The City of Traverse City

Communication to the City Commission

TO: CITY COMMISSION

DATE: APRIL 12, 2013

FROM: R. BEN BIFOSS, CITY MANAGER

SUBJECT: 2013/2014 BUDGET

As requested by the City Commission, this year's budget is again presented earlier than in previous years. The City Commission has met in Study Session to discuss budget priorities. The top two budget priorities identified remain infrastructure spending and possible capital improvements in the City's parks. The latter item is under separate consideration with the Brown Bridge Trust Fund.

Tax Levy

The proposed General Fund tax levy remains constant at 11.1167 mills, the same levy as the two previous years. The levy is expected to generate approximately $8.1 million, an increase of $142,285 or 1.8 percent. This increase is due to growth in the tax base.

It is important to recall that the General Fund tax levy was reduced by 0.7 mills in the 2011/12 budget; an approximate $500,000 impact on the General Fund. That tax reduction saves the average residential property owner approximately $55 per year.

The Act 345 levy is 2.32 mills, the same as the 2012/13 levy. By Charter, this is a dedicated levy that may only be used for Act 345 pension benefits for Police/Fire. Please recall that this levy is a voted levy independent of the General Fund levy.

Infrastructure

The proposed General Fund Budget includes $1.25 million in infrastructure spending. This amount is leveraged with other funds for an anticipated construction spending this season of between $7 and $7.5 million, depending on actual bids. Please see the attached project list that summarizes projects from 2004 through the 2013/14 budgets.

This budget includes an estimated $125,000 on one of the five identified corridors; West Front Street. This funding leverages a MDOT grant in the amount of $375,000. This budget also includes $100,000 that would be "set aside" for future Division Street work. Please recall that Capital Improvement Fund spending does not expire at the end of the Fiscal Year so these funds can be supplemented in future budgets.

Labor Costs

While the budget anticipates one fewer positions in the Fire Department, we currently have two vacancies due to retirements. The Fire Chief and I believe we have reached the point where, under the current model, it is unsafe and cost prohibitive to not replace one of these positions. If we do not replace one position, our overtime costs will significantly exceed the cost of the new officer and will result in an excessive number of double shifts. If the position is not filled it will not result in a budget reduction. In fact, an estimated $20,000 should be added to the budget to cover the additional overtime costs if the position is not filled.

Candidates for the vacancy will be made fully aware of the ongoing discussion regarding changing the way that fire services are provided in Traverse City. Even after filling this one position, Fire Department staffing has been reduced by 8 positions since the 2008/09 budget. That is approximately 26% of department personnel.

For the first time in a decade, the budget anticipates an increase in departmental staffing with the addition of one police officer. That position would bring staffing at the Police Department to 30 full time employees; still down 17% from five years ago. While the contract with TBAISD is not yet final, under the terms anticipated TBAISD would pay 87% of the cost of the officer to be assigned to their campus for 10 months and be available during July and August for the City (in addition to any emergency needs during the year). The inclusive City cost for the position is

approximately $12,600. While that position is in this budget, if the contract is not finalized, this new position would not be added.

Even with the addition of this position, total City employment is scheduled at 144 full time employees, down 18% from the 2005/06 budget. In my opinion, staffing for the City of Traverse City is "right sized" pending resolution of Fire Department issues.

Most City employees had a wage freeze during the current budget year. Labor agreements anticipate an inflation based wage increase beginning July 1, 2013. An identical increase is anticipated for the City's non-union labor force.

Health insurance premiums will increase at a double digit pace on July 1, 2013, about a 10% increase. Some of this increase may be attributed to the unknowns associated with the implementation of the federal Affordable Care Act; some of this increase is associated with severe health issues for some of our employees. Most employees cost share on an 80/20 basis.

Legacy costs are being addressed in a meaningful way. Since July 2009 all new hire general City employees are at the 1.5% multiplier; all new hire police/fire employees are at the 2.0% multiplier (recall that police/fire employees do not receive Social Security under the City). These are down from 2.25% and 2.8% respectively. On Wednesday April 10 the GME union ratified a new labor agreement based on the City's last offer. That is scheduled for City Commission action at a Special Meeting on April 22 at 7:00 PM before the Study Session. Effective July 1, 2014 all current general employees will earn future pension credit at the 1.5% multiplier. That change should significantly impact our accrued unfunded liability; the amount of impact will not be known until the next actuarial report.

Effective June 30, 2014 current Police Patrol employees will earn future pension credit at a 2.5% multiplier rather than the current 2.8%. That change should significantly impact our accrued unfunded liability; the amount of impact will not be known until the next actuarial report.

General Fund Revenue

Total General Fund Revenue is expected to increase $394,550 to $13,607,650. As earlier noted, about $140,000 of this is attributed to growth in the tax base. State Revenue Sharing is stabilizing; adding $136,900 in Intergovernmental Revenue.

There is however significant added legislative burden on EVIP paper work, adding no value.

The City fee is the 5% charged all enterprise funds for administrative overhead: it is expected to increase by almost $120,000 to $2,321,850. Interest income is budgeted at only $25,000. As recently as Fiscal Year 2007/08, interest income to the General Fund was $469,061.
Reimbursements are expected to increase based on current projects including the anticipated TBAISD contract. Other revenue changes are incrementally changed either increasing or decreasing based on current expectations.

General Fund Expenditures

Significant General Fund expenditure changes by department are identified below:

Human Resources	Change is adding .5 FTE completely funded by Light and Power to reintegrate HR services between the City and L&P.
Police Department	TBAISD additional officer.
Fire Department	One fewer officer by attrition.
Engineering	Additional contracted part time personnel to monitor construction.
Parks and Rec	One position reallocated from Streets to Parks. A $30,000 increase for Clinch Park improvements for water chemicals, maintaining new restroom and dedicated seasonal employee.
Cemetery	Significant reduction; we believe we can save money by not renewing our maintenance contract and undertaking the same work with seasonal employees. We effectively bid against the private contractor. If the performance is not equal to what was being provided, we will contract again next year.

DPS/Street Admin	This line item needs to be combined with the "Transfer out – Other" line item for an accurate comparison. When combined there is an actual decrease of about $11,000. These variances are the result of the interplay between the three dedicated Street Funds and the General Fund.
Appropriations	There is a $20,000 item reflecting the CRA contract for the dams; inadvertently omitted in the current budget and funded through a budget amendment. There are other offsetting reductions.
Other	There are no significant changes in other operating departments.

Other Capital Costs

There are two additional locations in the General Fund Budget that include Capital Outlay. In the "Transfers Out-Capital Projects" line item is the $1,250,000 for infrastructure in addition to $30,000 for the annual computer upgrades, $15,000 to begin replacing Overhead garage doors at the Fire Station 1 for improved energy efficiency, $10,000 to begin a City Wide Bench Elevation Survey and $10,000 to begin replacing camera's in Police Cars.

Under the Capital Outlay line item are several Police and Fire equipment purchases, identified on the page following that budget.

Other

Please recall that this is the last budget where we expect to include major funding for Hickory Hills. Please recall that this budget includes no funding for the History Center. The expectation is that the DDA will provide transitional funding for the History Center to 2014. The City of Traverse City is, generally speaking, funding core services only.

Fund Balance

The projected Fund Balance for June 30, 2013 is $4,433,193 or 33% of total General Fund expenditures. With a target Fund Balance of 25% of expenditures, there is approximately $1.08 million of Fund Balance that should be spent down

over the coming years. This budget anticipates spending down approximately one-half of that amount, $529,435. Fund Balance can be spent down again next year. New revenues are expected in 2016 with the expiration of TIF 2 so the current spending pattern should be long term sustainable.

Water and Sewer Rates

Attached please find recommendations from the City Treasurer regarding water and sewer rates: reflecting no rate increase for water and a small rate increase for sewer. I support those recommendations. Procedurally, adoption of the proposed rates would be part of the Budget Resolution.

Other Funds

The Enterprise Funds (Water, Wastewater, Marina, and Traverse City Parking System) reflect ongoing operations with associated capital improvements. There are no changes in the number of personnel for these operations. However there is early discussion regarding a possible organizational change that may reflect creating a Utilities Director position that could reduce the scope of operations for the DPS Director. That discussion will be left for my successor.

Special Revenue Funds, Debt Service Funds, Permanent Funds and Internal Service Funds likewise reflect ongoing operations without significant changes. As earlier noted, the Capital Projects Funds anticipate another very active year.

Component Unit Fund budgets (L&P and DDA) are included. Both include active Capital Improvement Plans that the City Commission will review and ultimately approve/reject.

City Commission Budget

While the above and following are my recommendations for the budgets, they are only recommendations. The City Commission is the only body with decision making authority. All of the budget recommendations are open to discussion.

The April 22, 2013 Study Session is dedicated to your review of applicants for the City Manager position. I suggest a Study Session dedicated to budget review on Monday April 29, 2013; that is the fifth Monday in April. Because the draft budget reflects relatively modest changes, the City Commission may believe only

one Study Session is necessary. In that event, the May 13 Study Session is available. Individual meetings with City Commissioners are also welcome to review any specific questions or concerns regarding the budget.

A Public Hearing on the budget will be scheduled for May 6, 2013. By Charter, the budget may not be adopted prior to May 20 nor later than June 3, 2013.

Thank you.

2013-14 Construction Project Summary

Project	Construction Cost	Engineering Cost		Project Description
General Fund				
Union Street Dam	$ 50,000	$ 6,000		
Hickory Hills Pole barn	$ 80,000			Delayed
Sidewalks (Summer/Fall 2013)	$ 100,000	$ 12,000		City-wide sidewalk replacement
Traffic Signals	$ 10,000	$ 1,000		Consultant
Cemetary Paving	$ 18,000	$ 900		Delayed
Division Street	$ 100,000	$ 1,500		Improvements in conjunction with MDOT
West Boardman Lake Trail	$ 420,000	$ 50,400		Continue Boardman Lake Trail System
West End Beach Trail and Access	$ 370,000	$ 44,400		Bayfront Plan Implementation
Boat Launch Grant	$ 400,000			Delayed
Clinch Park Phase 1	$ 1,117,815	$ 11,178		Remaining Work for 2013
Clinch Park Phase 2	$ 575,200	$ 5,752		Remaining Work for 2013
			$ 133,130	
Marina Fund				
Breakwall Repair	$ 95,000	$ 3,800		Repair failed portion of existing breakwall
			$ 3,800	
Garage Fund				
Emergency Generator	$ 28,000	$ 2,240		Back Up Power for DPS Facility
Fuel Island Repair	$ 28,000	$ 2,240		Repair and Upgrade Fuel Pump Facility
			$ 4,480	
Auto Parking				
Parking Lots (D, R, G, O, P, V, W & N)	$ 717,250	$ 57,380		Repair parking lot
			$ 57,380	
DDA/TIF				
West Front Parking Deck	$ 100,000	$ 2,000		Construct west end parking deck
Opera House Window Replacement	$ 6,500	$ 780		Replace Deteriorated Windows
Streetscape Lake Street	$ -	$ -		Street reconstruction with streetscapes
S. Tunnel Entrance at Cass	$ 375,000	$ 3,750		Bayfront Plan Impementation
Pine Street Pedestrian Way	$ 1,360,000	$ 163,200		Connect Warehouse District with Downtown with a pedestrian way
Garland Street	$ 300,000	$ 12,000		Street reconstruction with streetscapes
E Front Streetscapes	$ -	$ -		Street reconstruction with streetscapes
			$ 181,730	
Streets/Water/Sanitary Sewer/Bridges				
West Front Street Elmwood to City Limits	$ 468,750	$ 56,250		Street reconstruction with partial funding from MDOT Small Urban Program ($93,750 Match Required)
Old Mission	$ 93,000	$ 5,580		Street reconstruction with sanitary sewer replacement
Manor	$ 154,000	$ 9,240		Street reconstruction with watermain and sanitary sewer replacement
Eastwood	$ 272,000	$ 16,320		Street reconstruction with watermain and sanitary sewer replacement
Sheridan Road	$ 290,000	$ 17,400		Street reconstruction with sanitary sewer replacement
Western Street	$ 30,000	$ 1,800		Street reconstruction
Washington Street	$ 220,000	$ 13,200		Street reconstruction with sanitary sewer replacement
Hope Street	$ 220,000	$ 13,200		Street reconstruction with sanitary sewer replacement
Fern Street	$ 16,000	$ 960		Street reconstruction
Grove Street	$ 60,000	$ 3,600		Street reconstruction
Cypress Street and Xavier Street	$ 74,000	$ 4,440		Street reconstruction with sanitary sewer replacement
Bay Street SID	$ 220,000	$ 26,400		Street reconstruction with new curb and gutter
Wayne Street	$ 402,000	$ 48,240		Street reconstruction with new curb and gutter (SID) and watermain replacement
SID Alley	$ 28,500	$ 3,420		Alley Paving
West Front Street Bridge Replacement	$ 1,100,000	$ 132,000		Replace existing bridge with funding from MDOT Critical Bridge Program
8th Street Bridge Rehabilitation	$ 750,000	$ 90,000		Replace existng bridge deck with funding from MDOT Critical Bridge Program
2013-14 Streets	$ 900,000	$ 108,000		Street Reconstruction
2013-14 Annual Sewer	$ 450,000	$ 54,000		Collection System Improvments
WWTP	$ 500,000	$ 60,000		Plant Improvments
			$ 664,050	
Water				
Water Plant Master Meters	$ 100,000	$ 2,000		Replace Plant Master Meters
Barlow Reservoir Painting	$ 750,000	$ 90,000		Paint existing water tank
Water Plant Telemetry and SCADA	$ 60,000	$ 7,200		Improve operational capability at Water Plant
2013-14 Annual Water	$ 450,000	$ 54,000		Water Distribution System Improvments
			$ 153,200	
Total Construction Cost	$ 13,859,015	$ 1,197,770	$ 1,197,770	

Note: Refer to Public Improvment Plan for Additional Information

City of Traverse City
Engineering Department
Revised 3-13-2013

2004	DPS Parking Lot	$ 71,470			
2004	Beitner	$ 10,080			
2004	Boyd	$ 7,500			
2004	Woodmere Phase I	$ 1,162,493			
2004	Paving	$ 338,070			
2004	Cass 17th H20	$ 455,398			
2004	8th/Boardwalk	$ 406,816			
2004	Civic Center H20	$ 45,542			
			$ 2,497,369	$ 2,497,369	$ 2,497,369
2005	Sidewalks	$ 29,567			
2005	Paving	$ 135,870			
2005	East Boardman Lake Trail	$ 1,031,367			
			$ 1,196,805	$ 3,694,173	$ 1,847,087
2006	Sidewalks	$ 35,622			
2006	Paving	$ 187,623			
2006	Wayne Hill Booster Station	$ 1,040,640			
2006	3rd Street Water/Sewer	$ 274,298			
2006	PRV	$ 92,927			
2006	Woodmere Phase II	$ 885,000			
2006	Airport Access Watermain	$ 27,950			
			$ 2,544,061	$ 6,238,234	$ 2,079,411
2007	Sidewalks	$ 110,151			
2007	Paving	$ 259,121			
2007	Marina Parking Lot Lighting	$ 49,055			
2007	Roof Projects	$ 125,229			
2007	Zoo Demolition	$ 119,063			
2007	Manhole Lining	$ 71,105			
2007	Sewer Sliplining	$ 112,241			
2007	Sewer Improvements	$ 56,384			
2007	Stormwater Quality	$ 594,083			
			$ 1,496,431	$ 7,734,665	$ 1,933,666.2
2008	Railroad Avenue	$ 338,560			
2008	Wayne Street	$ 320,280			
2008	Water Treament Plant Roof	$ 12,000			
2008	North Boardman Lake Trail	$ 986,582			
2008	Paving	$ 358,020			
2008	Hull Park Boathouse	$ 470,448			
2008	Children's Garden	$ 232,471			
2008	Rec Authority Utilities	$ 312,260			
2008	DPS Truck Lift	$ 204,740			
			$ 3,235,361	$ 10,970,026	$ 2,194,005
2009	Wadsworth Culvert	$ 399,541			
2009	Park Place Sewer	$ 36,177			
2009	Mausoleum ADA	$ 59,191			
2009	Paving	$ 514,534			
2009	Sidewalks	$ 114,773			
2009	Water Treament Plant Roof	$ 38,278			
2009	Old Town Parking Deck	$ 7,932,325			
			$ 9,094,819	$ 20,064,845	$ 3,344,141

2010	Sidewalks	$	110,000			
2010	Maple Street	$	107,200			
2010	Oak Street	$	160,600			
2010	Union Street	$	96,300			
2010	Hannah Avenue	$	72,700			
2010	Highland Park Drive	$	79,600			
2010	Third Street	$	27,900			
2010	Airport Access	$	99,800			
2010	Boyd/Bates Streets	$	52,400			
2010	SID Woodmere/Barlow Alley	$	9,200			
2010	SID Pine/Locust Alley	$	12,200			
2010	8th Street Reconstruction	$	874,170			
2010	PM, Signage, Signal	$	142,000			
2010	DPS Roof	$	54,800			
2010	Parking Lot H	$	12,900			
2010	Parking Lot K	$	5,300			
2010	Kelley Street Sewer	$	137,000			
2010	WWTP RAS Pump VFD	$	32,800			
2010	Fitzhugh Drive Check Valve Relocation	$	18,700			
2010	DPS, WWTP, Water Plant Lighting	$	73,207			
				$ 2,178,777	$ 22,243,622	$ 3,177,660
2011	Sidewalks (Fall 2011)	$	113,750			
2011	Senior Center Roof	$	21,600			
2011	625 Woodmere Backyard Paving	$	163,000			
2011	Silver Drive, Phase I	$	405,000			
2011	Silver Drive, Buffalo Ridge Trail	$	270,050			
2011	Elmwood Avenue	$	886,565			
2011	Randolph Street	$	434,700			
2011	Barlow Street (North)	$	235,550			
2011	Kelley Street	$	174,800			
2011	Shawnee Street	$	33,985			
2011	Barlow Street (South) 2012	$	182,000			
2011	Bay Street Improvments at Elks	$	44,350			
2011	Bryant Park Stormwater Improvement	$	26,250			
2011	SID Alley	$	42,500			
2011	Eastern Avenue Retaining Wall	$	63,700			
2011	Cape Seal and Preservation Treatment Various Streets	$	387,700			
				$ 3,485,500	$ 25,729,122	$ 3,216,140
2012	Sidewalks, SID, Dog Park (Fall 2012)	$	130,000			
2012	Marina Breakwall Repair	$	57,200			
2012	Hardy Parking Deck Maintenance	$	165,200			
2012	Hardy Parking Deck Lighting	$	118,700			
2012	200 Block Alley Reconstruction	$	131,800			
2012	400 Block Alley Reconstruction	$	54,500			
2012	Downtown Tree Replacement	$	64,000			
2012	Silver Drive Phase 2	$	660,000			
2012	Pine and State Street Reconstruction	$	835,000			
2012	East Bay Boulevard	$	340,200			
2012	N. Barlow Street (State-Front)	$	62,100			
2012	E. Front Alley Drainage	$	21,300			
2012	SID Alley	$	22,100			
2012	Opera House Roof	$	105,100			
2012	Clinch Park Phase 1 (thru 12-31-12)	$	480,000			
2012	Clinch Park Phase 2 (thru 12-31-12)	$	70,500			
2012	Brown Bridge Dam Removal	$	3,000,000			
2012	Bryant Park Stormwater Treatment	$	213,800			
2012	Water Plant Pump and Chlorine Feed	$	252,000			
2013	East Bay Park Stormwater Treatment	$	647,000			
2013	DPS Repair Shop Heating System	$	39,000			
2013	Fire Station #1 Heating System	$	48,000			
2013	Opera House Windows	$	10,000			
				$ 7,430,500	$ 33,159,622	$ 3,684,402

CITY OF TRAVERSE CITY

MEMORANDUM

To: R. Ben Bifoss, City Manager
From: William E. Twietmeyer, City Treasurer/Finance Director W.E.T.
Subject: Sewer Fund Projections
Date: April 3, 2013

My annual review of the Sewer Fund is concluded. My communication last year recommended a rate increase in the Sewer Fund for the 2012-2013 fiscal year. I am recommending a rate increase again for the Sewer Fund for the 2013-2014 fiscal year.

My recommendation is that Sewer rates should be increased from their current base rate of $32.00 to $34.00 beginning July 1, 2013 with an increase in the next tier from $38.00 to $40.00 beginning July 1, 2013. Please note that last year we did not increase the base rate but only the second tier rate. This rate increase is necessitated primarily by the need to pay for the various capital improvements both to the collection system and to the wastewater treatment plant. I anticipate that additional rate increases will be necessary in future years for these planned improvements. The two main capital costs that are driving this rate increase are the amounts planned for sewer collection line replacement in conjunction with street resurfacing or reconstruction projects and the amounts needed for Membrane Replacement at the Treatment Plant.

Attached for your review is a copy of a spreadsheet showing eight years of historical financial data for the Sewer Fund, along with the current year expenses, and two future years of projections. Also included is a copy of the proposed rate structure that would need to be adopted by resolution of the City Commission in conjunction with the final adoption of the budget. Please let me know if you desire any additional information.

Encl.

SEWER FUND PROJECTED TEN YEAR REVENUE AND EXPENSES

FOR YEAR ENDED JUNE 30

DRAFT

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
OPERATING REVENUE											
Sewer Sales	$3,374,731	$3,378,000	$3,362,915	$3,413,516	$3,292,019	$3,390,974	$3,697,780	$4,203,540	$4,460,000	$4,738,750	$4,762,444
Township Revenue	$1,154,286	$1,169,183	$1,242,477	$1,374,972	$1,604,479	$1,287,416	$1,151,974	$1,151,974	$1,196,000	$1,243,840	$1,293,594
Septage Treatment	$44,959	$268,735	$364,284	$474,016	$494,396	$521,016	$461,563	$451,419	$14,000	$14,420	$14,853
Other Revenue	$83,354	$67,230	$141,016	$50,476	$20,655	$29,467	$51,814	$20,846	$22,846	$24,846	$26,846
Total Revenue	$4,657,330	$4,883,148	$5,110,692	$5,312,980	$5,411,549	$5,228,873	$5,363,131	$5,827,779	$5,692,846	$6,021,856	$6,097,736
OPERATING EXPENSES											
Treatment Plant	$2,139,880	$2,377,927	$2,658,745	$3,003,382	$2,857,372	$2,847,840	$2,753,947	$2,718,254	$2,387,000	$2,351,000	$2,398,020
Collection & Maint	$524,037	$523,275	$620,361	$614,865	$478,003	$486,166	$564,197	$746,099	$663,400	$769,600	$784,992
Customer Acctg	$318,092	$336,099	$344,481	$387,737	$449,979	$454,792	$523,378	$563,246	$535,380	$568,600	$579,972
Total Expenses	$2,982,009	$3,237,301	$3,623,587	$4,005,984	$3,785,354	$3,788,798	$3,841,522	$4,027,599	$3,585,780	$3,689,200	$3,762,984
DEBT SERVICE											
1971 Bond Prin & Int	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
1995 Bond Prin & Int	$153,261	$132,539	$136,171	$132,314	$138,245	$154,747	$156,921	$153,550	$132,000	$132,000	$132,000
1998 Bond Prin & Int	$75,039	$66,609	$71,640	$61,812	$66,044	$73,885	$71,485	$72,986	$60,000	$0	$0
2002 Bond Prin & Int	$1,195,108	$1,190,697	$1,186,410	$1,179,927	$1,167,343	$1,184,416	$1,183,224	$1,083,208	$1,150,200	$1,153,900	$1,153,700
Total Debt Service	$1,423,408	$1,389,845	$1,394,221	$1,374,053	$1,371,632	$1,413,048	$1,411,630	$1,309,744	$1,342,200	$1,285,900	$1,285,700
SUB NET INCOME	$251,913	$256,002	$92,884	($67,057)	$254,563	$27,027	$109,979	$490,436	$764,866	$1,046,756	$1,049,052
Capital Improvements	$110,650	$157,842	$320,271	$562,575	$132,473	$194,844	$568,304	$495,280	$931,500	$1,165,800	$1,246,000
Township Share Reimbursed									$41,250	$105,400	$15,500
NET INCOME	$141,263	$98,160	($227,387)	($629,632)	$122,090	($167,817)	($458,325)	($4,844)	($125,384)	($13,644)	($181,448)
TOTAL CASH BALANCE	$1,502,754	$1,600,914	$1,373,527	$743,895	$865,985	$698,168	$239,843	$234,999	$109,615	$95,971	($85,477)

Please note the following assumptions:

This projection contains the increase of $2.00 in sewer rates effective July 1, 2010 and the increase of $3.00 July 1, 2011.
This projection contains an increase of $6.00 in sewer rates effective July 1, 2012 for all use over the base rate.
This projection contains an increase of $2.00 in sewer rates effective July 1, 2013 for all use.
Growth in sales is estimated to increase 1/2% per year.

Growth in Township Revenue is estimated to increase 4% per year.

Treatment Plant Expenses are projected to increase 2.0% per year.
Collection & Maint and Customer Acctg expenses are projected at 2% per year.

The City's portion of debt service is estimated to be 60% of the total debt service less 10% for leased capacity.

The Capital Improvements are as provided in the six year public improvements plan.

Note: The membrane replacement is scheduled to start in 2012-13 and continue for several years.
The township share represents their portion of the cost of various capital projects at the wastewater treatment plant.

Analysis Run 4-3-13.

DRAFT

SEWER RATES

Current Rates

Inside City Limits

$32.00 per first 600 cubic feet
$38.00 per thousand for each additional thousand cubic feet

Customers outside City limits are charged 1 1/2 times the City rate.

Proposed Rates

Inside City Limits

$34.00 per first 600 cubic feet
$40.00 per thousand for each additional thousand cubic feet

Customers outside City limits are charged 1 1/2 times the City rate.

Run 4-3-13

CITY OF TRAVERSE CITY

MEMORANDUM

To: R. Ben Bifoss, City Manager
From: William E. Twietmeyer, City Treasurer/Finance Director W. E. T.
Subject: Water Rate Analysis
Date: April 9, 2013

My annual review of the Water Fund is concluded. My communication last year recommended a rate increase in the Water Fund for the 2012-2013 fiscal year. I am recommending **no** rate increase for the Water Fund for the 2013-2014 fiscal year.

Previous rate increases were necessary to pay for the various capital improvements at the Water Treatment Plant and to the Water Distribution system. In particular, the replacement of water distribution mains in conjunction with the street resurfacing or reconstruction projects are a large factor in driving these rate increases, along with replacement of equipment at the water treatment plant.

Although I am recommending that the rates remain **unchanged** at this time, it should be specifically noted that the Raw Water Intake project for $4,000,000, the Barlow Reservoir for $750,000, the Regional Water Storage for $4,245,000 and the Low Service Pump Upgrade for $2,150,000 may need to occur in the near future. If so, these projects should be combined into one bond issue in order to help spread the cost for these projects over a much longer period of time. At that time, the water rates would need to be reviewed for their sufficiency to pay for these major projects.

Attached for your review is a copy of a spreadsheet showing eight years of historical financial data for the Water Fund, along with current year projections, and four future years of projections. Also included is a copy of the current rate structure. Please let me know if you desire any additional information.

Encl.

WATER FUND

PROJECTED TEN YEAR OPERATING REVENUES, EXPENSES AND DEBT SERVICE

For Year Ended June 30

DRAFT

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Operating Revenue													
Water Sales	$1,514,412	$1,496,015	$1,527,500	$1,702,359	$1,652,289	$1,810,338	$2,107,580	$2,745,413	$3,100,000	$3,115,500	$3,131,078	$3,146,733	3,162,467
Twp. Bulk Sales	$673,309	$517,948	$615,308	$587,907	$553,896	$572,576	$621,125	$602,662	$620,742	$639,364	$658,545	$678,301	698,650
Other Revenue	$377,918	$187,046	$165,513	$174,675	$97,212	$85,534	$145,263	$120,425	$100,000	$115,000	$115,000	$115,000	115,000
Total Revenue	$2,565,639	$2,201,009	$2,308,321	$2,464,941	$2,303,397	$2,468,448	$2,873,968	$3,468,500	$3,820,742	$3,869,864	$3,904,623	$3,940,034	3,976,117
Operating Expenses													
Expenses (Net of Deprec.)	$1,532,180	$1,588,984	$1,730,956	$1,724,520	$1,911,809	$1,916,227	$2,099,927	$2,157,831	$2,050,600	$2,112,118	$2,175,482	$2,240,746	2,307,968
Payment in Lieu of Taxes	$110,120	$110,233	$115,322	$123,330	$115,189	$123,153	$143,001	$173,561	$191,037	$193,493	$195,231	$197,002	198,806
Total Operating Expenses	$1,642,300	$1,699,217	$1,846,278	$1,847,850	$2,026,998	$2,039,380	$2,242,928	$2,331,392	$2,241,637	$2,305,611	$2,370,713	$2,437,748	2,506,774
Operating Income	$923,339	$501,792	$462,043	$617,091	$276,399	$429,068	$631,040	$1,137,108	$1,579,105	$1,564,253	$1,533,910	$1,502,287	1,469,343
Debt Service													
Bond Debt Service	$257,875	$273,750	$263,250	$279,500	$267,500	$280,500	$267,000	$253,500	$265,000	$0	$0	$0	0
Bond Debt Service	$0	$0	$0	$0	$0	$0	$0	$0	$0	$894,300	$894,300	$894,300	$894,300
Total Debt Service	$257,875	$273,750	$263,250	$279,500	$267,500	$280,500	$267,000	$253,500	$265,000	$894,300	$894,300	$894,300	894,300
Capital Projects Improvements	$594,411	$661,574	$285,403	$112,777	$305,914	$245,954	$280,415	$497,183	$710,000	$1,373,000	$1,354,000	$834,000	$615,000
Net Income/(Loss)	$71,053	($433,532)	($86,610)	$224,814	($297,015)	($97,386)	$83,625	$386,425	$604,105	($703,047)	($714,390)	($226,013)	(39,957)
Cash Balance	$1,412,499	$978,967	$892,357	$1,117,171	$820,156	$722,770	$806,395	$1,192,820	$1,796,925	$1,093,878	$379,488	$153,474	113,517

Assumptions:

This projection contains the increase in base rates of $2.00 effective July 1, 2011, and a proposed $3.00 increase in tiered rates other than base rates effective July 1, 2012. A rate increase effective July 1, 2013 will be required in conjunction with the issuance of bonds with the increase yet to be determined.

