Line & Sub - East Side	2,000,000	3,200,000	---	---	---	---	5,200,000	
	Transmission Line Re-Conductor	---	---	570,000	1,000,000	1,500,000	600,000	3,670,000	
Total Transmission and Substation		2,050,000	3,200,000	570,000	1,200,000	1,700,000	800,000	9,520,000	
Facilities:									
	Wind Turbine Refurbishment	---	---	---	---	---	150,000	150,000	
	Hasting Service Center Facility Improvements	500,000	500,000	50,000	50,000	50,000	50,000	1,200,000	Annual Program
Total Facilities		500,000	500,000	50,000	50,000	200,000	200,000	1,350,000	
SCADA, Communications, and Other Items:									
	Smart Metering Technologies	100,000	200,000	150,000	50,000	50,000	50,000	600,000	Annual Program
	SCADA/Dispatch Improvements	100,000	---	---	---	---	---	100,000	
Total SCADA, Communications & Other Items		200,000	200,000	150,000	50,000	50,000	50,000	700,000	
TOTAL INTERNAL FINANCING		\$9,225,000	\$9,300,000	\$5,570,000	\$8,625,000	\$5,600,000	\$4,700,000	\$44,320,000	

OTHER FINANCING SOURCES:

Large Generation Projects:

	Baseload Capacity - Biomass Project(s)	---	---	---	\$ 25,000,000	\$ 43,000,000	---	\$ 68,000,000	
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FIBER OPTICS FUND:

NEW	Fiber Extensions - Customer Installations	\$ 86,500	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 336,500	Reimbursed by customer
NEW	Wi-Fi Project	350,000	100,000	100,000	100,000	100,000	100,000	850,000	
Total Large Generation Projects		\$436,500	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$1,186,500	

(Actual fiscal year that a project may be undertaken may differ from the fiscal year depicted in this spreadsheet.)