Water Sales are anticipated to increase .5% per year in the future.
Township Bulk Sales are anticipated to increase 3.0% per year.
Expenses net of depreciation are expected to increase 3.0% per year.
Debt Service amounts represent the current 1992 Water Revenue bond issue.
Capital Projects Improvement costs are taken from the recently submitted Capital Projects Plan.

The Raw Water Intake project for $4,000,000, the Barlow Reservoir for $750,000, the Regional Water Storage for $4,000,000, and $245,000 and the Low Service Pump Upgrade for $2,150,000 are bonded for in 2013-14 at the rate of 5% for 20 years.

Run 3-12-13

WATER RATES

Current Rates

First 600 Cu. Ft or less	Inside City Limits	Outside City Limits
5/8 Inch or 3/4 inch (Avg Residence)	$12.00	$18.00
1 Inch	$24.00	$36.00
1 1/4 Inch	$36.00	$54.00
1 1/2 Inch	$48.00	$72.00
2 Inch	$72.00	$108.00
3 Inch	$96.00	$144.00
4 Inch	$144.00	$216.00
6-12 Inch	$240.00	$360.00
Next 3,400 Cu. ft./1,000 Cu. ft.	$15.00	$22.50
Next 16,000 Cu. ft./1,000 Cu. ft.	$15.00	$30.00
All over 20,000 Cu. ft.	$15.00	$30.00

Run 4-9-13

City of Traverse City, Michigan
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2013-14 SIX YEAR PUBLIC IMPROVEMENT PLAN 158-210

City of Traverse City, Michigan
City Officials

MAYOR
Michael Estes
(2011-2013*)

COMMISSION

Mary Ann Moore
(2009-2013*)

Jeanine Easterday
(2011-2015*)

Michael Gillman
(2009-2013*)

Jody Bergman
Mayor Pro-Tem
(2005-2013*)

Jim Carruthers
(2007-2015*)

Barbara Budros
(2007-2015*)

* elected term expires

CITY MANAGER
R. Ben Bifoss

CITY CLERK
Benjamin C. Marentette

CITY ATTORNEY
Lauren Trible-Laucht, Esq.

CITY TREASURER/ FINANCE DIRECTOR
William E. Twietmeyer

DEPARTMENT DIRECTORS

CITY ASSESSOR	Polly Cairns
PUBLIC SERVICES DIRECTOR	Robert Cole
CITY ENGINEER	Timothy Lodge
POLICE CHIEF	Michael Warren
FIRE CHIEF	James Tuller
PLANNING DIRECTOR	Russell Soyring

OTHER CITY OFFICIALS

LIGHT AND POWER INTERIM EXECUTIVE DIRECTOR	Tim Arends
DDA EXECUTIVE DIRECTOR	Bryan Crough

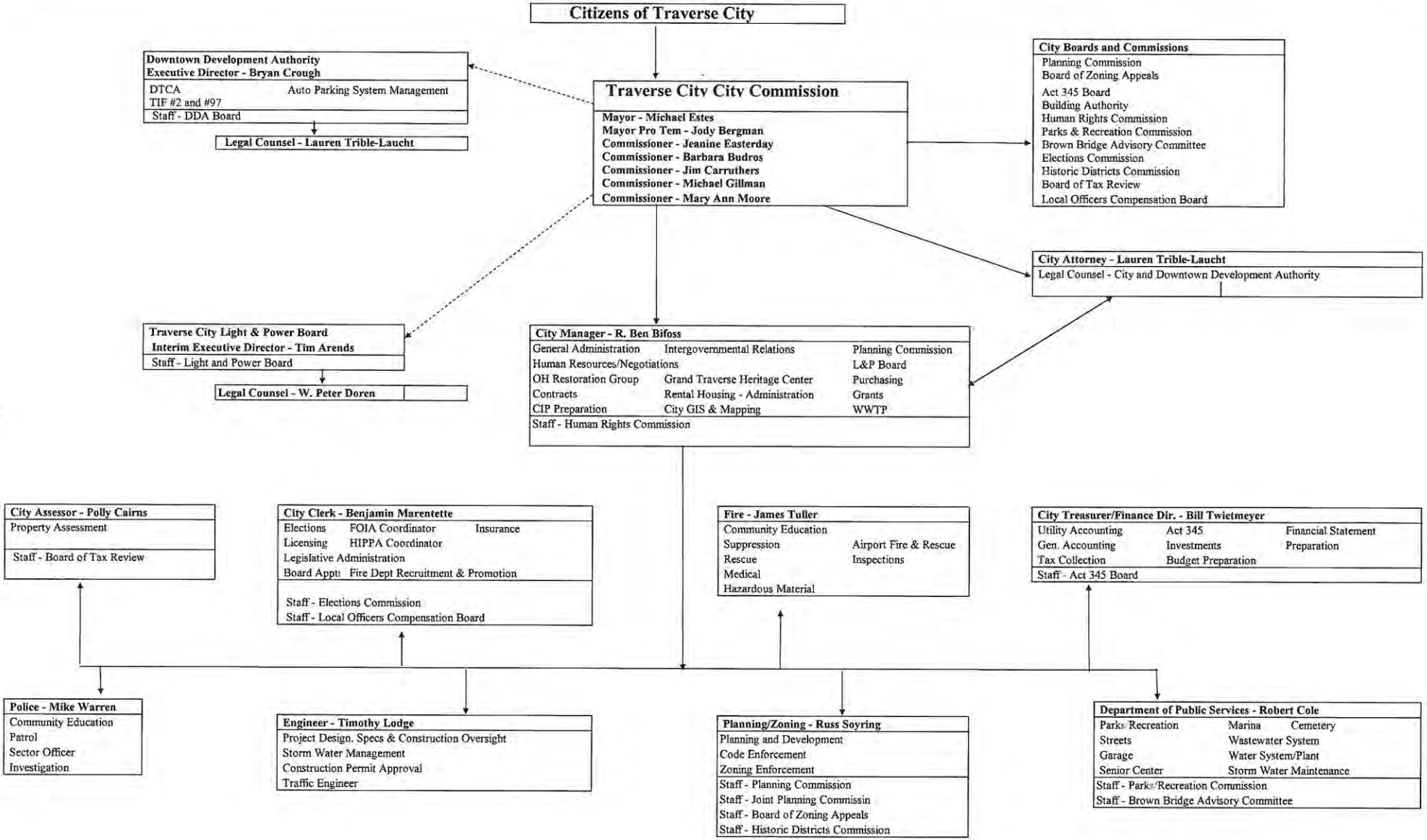
City of Traverse City, Michigan
City Commission
Mission Statement

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

City of Traverse City, Michigan
Organizational Chart



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 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, health, dental and vision insurance, employees' life insurance, unemployment, 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 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.

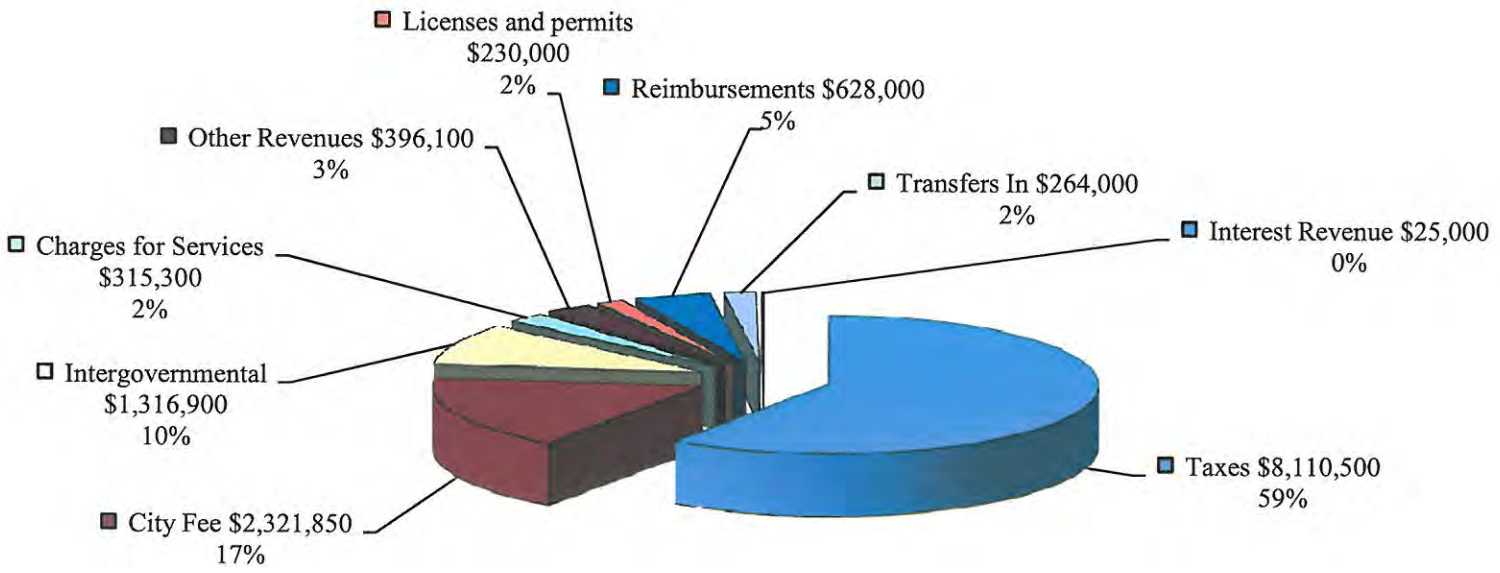
Insurance and Bonds – record expenditures for all insurance and bonds, such as surety bonds.

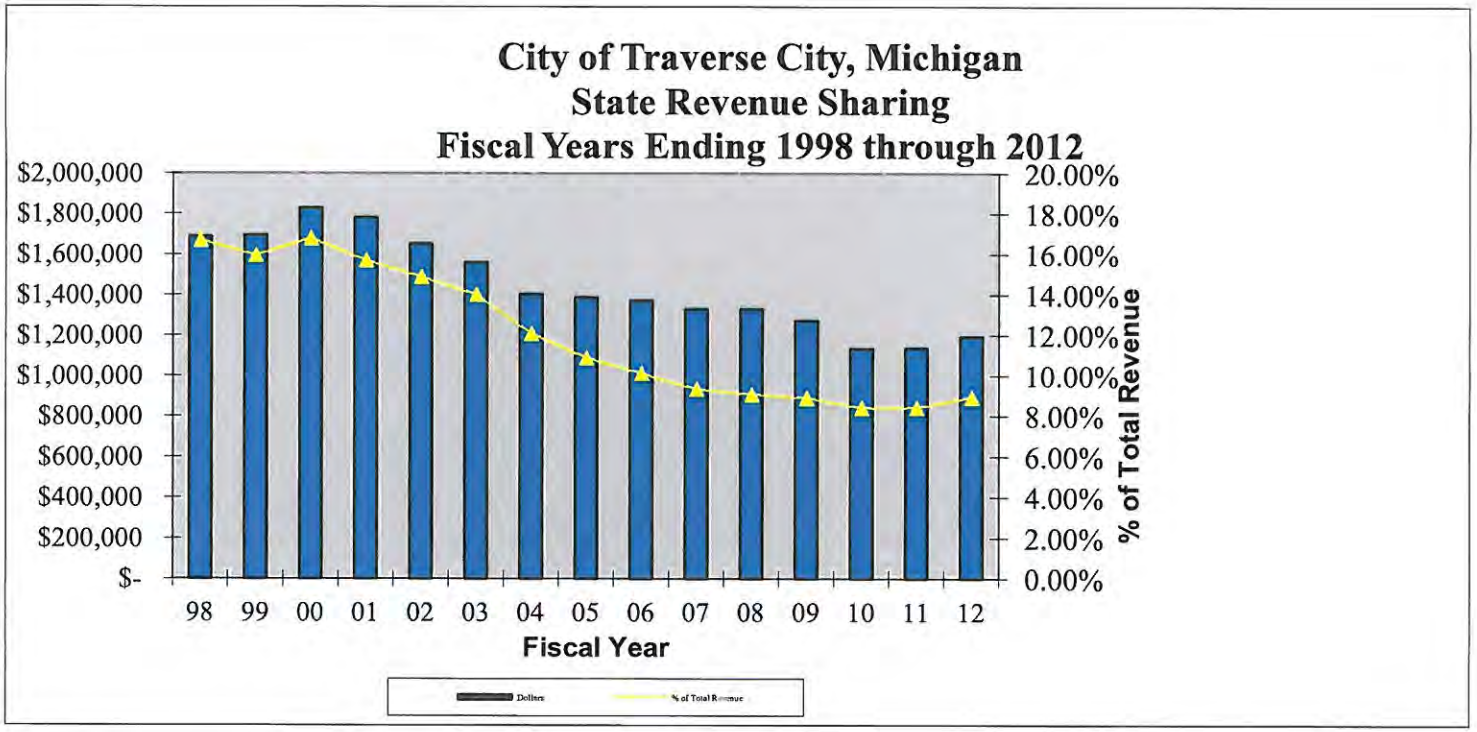
Repairs and Maintenance – record expenditures used for repair and maintenance, such as seeding and painting supplies. Also, the expenditures for repairs and maintenance to buildings, office equipment and vehicles.

Rentals – record the rental costs for office space, equipment and vehicles.

Miscellaneous – record costs not provided elsewhere.

City of Traverse City, Michigan
General Fund
2013-14 Budgeted Revenues





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 9% 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 revenue increased overall because of a 1.8 % increase in taxable value.

Federal Grants - Federal grants decreased because of an expected reduction in the Byrne's grant relating to narcotics enforcement.

State Sales and Use Taxes – The City's state shared revenues increased relating to meeting the State's EVIP (Economic Vitality Incentive Program) requirements.

Use and Admission Fees – Use and admission fees decreased because the City in the prior year expected to raise cemetery related costs relating to burials.

Intragovernmental – City Fee – Intragovernmental city fee, which is five percent of gross revenues of the Enterprise Funds (including Light and Power) except for the Autoparking Fund, which is ten percent, increased based on higher revenues budgeted by the Enterprise Funds.

Interest Revenue - Interest revenue decreased based on actual past experience and the expectation interest rates will remain low.

Reimbursement - Reimbursement revenue increased relating to the new contractual agreement with TBAISD for reimbursement of costs relating to 1 FTE for the months of September through June. In addition, there was an increase in ambulance revenue to account for the first full operational year.

Transfers in – Transfers in overall decreased primarily because of there is an expected decrease in interest revenue in the Brown Bridge Fund, which results in a lower transfer to the General Fund.

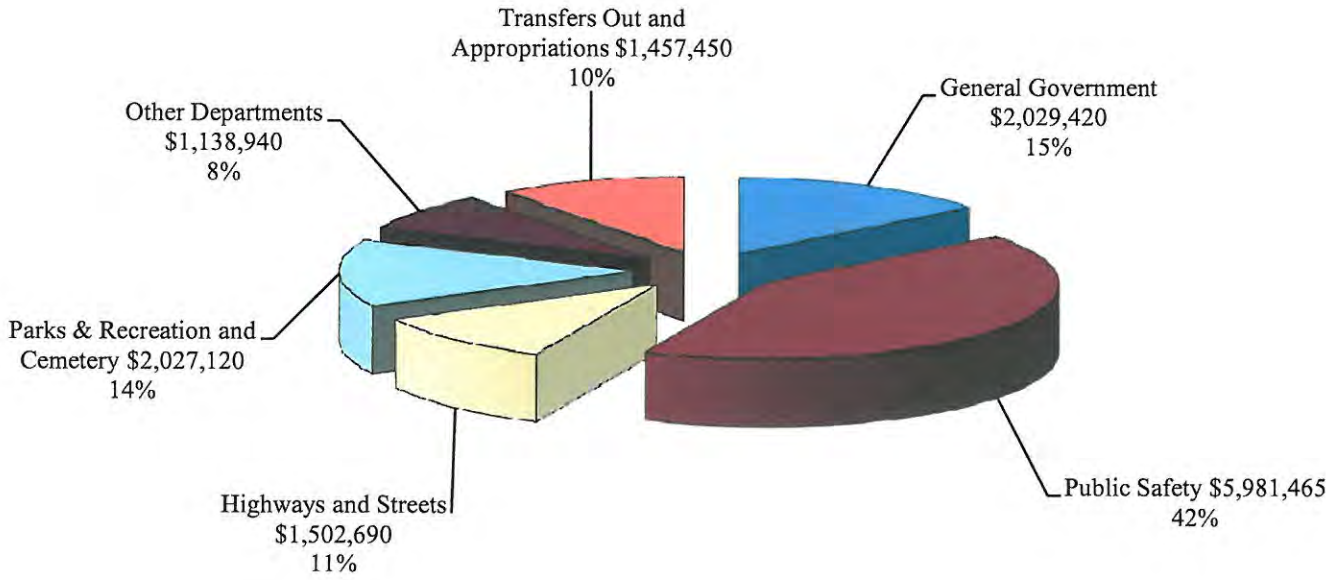
City of Traverse City, Michigan
GENERAL FUND
2013-14 Budgeted Revenues

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
TAXES					
Real Estate / Personal Property	$ 8,144,345	$ 7,685,955	$ 7,838,000	$ 7,844,115	$ 7,978,000
Collection Fees	14,509	14,058	14,500	14,100	14,500
Penalties and Interest on Taxes	133,924	114,105	120,000	110,000	118,000
Total Taxes	8,292,778	7,814,118	7,972,500	7,968,215	8,110,500
LICENSES AND PERMITS					
Business Licenses and Permits	14,529	13,955	10,100	14,130	11,100
Franchise Fees	209,480	214,685	200,000	215,000	205,000
Non-Business Permits	15,781	25,662	13,900	14,650	13,900
Total Licenses & Permits	239,790	254,302	224,000	243,780	230,000
INTERGOVERNMENTAL					
Federal Grants	37,450	20,502	40,000	21,000	20,000
State-Shared Revenues					
State Sales and Use Taxes	1,135,353	1,192,663	1,100,000	1,107,900	1,254,900
State Liquor Licenses	52,511	42,583	40,000	43,800	42,000
Total Intergovernmental	1,225,314	1,255,748	1,180,000	1,172,700	1,316,900
CHARGES FOR SERVICES					
General Fees and Services	36,759	37,958	26,100	28,700	26,600
Use and Admission Fees	292,089	272,781	262,200	251,875	241,200
Sale of Fixed Assets	500	-	2,500	1,020	2,500
Ordinance Fines and Costs	47,693	41,787	45,000	40,000	45,000
Total Charges for Services	377,041	352,526	335,800	321,595	315,300
FINES AND FORFEITURES					
Parking Violations	19,003	16,645	14,100	14,000	14,100
INTRAGOVERNMENTAL-City Fee	2,063,556	2,259,860	2,203,700	2,274,800	2,321,850
MISCELLANEOUS					
Interest Revenue	41,119	10,754	50,000	25,000	25,000
Rents and Royalties	2,992	2,401	2,500	2,400	2,500
Refunds and Rebates	569	826	2,500	1,100	2,500
Contributions-Public Sources	335,624	328,610	340,000	340,000	340,000
Contributions-Private Sources	350	2,000	1,000	-	1,000
Other Income	28,782	39,907	36,000	35,100	36,000
Total Miscellaneous	409,436	384,498	432,000	403,600	407,000

City of Traverse City, Michigan
GENERAL FUND
2013-14 Budgeted Revenues

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REIMBURSEMENTS	435,633	434,773	515,000	413,748	628,000
TRANSFERS IN					
Cemetery Perpetual and Trust Fund	22,886	23,782	14,000	14,000	11,500
Economic Development Fund	74,718	4,995	-	-	-
Homeland Security Grant Fund	-	-	-	-	-
Garage Fund	-	275,000	-	-	-
Brown Bridge Trust Fund	360,670	322,343	320,000	320,000	250,000
Budget Stabilization Fund	1,156	528	2,000	2,000	2,500
Total Transfers In	459,430	626,648	336,000	336,000	264,000
TOTAL REVENUES	$ 13,521,981	$ 13,399,118	$ 13,213,100	$ 13,148,438	$ 13,607,650

City of Traverse City, Michigan
General Fund
2013-14 Budgeted Expenditures

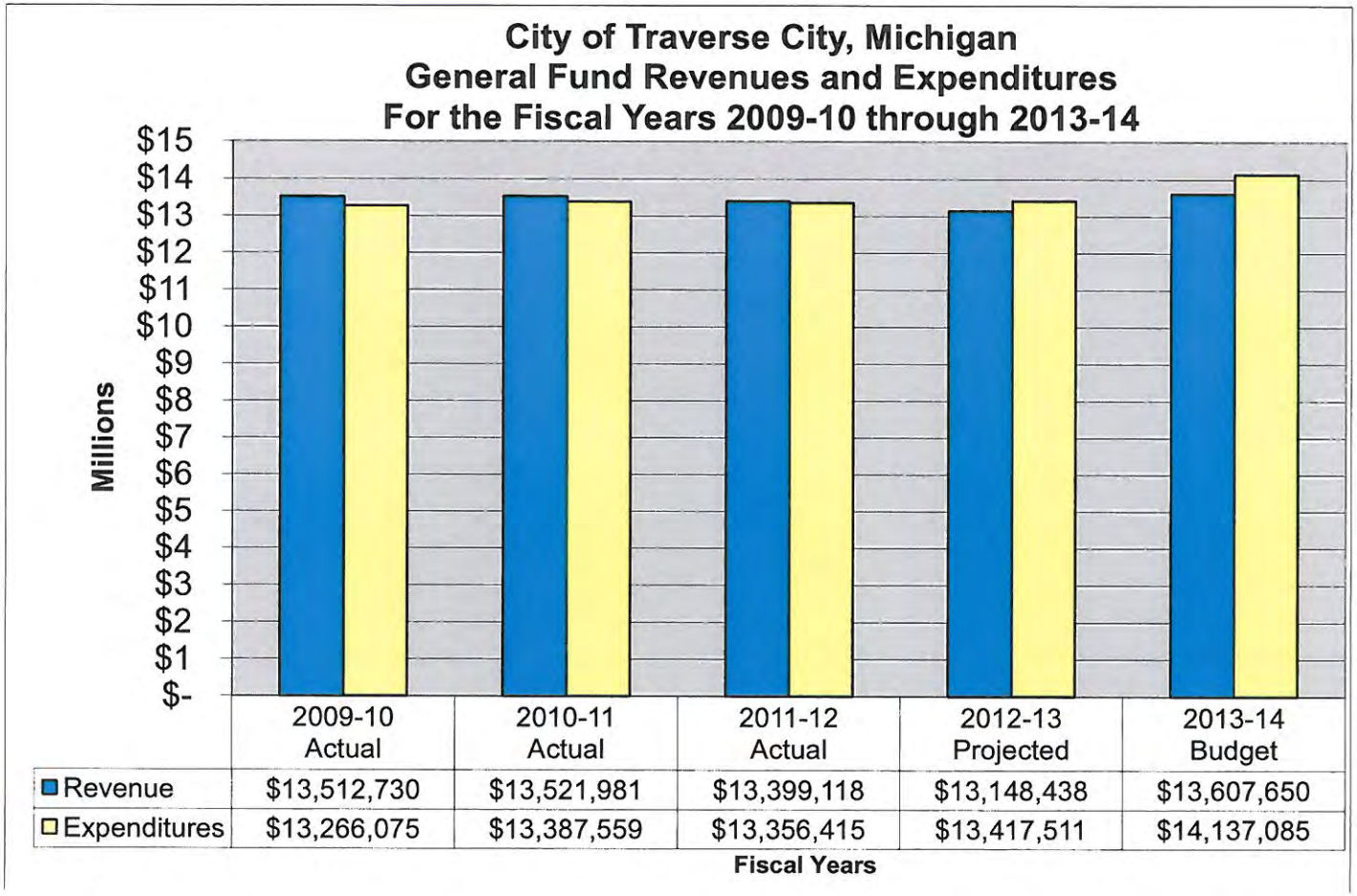


City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets Summary

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
Department					
City Commission	$ 95,072	$ 62,548	$ 91,370	$ 80,170	$ 86,970
City Manager Department	344,197	328,737	354,500	359,900	358,030
Human Resources Department	121,909	110,519	119,450	133,950	163,400
Community Development Department	74,719	4,996	-	-	-
GIS Department	136,280	70,296	20,000	20,000	20,000
City Assessor Department	325,924	347,000	364,500	313,500	362,850
City Attorney Department	122,296	144,578	133,550	132,100	139,375
City Clerk Department	388,275	380,054	391,260	385,800	397,245
City Treasurer Department	343,386	356,385	368,000	361,600	381,550
Police Department	3,362,458	3,293,135	3,389,650	3,362,900	3,542,800
Fire Department	2,368,696	2,442,815	2,602,955	2,449,001	2,438,665
Engineering Department	558,707	545,653	643,400	628,200	663,950
Planning and Zoning Department	360,629	377,429	382,240	391,890	402,750
Parks and Recreation Department	1,688,649	1,680,362	1,594,450	1,633,300	1,727,400
Oakwood Cemetery Division	311,366	367,005	342,200	292,100	299,720
DPS Director and Streets Administration	316,141	573,186	5,800	505,500	424,590
Government Owned Buildings	116,752	113,544	125,000	120,500	120,000
Appropriations	207,331	124,958	142,000	136,000	142,000
Contingencies	-	-	30,000	-	30,000
Total Department	11,242,787	11,323,200	11,100,325	11,306,411	11,701,295
Other Expenditures					
Transfers Out - Capital Projects	1,055,300	1,030,000	1,105,000	1,105,000	1,315,450
Transfers Out - Other	1,066,625	955,326	1,538,300	951,100	1,078,100
Capital Outlay	22,847	47,889	55,000	55,000	42,240
Total Other Expenditures	2,144,772	2,033,215	2,698,300	2,111,100	2,435,790
Total General Fund Expenditures	13,387,559	13,356,415	13,798,625	13,417,511	14,137,085
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	134,422	42,703	(585,525)	(269,073)	(529,435)
Beginning Fund Balance	4,525,141	4,659,563	4,702,266	4,702,266	4,433,193
Ending Fund Balance	$ 4,659,563	$ 4,702,266	$ 4,116,741	$ 4,433,193	$ 3,903,758

City of Traverse City, Michigan
GENERAL FUND
2013-14 Expenditures by Type

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
Salaries and Wages	$ 6,514,281	$ 6,335,651	$ 6,234,505	$ 6,247,950	$ 6,451,255
Fringe Benefits	1,869,586	1,904,207	1,917,860	1,905,011	2,016,335
Office/Operating Supplies	256,856	273,141	312,875	311,700	326,100
Professional Services	696,544	576,391	643,050	566,500	517,845
County Records Contract	196,380	201,899	201,900	201,900	175,000
Communication	88,917	80,419	92,925	85,900	87,250
Transportation	282,235	288,857	312,400	316,200	332,700
Professional Development	82,358	73,330	117,900	103,300	117,700
Community Promotion	660	-	2,000	1,000	2,000
Printing and Publishing	46,909	45,710	53,650	44,200	53,510
Insurance and Bonds	146,465	118,981	169,200	135,300	157,200
Utilities	180,488	188,960	203,600	196,500	210,450
Repairs and Maintenance	224,160	213,616	261,500	249,700	269,800
Rentals	437,751	886,267	385,100	792,100	793,150
Miscellaneous	7,506	8,184	12,110	9,150	11,250
Police Reserves	4,360	2,629	7,750	4,000	7,750
Appropriations	207,331	124,958	142,000	136,000	142,000
Contingencies	-	-	30,000	-	30,000
Capital Outlay	22,847	47,889	55,000	55,000	42,240
Transfers Out	2,121,925	1,985,326	2,643,300	2,056,100	2,393,550
Total	$ 13,387,559	$ 13,356,415	$ 13,798,625	$ 13,417,511	$ 14,137,085


City of Traverse City, Michigan
General Fund Revenues and Expenditures
For the Fiscal Years 2009-10 through 2013-14
Millions
$15
$14
$13
$12
$11
$10
$9
$8
$7
$6
$5
$4
$3
$2
$1
$-
2009-10 Actual
2010-11 Actual
2011-12 Actual
2012-13 Projected
2013-14 Budget
Revenue
$13,512,730
$13,521,981
$13,399,118
$13,148,438
$13,607,650
Expenditures
$13,266,075
$13,387,559
$13,356,415
$13,417,511
$14,137,085
Fiscal Years

CITY COMMISSION

Mission Statement: *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.*

Left to right: Jim Carruthers, Mary Ann Moore, Jody Bergman, Barbara Budros
Jeanine Easterday, Mike Gillman, and Michael Estes

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

No significant changes.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
CITY COMMISSION					
Salaries and Wages	$ 32,512	$ 32,512	$ 33,900	$ 32,600	$ 32,600
Fringe Benefits	2,531	2,503	2,670	2,570	2,570
Office Supplies	628	951	1,000	1,000	1,000
Professional Services	52,250	18,254	40,000	35,000	37,000
Communication	-	-	1,000	-	1,000
Professional Development	980	1,247	3,500	2,500	3,500
Community Promotion	660	-	2,000	1,000	2,000
Printing and Publishing	4,864	5,557	5,000	4,500	5,000
Insurance and Bonds	541	435	1,300	500	1,300
Miscellaneous	106	1,089	1,000	500	1,000
Total City Commission	95,072	62,548	91,370	80,170	86,970
Personnel Services %	36.86%	55.98%	40.02%	43.87%	40.44%
F.T.E. Employees = 7 (Elected)					
Department Associated Revenues					
Marriages	50	50	50	50	50
Percent of Expenditures Covered by Revenues	0.05%	0.08%	0.05%	0.06%	0.06%

CITY MANAGER DEPARTMENT

Mission Statement: *To work 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, maintenance and support
- Information technology
- Neighborhood partnerships
- Media relations
- Economic development
- Grant writing
- Asset management system implementation, condition rating and support
- Oversee the Human Resources office, Museum, Wastewater Treatment Plant, Opera House, Human Rights Commission and Brown Bridge Advisory Committee
- Monitor the activities of the Downtown Development Authority and Light and Power

The City Manager's department is staffed by:

R. Ben Bifoss, City Manager
Makayla Vitous, Assistant City Manager
Julie Dalton, Executive Assistant to the City Manager/Purchasing Agent

GOALS

1. Continue Boardman River Dams removal.
2. Implement Economic Vitality Incentive Program.
3. Continue review of savings and revenue options.
4. Increase information on City website providing up to date information on City projects.
5. Continue to monitor condition of City owned assets and broaden scope of data to monitor all asset types.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Administrative policies processed/revised	15	80	27	6	3
	Purchased/service orders issued	333	342	418	393	312
	City Commission agenda items reviewed	487	469	456	524	255
	Labor contracts settled	6	6	6	6	6
Efficiency	Percent of administrative policies reviewed in the last five years	Not available	100%	100%	100%	100%
	Percent of standard purchase service orders processed within five days	95%	95%	95%	95%	95%

SUMMARY OF BUDGET CHANGES

No significant changes.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
CITY MANAGER DEPARTMENT					
Salaries and Wages	$ 249,798	$ 250,868	$ 262,500	$ 267,000	$ 270,600
Fringe Benefits	51,618	51,376	52,200	58,400	48,130
Office Supplies	4,553	3,325	4,500	3,500	4,500
Professional Services	18,669	5,125	13,500	13,500	13,500
Communications	3,425	2,779	6,000	3,000	6,000
Professional Development	6,751	6,195	6,000	6,000	6,000
Printing and Publishing	5,858	6,712	5,000	5,000	5,000
Insurance and Bonds	2,129	1,649	2,800	2,000	2,800
Miscellaneous	1,396	708	2,000	1,500	1,500
Total City Manager Department	344,197	328,737	354,500	359,900	358,030
Personnel Services %	87.57%	91.94%	88.77%	90.41%	89.02%
F.T.E. Employees = 3					

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

HUMAN RESOURCES OFFICE

Mission Statement: *To recruit, retain, develop and assist our employees through excellent customer service, while striving to maintain the City's strategic vision.*

The Human Resources office provides personnel management, benefit administration and payroll services for 146 City full-time employees and 39 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 123 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
  - 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
  - Health Care 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 Specialist
Cindy Laurell, Part-Time Human Resource Assistant

GOALS

1. To assist management in making informed decisions regarding benefit options that are inline with the City's strategic vision.
2. To provide timely and accurate responses to employee/retiree questions and/or concerns.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Job announcements	16	23	16	7	20 est
	Worker's comp incident reports	25	16	19	18	30 est
	Short term disability claims handled	11	17	5	10	8 est
	Long term disability claims handled	0	0	0	1	2 est
Efficiency	Applications processed	206	730	432	111	500 est
	Total FTE General Fund employees per 1,000 residents	11.6	11.5	10.7	10.2	10 est
	Full time employee turnover rate (including retirement)	8.90%	3.10%	8.00%	6.70%	7.50% est
	# workers comp claim per 100 FTE's	14.70%	9.90%	12.00%	12.00%	20.00% est

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits - Salaries and wages/fringe benefits increased because of an additional .5 FTE in the department.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
HUMAN RESOURCES DEPARTMENT					
Salaries and Wages	$ 57,046	$ 61,327	$ 62,500	$ 72,000	$ 88,500
Fringe Benefits	36,293	32,546	28,050	37,850	46,500
Office Supplies	284	393	1,000	800	1,000
Professional Services	19,789	10,844	14,000	12,000	14,000
Communications	703	686	1,300	900	1,300
Transportation	694	368	1,000	700	1,500
Professional Development	4,346	2,618	6,600	6,600	6,600
Printing and Publishing	1,723	1,120	3,000	1,800	2,000
Insurance and Bonds	1,031	572	1,500	800	1,500
Miscellaneous	-	45	500	500	500
Total Human Resources Function	121,909	110,519	119,450	133,950	163,400
Personnel Services %	76.56%	84.94%	75.81%	82.01%	82.62%
F.T.E. Employees = 1.5					
Department Associated Revenues					
Reimbursement from Other Funds	31,900	27,572	63,000	36,000	60,000
Percent of Function Expenditures Covered by Revenues	26.17%	24.95%	52.74%	26.88%	36.72%

In the current year, Light and Power Department and the City signed a memorandum of understanding for Human Resources services in the amount of $41,485, with an annual increase based on Consumer Price Index - All Urban. The Enterprise Funds reimburse the General Fund based on pro-rata share of employee counts.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
COMMUNITY DEVELOPMENT DEPARTMENT					
Salaries and Wages	$ 8,318	$ -	$ -	$ -	$ -
Fringe Benefits	657	2	-	-	-
Office/Operation Supplies	52	1	-	-	-
Professional Services	64,181	4,857	-	-	-
Communications	411	33	-	-	-
Professional Development	-	-	-	-	-
Printing and Publishing	578	-	-	-	-
Insurance and Bonds	522	103	-	-	-
Miscellaneous	-	-	-	-	-
Total Community Development	74,719	4,996	-	-	-

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
GIS DEPARTMENT					
Salaries and Wages	$ 95,204	$ 33,220	$ -	$ -	$ -
Fringe Benefits	31,346	27,984	-	-	-
Office/Operation Supplies	-	-	-	-	-
Professional Services	7,000	7,000	20,000	20,000	20,000
Communications	280	267	-	-	-
Transportation	-	-	-	-	-
Professional Development	-	350	-	-	-
Printing and Publishing	-	-	-	-	-
Insurance and Bonds	-	495	-	-	-
Rentals	2,450	980	-	-	-
Miscellaneous	-	-	-	-	-
Total GIS Department	136,280	70,296	20,000	20,000	20,000
Personnel Services %	92.86%	87.07%	0.00%	0.00%	0.00%
F.T.E. Employees = 0					

CITY ASSESSOR DEPARTMENT

Mission Statement: *To provide professional assessment services in compliance with local and state laws and in accordance with the standards established by the State Tax Commission.*

Our purpose is to appraise all real and personal property within the City of Traverse City as prescribed by the City Charter and State Law.

The City Assessing Office is responsible for maintaining an inventory of and assessing all taxable property within 49-50% of market value for each class of property. Each year we attempt to physically inspect targeted neighborhood properties, new construction and recently sold properties. During these site visits photos are taken, new information is recorded and sketches are revised. Sales analysis and mapping are then created in order to establish area value trends. Improved property and vacant land sales are reviewed to establish area value trends. Improved property and vacant land sales are reviewed to establish new economic factors for residential, commercial and industrial properties. Finally, new values are generated for each parcel of property. These values are then used as the base to generate revenue for Grand Traverse County, Leelanau County, the City of Traverse City, TCAPS, TBAISD, Northwestern Michigan College, BATA, the Recreation Authority and the Library.

Additionally, it is our goal to maintain and enhance the public understanding of the taxation process as well as the public dissemination of individual property data, property tax forms and the values associated with each parcel. We are continually increasing the availability and ease of on-line information through the City's Web site and the tax parcel viewer application.

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

- Meet/exceed annual state certification educational requirements
- Physically inspect and record all new construction
- Processing of deeds/transfers of ownerships, property transfer affidavits, principal residence exemptions/rescinds, boundary line adjustments/splits, verification of tax/legal descriptions
- Staff Board of Review meetings
- Defend property assessment appeals

Currently the Department administers over 9,300 active parcels.

The Assessment Department is staffed by:
Polly Cairns, City Assessor, MAAO
David Brown, Deputy Assessor, MAAO
Vacant, Senior Assessor
Assessment Clerk/Appraiser I

GOALS

1. Update property record card information.
2. Update photo and sketch attachments.
3. Make more data available to the Public via the web.
4. Review and inspection of 20% of each class of property (per State recommendation).

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Parcel counts	8,845	8,853	8,946	9,049	9,351
	Personal property statements	100	1,646	1,556	1,612	1,982
	Deed review and processing	470	360	694	1,673	1,960
Efficiency	Personal property parcels	100%	100%	100%	100%	100%
	Deed review and processing	100%	100%	98.27%	100%	100%

SUMMARY OF BUDGET CHANGES

No significant changes.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
CITY ASSESSOR DEPARTMENT					
Salaries and Wages	$ 210,128	$ 220,537	$ 223,900	$ 160,700	$ 215,000
Fringe Benefits	75,524	82,838	83,200	62,600	86,950
Office Supplies	11,160	12,034	12,500	12,000	12,500
Professional Services	12,865	18,831	30,700	60,000	30,000
Communications	2,198	2,461	2,100	5,000	2,300
Transportation	4,984	2,554	4,000	3,500	6,000
Professional Development	7,003	5,538	5,000	7,000	6,500
Printing and Publishing	133	573	600	600	1,200
Insurance and Bonds	1,929	1,639	2,400	2,000	2,400
Miscellaneous	-	(5)	100	100	-
Total City Assessor Department	325,924	347,000	364,500	313,500	362,850
Personnel Services %	87.64%	87.43%	84.25%	71.23%	83.22%
F.T.E. Employees = 4.0					

CITY ATTORNEY DEPARTMENT

Mission Statement: *The Office of the City Attorney is committed to providing the highest quality legal services to the City Commission, administrative staff, departments, boards and commissions of the City of Traverse City, on matters that affect the conduct of City business. City Attorney also strives to provide the City with timely topical legal advice concerning staff recommendations, commission policies, administrative procedures, and developing issues.*

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 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).

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, and 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, Lauren Trible-Laucht, Esq., and a part-time assistant.

GOALS

1. Identify the number of contracts reviewed as to form.
2. Identify the number of issues researched.
3. Identify the number of legal services requested.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Legal opinions rendered	22	11	19	28	8 to date
	City Commission meetings attended	29	21	25	27	26 to date
	Cases filed on behalf of the City	5	11	5	0	2 to date
	Cases closed that were filed on behalf of the City	2	4	12	0	2 to date
	Michigan Tax Tribunal cases filed against the City	6	28	9	29	23 to date
	Michigan Tax Tribunal cases closed	6	2	18	11	10 to date
	Cases filed against the City	2	0	0	1	1 to date
	Contracts reviewed as to form	Not available	Not available	Not available	112	29 to date
	Number of legal issues researched	Not available	Not available	Not available	12	5 to date
	Legal services requested	Not available	Not available	Not available	29	12 to date
	Cases closed filed against the City	1	1	0	0	0 to date
Efficiency	Activity expenditures as a percentage of General Fund	.89%	.98%	.91%	.93%	.98%
	Percentage of Michigan Tax Tribunal cases closed	100%	24%	60%	51%	49%

SUMMARY OF BUDGET CHANGES

No significant changes.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
CITY ATTORNEY DEPARTMENT					
Salaries and Wages	$ 98,879	$ 75,371	$ 95,500	$ 95,000	$ 98,300
Fringe Benefits	10,029	13,267	18,200	19,450	21,225
Office Supplies	869	943	1,500	1,200	1,500
Professional Services	8,394	49,529	10,000	10,000	10,000
Communications	1,556	1,231	1,000	1,100	1,000
Transportation	695	275	1,200	500	1,200
Professional Development	296	2,457	4,000	3,000	4,000
Printing and Publishing	499	569	600	800	600
Insurance and Bonds	762	616	1,000	700	1,000
Miscellaneous	317	320	550	350	550
Total City Attorney Department	122,296	144,578	133,550	132,100	139,375
Personnel Services %	89.05%	61.31%	85.14%	86.64%	85.76%
F.T.E. Employees = 1.5					
Department Associated Revenues					
Reimbursement from Other Funds	8,064	522	9,000	5,000	9,000
Percent of Department Expenditures Covered by Revenues	6.59%	0.36%	0.00%	3.79%	6.46%

CITY CLERK DEPARTMENT

Mission Statement: *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.*

The City Clerk's Office serves as the legislative and corporate office of the City in accordance with and upholding the City Charter, ordinances, policies and federal and state law.

Some of our primary responsibilities are:

- Clerk to the City Commission - legislative process and administration; preparing business packets for all official sessions of the City Commission, tracking and expediting all City Commission business items, including various contractual terms
- Federal, State and local elections administrator - planning, organizing and executing all aspects of elections in the city
- Liability insurance and risk administrator (protecting over $132M in city assets; managing the city's multi-faceted property and liability policy, administering all liability claims; and tracking and auditing nearly $500M annually in insurance coverage required of others in order to protect the city's financial poise)
- Corporate office – approving, along with the City Treasurer/Finance Director all financial disbursements, including Traverse City Light and Power which totals approximately $60 million annually; executing official legal documents, including contracts, leases and various permissions and tracking contractual terms and various business touch points/transactions
- License and permit authority - managing all phases of the city's 30 key licenses and permits, including all special events
- Administrator of vital city records - cataloging and preserving the city's vital records
- FOIA (Freedom of Information Act) Coordinator - ensuring compliance with public requirements disclosure requirements
- Administrators for all Fire Department entry-level and promotional lists - managing the process in compliance with applicable rules
- HIPAA (Health Insurance Portability and Accountability Act) Privacy Official - managing access to all HIPAA - protected records under the City's care
- Ordinance amendment preparation - managing and updating the City Charter and City Code of Ordinances
- Open Meetings Act compliance officer
- Parliamentary and policy advisor to various City boards
- Public liaison
- Joint Staff to City Commission ad hoc committees - coordinating the recruitment and appointment process for all Mayoral and City Commission appointments; and staffing other special City Commission Ad Hoc Committees as requested

Our team members

Benjamin C. Marentette, CMC, City Clerk
Katie Lowran, Deputy City Clerk
Kate Stroven, Administrative Specialist
Kim Lautner, Registration/Licensing Clerk

GOALS

1. Continued implementation and deployment of Document Management System and authenticated digital signature tools for the city's vital records.
2. Cemetery lot management software implementation.
3. Implementation of individual and collective team objectives and work plans for 2013.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Number of voter registration transactions processed	Not Available	Not Available	Not Available	5,720	6,671 *
	Number of City Commission official session packets prepared	55	61	55	51	51
	Number of special event street closure permits coordinated and approved	Not Available	Not Available	Not Available	Not Available	37
	Dollar amount of insurance policies reviewed, tracked and obtained	Not Available	Not Available	Not Available	Not Available	$500M
	Number of ordinance amendments processed and codified	Not Available	32	44	26	25
	Contracts, leases and agreement reviewed and tracked	Not Available	Not Available	59	69	63
Efficiency	Cost per voter registration processed	Not Available	$ 2.05	$ 2.05	$ 1.95	$ 1.87
	Voter registration processed within 24 hours	Not Available	100%	86%	100%	Not Available *
	Meeting packets prepared by deadline	100%	100%	100%	100%	100%
	Percentage of insurance policies obtained within window of policy expiration date	Not Available	Not Available	Not Available	Not Available	97%
	Number of street closure permits issued at least one week prior to the event	Not Available	Not Available	Not Available	Not Available	100%
	Ordinance amendments processed and codified within requirements to guarantee prescribed effective date	Not Available	Not Available	95%	100%	100%
	Contracts, leases and agreement reviewed and tracked within 48 hours of receipt	Not Available	Not Available	100%	82%	93%

* As a result of the city-wide redistricting and voter registration process, a significantly higher volume of transactions were processed and not quantified.

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased relating to overall wage increase tied to inflation rates and employee step increases.

Professional Services – Professional services decreased because this fiscal year only one general election is anticipated and in the prior fiscal year two elections were held. Most election related charges are paid from this line item including election inspector wages, tabulator and AutoMark programming costs and Board of Canvassers certification costs.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
CITY CLERK DEPARTMENT					
Salaries and Wages	$ 221,585	$ 223,036	$ 215,800	$ 216,900	$ 241,000
Fringe Benefits	85,359	72,250	70,900	76,700	77,200
Office Supplies	20,840	23,120	22,300	25,000	25,000
Professional Services	34,359	32,592	51,600	43,000	28,495
Communications	3,104	4,231	4,900	4,100	3,800
Transportation	740	2,204	1,500	1,500	1,500
Professional Development	794	4,113	6,800	4,500	6,800
Printing and Publishing	17,585	14,597	12,500	10,000	10,000
Insurance and Bonds	3,256	2,669	3,700	3,000	3,000
Repairs and Maintenance	212	173	-	-	-
Rentals	374	909	900	1,000	350
Miscellaneous	67	160	360	100	100
Total City Clerk Department	388,275	380,054	391,260	385,800	397,245
Personnel Services %	79.05%	77.70%	75.93%	78.69%	85.68%
(Includes Election Workers paid from Professional Services line item)					
F.T.E. Employees = 4					
Department Associated Revenues					
Election Reimbursement	-	15,789	-	-	-
Business Licenses and Permits	14,166	13,655	9,800	13,900	10,800
Liquor License Applications	7,365	5,452	3,500	4,000	4,000
Sewage backup claim administration	-	4,000	4,000	4,000	4,000
Total Revenues	21,531	38,896	17,300	21,900	18,800
Percent of Department Expenditures Covered by Revenues	5.55%	10.23%	4.42%	5.68%	4.73%

CITY TREASURER DEPARTMENT

Mission Statement: *To provide competent and comprehensive financial services to the City and its residents.*

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 over 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 500 parcels, which have special improvement districts.
- Payroll is processed and disbursed from the department on a bi-weekly basis for approximately 150 full-time 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.
- 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 51 active members and 58 retired members or beneficiaries.
- Reporting to bond rating agencies.

The Treasurer Department/Utility Accounting 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)

GOALS

1. Implement document management system, which will increase efficiencies through online claim approval and provide departments online access to paid claims, receipts, and other financial documentation.
2. Implement procedures with grant/project administrators to assure all grant compliance requirements are met required by the grantor and OMB Circular A-133.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Tax bills issued	17,440	17,342	16,812	16,969	17,324
	Dollar amount of receipts collected in July	$28.9M	$30.3M	$25.6M	$26.2M	$34.2M
	Annual financial statements prepared	4	4	4	3	Not Available
	City's debt rating	AA-	AA+	AA+	AA+	AA+
	Number of vendor checks issued	7,198	7,389	7,212	7,333	Not Available
Efficiency	Percentage of tax roll collected through March 1	96.10%	93.80%	92.80%	95.30%	96.5%
	Dollar amount of cash over/short in the month of July	$118.00	$-94.74	$6.58	$-5.98	$161.99
	Auditor correcting entries	0	1	5	1	Not Available
	Number of vendor checks issued without error	99.35%	98.51%	98.40%	97.60%	98.50%

SUMMARY OF BUDGET CHANGES

No significant changes.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
CITY TREASURER DEPARTMENT					
Salaries and Wages	$ 208,923	$ 216,042	$ 219,100	$ 218,600	$ 228,000
Fringe Benefits	82,116	86,774	80,100	79,500	84,050
Office Supplies	12,022	14,020	20,800	19,000	21,000
Professional Services	28,439	26,786	32,000	30,000	32,000
Communications	3,562	3,542	5,000	4,000	5,000
Professional Development	2,409	2,364	3,500	3,000	3,500
Printing and Publishing	3,248	4,603	3,500	4,000	4,000
Insurance and Bonds	2,520	1,972	3,000	2,000	3,000
Repairs and Maintenance	-	203	500	500	500
Rentals	-	79	300	800	300
Miscellaneous	147	-	200	200	200
Total City Treasurer Department	343,386	356,385	368,000	361,600	381,550
Personnel Services %	84.76%	84.97%	81.30%	82.44%	81.78%
F.T.E. Employees = 3.7					
Department Associated Revenues					
School Tax Collection Fees	14,051	14,057	14,500	14,107	14,500
Percent of Department Expenditures Covered by Revenues	4.09%	3.94%	3.94%	3.90%	3.80%

POLICE DEPARTMENT

Mission Statement: *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.

Currently, the Police Department consists of the Police Chief, Administrative Assistant, 2 Captains, 1 part-time Administrative Clerk, 6 Sergeants, 3 Detectives, 1 School Liaison Officer, 15 Patrol Officers, 1 narcotics officer and a highly trained 17 member reserve unit.

GOALS

1. Reduce the occurrence of crime.
2. Identify, arrest and assist in the prosecution of people who commit crimes.
3. Recover lost or stolen property, identify its owner, and ensure prompt return.
4. Facilitate the safe and orderly movement of people and vehicles.
5. 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.
6. Ensure the taxpayers of the City receive the greatest benefit for their dollars.
7. 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.
8. Establish and maintain mutual trust through community partnerships.
9. Train and encourage police officers to make appropriate decisions and to perform their duties in a professional, productive and efficient manner.
10. Mobilize the City resources needed to address citizen concerns and problems.
11. Encourage community involvement in identifying and resolving problems.
12. Maintain our Commission on Accreditation for Law Enforcement Agencies (CALEA) standards through a formal staff inspection process.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Police activities	23,763	25,290	25,175	26,271	26,500 est
	Traffic citations	3,106	3,147	2,952	2,122	3,200 est
	Liquor inspections	59	63	77	83	90 est
	Detective bureau cases assigned	291	227	230	261	265 est
Efficiency	Certified officers	32	31	29	28	28
	# of injury traffic accidents	67	62	88	77	75 est
	# of alcohol related traffic accidents	24	25	22	26	20 est
	Detective bureau assigned case closure rate	93.7%	94.9%	95.4%	95.4%	96.0% est

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Overall salaries and wages/fringe benefits increased because of an additional FTE position added. TBAISD is funding this position for the months from September through June and the officer will work on their four City campuses during that period.

County Records Contract - County records contract decreased because of the Police and Sheriff department implementing a new software program, which led to increase efficiencies in recording police reports.

Insurance and Bonds – Insurance and bonds decreased to reflect past actual experience.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
POLICE DEPARTMENT					
Salaries and Wages	$ 2,017,569	$ 1,926,362	$ 1,888,000	$ 1,907,000	$ 1,993,500
Fringe Benefits	554,466	563,136	642,900	639,800	726,350
Office/Operation Supplies	56,607	64,927	79,900	76,000	79,900
Professional Services	36,963	41,600	49,900	40,000	49,900
County Records Contract	196,380	201,899	201,900	201,900	175,000
Communications	41,346	33,636	31,600	30,000	31,600
Transportation	89,500	101,484	98,000	98,000	98,000
Professional Development	18,446	11,335	30,000	25,000	30,000
Printing and Publishing	4,799	2,741	5,000	5,000	5,000
Insurance and Bonds	69,220	53,944	80,000	60,000	70,000
Utilities	215	205	500	500	500
Repairs and Maintenance	26,207	17,909	24,700	24,700	24,700
Rentals	241,421	265,984	243,000	246,000	244,100
Miscellaneous	4,959	5,344	6,500	5,000	6,500
Police Reserves	4,360	2,629	7,750	4,000	7,750
Total Police Department	3,362,458	3,293,135	3,389,650	3,362,900	3,542,800
ACT 345 pension costs budgeted on pp93	647,427	725,588	843,682	843,682	877,107
Total with ACT 345 pension	4,009,885	4,018,723	4,233,332	4,206,582	4,419,907
Personnel Services % including ACT 345 pension	80.40%	80.07%	79.90%	80.69%	81.56%
F.T.E. Employees = 30.34 (does not include crossing guards)					
Department Associated Revenues					
Witness Fees	195	156	100	500	500
TBA ISD Office Reimbursement	-	-	-	-	86,118
Crossing Guard Reimbursement	7,765	7,982	8,000	8,000	8,000
Federal Grants	37,450	18,200	40,000	18,000	20,000
Liquor License Revenue Sharing	52,511	42,583	40,000	44,000	42,000
Police and Fire Reports	7,007	7,837	7,000	7,500	7,000
OUIL Fines	9,800	10,000	15,000	10,000	15,000
Ordinance Fines and Costs	47,693	41,786	45,000	42,000	45,000
HEMP Grant	200	-	200	-	-
Downtown Patrol	-	5,000	-	-	-
Reimbursement from various events	11,679	13,180	16,000	15,000	15,000
National Cherry Festival	30,217	30,598	26,500	30,000	30,000
Total Revenues	204,517	177,322	197,800	175,000	268,618
Percent of Department Expenditures Covered by Revenues	6.08%	5.38%	5.84%	5.20%	7.58%

FIRE DEPARTMENT

Mission Statement: *To reduce deaths, injuries and property loss from fire, hazardous materials incidents, water accident and other disasters or emergencies. Our proactive services will be state of the art and pace setting, while providing life safety services, property preservation, and emergency services in a professional and cost effective manner. These services will be unhampered by tradition while recognizing and treating our members as our most valuable resource along with being the key to our success.*

The Traverse City Fire Department (the "TCFD") is a 24/7 all-risk 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** – TCFD personnel are trained in all aspects of fire suppression including: industrial, commercial, residential, aircraft, chemical, vehicle, boat and wild lands.
- **Advanced Life Support** – 16 of our 23 responders are serving as Paramedics, providing to our Community the highest level of pre-hospital care available in the nation. With our new Rescue 01, we can treat and transport patients to Munson Medical Center when North Flight is unavailable.
- **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, attend Career Days at the Jr. and Sr. High Schools, and a free Smoke Alarm Program with alarms installed by fire fighters at your home by appointment.

Currently, the Fire Department consists of the Fire Chief, 4 Captains (1 who serves as Fire Marshal), 4 Lieutenants (1 who serves as Training Officer), and 14 Firefighters.

GOALS

1. To meet the NFPA Standard 1710, response for EMS to be less than eight minutes ninety percent of the time.
2. To install 100 smoke alarms in Traverse City homes per year.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Total fire responses	56	76	62	82	Not Available
	Fire code inspections (Goal is 1,300 per year)	564	602	405	422	Not Available
	EMS calls for service	Not Available	1010	1080	2276	Not Available
	Smoke alarms	Not Available	Not Available	Not Available	41	Not Available
	Employees who exceeded goal of 100 on duty physical fitness training hours per year	8	10	5	11	Not Available
	Employees who training hours exceed department goal of 360 hours	16	16	15	23	Not Available
Efficiency	Percent less than 5 minute response time	66.07%	75.00%	62.70%	82.60%	Not Available
	Percent less than 8 minutes response time	92.86%	94.74%	95.20%	96.00%	Not Available
	Percentage of fire inspections completed compared to goal	43.38%	46.31%	31.15%	32.46%	Not Available
	EMS response time less than 8 minutes	Not available	97.00%	95.60%	96.00%	Not Available
	Percentage of smoke alarms installed	Not available	Not available	Not available	41.00%	Not Available
	Percent of employees who exceeded goal of 100 on duty physical fitness training hours per year	28.57%	38.46%	20.83%	46.00%	Not Available
	Percent of employees who training hours exceed department goal of 360 hours	57.14%	61.54%	62.50%	95.30%	Not Available

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Overall salaries and wages and fringe benefits decreased because the department is less 1 FTE position and the actuarial required contribution for retiree health care was significantly reduced from prior year.

Rentals – Rentals increased relating to charges being recouped for repairs costs relating to the 1994 Engine 01 and the 2004 Engine 02. Engine 01 is scheduled for replacement in the 2013-2014 Budget. This increase will be reduced by the acquisition of a 2012 F-550 Rescue Support Unit, which will permit the retiring of 2 vehicles currently in service.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
FIRE DEPARTMENT					
Salaries and Wages	$ 1,577,480	$ 1,610,322	$ 1,637,555	$ 1,599,200	$ 1,553,555
Fringe Benefits	382,715	427,799	477,200	408,701	368,150
Office/Operation Supplies	43,938	42,338	53,575	48,300	55,100
Professional Services	27,116	31,684	34,850	33,000	34,450
Communications	9,531	9,847	12,125	11,000	10,050
Transportation	19,531	23,780	24,000	24,500	26,300
Professional Development	20,494	25,398	28,800	27,000	25,800
Printing and Publishing	1,063	528	4,650	1,000	4,210
Insurance and Bonds	19,031	15,969	21,600	20,000	22,300
Utilities	30,092	27,712	31,000	29,000	27,850
Repairs and Maintenance	30,182	19,588	35,300	35,000	34,600
Rentals-Equip and Hydrants	207,284	207,682	242,000	212,000	276,000
Miscellaneous	239	168	300	300	300
Total Fire Department	2,368,696	2,442,815	2,602,955	2,449,001	2,438,665
Act 345 pension costs budgeted on pp93	558,963	620,072	688,499	688,499	762,373
Total with ACT 345 pension	2,927,659	3,062,887	3,291,454	3,137,500	3,201,038
Personnel Services % including ACT 345 pension	86.05%	86.79%	85.17%	85.94%	83.85%
F.T.E. Employees = 23					
Department Associated Revenues					
Contributions-Public Entities	414,455	328,610	340,000	340,000	340,000
Fire Inspections	15,008	5,808	2,000	-	-
Plan Review Fees	2,735	1,755	800	1,500	800
Film Festival	2,155	1,964	2,500	2,000	2,000
National Cherry Festival	1,634	1,644	3,500	2,000	2,000
Ambulance Services	2,035	-	3,500	7,000	15,000
Other Reimbursements	500	2,339	1,000	2,400	2,400
Total Revenues	438,522	342,120	353,300	354,900	362,200
Percent of Department Expenditures Covered by Revenues	18.51%	14.01%	13.57%	14.49%	14.85%

ENGINEERING DEPARTMENT

Mission Statement: *To develop, implement, supervise, inspect and coordinate all public improvements constructed by or for the City.*

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, historical information, traffic counting and studies and design, construction engineering and contract administration work related to various service areas. The Department maintains historic records for City utility locations including sanitary sewer, watermain and storm sewer. The Department participates and works in several areas and is involved with projects identified in the Public Improvement Plan. These activities are listed below.

- *Water System Reliability Plan*
- *Ordinance Compliance*
- *Economic Development Projects*
- *Regional Bridge Council and Bridge Scour Committee (MDOT)*
- *Regional Transportation Planning and Traffic Assessment (TC-TALUS)*
- *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*
- *Pine and State Street Reconstruction*
- *West End Trail and Beach Access Project*
- *West Front Parking Deck and Surface Parking*
- *Boardman Lake Avenue and Trail Extension*
- *Division Street*
- *Grand Traverse Commons Infrastructure*
- *Bayfront Improvements*

The Department is staffed by:

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

GOALS

1. Provide greater emphasis on addressing traffic impacts within neighborhoods.
2. Implement budgeted capital improvement projects in a timely manner.
3. Seek grants and outside funding sources for capital improvements.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Capital improvement projects administered by the Department (in millions)	3.24	9.09	2.2	3.5	7.4
	Right of way permits	290	237	284	400	401
	Utility review for land use permits	174	157	177	185	206
	Stormwater runoff control permits	28	32	38	40	35
	Soil erosion control permits	33	31	44	35	29

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits overall increased relating to an increase to employee wages tied to inflation.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
ENGINEERING DEPARTMENT					
Salaries and Wages	$ 370,864	$ 351,705	$ 405,000	$ 397,600	$ 415,000
Fringe Benefits	137,213	145,729	155,800	166,300	162,850
Office/Operating Supplies	10,324	8,803	18,000	15,500	18,000
Professional Services	16,159	12,312	33,000	25,000	33,000
Communications	4,953	4,646	5,500	5,000	5,500
Transportation	1,527	2,700	3,200	2,500	3,200
Professional Development	3,874	4,409	7,500	4,000	7,500
Printing and Publishing	1,521	2,447	2,500	2,500	2,500
Insurance and Bonds	4,487	2,745	5,400	2,800	5,400
Repairs and Maintenance	36	14	1,000	500	1,000
Rentals	7,749	10,143	6,500	6,500	10,000
Total Engineering Department	558,707	545,653	643,400	628,200	663,950
Personnel Services %	90.94%	91.16%	87.16%	89.76%	87.03%
F.T.E. Employees = 6.4					
Department Associated Revenues					
Right of Way	15,445	13,790	15,000	15,000	15,000
Storm Water Permit	2,205	1,435	2,000	2,000	2,000
Soil Erosion Permit	1,575	1,120	1,000	1,000	1,000
Inter-fund Reimbursements	98,929	165,491	250,000	175,000	250,000
Total Revenues	118,154	181,836	268,000	193,000	268,000
Percent of Department Expenditures Covered by Revenues	21.15%	33.32%	41.65%	30.72%	40.36%

PLANNING AND ZONING DEPARTMENT

Mission Statement: *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 of Traverse City Master 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 City departments to ensure that building plans are consistent with the Master Plan and laws regarding size and placement of buildings, signs, parking areas and landscaping requirements.
- Inspects multi-family rental dwellings, rooming houses, proper anchoring of boats on the near shore of Grand Traverse Bay and property maintenance code violations.

The Planning Department is staffed by:
Russ Soyring, Planning Director
David Weston, Zoning Administrator
Missy Luick, Planning and Engineering Assistant
Loyd Morris, Code Enforcement Officer

GOALS

1. Write and administer grant(s) to implement the Bayfront Plan and other City projects.
2. Currently Clinch Park Phase 1 and Phase 2 are underway with June 2013 completion dates. The Planning and Engineering Departments are working on implementing the projects and administering the grants in 2013.
3. Once all Planning Elements are approved, they will be prepared for publication using a unifying graphic design to stylize the Elements in a format that conforms to the Master Plan. The Elements will be printed, bound and incorporated as Sub Plans of the Master Plan.
4. In 2011, the City passed a local ordinance that requires drivers to stop for pedestrians in marked and posted crosswalks. In 2012, City Staff formed a committee to establish a process to work toward implementation. Staff will launch a public education effort and begin enforcement in 2013.

GOALS (Continued)

5. In 2012, the City received a Natural Resources Trust Fund grant for the next phase of the Boardman Lake Trail (multi-use trail extension to 14th Street with connections to the neighborhood and a recreation area along Boardman Lake). The Planning Commission approved the project to be consistent with the Master Plan. The Planning Department will be working with the Engineering Department implementing the project and administering the grant in 2013-14.
6. The Planning Department applied for and received the Bicycle Friendly City designation in 2009 at the Bronze level. Reapplication in 2013 is required to sustain our designation and possibly increase our status to Silver or a higher designation level.
7. The Planning Department will be working with the Engineering Department on implementing the West End Beach Trail and Access Project and administering the project grants in 2013-2014.
8. The Planning Department will be working with the Engineering Department on implementing the Boardman River Boat Launch and Lot D Project and administering the project grants in 2013-14.
9. The Planning Department continues to work on drafting a Zoning Ordinance in cooperation with the Garfield Township Planning Department and the Grand Traverse Commons Joint Planning Commission.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2011/12
Output	Land use permits issued	157	165	177	185	206
	Sign permits issued	35	55	40	50	63
	Master plan project reviews for consistency	Not Available	Not Available	Not Available	8	6
	Ordinance amendments	Not Available	Not Available	Not Available	7	9
	Rental housing inspections	Not Available	54	68	68	75
	Code enforcement complaints	337	970	826	743	616
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%
	Rental housing re-inspection rate	Not Available	9.5%	8.7%	12.4%	10.3%

SUMMARY OF BUDGET CHANGES

No significant changes.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
PLANNING AND ZONING DEPARTMENT					
Salaries and Wages	$ 243,999	$ 248,700	$ 256,300	$ 253,250	$ 265,000
Fringe Benefits	85,940	95,321	92,040	100,540	98,550
Office/Operation Supplies	6,934	5,530	4,000	5,500	5,800
Professional Services	6,938	8,809	10,000	10,000	10,000
Communications	2,957	3,018	3,700	3,700	3,700
Transportation	1,459	814	1,000	1,000	1,000
Professional Development	4,006	3,443	3,000	5,000	4,000
Printing and Publishing	3,245	4,838	4,000	5,500	6,500
Insurance and Bonds	2,192	1,801	2,500	2,000	2,500
Rentals	2,704	5,040	5,400	5,300	5,400
Miscellaneous	255	115	300	100	300
Total Planning and Zoning Dept.	360,629	377,429	382,240	391,890	402,750
Personnel Services %	91.49%	91.15%	91.13%	90.28%	90.27%
F.T.E. Employees = 3.6					
Department Associated Revenues					
Various Permits	346	127	250	100	100
Sign Permits	2,450	2,750	3,000	2,750	3,000
P.U.D. Applications	-	-	100	-	100
Bid Openings/Site Plan Reviews	-	-	100	200	100
Utility Plan Review	1,630	595	600	500	600
Zoning Appeals/Variance/Change	1,200	2,640	2,100	2,400	2,100
Application for Zoning Change	2,560	1,880	2,000	1,200	2,000
Street Vacation Permits	875	4,070	300	4,000	300
Land Use Permits	9,650	10,115	9,000	9,000	9,000
Zoning Books/Documents	530	1,170	1,000	-	1,000
Rental Housing Inspections	5,210	17,635	6,000	6,000	6,000
Total Revenues	24,451	40,982	24,450	26,150	24,300
Percent of Department Expenditures Covered by Revenues	6.78%	10.86%	6.40%	6.67%	6.03%

PARKS AND RECREATION DEPARTMENT

Mission Statement: *To create community through people, parks and programs.*

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

- Maintaining 385 acres of parkland in 34 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: 4,500 shrubs, 114 flowerbeds and 50 perennial beds. This includes pruning, mulching, dividing and the planting of 10,000 annual 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 History 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, 90 park benches, 100 picnic tables, 130 park trash cans and 85 downtown trash cans.
- Collecting trash from parks and the downtown area.
- Programming, monitoring, repairing, locating and winterizing 32 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 downtown community Christmas tree.
- Cleaning, monitoring and maintaining the Union Street Dam.
- Assisting City Clerk with delivery of election equipment.

Recreation includes:

- Operating Hickory Hills Ski Area, which includes 8 downhill runs and 4 kilometers of cross country ski 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 3 to 6 leagues.
- Hosting the local Hershey Track and Field Meet.

The Parks and Recreation Department is staffed by: A full time staff of 12 including: 1 supervisory position that works 4 months as manager of Hickory Hills and 8 months as Marina Dockmaster; 2 full-time maintenance employees whose time is shared in the winter with the Streets division and a departmental secretary shared among 4 Department of Public Services divisions. The seasonal staff includes 8 parks maintenance workers and nearly 40 seasonal personnel or various parks and recreation programs and facilities.

GOALS

1. To determine the effects on the adult volleyball program of increased gym rental fees and reduced gym availability.
2. To continue offering the adult volleyball program and to run the program with a cost neutral or better financial status.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Number of street trees pruned per year (Goal 9,000 streets is pruned 1 ever 7 years)	1,037	897	340	253	657
	Number of street trees planted	138	96	148	106	44
	Number of street trees removed	81	86	108	112	164
	Participants in the ten week day camp program	2,298	2,503	2,631	2,715	2,519
	Number of teams participating each year out of a maximum of 42	40	40	37	34	17
	Number of skiers at Hickory Hills (including cross country and snowboarders)	11,879	12,389	12,970	13,050	11,737
Efficiency	Number of years to complete the pruning of all 9,000 street trees based on the number pruned for the year	8.68	10.03	26.47	35.57	13.7
	Net of trees planted and removed	57	10	40	-6	-120
	Net revenue per camper day	$ 2.44	$ 4.73	$ 3.73	$ 1.65	$ .06
	Percentage of teams playing versus possible maximum capacity	95.24%	95.24%	88.10%	80.96%	47.22%
	Net income from operations of the volleyball program	$ 580.53	$ 895.36	$ 888.07	$ 828.27	Not available
	Cost to operate by number of skiers	$ 10.98	$ 6.38	$ 6.91	$ 6.55	$9.62

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits increased relating to in the prior year 2 less FTE positions were budgeted while in the current year the department actually had one less FTE position with the other FTE position decrease occurring in the Streets Department.

Professional Services – Professional services increased because of an additional manpower employee during the summer to monitor the activities at Clinch Park and to assure the Park area is in premium condition. Additionally, there is an expected increase in the restroom cleaning contract.

Utilities - Utilities increased to reflect the additional electrical and water consumption expected at Clinch Park.

Rentals - Rentals decreased because some of the Park's equipment is moving from fleet to non-fleet status.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
PARKS AND RECREATION DEPARTMENT					
Salaries and Wages	$ 713,067	$ 673,308	$ 595,350	$ 628,000	$ 673,600
Fringe Benefits	244,470	230,059	210,000	231,300	247,200
Office/Operation Supplies	51,314	42,757	54,800	49,600	59,800
Professional Services	197,884	143,294	160,000	160,000	182,000
Communications	4,905	3,140	6,500	4,900	5,000
Transportation	44,806	50,113	45,000	50,000	50,000
Professional Development	9,467	1,911	8,000	5,000	8,000
Printing and Publishing	340	255	3,000	2,000	3,000
Insurance and Bonds	12,835	10,031	14,000	12,000	12,000
Utilities	95,103	99,870	105,000	105,000	115,000
Repairs and Maintenance	37,117	39,416	41,000	40,000	50,000
Rentals	277,321	385,968	351,500	345,000	321,500
Miscellaneous	20	240	300	500	300
Total Parks and Recreation Div.	1,688,649	1,680,362	1,594,450	1,633,300	1,727,400
Personnel Services %*	62.42%	59.50%	51.14%	53.22%	61.84%
*(Includes $147,500 in Seasonal Labor)					
F.T.E. Employees = 10.35					
Department Associated Revenues					
Day Camp	46,873	49,904	50,000	49,000	45,000
Hickory Hills Concession	1,000	1,000	1,000	1,000	1,000
Clinch Park Concession	5,068	5,658	9,000	10,000	14,000
Volleyball	15,273	14,280	15,000	14,300	8,000
Train Rides	45,345	-	-	-	-
Museum Store Sales	525	-	100	-	-
Boardman River Moorings	8,954	10,245	9,000	11,775	9,000
National Cherry Festival	8,903	6,221	6,000	6,000	6,000
Hickory Hill Ski Passes	88,074	77,085	80,000	93,000	85,000
Total Revenues	220,015	164,393	170,100	185,075	168,000
Percent of Division Expenditures Covered by Revenues	13.03%	9.78%	10.67%	11.33%	9.73%

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 perform the grounds maintenance.

The staff includes the Sexton, Office Clerk (24 hours per week) and 4 seasonal maintenance employees. In addition, a portion of two administrator's time and benefits is charged to this budget.

SUMMARY OF BUDGET CHANGES

Salaries and Wages/Fringe Benefits – Salaries and wages increased because the City is hiring seasonal staff to do the grounds maintenance beginning this year.

Professional Services - Professional services decreased by a large amount because there will be no cemetery maintenance contractor this year.

Transportation - Transportation increased relating to the City taking over the grounds maintenance.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
PARKS AND RECREATION DEPARTMENT					
OAKWOOD CEMETERY DIVISION					
Salaries and Wages	$ 93,811	$ 114,447	$ 104,300	$ 117,100	$ 146,600
Fringe Benefits	32,835	32,927	40,400	42,500	58,120
Office/Operation Supplies	2,398	8,968	9,000	8,800	11,000
Professional Services	148,261	153,366	125,000	60,000	5,000
Communications	2,173	2,193	2,500	2,200	2,500
Transportation	1,216	1,424	1,500	4,000	12,000
Professional Development	28	-	500	-	500
Printing and Publishing	-	-	500	-	500
Insurance and Bonds	2,334	1,857	3,000	3,000	3,000
Utilities	7,341	13,092	15,000	14,000	15,000
Repairs and Maintenance	90	308	5,000	5,000	10,000
Rentals	20,879	38,423	35,500	35,500	35,500
Total Oakwood Cemetery Division	311,366	367,005	342,200	292,100	299,720
Personnel Services %*	64.76%	60.59%	64.20%	80.31%	84.99%
*(Includes $50,000 in Seasonal Labor)					
F.T.E. Employees = 1.9					
Division Associated Revenues					
Recording of Deeds	-	-	50	-	50
Lot Use	25,872	20,761	21,000	12,000	21,000
Grave Opening-Interments	24,847	31,796	60,000	35,000	35,000
Burial of Cremains	12,688	7,975	13,000	5,000	10,000
Mausoleum Vault Charges	-	-	100	100	100
Foundation of Monuments	6,134	9,473	9,000	9,000	9,000
Cemetery Trust Interest Transfer	9,761	10,064	5,000	5,000	5,500
Perpetual Care Interest Transfer	13,126	13,718	9,000	9,000	6,000
Total Revenues	92,428	93,787	117,150	75,100	86,650
Percent of Function Expenditures Covered by Revenues	29.68%	25.55%	34.23%	25.71%	28.91%

DPS DIRECTOR AND STREETS ADMINISTRATION

Mission Statement: *to maintain all the City's streets, sidewalks, and trails to ensure safe travel for residents and visitors.*

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

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 28.3 miles of Major Streets, 48.3 miles of local streets, 8.7 miles of State Highways, 40.2 miles of Alley's and 79.9 miles of sidewalk and 5.1 miles of bike trails.
- Cleaning and repairing of 1,250 catch basins and 650 storm manholes including all connecting lines.
- 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.

Two administrators, one asset management technician and 13 equipment operators 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.

GOALS

1. Stabilize deteriorating infrastructure by increasing preventive maintenance techniques using infrared process, grind and pave and crack sealing.
2. Reduce amount of cold patch purchased ($120.00 per ton) by 98% and recycle virgin asphalt ($70.00) using our Asphalt Recycling Hot Patcher.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Lane feet of crack sealing	20,170	46,620	43,331	4,220	18,314
	Spring cleanup yardage	675	700	575	Not available	Not available
	Skip patching asphalt tonnage	Not available	Not available	278	580	598 to date
	Salt purchased tonnage	2,300	2,300	2,300	2,000	1,300
	Salt winter total cost	$ 111,076	$ 136,541	$ 141,317	$ 131,765	$ 85,215 to date
	Infrared repair projects	Not available	Not available	Not available	65	48 to date
Efficiency	Tons of pot hole patch material	400	292	310	398	119 to date
	Tons of cold patch material	Not available	65.13	154	10.85	12.03 to date
	Spring cleanup landfill cost	$ 16,227	$ 13,000	$ 10,925	Not available	Not available

SUMMARY OF BUDGET CHANGES

Please refer to pp67 for differences on the street system as a whole.

City of Traverse City, Michigan
GENERAL FUND
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
DPS DIRECTOR AND STREETS ADMINISTRATION					
Salaries and Wages	$ 315,098	$ 297,894	$ 234,800	$ 283,000	$ 230,000
Fringe Benefits	56,474	39,696	(35,800)	(21,200)	(11,510)
Office/Operation Supplies	34,933	45,031	30,000	45,500	30,000
Professional Services	17,277	11,508	18,500	15,000	18,500
Communications	7,813	8,709	9,700	11,000	8,500
Transportation	117,083	103,141	132,000	130,000	132,000
Professional Development	3,464	1,952	4,700	4,700	5,000
Printing and Publishing	1,453	1,170	3,800	1,500	4,000
Insurance and Bonds	22,992	21,949	26,000	24,000	26,000
Utilities	1,385	1,872	2,100	2,000	2,100
Repairs and Maintenance	60,600	69,205	80,000	70,000	80,000
Rentals	(322,431)	(28,941)	(500,000)	(60,000)	(100,000)
Miscellaneous	-	-	-	-	-
Total DPS Director & Streets Admin	316,141	573,186	5,800	505,500	424,590
Personnel Services %	50.07%	46.69%	45.67%	43.42%	45.51%
F.T.E. Employees = 17.1					
Department Associated Revenues					
Compost Sales	7,895	9,808	7,000	8,000	8,000
National Cherry Festival	1,008	1,015	1,000	1,000	1,000
Total Revenues	8,903	10,823	8,000	9,000	9,000
Percent of Function Expenditures Covered by Revenues	0.61%	0.65%	0.55%	0.53%	0.53%

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 and Assistant is reflected within the Marina, Water, Wastewater and Garage Fund.

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
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
GOVERNMENT OWNED BUILDINGS					
Insurance and Bonds	684	535	1,000	500	1,000
Utilities	46,352	46,209	50,000	46,000	50,000
Repairs and Maintenance	69,716	66,800	74,000	74,000	69,000
Total Gvt. Owned Bldgs.	116,752	113,544	125,000	120,500	120,000

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.	154	-	500	500	500
Retirees Health Insurance Trust	68,400	19,862	35,000	35,000	20,000
Retirement Health Fund	60,845	32,502	30,000	30,000	30,000
Brown Bridge	116	-	-	-	-
TART Trail	15,000	4,050	-	-	-
Joint Planning Commission	-	3,000	3,000	3,000	3,000
Independence Day Fireworks	2,982	3,500	3,500	3,500	3,500
Land Information Access Assoc.	59,834	62,044	70,000	64,000	65,000
Conservation Resource Alliance	-	-	-	-	20,000
Total Appropriations	207,331	124,958	142,000	136,000	142,000

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
2013-14 Departmental Budgets

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
CONTINGENCIES					
Contingencies	$ -	$ -	$ 30,000	$ -	$ 30,000
TRANSFERS OUT					
MVH - Streets Funds	896,313	765,813	1,458,300	888,400	1,078,100
ACT 345 Fund	-	110,000	-	-	-
Capital Projects Fund	1,055,300	1,030,000	1,105,000	1,105,000	1,315,450
Special Assessment Fund	-	-	10,000	-	-
Senior Center Fund	85,000	-	-	-	-
Boardman Dam Removal	-	-	20,000	20,000	-
Heritage Center Fund	85,312	79,513	50,000	42,700	-
Total Transfers Out	2,121,925	1,985,326	2,643,300	2,056,100	2,393,550

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	
Overhead Garage Doors (Fire Station)	$ 15,000
Annual Computers	30,000
City Wide Bench Elevation Survey - Engineering	10,000
Police In-car Cameras	10,000
Annual Street and Sidewalk Infrastructure	1,250,450
Total	$ 1,315,450

CAPITAL OUTLAY					
Equipment Purchases	5,084	13,877	10,000	10,000	10,000
Public Safety Equipment	17,763	34,012	45,000	45,000	32,240
Total Capital Outlay	22,847	47,889	55,000	55,000	42,240

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 2013-14

General Fund Departments

Police Department	
AED Replacement Batteries	1,000
Mobile Data Computers	20,000
Bulletproof Vests	4,480
NCJI reimbursement	(2,240)
Total Police Department	23,240
Fire Department	
Hose Replacement	1,000
Turnout Gear Dryer	8,000
Total Fire Department	9,000
Total Public Safety	$ 32,240

City of Traverse City, Michigan
SPECIAL REVENUE FUND
BUDGET STABILIZATION FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Interest Revenue	$ 1,156	$ 528	$ 2,000	$ 2,000	$ 2,000
OTHER FINANCING USES					
Transfers Out - General Fund	(1,156)	(528)	(2,000)	(2,000)	(2,000)
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
Beginning Fund Balance	750,000	750,000	750,000	750,000	750,000
Ending Fund Balance	$ 750,000	$ 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.

SUMMARY OF BUDGET CHANGES – Street Funds

REVENUES

State Sources –State sources in the Trunkline increased based on the expectation more maintenance work will need to be completed in the 2013-14 fiscal year.

General Fund/Direct Support - General Fund/Direct Support increased relating to in the prior year it was expected more equipment would be charged out to the Street Funds and other departments/funds causing in the prior year a revenue balance in the rental expense line item. This year it was budgeted more on current year actual to date.

Transfers in – This account is used to balance the Street Funds revenues and expenditures.

EXPENDITURES

Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits decreased because the department is less one FTE position.

Office/Operation Supplies – Operation supplies are expected to increase, because of the material costs required to maintain the local streets based on past history.

Professional Services – Professional services increased relate to the cost to dispose of street sweeping and storm basin cleaning with a waste hauler along with other miscellaneous increases with street painting and infrared work repair on the trunkline.

Rentals - Overall rentals decreased, because equipment moving from fleet to non-fleet and expectation more equipment rental will be charged to other funds/departments than the Street Funds.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
SUMMARY OF GENERAL FUND STREET DEPARTMENT AND SPECIAL REVENUE STREET FUNDS
For the Budget Year 2013-14

	Grand Total	Major Street	Local Street	Trunkline	Street Admin.	Prior Year
REVENUES						
State Gas & Weight Tax	$ 1,060,000	$ 780,000	$ 280,000	$ -	$ -	$ 1,050,000
State Contract	206,100	-	-	206,100	-	253,300
Metro Authority	46,000	-	46,000	-	-	45,000
Reimbursement	300	-	-	300	-	-
Interest & Dividend	700	500	-	200	-	1,500
Prior Years Surplus	-	-	-	-	-	-
General Fund Direct Support	424,590	-	-	-	424,590	5,800
Transfer from General Fd	1,078,100	136,200	941,900	-	-	1,458,300
Transfer from Trunkline Fd	-	-	-	-	-	-
TOTAL REVENUES	**2,815,790**	**916,700**	**1,267,900**	**206,600**	**424,590**	**2,813,900**
EXPENDITURES						
Salaries & Wages	880,000	248,000	365,000	37,000	230,000	901,000
Fringe Benefits	401,490	157,500	231,900	23,600	(11,510)	429,900
Office/Operation Supplies	281,000	120,000	86,000	45,000	30,000	265,000
Professional Services	168,500	80,000	60,000	10,000	18,500	118,500
Communications	8,500	-	-	-	8,500	9,700
Transportation	132,000	-	-	-	132,000	132,000
Professional Development	5,000	-	-	-	5,000	4,700
Printing & Publishing	4,000	-	-	-	4,000	3,800
Insurance & Bonds	26,000	-	-	-	26,000	26,000
Utilities	44,300	11,200	-	31,000	2,100	43,300
Repairs & Maintenance	80,000	-	-	-	80,000	80,000
Rentals	785,000	300,000	525,000	60,000	(100,000)	900,000
TOTAL EXPENDITURES	**2,815,790**	**916,700**	**1,267,900**	**206,600**	**424,590**	**2,913,900**

City of Traverse City, Michigan
SPECIAL REVENUE FUND
MOTOR VEHICLE HIGHWAY - MAJOR STREETS FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
State Sources	$ 753,068	$ 793,013	$ 770,000	$ 747,000	$ 780,000
Interest Revenue	64	21	1,000	1,000	500
Reimbursements	518	-	-	-	-
TOTAL REVENUES	753,650	793,034	771,000	748,000	780,500
EXPENDITURES					
Personnel Services	313,192	321,522	456,500	293,000	405,500
Operating Materials	124,581	94,814	120,000	100,000	120,000
Professional Services	34,926	48,137	45,000	65,000	80,000
Utilities	10,654	12,330	11,200	12,000	11,200
Rentals	352,805	305,624	566,000	278,000	300,000
TOTAL EXPENDITURES	836,158	782,427	1,198,700	748,000	916,700
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(82,508)	10,607	(427,700)	-	(136,200)
OTHER FINANCING SOURCES					
Transfers In - General Fund	82,508	-	327,700	-	136,200
Transfers In - Trunkline Fund	-	-	60,000	-	-
TOTAL OTHER FINANCING SOURCES	82,508	-	387,700	-	136,200
NET CHANGE IN FUND BALANCE	-	10,607	(40,000)	-	-
Beginning Fund Balance	141,458	141,458	152,065	152,065	152,065
Ending Fund Balance	$ 141,458	$ 152,065	$ 112,065	$ 152,065	$ 152,065
Personnel Services %	37.5%	41.1%	38.1%	39.2%	44.2%

This fund was created to account for the operations of the major street (28.3 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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Metro Authority Fee	$ 43,448	$ 47,415	$ 45,000	$ 45,000	$ 46,000
State Sources	277,106	277,462	280,000	265,000	280,000
TOTAL REVENUES	320,554	324,877	325,000	310,000	326,000
EXPENDITURES					
Personnel Services	502,527	510,029	598,600	542,900	596,900
Operating Materials	68,034	81,108	70,000	95,000	86,000
Professional Services	23,903	46,498	50,000	35,000	60,000
Rentals	539,895	453,055	737,000	525,500	525,000
TOTAL EXPENDITURES	1,134,359	1,090,690	1,455,600	1,198,400	1,267,900
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(813,805)	(765,813)	(1,130,600)	(888,400)	(941,900)
OTHER FINANCING SOURCES					
Transfers In - General Fund	813,805	765,813	1,130,600	888,400	941,900
NET CHANGE IN FUND BALANCE	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -
Personnel Services %	44.3%	46.8%	41.1%	45.3%	47.1%

This fund was created to account for the operations of the local street (48.3 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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
State Sources	$ 193,718	$ 136,365	$ 253,300	$ 214,900	$ 206,100
Interest Revenue	74	35	500	200	200
Reimbursements	-	-	-	300	300
TOTAL REVENUES	193,792	136,400	253,800	215,400	206,600
EXPENDITURES					
Personnel Services	55,441	37,247	76,800	60,400	60,600
Operating Materials	44,592	25,466	45,000	50,000	45,000
Professional Services	-	-	5,000	5,000	10,000
Utilities	29,699	30,846	30,000	30,000	31,000
Rentals	65,381	43,718	97,000	70,000	60,000
TOTAL EXPENDITURES	195,113	137,277	253,800	215,400	206,600
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(1,321)	(877)	-	-	-
OTHER FINANCING USES					
Transfers Out - Major Street Fund	-	-	(60,000)	-	-
NET CHANGE IN FUND BALANCE	(1,321)	(877)	(60,000)	-	-
Beginning Fund Balance	60,828	59,507	58,630	58,630	58,630
Ending Fund Balance	$ 59,507	$ 58,630	$ (1,370)	$ 58,630	$ 58,630
Personnel Services %	28.4%	27.1%	30.3%	28.0%	29.3%

This account was created to account for the operations of the State trunkline (8.7 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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Grants from Local Units	$ 18,960	$ 19,355	$ 19,355	$ 19,355	$ 20,400
Charges for Services Rendered	2,505	680	1,000	2,000	-
Contributions	884	-	-	-	-
TOTAL REVENUES	22,349	20,035	20,355	21,355	20,400
EXPENDITURES					
Personnel Services	-	-	9,450	-	9,450
Operation Supplies	10,240	12,388	1,350	10,600	1,350
Professional Services	2,082	931	1,050	-	1,050
Communications	-	-	1,450	-	1,450
Transportation	78	-	200	200	200
Professional Development	932	308	3,000	-	2,000
Printing and Publishing	-	-	350	-	350
Insurance and Bonds	900	800	900	800	900
Repairs and Maintenance	475	2,307	2,000	3,000	3,000
Capital Outlay	15,551	-	-	-	-
TOTAL EXPENDITURES	30,258	16,734	19,750	14,600	19,750
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(7,909)	3,301	605	6,755	650
Beginning Fund Balance	33,235	25,326	28,627	28,627	35,382
Ending Fund Balance	$ 25,326	$ 28,627	$ 29,232	$ 35,382	$ 36,032

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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
State Grants	$ 6,020	$ 5,586	$ 6,500	$ 6,000	$ 6,500
EXPENDITURES					
Professional Development	6,020	4,465	6,500	6,000	6,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	1,121	-	-	-
Beginning Fund Balance	-	-	1,121	1,121	1,121
Ending Fund Balance	$ -	$ 1,121	$ 1,121	$ 1,121	$ 1,121

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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
EXPENDITURES					
Office Supplies	87	16	-	-	-
Professional Development	-	529	-	-	-
TOTAL EXPENDITURES	87	545	-	-	-
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(87)	(545)	-	-	-
Beginning Fund Balance	632	545	-	-	-
Ending Fund Balance	$ 545	$ -	$ -	$ -	$ -

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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Federal Grants	$ 32,458	$ 77,555	$ 50,000	$ 51,200	$ 50,000
EXPENDITURES					
Capital Outlay	32,458	77,555	50,000	67,700	50,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	(16,500)	-
OTHER FINANCING SOURCES					
Sale of capital asset	-	-	-	16,500	-
NET CHANGE IN FUND BALAN	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Parking Fees-Coin	$ 6,498	$ 6,710	$ 5,000	$ 6,500	$ 5,000
Parking Fines	33,574	36,298	17,500	17,500	18,000
Recovery of Bad Debts	2,305	132	500	-	-
TOTAL REVENUES	42,377	43,140	23,000	24,000	23,000
EXPENDITURES					
Personnel Services	5,087	4,652	5,630	5,520	6,300
Operating Materials	-	-	400	-	-
Professional Services	35,993	36,562	14,270	17,650	16,700
Printing and Publishing	-	-	200	200	-
Rentals	1,297	1,356	2,500	1,200	-
TOTAL EXPENDITURES	42,377	42,570	23,000	24,570	23,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	570	-	(570)	-
Beginning Fund Balance	-	-	570	570	-
Ending Fund Balance	$ -	$ 570	$ 570	$ -	$ -
Personnel Services %	12.00%	10.93%	24.48%	22.47%	27.39%
F.T.E. Employees = .1					

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
SAFE COMMUNITIES GRANT FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Federal revenue	$ -	$ 11,382	$ -	$ -	$ -
EXPENDITURES					
Salaries and Wages	-	9,591	-	-	-
Professional Services	-	1,791	-	-	-
TOTAL EXPENDITURES	-	11,382	-	-	-
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

City of Traverse City, Michigan
SPECIAL REVENUE FUND
TRAVERSE CITY / GARFIELD JOINT PLANNING FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Contribution-Public Sources	$ 3,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000
EXPENDITURES					
Salaries and Wages	-	-	1,500	1,500	1,500
Office Supplies	-	-	1,500	1,500	1,500
Professional Services	3,605	3,802	1,500	1,500	1,500
Printing and Publishing	-	-	1,500	1,500	1,500
TOTAL EXPENDITURES	3,605	3,802	6,000	6,000	6,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(605)	2,198	-	-	-
Beginning Fund Balance	9,873	9,268	11,466	11,466	11,466
Ending Fund Balance	$ 9,268	$ 11,466	$ 11,466	$ 11,466	$ 11,466

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
BOARDMAN RIVER DAM REMOVAL AND RESTORATION
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Federal Grants	$ -	$ 311,590	$ 1,650,000	$ 1,910,000	$ 115,000
State Grants	47,862	334,388	565,000	590,000	-
Contributions	-	40,000	-	-	-
TOTAL REVENUES	47,862	685,978	2,215,000	2,500,000	115,000
EXPENDITURES					
Professional Services	47,862	705,978	2,235,000	2,520,000	115,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	(20,000)	(20,000)	(20,000)	-
OTHER FINANCING SOURCES					
Transfers In - General Fund	-	-	20,000	20,000	-
Transfers In - Brown Bridge Maintenance Fur	-	20,000	-	-	-
TOTAL OTHER FINANCING SOURCES	-	20,000	20,000	20,000	-
NET CHANGE IN FUND BALANCE	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

This fund was created in 2010-11 fiscal year to account for the $1,000,000 grant received from Great Lakes Fisheries Trust in collaboration with Grand Traverse County to remove the Boardman Dam. In addition to this grant the city is the fiduciary agent for other grants where the Conservation Resource Alliance is the recipient. These grants were awarded from the United States Fisheries Wildlife Service and National Fish and Wildlife Foundation. The purpose of these grants is to reinstate the river to its natural state. The project was completed in the current fiscal year.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
HERITAGE CENTER FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Contributions	$ -	$ -	$ 5,000	$ -	$ -
Reimbursments	2,500	5,000	-	600	-
TOTAL REVENUE	2,500	5,000	5,000	600	-
EXPENDITURES					
Professional Services	56,997	58,388	63,000	26,500	2,500
Communications	152	160	200	100	-
Insurance and Bonds	3,574	2,791	4,300	2,700	-
Public Utilities	26,521	24,218	30,000	16,000	-
Repairs and Maintenance	568	4,921	2,500	1,100	-
TOTAL EXPENDITURES	87,812	90,478	100,000	46,400	2,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(85,312)	(85,478)	(95,000)	(45,800)	(2,500)
OTHER FINANCING SOURCES					
Transfers In - General Fund	85,312	79,513	50,100	42,700	-
Transfers In - TIF 2	-	-	41,900	-	-
Transfers In - McCauley Trust	2,987	2,978	3,000	3,100	2,500
TOTAL REVENUES	88,299	82,491	95,000	45,800	2,500
NET CHANGE IN FUND BALANCE	2,987	(2,987)	-	-	-
Beginning Fund Balance	-	2,987	-	-	-
Ending Fund Balance	$ 2,987	$ -	$ -	$ -	$ -

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. The City's General Fund no longer funds the Heritage Center Fund except for the interest revenue earned from the McCauley Estate 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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Contribution-Private Sources	$ 20,185	$ 18,836	$ 23,000	$ 23,000	$ 23,000
EXPENDITURES					
Capital outlay	19,929	22,474	19,000	19,000	19,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	256	(3,638)	4,000	4,000	4,000
Beginning Fund Balance	9,032	9,288	5,650	5,650	9,650
Ending Fund Balance	$ 9,288	$ 5,650	$ 9,650	$ 9,650	$ 13,650

City of Traverse City, Michigan
SPECIAL REVENUE FUND
CHERRY CAPITAL FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
EXPENDITURES					
Capital outlay	$ -	$ -	$ -	$ 4,741	$ -
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	(4,741)	-
Beginning Fund Balance	4,741	4,741	4,741	4,741	-
Ending Fund Balance	$ 4,741	$ 4,741	$ 4,741	$ -	$ -

City of Traverse City, Michigan
SPECIAL REVENUE FUND
SENIOR CENTER BUILDING FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Contributions-Private Sources	$ 12,765	$ 52,926	$ -	$ 500	$ -
Interest Revenue	228	139	-	-	-
TOTAL REVENUES	12,993	53,065	-	500	-
EXPENDITURES					
Professional and Contractual	2,500	-	-	-	-
Printing and Publishing	-	-	-	-	-
TOTAL EXPENDITURES	2,500	-	-	-	-
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	10,493	53,065	-	500	-
Beginning Fund Balance	142,005	152,498	205,563	205,563	206,063
Ending Fund Balance	$ 152,498	$ 205,563	$ 205,563	$ 206,063	$ 206,063

City of Traverse City, Michigan
SPECIAL REVENUE FUND
COUNTY SENIOR CENTER FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Contributions-Public Sources	$ -	$ 114,197	$ 113,500	$ 113,500	$ 118,800
Interest Revenue	-	48	-	-	-
TOTAL REVENUES	-	114,245	113,500	113,500	118,800
EXPENDITURES					
Salaries and Wages	-	76,909	76,000	76,000	77,600
Fringe Benefits	457	35,360	33,650	33,650	34,250
Professional Services	-	4,644	-	1,000	2,000
Communications	-	(13)	-	-	-
Repairs and Maintenance	-	-	5,000	2,500	5,000
Transportation	-	146	-	-	-
Insurance and Bonds	-	965	600	800	900
Miscellaneous	-	145	-	-	500
TOTAL EXPENDITURES	457	118,156	115,250	113,950	120,250
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(457)	(3,911)	(1,750)	(450)	(1,450)
OTHER FINANCING SOURCES					
Transfers in - General Fund	70,399	-	-	-	-
NET CHANGE IN FUND BALANCE	69,942	(3,911)	(1,750)	(450)	(1,450)
Beginning Fund Balance	-	69,942	66,031	66,031	65,581
Ending Fund Balance	$ 69,942	$ 66,031	$ 64,281	$ 65,581	$ 64,131
Personnel Services %		95.02%	95.14%	96.23%	93.01%
F.T.E. Employees = 1					

This fund was created to account for the Senior Center management contract between Grand Traverse County and City of Traverse City. The contribution reflects money provided by Grand Traverse County to subsidize salary and fringe benefits of the Director and repairs and maintenance of the building. All other operational costs will be paid for by Grand Traverse County.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
COAST GUARD COMMITTEE FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Contributions-Public Sources	$ -	$ 1,606	$ -	$ -	$ 61,000
Interest Revenue	-	-	-	-	-
TOTAL REVENUES	-	1,606	-	-	61,000
EXPENDITURES					
Operating Materials	-	745	-	-	5,000
Fringe Benefits	-	-	-	-	-
Professional Services	-	-	-	-	-
Communications	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Transportation	-	-	-	-	-
Insurance and Bonds	-	-	-	-	-
Miscellaneous	-	-	-	-	-
TOTAL EXPENDITURES	-	745	-	-	5,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	861	-	-	56,000
OTHER FINANCING SOURCES					
Transfers in - General Fund	-	-	-	-	-
NET CHANGE IN FUND BALANCE	-	861	-	-	56,000
Beginning Fund Balance	-	-	861	861	861
Ending Fund Balance	$ -	$ 861	$ 861	$ 861	$ 56,861

The fund was created to account for the activities of the United States Coast Guard Committee, as established by Ordinance Chapter 279. The United States Coast Guard Committee serves in an advisory capacity and makes recommendations to the City Commission on matters related to the operation, development and planning of the United States Coast Guard services, facilities and programs within the city. The committee is staffed by the City

City of Traverse City, Michigan
SPECIAL REVENUE FUND
HOMELAND SECURITY TRAINING GRANT FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Federal Grants	$ 45,573	$ 2,384	$ 30,000	$ 2,500	$ 30,000
EXPENDITURES					
Personnel Services	10,448	1,387	21,650	-	21,650
Office/Operation Supplies	200	-	-	-	-
Transportation	283	-	350	-	350
Professional Development	34,642	997	8,000	2,500	8,000
TOTAL EXPENDITURES	45,573	2,384	30,000	2,500	30,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

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

City of Traverse City, Michigan
SPECIAL REVENUE FUND
CITY OPERA HOUSE FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Rental Income	$ 74,652	$ 104,327	$ 106,600	$ 92,000	$ 93,500
Interest Revenue	57	3	500	500	500
Reimbursements	6,771	2,738	2,000	4,300	4,000
Miscellaneous Income	-	175	-	-	-
TOTAL REVENUES	81,480	107,243	109,100	96,800	98,000
EXPENDITURES					
Salaries and wages	392	-	-	-	-
Fringe benefits	187	-	-	-	-
Professional/Contractual	28,944	5,270	7,000	15,000	11,200
Insurance and Bonds	5,262	4,193	6,000	6,500	4,500
Public Utilities	6,487	5,930	11,000	6,500	8,000
Repairs and Maintenance	10,970	6,172	9,000	6,500	9,000
Miscellaneous	12,718	12,569	13,000	13,000	13,000
Capital outlay	-	-	-	-	-
Interest - Interfund Loan	11,240	9,860	9,100	-	-
TOTAL EXPENDITURES	76,200	43,994	55,100	47,500	45,700
EXCESS OF REVENUES OVER/ (UNDER) EXPENSES	5,280	63,249	54,000	49,300	52,300
OTHER FINANCING SOURCES					
Transfer in - Economic Development	-	90,000	-	-	-
NET CHANGE IN FUND BALANCE	5,280	153,249	54,000	49,300	52,300
Beginning Fund Balance	(146,774)	(141,494)	11,755	11,755	61,055
Ending Fund Balance	$ (141,494)	$ 11,755	$ 65,755	$ 61,055	$ 113,355

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 was converted to a transfer in from the Economic Development Fund to meet the requirements of the deficit reduction plan filed with the Michigan Department of Treasury. In future years when this fund accumulates a large enough fund balance, the transfer will be made back to the Economic Development Fund via City Commission approval.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
CDBG-CENTURY INC FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Contributions - Private	$ 500,000	$ 250,000	$ -	$ -	$ -
EXPENDITURES					
Repairs and Maintenance	500,000	250,000	-	-	-
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

City of Traverse City, Michigan
SPECIAL REVENUE FUND
BANNER PROGRAM FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Contributions-Private	$ 7,460	$ 3,610	$ 4,000	$ 3,000	$ 3,500
EXPENDITURES					
Repairs and Maintenance	1,110	2,790	-	3,000	3,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	6,350	820	4,000	-	500
Beginning Fund Balance	10,950	17,300	18,120	18,120	18,120
Ending Fund Balance	$ 17,300	$ 18,120	$ 22,120	$ 18,120	$ 18,620

City of Traverse City, Michigan
SPECIAL REVENUE FUND
ECONOMIC DEVELOPMENT FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Interest Revenue	$ 32,465	$ 30,471	$ 30,000	$ 30,000	$ 20,000
EXPENDITURES					
Professional Services	1,600	21,500	22,000	1,500	2,000
Utilities	681	1,432	4,000	1,500	4,000
TOTAL EXPENDITURES	2,281	22,932	26,000	3,000	6,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	30,184	7,539	4,000	27,000	14,000
OTHER FINANCING SOURCES (USES)					
Transfer out - General Fund	(74,718)	(4,995)	-	-	-
Transfer out - Capital Project	-	-	-	(50,000)	-
Transfer out - Opera House Fund	-	(90,000)	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(74,718)	(94,995)	-	(50,000)	-
NET CHANGE IN FUND BALANCE	(44,534)	(87,456)	4,000	(23,000)	14,000
Beginning Fund Balance	2,152,439	2,107,905	2,020,449	2,020,449	1,997,449
Ending Fund Balance	$ 2,107,905	$ 2,020,449	$ 2,024,449	$ 1,997,449	$ 2,011,449

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 interfund loan was made to the Opera House Fund in 2007 for $300,000 at 5% interest for 5 years. The interfund loan to the Opera House was converted to a transfer out from the Economic Development Fund to meet the requirements of the deficit reduction plan filed with the Michigan Department of Treasury. In future years when the Opera House Fund accumulates a large enough fund balance, the transfer will be made back to the Economic Development Fund via City Commission approval. The $50,000 transfer reflects a City Commission action on November 15, 2012 for contract costs relating to Clinch Park Revitalizaton Project Phase 2.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
McCAULEY ESTATE TRUST FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Interest Revenue	$ 2,223	$ 771	$ 3,100	$ 3,100	$ 2,500
OTHER FINANCING USES					
Transfers Out - Heritage Center Fund	(2,987)	(2,978)	(3,100)	(3,100)	(2,500)
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(764)	(2,207)	-	-	-
Beginning Fund Balance	104,816	104,052	101,845	101,845	101,845
Ending Fund Balance	$ 104,052	$ 101,845	$ 101,845	$ 101,845	$ 101,845

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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Rental Income	$ 51,521	$ 53,196	$ 50,000	$ 60,000	$ 56,250
Reimbursements	1,634	5,093	-	-	-
TOTAL REVENUES	53,155	58,289	50,000	60,000	56,250
EXPENDITURES					
Professional and Contractual	38,261	31,180	32,000	32,000	42,500
Transportation	46	182	-	-	-
Insurance and Bonds	540	422	1,000	500	1,000
Public Utilities	894	742	750	750	750
Repairs and Maintenance	33,021	10,414	12,000	10,000	12,000
Rentals	7,848	7,920	10,500	5,670	-
TOTAL EXPENDITURES	80,610	50,860	56,250	48,920	56,250
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(27,455)	7,429	(6,250)	11,080	-
OTHER FINANCING USES					
Transfers Out - Boardman River Dam	-	-	-	-	-
NET CHANGE IN FUND BALANCE	(27,455)	7,429	(6,250)	11,080	-
Beginning Fund Balance	30,676	3,221	10,650	10,650	21,730
Ending Fund Balance	$ 3,221	$ 10,650	$ 4,400	$ 21,730	$ 21,730

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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Property Taxes	$ 1,209,846	$ 1,349,955	$ 1,632,700	$ 1,635,000	$ 1,641,000
Interest Income	1,610	897	-	-	-
TOTAL REVENUES	1,211,456	1,350,852	1,632,700	1,635,000	1,641,000
EXPENDITURES					
Retirement Costs	1,206,390	1,345,660	1,533,000	1,533,000	1,640,000
Debt Service					
Interest and Fiscal Charges	2,652	2,652	2,700	2,700	-
TOTAL EXPENDITURES	1,209,042	1,348,312	1,535,700	1,535,700	1,640,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	2,414	2,540	97,000	99,300	1,000
OTHER FINANCING SOURCES					
Transfer In - General Fund	-	110,000	-	-	-
NET CHANGE IN FUND BALANCE	2,414	112,540	97,000	99,300	1,000
Beginning Fund Balance	(204,255)	(201,841)	(89,301)	(89,301)	9,999
Ending Fund Balance	$ (201,841)	$ (89,301)	$ 7,699	$ 9,999	$ 10,999

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

City of Traverse City, Michigan
SPECIAL REVENUE FUND
BETTER BUILDINGS GRANT
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Federal Revenue	$ -	$ 528,539	$ 230,000	$ 230,000	$ -
Reimbursements	-	164	-	-	-
TOTAL REVENUES	-	528,703	230,000	230,000	-
EXPENDITURES					
Salaries and wages	-	22,088	-	-	-
Professional services	-	506,615	230,000	230,000	-
TOTAL EXPENDITURES	-	528,703	230,000	230,000	-
NET CHANGE IN FUND BALANCE	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

City of Traverse City, Michigan
DEBT SERVICE FUND
PARKING BOND DEBT RETIREMENT FUND - TAX EXEMPT
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Transfers In - TIF 97	$ 494,904	$ 525,656	$ 556,000	$ 556,000	$ 594,500
EXPENDITURES					
Principal	90,000	125,000	160,000	160,000	205,000
Interest Expense and Fees	404,904	400,656	396,000	396,000	389,500
TOTAL EXPENDITURES	494,904	525,656	556,000	556,000	594,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Reimbursements	$ 18,986	$ 18,986	$ 19,000	$ 19,000	$ 19,000
Transfers In - TIF 97	157,164	150,064	148,000	148,000	140,300
TOTAL REVENUES	176,150	169,050	167,000	167,000	159,300
EXPENDITURES					
Principal	120,000	120,000	125,000	125,000	125,000
Interest Expense and Fees	56,150	48,950	42,000	42,000	34,300
TOTAL EXPENDITURES	176,150	168,950	167,000	167,000	159,300
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	100	-	-	-
Beginning Fund Balance	-	-	100	100	100
Ending Fund Balance	$ -	$ 100	$ 100	$ 100	$ 100

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 DECK
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Transfers In - TIF 2	$ 1,205,806	$ 1,318,406	$ 1,158,500	$ 1,158,500	$ 1,383,500
EXPENDITURES					
Principal	1,000,000	1,135,000	1,000,000	1,000,000	1,250,000
Interest Expense and Fees	205,806	183,306	158,500	158,500	133,500
TOTAL EXPENDITURES	1,205,806	1,318,306	1,158,500	1,158,500	1,383,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	100	-	-	-
Beginning Fund Balance	-	-	100	100	100
Ending Fund Balance	$ -	$ 100	$ 100	$ 100	$ 100

This fund is established to account for the payment of the debt service of the limited tax general obligation bonds outstanding for the Old Town Parking Deck.

City of Traverse City, Michigan
CAPITAL PROJECT FUND
PARKING CONSTRUCTION BOND FUND - TAX EXEMPT
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Interest Revenue	$ 3,919	$ 1,864	$ 5,000	$ 5,000	$ 5,000
EXPENDITURES					
Capital Outlay	-	-	980,000	-	680,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	3,919	1,864	(975,000)	5,000	(675,000)
OTHER FINANCING USES					
Transfer Out - Capital Project Fund	-	-	-	(300,000)	-
NET CHANGE IN FUND BALANCE	3,919	1,864	(975,000)	(295,000)	(675,000)
Beginning Fund Balance	967,124	971,043	972,907	972,907	677,907
Ending Fund Balance	$ 971,043	$ 972,907	$ (2,093)	$ 677,907	$ 2,907

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.

The DDA Board of Directors is planning on expending the funds remaining in the Parking Deck Bond Funds (taxable and non-taxable), rather than holding it for the planned third phase of Radio Centre. The projects remaining are listed below.

Park Street Streetscapes ($515,000) - This amount reflects half of the cost to complete streetscapes along Park Street. We have support from the property owners for a special improvement district.

East Front Street ($257,000) - We are hoping to at a minimum repave East Front Street from Boardman to Grandview Parkway. If we gain property owner support for streetscapes that special improvement district

City of Traverse City, Michigan
CAPITAL PROJECT FUND
PARKING BOND CONSTRUCTION FUND - TAXABLE
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Interest Revenue	$ 206	$ 83	$ 1,000	$ 500	$ 1,000
EXPENDITURES					
Capital Outlay	-	-	108,000	-	108,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	206	83	(107,000)	500	(107,000)
Beginning Fund Balance	106,790	106,996	107,079	107,079	107,579
Ending Fund Balance	$ 106,996	$ 107,079	$ 79	$ 107,579	$ 579

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 DECK
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Interest Revenue	$ 1,673	$ 7	$ -	$ -	$ -
EXPENDITURES					
Capital Outlay	560,967	283	-	-	-
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(559,294)	(276)	-	-	-
OTHER FINANCING SOURCES					
Bond Proceeds	-	-	-	-	-
Reoffering Premium	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES	-	-	-	-	-
NET CHANGE IN FUND BALANCE	(559,294)	(276)	-	-	-
Beginning Fund Balance	559,570	276	-	-	-
Ending Fund Balance	$ 276	$ -	$ -	$ -	$ -

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 Old Town 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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Interest Revenue	$ 255	$ -	$ -	$ -	$ -
OTHER FINANCING USES					
Transfers Out - Capital Projects	-	(166,783)	-	-	-
NET CHANGE IN FUND BALANCE	255	(166,783)	-	-	-
Beginning Fund Balance	166,528	166,783	-	-	-
Ending Fund Balance	$ 166,783	$ -	$ -	$ -	$ -

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 infrastucture 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.

City of Traverse City, Michigan
CAPITAL PROJECTS FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Federal Grants	$ -	$ 1,114,047	$ 745,000	$ 1,117,800	$ 2,225,000
State Grants	1,292	26,831	697,400	600,800	215,000
Interest Revenue	1,750	1,073	100	500	-
Contributions - Public Entities	247,785	505,871	1,000,000	1,329,300	-
Contributions - Private Sources	264,898	172,055	88,700	237,500	1,293,000
Reimbursements	10,546	8,339	-	-	-
Miscellaneous	10,195	53,803	203,000	290,000	-
TOTAL REVENUES	536,466	1,882,019	2,734,200	3,575,900	3,733,000
EXPENDITURES					
Personnel Services	1,796	20,410	1,100	-	-
Operating Materials	-	44	-	-	-
Professional Services	5,120	3,600	-	-	-
Rentals	561	1,199	500	-	-
Capital Outlay	1,053,400	3,518,053	3,903,700	4,891,043	5,741,450
TOTAL EXPENDITURES	1,060,877	3,543,306	3,905,300	4,891,043	5,741,450
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(524,411)	(1,661,287)	(1,171,100)	(1,315,143)	(2,008,450)
OTHER FINANCING SOURCES					
Transfer In - General Fund	1,055,300	1,030,000	1,105,000	1,105,000	1,315,450
Transfer In - Revolving Loan Fund	-	166,783	-	-	-
Transfer In - Parking Construction Fund Taxable	-	-	-	300,000	-
Transfer In - Economic Development Fund	-	-	-	50,000	-
TOTAL OTHER FINANCING SOURCES	1,055,300	1,196,783	1,105,000	1,455,000	1,315,450
NET CHANGE IN FUND BALANCE	530,889	(464,504)	(66,100)	139,857	(693,000)
Beginning Fund Balance	1,565,870	2,096,759	1,632,255	1,632,255	1,772,112
Ending Fund Balance	$ 2,096,759	$ 1,632,255	$ 1,566,155	$ 1,772,112	$ 1,079,112

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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Interest Revenue	$ 6,182	$ 3,691	$ 6,500	$ 4,000	$ 4,000
Contributions - Public Entities	-	-	92,000	26,000	-
Special Assessment	31,972	100,235	101,335	74,000	80,000
TOTAL REVENUES	38,154	103,926	199,835	104,000	84,000
EXPENDITURES					
Capital Outlay	52,981	239,923	533,635	222,600	160,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(14,827)	(135,997)	(333,800)	(118,600)	(76,000)
OTHER FINANCING SOURCES					
Sale of fixed assets	40,100	-	-	-	-
Transfer In - General Fund	-	-	10,000	-	-
TOTAL OTHER FINANCING SOURCES	40,100	-	10,000	-	-
NET CHANGE IN FUND BALANCE	25,273	(135,997)	(323,800)	(118,600)	(76,000)
Beginning Fund Balance	1,523,395	1,548,668	1,412,671	1,412,671	1,294,071
Ending Fund Balance	$ 1,548,668	$ 1,412,671	$ 1,078,871	$ 1,294,071	$ 1,218,071

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 2% above the relevant Treasury bill rate but 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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Interest Revenue	$ 197,522	$ 197,186	$ 320,000	$ 320,000	$ 250,000
Rents and Royalties	332,666	357,460	280,000	280,000	300,000
TOTAL REVENUES	530,188	554,646	600,000	600,000	550,000
OTHER FINANCING USES					
Transfers Out-General Fund	(360,670)	(322,343)	(320,000)	(320,000)	(250,000)
NET CHANGE IN FUND BALANCE	169,518	232,303	280,000	280,000	300,000
Beginning Fund Balance	12,540,921	12,710,439	12,942,742	12,942,742	13,222,742
Ending Fund Balance	$ 12,710,439	$ 12,942,742	$ 13,222,742	$ 13,222,742	$ 13,522,742

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 2013-14

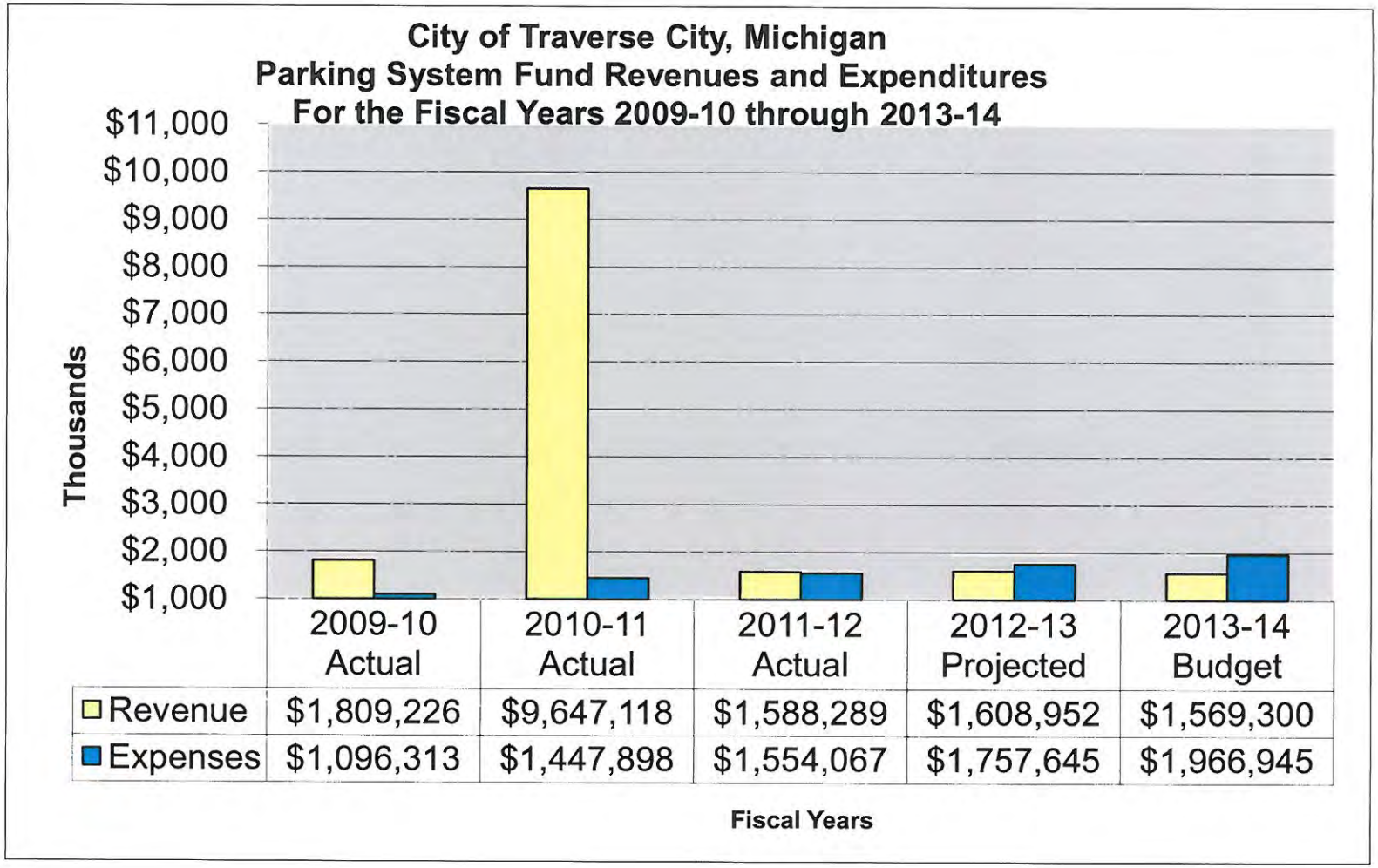
	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Charges for Services-Sales	$ 25,872	$ 18,231	$ 10,000	$ 10,000	$ 9,500
Interest Revenue	6,716	8,777	5,000	5,000	5,500
TOTAL REVENUES	32,588	27,008	15,000	15,000	15,000
OTHER FINANCING USES					
Transfers Out - General Fund	(9,761)	(10,064)	(5,000)	(5,000)	(5,500)
NET CHANGE IN FUND BALANCE	22,827	16,944	10,000	10,000	9,500
Beginning Fund Balance	271,857	294,684	311,628	311,628	321,628
Ending Fund Balance	$ 294,684	$ 311,628	$ 321,628	$ 321,628	$ 331,128

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 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Charges for Services-Fees	$ 9,581	$ 10,658	$ 8,000	$ 8,000	$ 9,000
Interest Revenue	8,058	8,848	9,000	9,000	6,000
TOTAL REVENUES	17,639	19,506	17,000	17,000	15,000
OTHER FINANCING USES					
Transfers Out - General Fund	(13,126)	(13,718)	(9,000)	(9,000)	(6,000)
NET CHANGE IN FUND BALANCE	4,513	5,788	8,000	8,000	9,000
Beginning Fund Balance	384,625	389,138	394,926	394,926	402,926
Ending Fund Balance	$ 389,138	$ 394,926	$ 402,926	$ 402,926	$ 411,926

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.



	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Projected	2013-14 Budget
Revenue	$1,809,226	$9,647,118	$1,588,289	$1,608,952	$1,569,300
Expenses	$1,096,313	$1,447,898	$1,554,067	$1,757,645	$1,966,945

PARKING SYSTEM FUND

Mission Statement: *To promote commerce and quality of life in the Downtown, NMC Campus, and Munson Hospital area by effective management of cars and bikes in those areas. We do this with the highest level of customer service, efficient management and effective problem solving.*

The Downtown Development Authority (DDA), on behalf of the City of Traverse City, manages the Traverse City Parking System (TCPS), formerly the Auto Parking System; an enterprise fund. The 2013-14 budget includes revenues and expenses for operation of the entire system, including two parking decks.

Currently, there remains one (1) full time City employee, and a management contract with the DDA for $252,000/year for staffing of the enterprise fund. Additionally, it is anticipated that the contractual amount will increase in the fiscal year 13/14 to $330,000/year, as approved by the City Commission on April 1, 2013. This is in recognition of the increased maintenance and other costs related to the Old Town Parking Deck. The DDA has a staff of four (4) full time and seven (7) part time employees who dedicate nearly 100% of their time to TCPS, as part of this agreement. One of the part-time employees is a new addition and will serve as a seasonal parking ambassador to assist with the increased tourist traffic during the busy months. We anticipate this position will increase revenue through assistance with meter collections and enforcement. The remaining four (4) full time employees of the DDA dedicate various percentages of their time to TCPS on an as-needed basis.

The Equipment line item includes $200,000 for a planned pilot project replacing old parking meters with newer smart meters. This improvement is necessary due to the thefts that occurred last year as well as a move toward greater flexibility in providing customer service and in monitoring the system. The ultimate expenditure will be reviewed by the DDA in advance of actual City Commission approval.

An increase in revenue from meter coin collections is expected due in part from the one-year trial agreement with Parkmobile's pay by cell integration for on-street meters. Furthermore, a slight increase in surface lot permits is anticipated as a result of the late fall 2012 lease agreement for Lot Z and continued growth in the Warehouse District.

The Downtown Parking Committee continues to meet on a regular basis to assess parking accommodations in the system and to provide reports and recommendations to the board as needed.

GOALS

1. Provide a successful, attractive parking environment that supports economic growth and tourism in Downtown
   a. Have year to year growth in total permits sold
   b. Have year to year growth in meter revenue
   c. Foster private investment in the Downtown Development Authority district, which is indicative of confidence in our parking system
   d. Continually invest in parking infrastructure to maintain a high quality experience.
2. Promote a higher quality of life through reduced reliance on surface parking Downtown
   a. Reduce the amount of surface space as a percentage of commercial space in the Downtown Development Authority district
   b. Increase bicycle parking in the Downtown Development Authority district
   c. Work with the local transit authority to accommodate transit use in the Downtown Development Authority district
3. Promote commerce at the NMC Campus, and Munson Hospital area
   a. Work with both agencies to serve their specific needs in managing cars
   b. Make efficient use of resources by partnering with these and other agencies

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
Output	Number of parking fines issued	12,855	21,531	19,846	18,306	17,800
	Estimated number of vehicles processed in the parking decks	153,446	169,776	262,167	290,706	304,000
Efficiency	Utilization of parking decks at 2 pm	63.4%	65.8%	72.7%	74.5%	80.6%
	Utilization of parking decks Monday through Friday all day	77.9%	86.1%	87.4%	104.4%	115.1%
	% of revenue collected from parking fines	88.9%	90.4%	90.3%	87.6%	81.2%
	Commercial space (sf) per public surface space	not available	666	720	767	778

SUMMARY OF BUDGET CHANGES

REVENUE

Parking Deck Proceeds – Parking deck proceeds increased because of increased utilization at both fully operational parking decks.

Parking Fees-Coin – Expect an increase in revenue from pay-by-cell feature, additional staff person assisting in collections, and no theft problems that were experienced in previous fiscal.

SUMMARY OF BUDGET CHANGES (Continued)

Permits – Surface Lots – Looking towards a slight increase due to acquisition of Lot Z and Warehouse District improvements. Otherwise, sale numbers are remaining flat with most permits being purchased as yearly permits.

Permits – Parking Deck – Increased due to continued permit purchases at the Old Town Parking Deck. Permit purchases at the Hardy Deck are slightly stagnant as companies have been downsizing.

Parking Fines – Increased due to addition of seasonal part-time parking ambassador.

EXPENSES

Professional Services – Professional services increasing due to possible increase in DDA contract. We are also leaning more towards services being performed through contractual agreements.

Utilities - Utilities decreased related to the savings on energy costs from the LED Lighting project at the Hardy Parking Deck.

Repairs and Maintenance – Repairs and maintenance increased because of aging structural and equipment issues at the Hardy Parking Deck, parking lot repairs, and 13/14 Capital Improvement Plans.

Rentals – Rentals overall decreased relating to moving equipment from fleet to non-fleet.

Miscellaneous - Miscellaneous increased related to the purchase of the new parking meters referred to in the budget narrative.

Depreciation - Depreciation increased to become more in align with past year actual expense.

NONOPERATING REVENUES (EXPENSES)

Transfer Out – City Fee – The City fee will remain at the increased rate of 10% because the system is now receiving all parking fine revenue except for the parking tickets and meter coin generated at the college, which is split net expenses between the College Parking Fund and General Fund.

City of Traverse City, Michigan
ENTERPRISE FUND
PARKING SYSTEM FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
OPERATING REVENUES					
Parking Deck Proceeds	$ 141,505	$ 158,831	$ 160,000	$ 175,000	$ 180,000
Parking Fees-Coin	567,634	601,772	500,000	614,000	600,000
Permits - Surface Lots	206,122	213,975	175,000	204,000	190,000
Permits - Parking Deck	322,901	320,503	300,000	318,400	335,000
Proximity Card Fee	(10)	10	-	-	-
Parking Fines	204,589	256,143	200,000	204,000	225,000
Rents and Royalties	26,064	19,548	25,700	26,000	26,300
Reimbursements	17,870	7,983	8,000	22,332	5,000
Recovery of Bad Debts	6,925	2,065	4,000	1,000	2,000
Miscellaneous Income	2,408	1,120	1,000	15,220	2,000
TOTAL OPERATING REVENUES	1,496,008	1,581,950	1,373,700	1,579,952	1,565,300
OPERATING EXPENSES					
Salaries and Wages	70,258	48,881	77,000	74,000	74,045
Fringe Benefits	22,223	16,545	19,230	22,495	19,700
Office/Operation Supplies	12,373	10,117	22,000	12,800	17,000
Professional Services	416,071	380,681	400,800	521,650	459,200
Communications	8,413	16,922	30,000	19,600	23,000
Transportation	2,506	5,634	9,000	7,000	8,000
Professional Development	283	1,858	3,000	2,000	3,000
Printing and Publishing	21,445	16,047	16,000	16,500	16,000
Insurance and Bonds	21,323	18,742	36,000	14,600	36,000
Utilities	118,351	103,151	130,000	113,000	90,000
Repairs and Maintenance	44,110	166,504	262,000	170,000	275,000
Rentals	184,611	128,204	155,200	153,000	140,000
Miscellaneous	15,238	21,562	100,000	37,000	213,500
Depreciation Expense	400,471	423,644	411,000	436,000	436,000
TOTAL OPERATING EXPENSES	1,337,676	1,358,492	1,671,230	1,599,645	1,810,445
OPERATING INCOME (LOSS)	158,332	223,458	(297,530)	(19,693)	(245,145)
NON-OPERATING REVENUES					
Federal Revenue	13,199	-	-	-	-
Capital Contribution	8,134,155	-	-	25,000	-
Interest Revenue	3,756	6,339	4,000	4,000	4,000
TOTAL NON-OPERATING REVENUES	8,151,110	6,339	4,000	29,000	4,000
INCOME BEFORE TRANSFERS	8,309,442	229,797	(293,530)	9,307	(241,145)
Transfer Out	-	(36,954)	-	-	-
Transfer Out - City Fee	(110,222)	(158,621)	(133,000)	(158,000)	(156,500)
NET INCOME (LOSS)	8,199,220	34,222	(426,530)	(148,693)	(397,645)
Beginning Net Assets	11,706,104	19,905,324	19,939,546	19,939,546	19,790,853
Ending Net Assets	$ 19,905,324	$ 19,939,546	$ 19,513,016	$ 19,790,853	$ 19,393,208
Personnel Services %	6.91%	4.82%	5.76%	6.03%	5.18%
F.T.E. Employees = .9					

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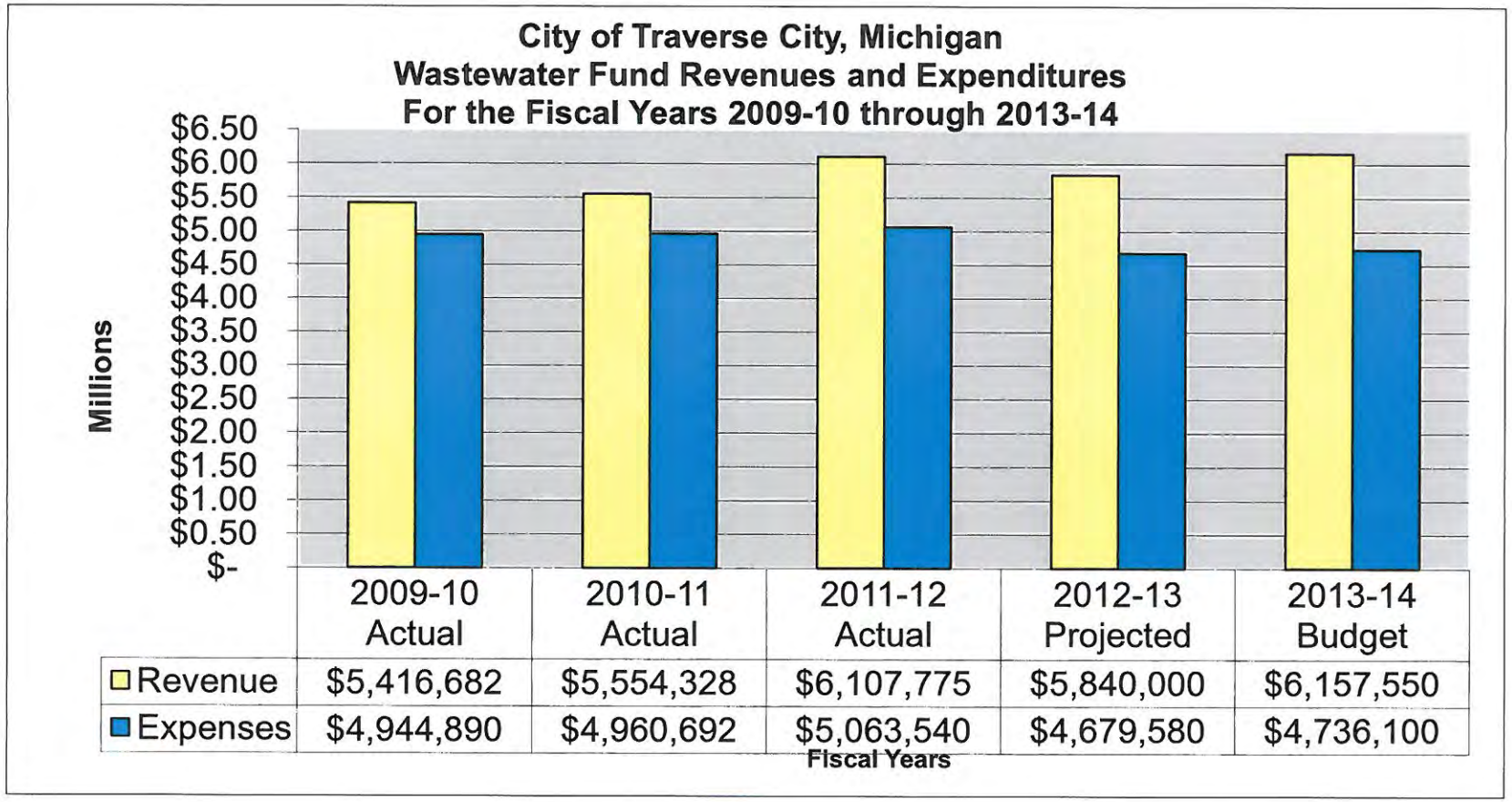

City of Traverse City, Michigan
Wastewater Fund Revenues and Expenditures
For the Fiscal Years 2009-10 through 2013-14
Millions
$6.50
$6.00
$5.50
$5.00
$4.50
$4.00
$3.50
$3.00
$2.50
$2.00
$1.50
$1.00
$0.50
$-
2009-10 Actual
2010-11 Actual
2011-12 Actual
2012-13 Projected
2013-14 Budget
Revenue $5,416,682 $5,554,328 $6,107,775 $5,840,000 $6,157,550
Expenses $4,944,890 $4,960,692 $5,063,540 $4,679,580 $4,736,100
Fiscal Years

WASTEWATER FUND

Mission Statement: *To reliably treat the community's wastewater to a level of quality such that it will have no impact on receiving waters and to do so efficiently, minimizing consumption of energy and resources, carbon footprint, and inconvenience to neighbors.*

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 sewage 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 discharge to the Boardman 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 CH2M Hill.

The Traverse City Plant was upon start up, the largest operating plant on the continent using membrane bioreactor technology. It has capacity to meet area growth needs into the forseeable future and produces an effluent of extraordinary clarity so that it will have no impact on the receiving waters.

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 increased, because management anticipates an increase in the CH2M Hill contract, operator of the Wastewater Treatment Plant. The local surrounding townships participate in the operational costs through the Master Sewer agreement.

Miscellaneous – Miscellaneous decreased, because the expectation on the gain of bond payments will be reduced due to one bond issue retiring in the current fiscal year.

GOALS – WWTP and Pump Stations

1. Finalize strategy for membrane replacement and establish funding for implementation.
2. Complete fire planned facility sustaining capital projects at the Wastewater Treatment Plant.
3. Establish a plan for Wastewater Treatment Plant staff leadership succession.

PERFORMANCE MEASUREMENTS – WWTP AND PUMP STATIONS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Billions of gallons treated	1.5584	1.5650	1.4619	1.5608	1.5120
	Millions of pounds of BOD treated	3.56M	3.53M	3.43M	3.50M	3.37M
	Recordable safety incidents	0	0	0	0	1
Efficiency	Percentage of effluent in compliance with NPDES permit	100%	100%	100%	100%	100%
	Kilowatt hours used/pound of BOD treated	1.3750	1.2720	1.2980	1.2880	1.3000
	Total recordable rates	0	0	0	0	9%
	Days away restricted transfer	0	0	0	0	0

SUMMARY OF BUDGET CHANGES – WWTP AND PUMP STATIONS

Professional Services – Professional services increased, because management anticipates an increase in the Wastewater operations contract with CH2M Hill.

WASTEWATER FUND – MAINTENANCE AND REPAIRS

Mission Statement: *To maintain the sanitary sewer collection system, keeping in mind at all times the health and welfare of the public.*

Responsibilities include:

- Cleaning, televising and repairing 79 miles of gravity sewer and 19 miles of forced main sanitary sewer.
- Cleaning and maintaining 1,830 sewer manholes.
- 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

GOALS – MAINTENANCE AND REPAIRS

1. Continue with the implementation plan for changing out meters to the new Sensus meters, which are highly accurate for a longer period of time.
2. Continue with the implementation plan on installing radio reads to promote higher accuracy of reads.
3. Increase efforts to reduce the number of sewer calls.
4. Attempt to clean thirty percent of the sanitary system on a yearly basis.

PERFORMANCE MEASUREMENTS - MAINTENANCE AND REPAIRS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Sewer maintenance calls	86	54	58	73	51
	Number of storm sewer filters cleaned with vactor	20	16	25	17	6
	Footage of sewers cleaned	115,453	98,340	39,681	40,466	9,391
Efficiency	Percentage of maintenance calls responded to within one hour	100%	100%	99%	100%	100%
	Percentage of sewer backups that were homeowner responsibility	78%	82%	78%	73%	71%
	Average times cleaned per year	1.8	1.4	2.3	1.5	1.5
	Percentage of annual sewers cleaned	28%	24%	10%	10%	2%

SUMMARY OF BUDGET CHANGES – MAINTENANCE AND REPAIRS

Office/Operation Supplies – Office/operations supplies decreased, because in the prior year a one-time purchase of a pole camera was budgeted.

Rentals - Rentals overall increased, because it is management's intent to rent an additional Vactor Truck this summer from July through September to allow for more sewer lines to be cleaned.

GOALS – ADMINISTRATIVE AND GENERAL

1. Work and coordinate with the Wastewater/Water and Electric Utility Department the implementation of the radio read program.

PERFORMANCE MEASUREMENTS – ADMINISTRATIVE AND GENERAL

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Receivables billed (in millions)	3.283	3.401	3.716	4.160	Not Available
	Initial amount of accounts going through the lien process	Not Available	Not Available	Not Available	111	138
Efficiency	Receivables collected (annual cash receipts/annual billings)	100.24%	100.32%	99.90%	97.60%	Not Available
	Final amount of accounts transferred to the tax roll	Not Available	Not Available	Not Available	32	Not Available

SUMMARY OF BUDGET CHANGES – ADMINISTRATIVE AND GENERAL

No significant changes.

NONOPERATING REVENUES (EXPENSES)

Interest/Finance Charges - Interest/finance charges decreased because of a bond issue retiring in the current fiscal year.

Transfers out - City Fee - Transfers out - City Fee is calculated at five percent of revenues. The increase in budget revenues is a direct correlation to the increase in the transfer out - city fee.

City of Traverse City, Michigan
ENTERPRISE FUND
WASTEWATER FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
OPERATING REVENUES					
Sewer Service Charges	$ 3,697,780	$ 4,203,540	$ 4,381,800	$ 4,460,000	$ 4,738,750
Public Authority	1,153,039	1,190,084	1,196,000	1,196,000	1,245,800
Industrial Pretreatment	3,542	3,200	4,000	4,000	4,000
Septage Treatment	461,563	451,419	14,000	14,000	14,500
Forfeited Discounts	10,753	11,147	10,000	10,000	11,000
Interdepartmental Sales	-	-	1,000	1,000	1,000
Merchandise and Jobbing	-	-	1,000	1,000	1,000
Sale of Fixed Assets	-	3,565	1,000	1,000	1,000
Miscellaneous	203,844	244,675	150,000	150,000	137,700
TOTAL OPERATING REVENUES	5,530,521	6,107,630	5,758,800	5,837,000	6,154,750
OPERATING EXPENSES					
WWTP AND PUMP STATIONS					
Professional Services	2,236,679	2,248,738	2,230,000	2,338,000	2,275,000
Septage Contract	451,512	439,637	-	-	-
Industrial Pretreatment Costs	742	776	1,000	1,000	1,000
Insurance and Bonds	65,014	54,994	70,000	48,000	75,000
Total WWTP and Pump Stations	2,753,947	2,744,145	2,301,000	2,387,000	2,351,000
MAINTENANCE AND REPAIRS					
Salaries and Wages	239,340	311,722	309,200	285,200	310,800
Fringe Benefits	103,896	130,291	130,200	105,700	124,100
Office/Operation Supplies	26,526	24,488	38,500	27,000	27,500
Professional Services	75,604	104,461	113,000	105,000	109,000
Transportation	7,254	11,747	15,000	11,000	13,500
Professional Development	5,477	5,510	6,500	6,500	6,500
Public Utilities	8,213	4,817	10,000	5,000	10,000
Insurance and Bonds	-	(2,345)	-	-	-
Repairs and Maintenance	10,921	32,884	20,000	35,000	20,000
Rentals	72,980	122,526	100,180	83,000	148,200
Total Maintenance and Repairs	550,211	746,101	742,580	663,400	769,600
ADMINISTRATIVE AND GENERAL					
Salaries and Wages	139,946	153,466	143,000	136,800	152,900
Fringe Benefits	59,573	61,232	69,150	61,830	61,700

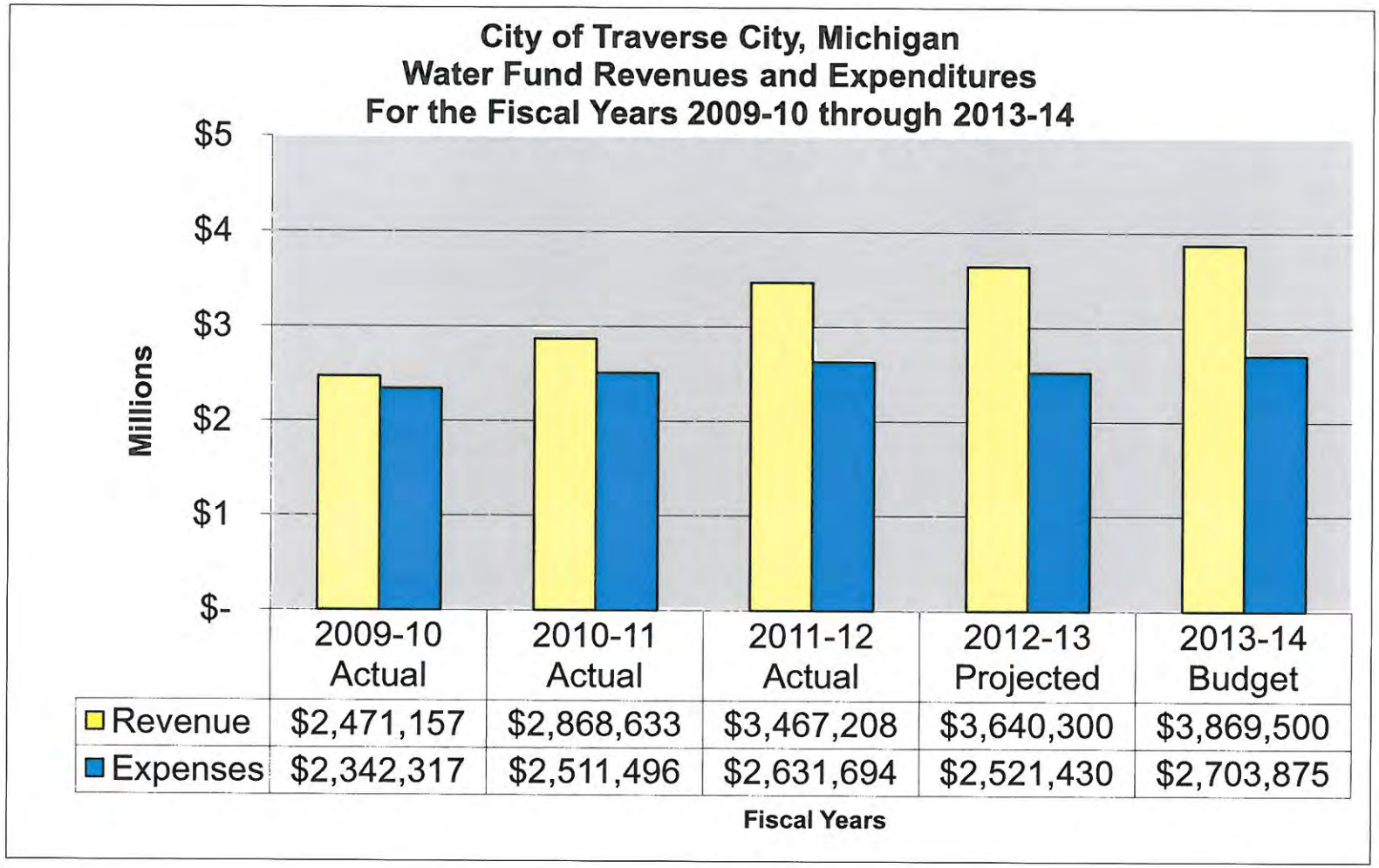
City of Traverse City, Michigan
ENTERPRISE FUND
WASTEWATER FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
ADMINISTRATIVE AND GENERAL (Continued)					
Office/Operation Supplies	21,000	19,466	21,850	17,750	17,250
Professional Services	13,782	14,077	14,100	14,000	17,000
Communication	295	178	200	200	200
Professional Development	2,345	1,896	1,250	1,250	2,800
Printing and Publishing	2,202	2,773	3,500	2,700	3,000
Rentals	6,922	4,815	5,250	5,000	5,000
Collection Costs	(1,821)	4,431	2,000	2,000	2,000
Transportation	2,685	2,641	3,100	2,200	2,500
Miscellaneous	1,977	2,640	2,800	2,900	3,250
Depreciation & Amortization	610,610	609,550	633,500	635,800	636,000
Total Administrative and General	859,516	877,165	899,700	882,430	903,600
TOTAL OPERATING EXPENSES	4,163,674	4,367,411	3,943,280	3,932,830	4,024,200
OPERATING INCOME	1,366,847	1,740,219	1,815,520	1,904,170	2,130,550
NON OPERATING REVENUES (EXPENSES)					
Federal revenue	22,634	-	-	-	-
Reimbursements	236	-	-	-	-
Interest Revenue	937	145	3,000	3,000	2,800
Interest/Finance Charges	(528,941)	(402,961)	(458,000)	(458,000)	(410,900)
Total Non-Operating Revenues (Expen	(505,134)	(402,816)	(455,000)	(455,000)	(408,100)
Income Before Transfers	861,713	1,337,403	1,360,520	1,449,170	1,722,450
Transfers Out - City Fee	(268,077)	(293,168)	(280,850)	(288,750)	(301,000)
NET INCOME	593,636	1,044,235	1,079,670	1,160,420	1,421,450
Beginning Net Assets	11,021,369	11,615,005	12,659,240	12,659,240	13,819,660
Ending Net Assets	$ 11,615,005	$ 12,659,240	$ 13,738,910	$ 13,819,660	$ 15,241,110

City of Traverse City, Michigan
ENTERPRISE FUND
WASTEWATER FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
Distribution Personnel Services % F.T.E. Employees = 5.5	62.38%	59.24%	59.17%	58.92%	56.51%
Adminstrative Personnel Services % F.T.E. Employees = 2.75	23.21%	24.48%	23.58%	22.51%	23.75%

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



	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Projected	2013-14 Budget
Revenue	$2,471,157	$2,868,633	$3,467,208	$3,640,300	$3,869,500
Expenses	$2,342,317	$2,511,496	$2,631,694	$2,521,430	$2,703,875

WATER FUND – PLANT, STORAGE TANKS AND BOOSTER STATIONS

Mission Statement: *To provide abundant, clean, safe and aesthetically pleasing water to our customers.*

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 rated capacity of 20 million gallons a day.

Annually, the plant treats and supplies approximately 2 billion gallons of water. Plant personnel also operate a state certified 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 State licensure 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 increase in consumption.

Public Authority – Public authority sales increased because of more water consumption in the surrounding townships.

GOALS - WATER PLANT

1. Focus on equipment upgrades including five plant capital improvements projects; flouride system upgrade, VFD control on high service pump #4, one filter valve replacement, replace three master meters and upgrading communication by connecting to the fiber optic line in the plant for Internet/GTC communications.

PERFORMANCE MEASUREMENTS – PLANT, STORAGE TANKS AND BOOSTER STATIONS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Million gallons of water pumped	2083.22	1935.63	1963.27	2232.31	Not available
	Chemical costs	$ 91,856	$ 65,345	$ 72,659	$ 85,685	Not available
	Electrical demand	2,226,760	2,141,520	2,124,176	2,424,244	Not available
Efficiency	Water demand met	100%	100%	100%	100%	Not available
	Chemical cost per million gallon	$ 44.09	$ 33.76	$ 37.01	$ 38.38	Not available
	Gal/KWH	935.54	903.86	924.25	920.83	Not available

SUMMARY OF BUDGET CHANGES – PLANT, STORAGE TANKS AND BOOSTER STATIONS

Utilities – Utilities increased based on past actual expenses.

Repairs and Maintenance – Repairs and maintenance increased to account for the lagoon cleaning that occurs approximately every five years.

WATER FUND – DISTRIBUTION

Mission Statement: *To distribute clean, fresh, potable water to our customers, the citizens of Traverse City, and to provide adequate volume of water for fire protection.*

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 984 fire hydrants.
- Tapping water mains for new service leads as required.
- Administering the Cross Connection Inspection Program.
- Locating all water, sanitary and storm lines for MISS DIG.
- Assisting all DPS Divisions with confined space entries.
- Maintaining 12 storm water treatment systems on outfalls

The Division's staff includes:

1 Superintendent
1 Chief Water/Sewer Maintenance Operator
1 Office Coordinator
7 Utility Systems Specialists
1 Apprentice

GOALS - DISTRIBUTION

1. Continue with the implementation plan for changing out meters to the new Sensus meters, which are highly accurate for a longer period of time.
2. Continue with the implementation plan on installing radio reads to promote higher accuracy of reads.
3. Continue to progress towards the elimination of all galvanized services.

PERFORMANCE MEASUREMENTS - DISTRIBUTION

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Water meters changed	280	205	356	527	329 to date
	Galvanized services changed	43	66	64	22	15
	Fire hydrants winterized	980	980	980	984	984
Efficiency	% ICE/IPERL/OMNI Meter in system	37%	39%	47%	51%	56%
	Galvanized services remaining	381	315	251	229	214
	Fire hydrants winterized	100%	100%	100%	100%	100%

SUMMARY OF BUDGET CHANGES – DISTRIBUTION

Office/Operation Supplies - Office/Operation supplies increased to reflect the cost of the water meter replacement program.

Rentals – Rentals increased because of replacing the aged vehicles with new vehicles at a higher lease rate.

GOALS - ADMINISTRATIVE AND GENERAL

1. Continue with managing the Water Committee to explore and brainstorm on improving efficiencies in the water system including the reducing the annual amount of water loss.
2. Development of residential cross connection program.
3. Continue working with Light and Power towards implementation of a work order and asset management program.

PERFORMANCE MEASUREMENTS – ADMINISTRATIVE AND GENERAL

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Service orders issued	2,900	3,285	2,346	2,233	2,227 to date
	Water Committee goals established	Not available	Not available	Not available	Not available	15
	Receivables billed in millions	$ 1.647	$ 1.811	$ 2.109	$ 2.733	Not available
Efficiency	Percentage of service orders completed in less than five days	90.71%	90.90%	85.68%	90.40%	90.30%
	Water Committee goals currently being worked on or completed	Not available	Not available	Not available	Not available	10
	Receivables collected (annual cash receipts/annual billings)	99.82%	98.90%	99.60%	93.94%	Not available

SUMMARY OF BUDGET CHANGES – ADMINISTRATIVE ANDGENERAL

No significant changes.

NONOPERATING REVENUES (EXPENSES)

Interest revenue - Interest revenue decreased based on past experience.

Interest/Finance Charges – Interest/finance charges decreased because the outstanding bond will be retired during the current fiscal year.

City of Traverse City, Michigan
ENTERPRISE FUND
WATER FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
OPERATING REVENUES					
Water Sales	$ 2,112,613	$ 2,751,534	$ 2,772,500	$ 2,907,000	$ 3,121,500
Water Hydrant Fees	12,165	12,165	12,000	12,000	12,000
Public Authority	632,476	614,032	612,200	638,000	649,000
Merchandise and Jobbing	14,448	15,803	17,500	15,000	20,500
Taps, Meters and Pits	14,465	17,751	11,000	11,000	12,000
Miscellaneous	55,981	50,115	43,500	47,300	48,500
TOTAL OPERATING REVENUES	2,842,148	3,461,400	3,468,700	3,630,300	3,863,500
OPERATING EXPENSES					
PLANT, STORAGE TANKS AND BOOSTER STATIONS					
Salaries and Wages	324,176	347,748	320,500	340,000	328,800
Fringe Benefits	121,653	135,413	133,900	124,800	143,100
Office/Operation Supplies	113,080	112,299	116,000	125,500	116,000
Professional Services	133,979	37,331	45,000	45,000	45,000
Communications	11,951	18,625	16,000	15,000	20,000
Transportation	1,106	1,169	3,000	2,000	3,000
Professional Development	2,694	3,991	5,000	5,000	5,000
Insurance and Bonds	31,526	28,329	33,000	38,000	38,000
Utilities	196,033	228,987	205,000	210,000	230,000
Repairs and Maintenance	36,633	58,521	45,000	45,000	75,000
Rentals	5,727	8,276	7,000	6,500	7,000
Total Plant, Storage Tanks and Booster Stations	978,558	980,689	929,400	956,800	1,010,900
DISTRIBUTION					
Salaries and Wages	348,330	313,721	329,000	275,000	328,800
Fringe Benefits	162,075	139,392	148,550	135,750	143,200
Office/Operation Supplies	120,089	237,385	106,000	200,000	206,000
Professional Services	122,866	132,544	151,200	150,000	143,500
Transportation	10,024	10,761	16,000	10,200	14,000
Professional Development	5,373	1,818	6,500	2,500	6,500
Insurance and Bonds	14	(2,690)	50	50	-
Utilities	10,104	10,304	14,000	10,500	12,000
Repairs and Maintenance	2,949	3,618	10,000	8,000	10,000
Rentals	41,958	70,579	71,200	64,000	88,025
Total Distribution	823,782	917,432	852,500	856,000	952,025

City of Traverse City, Michigan
ENTERPRISE FUND
WATER FUND
For the Budget Year 2013-14

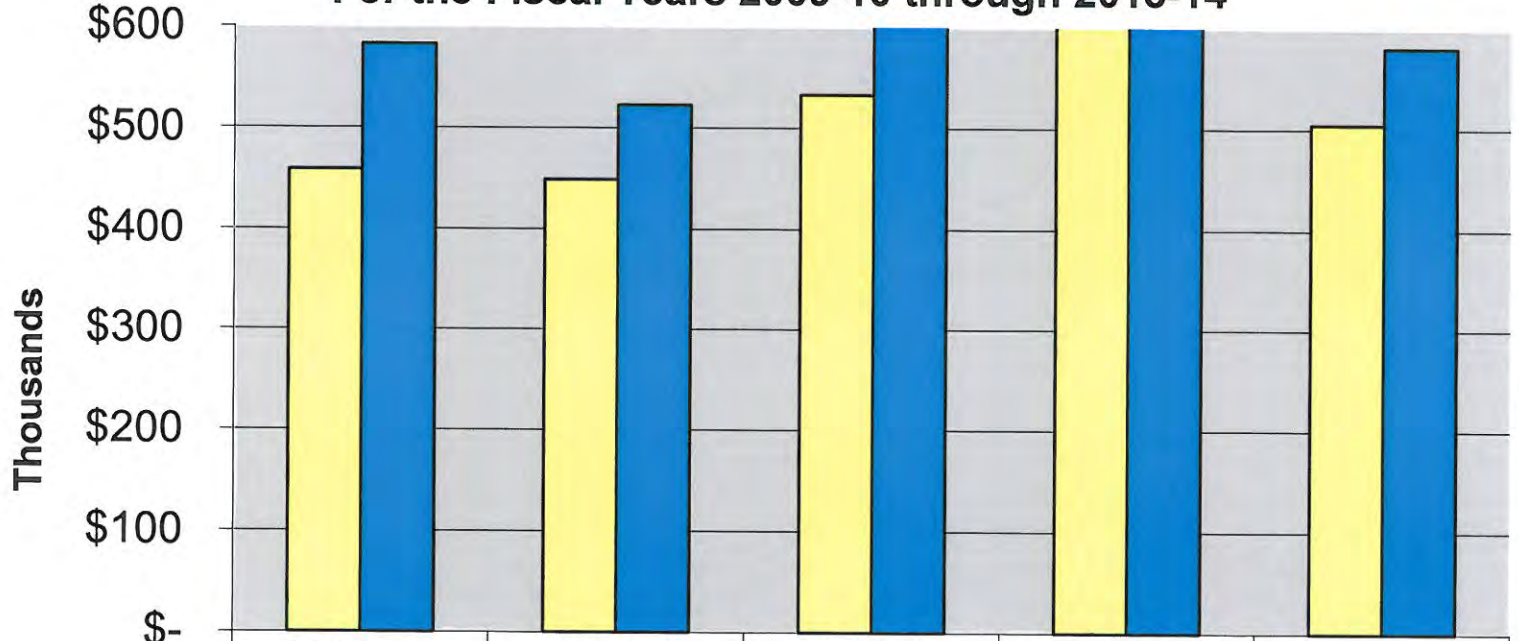
	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
ADMINISTRATIVE AND GENERAL					
Salaries and Wages	140,737	153,564	143,000	136,800	150,900
Fringe Benefits	72,479	61,241	69,150	61,830	73,300
Office Supplies	21,000	19,466	21,850	17,750	17,000
Communications	295	178	200	200	200
Professional Services	19,076	19,197	14,100	14,000	17,000
Professional Development	2,345	1,896	1,250	1,250	2,800
Printing and Publishing	2,202	2,773	3,500	2,700	3,000
Rentals	6,922	4,815	5,250	5,000	5,000
Collection Costs	(10)	2,013	2,000	2,000	2,000
Transportation	2,685	2,641	3,100	2,200	2,500
Miscellaneous	2,128	2,771	2,800	2,900	3,250
Inventory Adjustments	6,038	5,090	2,500	5,000	5,000
Depreciation Expense	250,508	258,117	260,000	260,000	265,000
Total Administrative and General	526,405	533,762	528,700	511,630	546,950
TOTAL OPERATING EXPENSES	2,328,745	2,431,883	2,310,600	2,324,430	2,509,875
OPERATING INCOME	513,403	1,029,517	1,158,100	1,305,870	1,353,625
NON OPERATING REVENUES (EXPENSES)					
Federal revenue	19,776	-	-	-	-
Reimbursements	236	-	1,000	-	1,000
Interest Revenue	6,473	5,808	15,000	10,000	5,000
Interest/Finance Charges	(39,750)	(26,250)	(15,000)	(15,000)	-
Total Non-Operating Revenues (Expenses)	(13,265)	(20,442)	1,000	(5,000)	6,000
Income Before Transfers	500,138	1,009,075	1,159,100	1,300,870	1,359,625
Transfers out - City Fee	(143,001)	(173,561)	(175,000)	(182,000)	(194,000)
NET INCOME	357,137	835,514	984,100	1,118,870	1,165,625
Beginning Net Assets	7,152,581	7,509,718	8,345,232	8,345,232	9,464,102
Ending Net Assets	$ 7,509,718	$ 8,345,232	$ 9,329,332	$ 9,464,102	$ 10,629,727

City of Traverse City, Michigan
ENTERPRISE FUND
WATER FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
Plant Personnel Services % F.T.E. Employees = 6.25	45.56%	49.27%	48.89%	48.58%	46.68%
Distribution Personnel Services % F.T.E. Employees = 6.25	61.96%	49.39%	56.02%	47.98%	49.58%
Adminstrative Personnel Services % F.T.E. Employees = 2.75	40.50%	40.24%	40.13%	38.82%	40.99%

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 2009-10 through 2013-14



	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Projected	2013-14 Budget
Revenue	$458,465	$448,590	$533,247	$603,800	$505,000
Expenses	$582,509	$522,781	$714,913	$649,654	$580,650

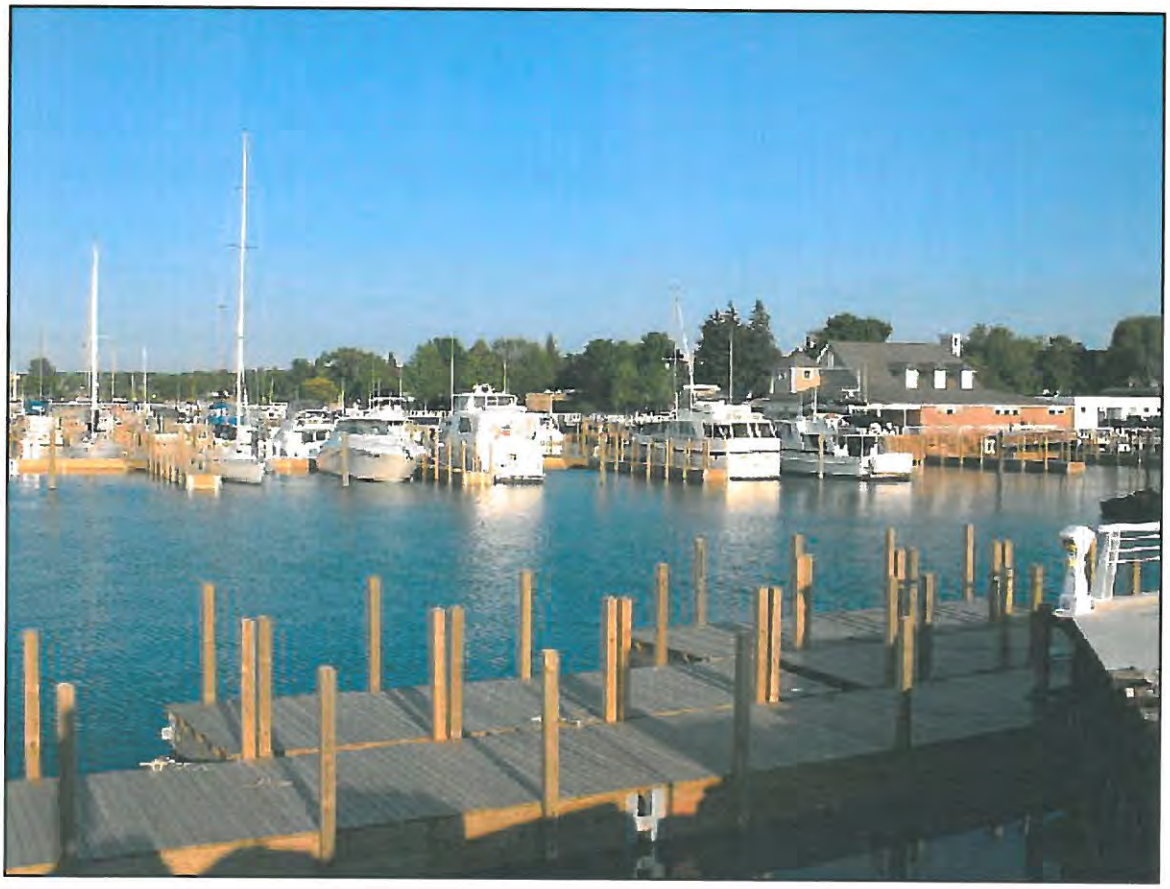
Fiscal Years

DUNCAN L. CLINCH MARINA FUND

Mission Statement: *To create a quality boating experience for the benefit and enjoyment of the public. Commitment to consistently providing excellent customer service will ensure a clean and safe environment that will meet all customer needs and exceed expectations.*

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:
Dockmaster, who also operates Hickory Hills in the winter months
Seasonal Assistant Dockmaster
8 to 10 seasonal dock attendants
3 seasonal night security staff
1 building and grounds maintenance



GOALS

1. Increase marina revenue by adjusting to fluctuations in occupancy.
2. Increase profit margin for gasoline and diesel sales at the marina.
3. Complete Michigan Clean Marina Certification.
4. Provide a clean and safe environment by consistently providing excellent service and facility maintenance.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Transient boat days	7,074	6,475	6,185	5,242	6,439
	Seasonal boat days	9,381	9,381	9,381	9,381	9,381
	Gasoline gross sales	$ 182,097	$ 157, 668	$ 188, 408	$ 236, 773	$259, 788
	Diesel gross sales	$96,647	$ 58,023	$ 81,989	$ 125,562	$ 97,408
Efficiency	Actual percentage of occupancy	73%	71%	69%	65%	71%
	Net sales (gross sales less cost of goods sold)	$37,317	$ 32,203	$ 71,803	$ 97,551	$ 72,401

SUMMARY OF BUDGET CHANGES

REVENUE

Boat Wells – Boat wells increased based on the significant increase in prior year actual revenue earned.

EXPENSES

Repairs and Maintenance - Repairs and maintenance decreased because in the 2012-13 fiscal year, the City repaired the northeast breakwater wall from storms relating to Hurricane Sandy.

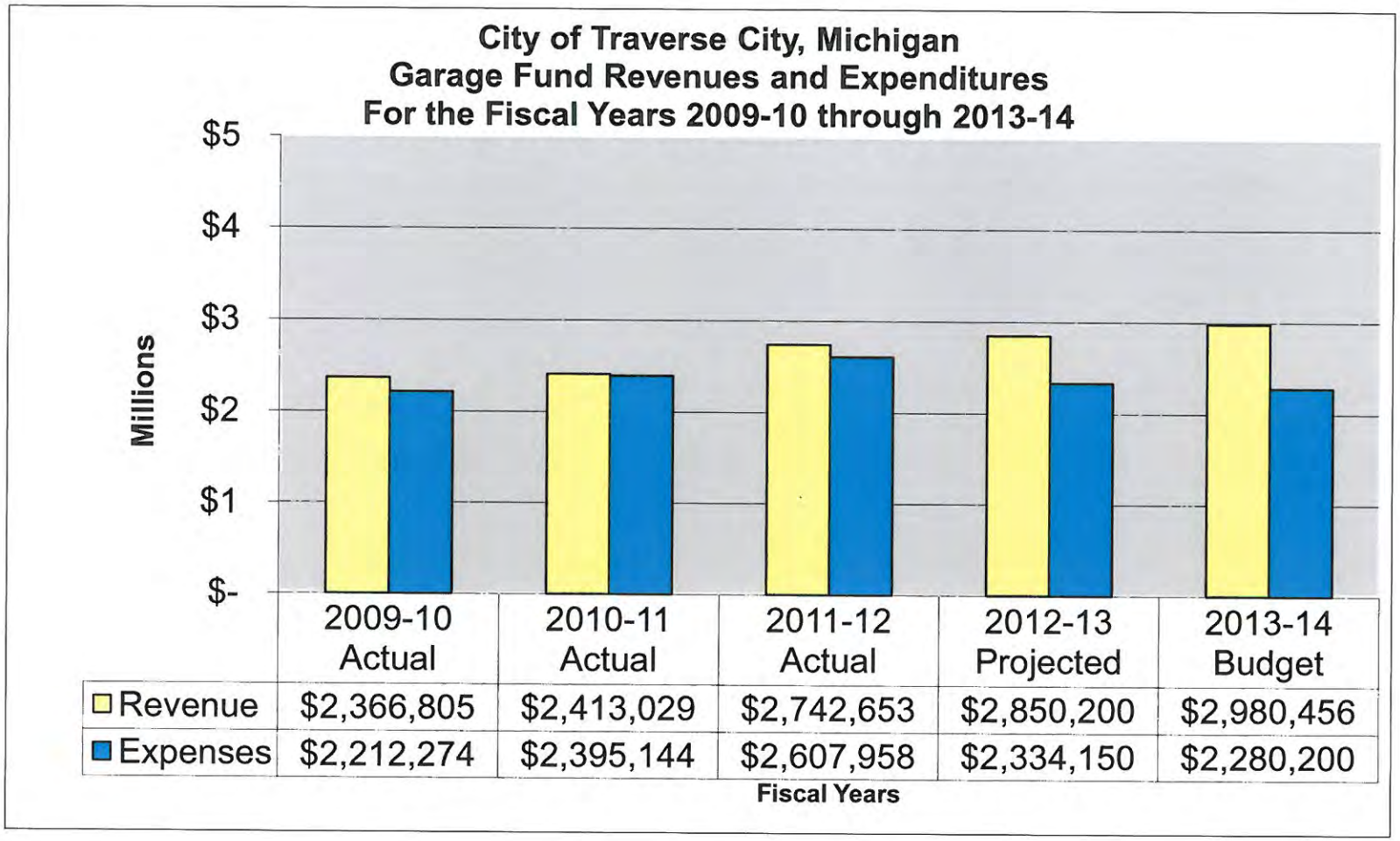
NONOPERATING REVENUES (EXPENSES)

State Grant - The Marina received State funding for reimbursement of repairs to the northeast breakwater wall caused by storms relating to Hurricane Sandy.

City of Traverse City, Michigan
ENTERPRISE FUND
DUNCAN L CLINCH MARINA FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
OPERATING REVENUES					
Launch Permits	$ 4,218	$ 4,136	$ 4,000	$ 4,000	$ 4,000
Boat Wells	335,897	357,087	355,000	400,000	377,000
Computerized Reservations	65,583	90,866	80,000	86,000	85,000
Gasoline and Oil (Net of Cost)	27,045	27,716	25,000	30,000	25,000
Reimbursements	1,303	617	1,000	500	-
Miscellaneous Revenues	14,100	15,692	14,000	18,500	14,000
TOTAL OPERATING REVENUES	448,146	496,114	479,000	539,000	505,000
OPERATING EXPENSES					
Salaries and Wages	81,560	83,962	85,000	85,500	85,300
Fringe Benefits	21,984	23,015	24,350	27,454	24,700
Office/Operation Supplies	11,024	11,722	10,000	9,800	10,000
Professional Services	162,127	258,934	180,000	195,000	185,000
Communications	7,222	9,501	8,000	10,600	9,000
Transportation	1,282	1,491	1,200	1,400	1,400
Professional Development	150	600	1,000	600	1,000
Printing & Publishing	82	1,224	1,500	1,300	1,500
Insurance & Bonds	4,143	3,491	4,500	3,200	4,500
Utilities	29,949	24,195	30,000	30,000	30,000
Repairs and Maintenance	16,692	107,223	94,600	94,600	40,000
Rentals	2,844	2,311	3,500	1,500	3,000
Miscellaneous Expense	-	238	-	500	-
Depreciation Expense	132,431	132,431	135,000	135,000	135,000
TOTAL OPERATING EXPENSES	471,490	660,338	578,650	596,454	530,400
OPERATING (LOSS)	(23,344)	(164,224)	(99,650)	(57,454)	(25,400)
NON OPERATING REVENUES (EXPENSES)					
State Grant	-	-	64,600	64,600	-
Interest Revenue	444	179	2,000	200	-
Interest Expense	(29,435)	(27,913)	(26,000)	(26,400)	(25,000)
Total Non-Operating Revenues (Expenses)	(28,991)	(27,734)	40,600	38,400	(25,000)
Income Before Transfers	(52,335)	(191,958)	(59,050)	(19,054)	(50,400)
Transfers In	-	36,954	-	-	-
Transfers Out - City Fee	(21,856)	(26,662)	(24,050)	(26,800)	(25,250)
NET LOSS	(74,191)	(181,666)	(83,100)	(45,854)	(75,650)
Beginning Net Assets	8,905,124	8,830,933	8,649,267	8,649,267	8,603,413
Ending Net Assets	$ 8,830,933	$ 8,649,267	$ 8,566,167	$ 8,603,413	$ 8,527,763
Personnel Services % (Includes $167,000 in Seasonal Contract Labor) F.T.E. Employees = 1.44	57.38%	41.49%	47.76%	46.94%	52.22%

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 Economic Development Fund to the Marina Fund. The proceeds initially were used to fund the marina expansion.



	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Projected	2013-14 Budget
Revenue	$2,366,805	$2,413,029	$2,742,653	$2,850,200	$2,980,456
Expenses	$2,212,274	$2,395,144	$2,607,958	$2,334,150	$2,280,200

GARAGE FUND

Mission Statement: *To provide maximum vehicle and equipment availability to enable City Departments the ability to provide both normal and emergency public services.*

The Garage Division is an internal service fund 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 – 7 day 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 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 Storeroom, where automotive and maintenance items are available to all Departments. The storeroom also operates a UPS drop-off and pickup site.

GOALS

1. Replace vehicles/equipment on schedule.
2. Monitor preventative maintenance dollars as a percentage of total maintenance.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2008/09	2009/10	2010/11	2011/12	2012/13
Output	Average age of motorized fleet	Not Available	Not Available	10.98 yrs	11.09 yrs	11.06 yrs
	Annual maintenance costs	$ 717,483	$ 826,327	$ 663,159	$936,649	$911,755
	Annual sublet costs	$ 62,291	$ 56,853	$ 52,414	$ 51,523	$62,082
	Scheduled vehicle/equipment replacement	Not Available	Not Available	11	16	21
Efficiency	Labor cost as a percentage of total maintenance costs	Not Available	Not Available	60%	65%	55%
	Part cost as a percentage of total maintenance costs	Not Available	Not Available	33%	35%	38%
	Sublet costs as a % of maintenance costs	8.68%	6.88%	7.99%	5.10%	7%
	Monitor preventative maintenance dollars as a % of total maintenance	Not Available	Not Available	Not Available	17%	16.5%
	Actual vehicle/equipment replacements	Not Available	Not Available	9	18	21

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 based on the anticipation of lower gas prices.

Rentals - Rentals increased to reflect required rental rates for the Garage Fund to cover the capital and operational costs of the buildings.

SUMMARY OF BUDGET CHANGES (Continued)

EXPENSES

Salaries and Wages - Salaries and wages increased based on the overall wage increase tied to inflation rates.

Office/Operation Supplies - Office operation supplies decreased to become more in align with prior year actual costs.

Cost of sales - Outside - Cost of sales - outside decreased based on the anticipation of lower gas prices.

Cost of sales - Interdepartment - Cost of sales - interdepartment decreased based on the anticipation of lower gas prices.

Insurance and Bonds - Insurance and bonds decreased to become more in align with prior year actual costs.

NONOPERATING REVENUES

Gain on Sale of Fixed Assets - Gain on sale of fixed assets increased based on the anticipation of the sale of various vehicles and pieces of equipment.

City of Traverse City, Michigan
INTERNAL SERVICE FUND
GARAGE FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
OPERATING REVENUES					
Rental-Motor Pool	$ 1,708,341	$ 1,928,952	$ 2,025,700	$ 2,014,200	$ 2,047,956
Interdepartmental Sales	441,872	475,508	516,000	516,000	495,000
Rentals	107,103	222,760	229,000	226,500	240,000
TOTAL OPERATING REVENUES	2,257,316	2,627,220	2,770,700	2,756,700	2,782,956
OPERATING EXPENSES					
Salaries and Wages	473,726	515,138	492,500	492,500	505,700
Fringe Benefits	199,774	209,231	208,500	214,300	215,500
Office/Operation Supplies	278,343	261,617	308,000	252,500	262,500
Cost of Sales - Outside	75,406	59,198	50,000	50,000	21,500
Cost of Sales - Interdepartment	273,178	302,482	373,000	303,000	300,000
Professional Services	98,635	104,284	70,000	100,000	75,000
Communications	4,518	5,064	14,000	6,600	14,000
Transportation	1,976	2,854	2,500	2,500	2,000
Professional Development	3,158	444	1,000	1,000	1,000
Printing & Publishing	234	350	750	750	500
Insurance and Bonds	84,758	58,283	92,000	55,000	60,000
Utilities	45,260	38,761	40,000	40,000	40,000
Repairs and Maintenance	32,899	33,412	20,000	40,000	20,000
Rentals	6,615	9,577	6,000	9,000	500
Depreciation Expense	820,063	732,314	762,000	762,000	762,000
Inventory Adjustments	(3,399)	(51)	5,000	5,000	-
TOTAL OPERATING EXPENSES	2,395,144	2,332,958	2,445,250	2,334,150	2,280,200
OPERATING INCOME (LOSS)	(137,828)	294,262	325,450	422,550	502,756
NON OPERATING REVENUES					
Federal Revenue	50,144	-	-	-	-
State revenue	-	14,676	-	-	-
Interest Revenue	3,187	1,727	5,000	2,000	5,000
Other Revenue	66,024	60,906	55,500	66,500	55,500
Gain on Sale of Fixed Assets	36,358	38,124	25,000	25,000	137,000
TOTAL NON-OPERATING REVENUES	155,713	115,433	85,500	93,500	197,500
Income Before Transfers	17,885	409,695	410,950	516,050	700,256
Transfers Out	-	(275,000)	-	-	-
NET INCOME	17,885	134,695	410,950	516,050	700,256
Beginning Fund Balance	7,294,296	7,312,181	7,446,876	7,446,876	7,962,926
Ending Fund Balance	$ 7,312,181	$ 7,446,876	$ 7,857,826	$ 7,962,926	$ 8,663,182
Personnel Services %	28.12%	31.05%	28.67%	30.28%	31.63%
F.T.E. Employees = 9.63					

City of Traverse City, Michigan
INTERNAL SERVICE FUND
GARAGE FUND
2013-14 Vehicle Replacement Schedule

Department	Replacement Cost	Resale/Trade Value
Police	$ 24,500	$ 1,500
Police	24,500	1,500
Police	24,500	1,500
Streets	29,000	Re-use
Streets	165,000	21,000
Streets	122,000	2,000
Streets	262,000	98,000
Streets	18,000	200
Streets/Parks	195,000	1,200
Parks	28,000	Re-use
Fire	29,000	750
Fire	700,000	1,500
Light and Power	260,000	7,500
Light and Power	60,000	200
Gross Purchases	$ 1,941,500	136,850
Less: Trade-in/Resale	(136,850)	
Net Purchases	$ 1,804,650	

TRAVERSE CITY
LIGHT & POWER

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 beginnings TCL&P has grown to more than 11,500 customers and now receives electric power from several sources. TCL&P has local generation available from its 75% share of a gas turbine combustion plant near Kalkaska, a wind power generation unit just west of the City limits, along with another 5 wind turbines in McBain. TCL&P also participates 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 state.

TCL&P 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. 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 to the city's electric customers and after hours assistance for water & sewer emergencies. Other various customer services are available such as commercial/industrial/residential 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 of Directors 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 its customers and the citizens of Traverse City first in our efforts.

Timothy J. Arends, Controller
Interim Executive Director
231-932-4558
tarends@tclp.org

City of Traverse City, Michigan
TRAVERSE CITY LIGHT & POWER
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
OPERATING REVENUE	$ 29,981,458	$ 31,834,482	$ 31,510,500	$ 32,650,000	$ 32,675,000
OPERATING EXPENSES					
GENERATION EXPENSES					
Purchased Power - Lansing BWL	6,974,397	6,705,404	6,160,000	7,051,000	6,440,000
Stoney Corners - Wind Energy	1,892,441	2,380,113	2,900,000	2,810,000	2,970,000
Combustion Turbine Power Cost	4,216,734	4,692,108	4,500,000	3,633,000	3,978,000
Cambell #3 Power Cost	3,322,056	4,459,611	4,000,000	4,806,000	4,880,000
Belle River #1 Power Cost	3,087,679	3,817,115	3,700,000	3,877,000	3,960,000
Landfill Gas - Granger Project	113,117	110,647	160,000	325,000	460,000
Other Generation Expenses	467,924	85,684	84,750	144,400	78,000
Total Generation Expenses	20,074,348	22,250,682	21,504,750	22,646,400	22,766,000
DISTRIBUTION EXPENSES					
Operations & Maintenance	3,276,966	3,596,637	3,505,100	3,401,750	3,470,000
TRANSMISSION EXPENSES					
Operations & Maintenance	196,728	179,975	198,350	415,550	420,900
OTHER OPERATING EXPENSES					
Customer Accounting	545,269	500,426	550,000	547,250	573,400
Conservation & Public Services	707,311	676,733	2,049,350	1,832,050	1,027,750
Administrative & General	1,320,067	1,112,653	1,145,250	1,020,250	1,163,950
Insurance	71,315	52,215	66,500	55,500	66,350
Depreciation Expense	1,732,080	1,808,182	1,875,000	1,892,000	1,982,000
City Fee	1,511,219	1,598,157	1,578,200	1,643,500	1,634,700
Total Other Operating Expenses	5,887,261	5,748,366	7,264,300	6,990,550	6,448,150
Total Operating Expenses	29,435,303	31,775,660	32,472,500	33,454,250	33,105,050
Operating Income/Loss	546,155	58,822	(962,000)	(804,250)	(430,050)
NON OPERATING REVENUE/EXPENSES					
Non Operating Revenues	990,117	828,563	357,500	472,250	430,050
Non Operating Expenses	(22,324)	(172,034)	-	-	-
Total Non Operating Revenue/(Exp)	967,793	656,529	357,500	472,250	430,050
Net Income	$1,513,948	$715,351	($604,500)	($332,000)	$0

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
OPERATING REVENUES					
Residential Sales	$ 5,421,674	$ 5,407,313	$ 5,380,000	$ 5,626,000	$ 5,675,000
Commercial Sales	13,587,206	14,236,306	14,130,000	14,342,000	14,425,000
Industrial Sales	8,321,852	9,219,732	9,205,000	9,214,000	9,325,000
Public Authority Sales	232,115	278,640	220,100	279,500	280,000
Street Lighting Sales	199,785	189,823	195,000	189,900	190,000
Yard Light Sales	82,004	78,753	78,400	76,100	76,000
Forfeited Discounts	55,757	43,823	51,500	58,000	58,000
Merchandise and Jobbing	145,548	56,637	75,000	51,000	65,000
Recovery of Bad Debts	80	80	-	-	-
Sale of Scrap	18,682	28,240	18,000	60,000	35,000
Miscellaneous Income	25,492	16,462	13,000	51,300	43,500
Refunds and Rebates	-	12,589	2,500	2,200	2,500
MISO Revenue	1,891,263	2,266,084	2,142,000	2,700,000	2,500,000
TOTAL OPERATING REVENUES	29,981,458	31,834,482	31,510,500	32,650,000	32,675,000
OPERATING EXPENSES					
GENERATION-OPERATING & MAINTENANCE					
Wind Generation - Traverse	13,633	18,157	15,000	93,000	25,000
Brown Bridge	932	1,553	-	-	-
Wind Generation Farm	11,897	1,841	-	-	-
Trap and Transfer	-	-	1,000	200	250
Union Street Fish Ladder	-	-	250	250	250
Kalkaska Combustion Turbine	378,527	-	-	-	-
Sabin Dam	885	-	-	-	-
Boardman Dam	1,179	-	-	-	-
Operation Supplies	837	788	1,100	750	1,000
Purchased Power - Lansing BWL	6,974,397	6,705,404	6,160,000	7,051,000	6,440,000
Stoney Corners - Wind Energy	1,892,441	2,380,113	2,900,000	2,810,000	2,970,000
Combustion Turbine Power Cost	4,216,734	4,692,108	4,500,000	3,633,000	3,978,000
Campbell #3 Power Cost	3,322,056	4,459,611	4,000,000	4,806,000	4,880,000
Belle River #1 Power Cost	3,087,679	3,817,115	3,700,000	3,877,000	3,960,000
Landfill Gas - Granger Project	113,117	110,647	160,000	325,000	460,000
total purchased power	*19,606,424*	*22,164,998*	*21,420,000*	*22,502,000*	*22,688,000*
Coal Dock	4,221	8,740	5,000	11,500	11,800
Communications	351	288	400	450	500
Safety	4,000	8,000	8,000	13,300	13,600
Tools	282	607	1,000	250	300
Professional and Contractual	45,741	43,696	50,000	22,500	23,000
Professional Development	4,998	2,013	2,500	2,200	2,300
TCLP Equipment Maintenance	388	-	500	-	-
Miscellaneous	53	-	-	-	-
Total Generation O & M	20,074,348	22,250,681	21,504,750	22,646,400	22,766,000
DISTRIBUTION OPERATION & MAINTENANCE					
Office Supplies	4,305	6,496	4,500	4,600	4,700
Operation Supplies	34,034	35,627	36,000	57,200	58,300
Utilities	48,588	47,067	54,000	58,500	60,300
Communications	17,214	17,574	18,500	52,000	53,000
Supervision and Maintenance	700,400	656,920	600,000	850,000	867,000
Substation	149,903	141,977	207,000	180,500	184,000
Overhead Lines	515,483	317,526	550,000	450,000	459,000
Load and Dispatching	575,341	529,680	575,000	400,000	408,000
Storm Damage Contingency	-	383,740	-	33,500	34,200
Underground Lines	175,280	186,258	300,000	180,300	184,000

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
Customer Installations	32,985	30,152	35,000	15,300	15,700
Electric Meters	58,881	53,190	61,500	44,500	45,400
Street Lighting	277,541	296,548	290,000	248,500	252,900
Traffic Signal Oper. & Maint.	144,094	157,134	163,000	194,000	197,900
Radio Equipment	2,274	1,468	2,100	1,450	1,500
Plant & Structures	172,101	314,830	205,000	252,000	257,000
Shop Labor	139,682	162,606	191,000	145,000	147,900
Safety	35,395	62,821	65,000	88,300	90,000
Tools	17,124	28,520	19,500	18,500	18,900
Professional and Contractual	37,055	54,348	38,500	36,600	37,400
Rent Expense	2,341	4,485	2,500	3,700	3,800
Professional Development	135,075	104,910	85,000	85,000	86,700
Printing and Publishing	1,832	1,376	1,700	1,850	1,900
Miscellaneous	399	1,384	300	450	500
Inventory Adjustments	(361)	-	-	-	-
Total Distribution O & M	3,276,966	3,596,637	3,505,100	3,401,750	3,470,000
TRANSMISSION OPERATIONS & MAINTENANCE					
Supervision & Maintenance	21,035	28,949	28,350	192,000	193,000
Substation	40,357	27,183	37,500	41,150	42,000
Overhead Lines	13,589	3,713	10,000	5,200	5,200
Load and Dispatching	57,860	50,817	59,500	96,500	97,000
Undergroound Lines	94	-	-	-	-
MISO Transmission	20,598	21,190	23,000	22,200	24,000
Miscellaneous	43,195	48,123	40,000	58,500	59,700
Total Transmission O & M	196,728	179,975	198,350	415,550	420,900
METERING & CUSTOMER ACCOUNTING					
Salaries and Wages	279,686	267,988	275,000	275,300	300,000
Fringe Benefits	143,843	118,975	129,200	126,800	130,200
Office Supplies	5,888	3,879	5,200	1,400	4,000
Communications	590	355	300	350	400
Meal Payments	188	68	150	550	600
Safety	-	9	-	50	100
Uniforms	2,138	3,453	3,350	3,600	3,700
Professional and Contractual	7,993	7,919	23,400	35,700	36,500
Postage	36,113	35,052	38,000	36,500	30,000
Uncollectable Accounts	19,454	16,796	25,000	17,000	17,350
Collection Costs	415	535	500	1,600	1,500
Data Processing	19,572	20,087	22,500	25,700	26,500
Transportation	5,370	5,281	6,200	4,900	5,000
Professional Development	4,690	3,792	2,500	2,100	2,500
Printing and Publishing	4,405	5,547	7,000	5,500	4,600
Vehicle Rentals	13,843	9,527	10,500	9,000	9,200
Miscellaneous	1,081	1,163	1,200	1,200	1,250
Total Customer Accounting	545,269	500,426	550,000	547,250	573,400
CONSERVATION & PUBLIC SERVICES					
Professional and Contractual	35,834	44,944	60,000	31,000	50,000
Contract Labor - Energy Optimization	-	-	100,000	100,000	100,000
Public Service and Communicaitons	74,854	43,422	30,000	15,000	30,000
Marketing and Public Services	99	-	-	-	-
In-Kind Community Services	76,160	62,205	75,000	45,000	46,000
Community Investment Fund	55,350	-	1,000,000	1,000,000	-
CFL Grant Expense	30,817	-	-	-	-
LED Street Lighting Grant Expense	123,722	-	-	-	-

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
Increased Energy Optimization Efforts	-	162	300,000	156,700	300,000
PA295-EO Compliance	310,475	526,000	484,350	484,350	501,750
Total Conservation & Public Services	707,311	676,733	2,049,350	1,832,050	1,027,750
ADMINISTRATIVE AND GENERAL					
Salaries and Wages	760,912	716,345	665,000	500,000	625,000
Fringe Benefits	253,317	137,566	182,750	168,000	200,000
Office Supplies	7,871	9,708	9,050	8,550	8,750
Communications	7,833	8,089	8,000	6,700	6,850
Fees and Per Diem	58,009	51,508	57,000	55,350	56,500
Board Related Expenses	9,333	3,755	6,500	3,250	3,350
Professional & Contractual	74,071	88,284	130,000	175,000	150,000
Legal Services	78,262	58,151	50,000	70,000	74,300
Employee Appreciation	10,757	6,611	7,500	5,300	5,000
City Fee	1,511,219	1,598,157	1,578,200	1,643,500	1,634,700
Transportation	7,683	2,151	3,500	2,600	2,700
Professional Development	37,033	16,074	22,450	15,000	20,000
Printing & Publishing	4,760	2,847	3,500	6,100	7,000
Insurance and Bonds	71,315	52,215	66,500	55,500	66,350
Miscellaneous	10,226	11,564	-	4,400	4,500
Depreciation Expense	1,732,080	1,808,182	1,875,000	1,892,000	1,982,000
Total Administrative and General	4,634,681	4,571,207	4,664,950	4,611,250	4,847,000
Total Operating Expenses	29,435,303	31,775,659	32,472,500	33,454,250	33,105,050
Operating Income / (Loss)	546,155	58,823	(962,000)	(804,250)	(430,050)
NON OPERATING REVENUES/(EXPENSES)					
Federal Grants	$ 250,000	$ -	$ -	$ -	$ -
State Grants	27,623	-	-	-	-
Rents and Royalties	44,154	21,235	43,000	40,850	44,250
Pole Rentals	59,435	31,773	34,500	41,400	35,800
Reimbursements	271,227	354,909	100,000	160,000	150,000
Interest & Dividend Earnings	337,679	420,646	180,000	230,000	200,000
Gain/(Loss) on Sale of Fixed Assets	(22,324)	(172,034)	-	-	-
Total Non Operating Revenue/(Expenses)	967,794	656,529	357,500	472,250	430,050
NET INCOME/(LOSS)	$1,513,949	$715,352	($604,500)	($332,000)	$0

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
FIBER OPTICS FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
OPERATING REVENUES					
Charges for services	$ 183,605	$ 193,810	$ 186,500	$ 200,150	$ 229,000
Wi-Fi sales and commissions	-	-	65,000	-	-
TOTAL OPERATING REVENUES	183,605	193,810	251,500	200,150	229,000
OPERATING EXPENSES					
Office and operating supplies	799	2,061	3,250	2,000	2,000
Supervision and maintenance	28,572	28,631	66,150	30,000	41,000
Overhead and underground lines	4,376	19,245	6,000	13,000	16,000
Customer installations	1,700	8,333	5,600	3,000	6,500
Wifi operations and maintenance	-	-	45,000	-	-
Termination boxes	32,839	13,211	35,400	15,750	16,500
Tools	646	17	-	150	150
Legal services	253	-	-	-	-
City fee	9,180	9,691	12,600	10,000	10,100
Professional development	7,757	246	500	2,250	2,150
Insurance	1,263	995	1,450	950	1,000
Repair and maintenance	1,154	-	500	150	500
Vehicle rental	-	(93)		-	-
Miscellaneous	-	-	150	-	-
Depreciation expense	85,409	86,511	99,800	87,350	87,600
TOTAL OPERATING EXPENSES	173,948	168,848	276,400	164,600	183,500
Operating income/(loss)	9,657	24,962	(24,900)	35,550	45,500
NON OPERATING REVENUES					
Reimbursements	34,392	39,069	75,900	7,150	18,000
Net income	$ 44,049	$ 64,031	$ 51,000	$ 42,700	$ 63,500

DOWNTOWN DEVELOPMENT AUTHORITY

The Downtown Development Authority (DDA) Board of Directors will hold a public hearing on the budget Friday, May 17, 2013 at 8 a.m., Commission Chambers, Second Floor, Governmental Center. The Board is scheduled to approve the budget on June 21, 2013.

The 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 Traverse City Parking System (APS). The DDA has a management agreement with the Downtown Traverse City Association (DTCA) the marketing, communication and events arm of downtown. The revenues from these contracts, as well as projected reimbursements from the Tax Increment Financing District funds (TIF), are shown in the Reimbursements revenues line items of the budget.

To meet the obligations of the management agreements remaining, the DDA will have eight full time employees, and seven part time employees. Four of the full time and all seven part time are dedicated almost entirely to the Traverse City Parking System. The Farmers Market is expected to be managed by contract with SEEDS, reflected in the Professional Services line item. The DDA Board has also committed to purchasing and maintaining the flowers in the summer and that is covered under Salaries and Wages, and in Community Promotion in the current fiscal year. The DDA is projected to continue to support Santa's arrival with a $7,500 agreement with the DTCA.

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. Furthermore, as in the past (Opera House, State Theatre) we will always be open to partnerships to increase our efficiency and support community efforts. 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. With the need to inspire developers; oversee, fund and manage public improvement projects; manage the City's Parking System, the DTCA, and the DDA office.....this operation is extremely efficient.

City of Traverse City, Michigan
COMPONENT UNIT
DOWNTOWN DEVELOPMENT AUTHORITY FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Property Taxes	$ 64,907	$ 64,632	$ 64,900	$ 64,900	$ 64,900
Reimbursements	512,613	462,648	475,500	474,000	552,000
Rental Income	44,118	48,662	46,000	49,000	49,000
Interest Revenue	568	703	500	500	200
TOTAL REVENUES	622,206	576,645	586,900	588,400	666,100
EXPENDITURES					
Salaries and Wages	500,071	504,504	511,000	509,000	525,000
Fringe Benefits	42,195	50,104	42,500	46,950	52,500
Office/Operating Supplies	5,645	4,628	5,400	7,650	7,800
Professional Services	12,685	20,082	19,000	17,000	18,000
Communications	3,962	4,143	4,300	4,500	4,100
Transportation	257	320	2,000	1,000	2,000
Lodging/Meals	3,603	3,367	5,200	4,900	5,200
Training	1,680	1,250	1,900	1,500	1,900
Community Promotion	2,421	14,426	12,000	10,000	11,600
Printing and Publishing	7,552	7,364	7,000	7,800	8,000
Insurance and Bonds	1,170	1,479	1,500	1,500	1,800
Utilities	6,369	5,497	6,600	6,400	6,600
Repairs and Maintenance	2,610	1,961	2,100	1,500	2,100
Rentals	5,606	7,151	6,300	7,800	8,000
Legal Services	1,188	-	500	1,000	5,000
Miscellaneous	124	70	200	500	500
Capital Outlay	2,341	2,068	3,000	1,500	6,000
TOTAL EXPENDITURES	599,479	628,414	630,500	630,500	666,100
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	22,727	(51,769)	(43,600)	(42,100)	-
Beginning Fund Balance	284,278	307,005	255,236	255,236	213,136
Ending Fund Balance	$ 307,005	$ 255,236	$ 211,636	$ 213,136	$ 213,136
Personnel Services %	90.46%	88.26%	87.79%	88.18%	86.70%

DDA TAX INCREMENT FINANCING #97 FUND

The DDA Board of Directors will hold a public hearing on the Tax Increment Financing Fund #97 (TIF97) budget for 2013-14 on Friday, May 17, 2013 at 8 a.m., Commission Chambers, Second Floor, Governmental Center. The Board is scheduled to approve the budget on June 21, 2013.

TIF 97 Fund accounts for the public activities in the northern part of downtown. Over the next 14 years this fund will continue to make payments on the Hardy Parking Deck bonds. The budgeted amount for 2013-14 is $760,000 shown as a Contribution to Other Governments. 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 $85,000. 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 as much as $3,511,000 in expenditures, only $1,500,000 is budgeted due to the limitations of the fund, and a realization that it is most unlikely all of the listed projects will actually be completed entirely in the coming fiscal year. They also recognized that many of the projects are tied directly with the private sector, and those are notated in the descriptions below:

GARLAND STREET RECONSTRUCTION ($1,315,000) *Hotel Indigo and adjacent properties.* Because of the design which really has no formal sidewalks and is a street with only partial redevelopment, we are putting the full cost of the project in the CIP. The DDA Board and the City Commission will need to decide but if we complete the work, then any redevelopment would have to restore the work to its original condition. If we do a Special Improvement District the total number from TIF 97 will be much lower.

PINE STREET PEDESTRIAN WAY ($1,360,000) We hope this project can move forward in conjunction with the Garland Street work.

PUBLIC RESTROOM AT LOT O – ($316,000) Depending on the DDA's evaluation of our trial public/private partnership, this project could move forward, especially if outside funds are made available for the environmental issues at Lot O.

WIFI ($300,000) – This project as now envisioned would be a one-time capital expenditure rather than a payment each year to Light & Power.

WEST FRONT BRIDGE REPLACEMENT ($220,000) Leveraging other funds, the DDA has committed to replacing the vehicular bridge as part of the West State and Pine project.

The revenue line item "Contribution for Other Governmental Entity" includes a planned $115,000 reimbursement from the Grand Traverse County Brownfield Redevelopment Authority (BRA) for costs associated with the Hardy Parking Deck.

City of Traverse City, Michigan
COMPONENT UNIT
TAX INCREMENT FINANCING 97 FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Property Taxes	$ 1,181,104	$ 1,220,393	$ 1,330,900	$ 1,290,000	$ 1,300,000
Grants	12,983	7,247	-	-	-
Reimbursements	145,000	145,000	145,000	20,000	115,000
Interest Revenue	5,415	5,985	4,000	4,500	2,000
TOTAL REVENUES	1,344,502	1,378,625	1,479,900	1,314,500	1,417,000
EXPENDITURES					
Professional Services	198,123	200,320	180,000	195,000	200,000
Printing and Publishing	661	194	1,000	500	1,000
Contribution To Other Governmen	651,203	900,695	704,000	704,000	760,000
Capital Outlay	247,024	138,431	2,300,000	800,300	1,500,000
TOTAL EXPENDITURES	1,097,011	1,239,640	3,185,000	1,699,800	2,461,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	247,491	138,985	(1,705,100)	(385,300)	(1,044,000)
Beginning Fund Balance	1,159,804	1,407,295	1,546,280	1,546,280	1,160,980
Ending Fund Balance	$ 1,407,295	$ 1,546,280	$ (158,820)	$ 1,160,980	$ 116,980

DDA TAX INCREMENT FINANCING FUND #2

The DDA Board of Directors will hold a public hearing on the Tax Increment Financing Fund #2 (TIF 2)budget for 2013-14 on Friday, May 17, 2013 at 8 a.m., Commission Chambers, Second Floor, Governmental Center. The Board is scheduled to approve the budget on June 21, 2013.

TIF 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 2013-14 is $1,382,700 shown as a Contribution to Other Governments. 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 $41,000. 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 $150,000 for a share of the cost of installing WIFI in downtown, and $150,000 for Eighth Street Bridge Repair.

Added to the Professional Services line item this year, is $75,000 to reflect a contract with the History Center for services in the coming year, if the DDA approves a contract with the History Center for services and/or capital expenditures, which would be more than the $50,000 expended this year.

Repayment 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 $450,000.

City of Traverse City, Michigan
COMPONENT UNIT
TAX INCREMENT FINANCING 2 FUND
For the Budget Year 2013-14

	FY 10/11 Actual	FY 11/12 Actual	FY 12/13 Budget	FY 12/13 Projected	FY 13/14 Recommended
REVENUES					
Property Taxes	$ 740,875	$ 798,805	$ 748,300	$ 745,000	$ 857,000
Reimbursements	-	580,000	-	-	-
Contribution from other governmen	145,735	-	500,000	420,000	450,000
Interest Revenue	5,868	5,180	3,000	3,500	3,000
TOTAL REVENUES	892,478	1,383,985	1,251,300	1,168,500	1,310,000
EXPENDITURES					
Administrative / Engineering	71,839	107,431	76,000	76,000	81,300
Professional Services	32,125	782	187,000	87,000	150,000
Printing and Publishing	354	190	500	500	700
Contribution To Other Governments	1,205,706	1,318,206	1,158,500	1,157,700	1,382,700
Capital Outlay	65,078	20,983	443,500	6,000	300,000
TOTAL EXPENDITURES	1,375,102	1,447,592	1,865,500	1,327,200	1,914,700
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(482,624)	(63,607)	(614,200)	(158,700)	(604,700)
Beginning Fund Balance	2,150,594	1,667,970	1,604,363	1,604,363	1,445,663
Ending Fund Balance	$ 1,667,970	$ 1,604,363	$ 990,163	$ 1,445,663	$ 840,963

City of Traverse City, Michigan
Property Tax Millage Rates - All Overlapping Governments
2001-2013

Tax Year	City	County	School	Other	Total
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
2010 - Homestead	13.5567	4.9838	9.1000	8.8658	36.5063
2010 - Non-Homestead	13.5567	4.9838	27.1000	8.8658	54.5063
2011 - Homestead	13.0567	4.9838	9.1000	8.9423	36.0828
2011 - Non-Homestead	13.0567	4.9838	27.1000	8.9423	54.0828
2012 - Homestead	13.0567	4.9838	9.1000	8.9423	36.0828
2012 - Non-Homestead	13.0567	4.9838	27.1000	8.9423	54.0828
2013 - Homestead	13.4367	4.9838	9.1000	8.9447	36.4652
2013 - Non-Homestead	13.4367	4.9838	27.1000	8.9447	54.4652

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 2011 the millage rate was 1.8038).

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

Department	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-2011	2011-12	2012-13	2013-14
City Manager	3	3	3	3	3	3	3	3	3	3
Human Resources	2	2	2	2	2	2	1	1	1	2
DPS Director	1	1	1	2	0	0	0	0	0	0
Community Development	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	2	2	2	2	1	1	1
City Clerk	4	4	4	4	4	4	4	4	4	4
City Treasurer/Util. Acctg	10	10	10	10	10	10	10	10	10	10
City Cemetery	1	1	1	1	1	1	1	1	1	1
Police Department	36	36	36	36	36	34	33	30	29	30
Fire Department	29	31	31	31	31	27	26	25	24	23
Street Department	21	21	20	20	21	20	19	18	18	17
City Engineering	8	8	8	7	7	7	7	7	6	6
Parks & Recreation	17	16	16	16	15	14	14	12	10	11
Zoo Department	4	3	2	0	0	0	0	0	0	0
Planning & Zoning	3	3	3	3	3	4	4	4	4	4
Senior Center	2	2	2	2	2	2	2	1	1	1
Auto Parking	2	2	2	2	2	1	1	1	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	1	1	1	1	1	1	1	1	1	1
Garage Department	10	10	10	10	10	9	9	9	9	9
Total	176	176	174	174	172	163	159	150	145	146

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

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 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)
6/30/2002	$ 2,434,672	$ 7,769,958	$ 5,335,286	31.3%	$ 2,393,258	222.9%
6/30/2003	2,590,432	8,072,071	5,481,639	32.1	2,402,524	228.2
6/30/2004	2,645,396	8,091,713	5,446,317	32.7	2,671,393	203.9
6/30/2005	2,723,028	8,218,900	5,495,872	33.1	3,139,509	175.1
6/30/2006	2,977,346	8,643,119	5,665,773	34.4	3,509,371	161.5
6/30/2007	3,444,580	8,402,945	4,958,365	41.0	3,234,852	153.3
6/30/2008	3,655,194	6,710,657	3,055,463	54.5	3,173,479	96.3
6/30/2009	3,700,439	6,835,257	3,134,818	54.1	3,348,677	93.6
6/30/2010	3,774,317	7,115,866	3,341,549	53.0	3,308,083	101.0
6/30/2011	3,707,242	7,503,406	3,796,164	49.4	3,131,962	121.2

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
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
2010 / 2009	331,647	100
2011 / 2010	340,273	100
2012 / 2011	385,164	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 indicatec Additional information as of the latest actuarial valuation follows:

Valuation date	June 30, 2011
Actuarial cost method	Individual entry-age actuarial cost method
Amortization method	Level percent
Remaining amortization period	28 years
Asset valuation method	4 years smoothed market
Actuarial assumptions	
Investment rate of return	7.50%
Projected salary increases	4.0-7.0%
Health care inflation	4.0-9.0%

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 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)
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)	107.9	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
6/30/2009	23,755,156	31,384,903	7,629,747	75.7	3,348,677	227.8
6/30/2010	22,950,947	34,264,396	11,313,449	67.0	3,308,083	342.0
6/30/2011	21,917,150	36,334,692	14,417,542	60.3	3,131,962	460.3

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
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
2010 / 2009	1,154,441	100
2011 / 2010	1,206,390	100
2012 / 2011	1,345,660	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 indic
Additional information as of the latest actuarial valuation follows:

Valuation date	June 30, 2011
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	4.0-7.0% includes wage inflation at 3.75%
Cost-of-living adjustments	2.5% of original pension for twenty years, payable to Pre-July 1, 1990 retirees, 2.5% of original pension or inflation whichever is less, for twenty years, payable to the Police Captains unit (effective 1/1/1994) and Police Sergeants (effective 8/1/1998) and Police Patrol (effective 1/1/1999) and Firefighters unit (effective 7/1/2000), except that the Firefighters unit is not subject to inflation.

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	44.7%
12/31/2008	1,488,166	5,055,539	3,567,373	29.4	8,023,611	44.5
12/31/2010	2,531,410	5,381,283	2,849,873	47.0	8,152,207	35.0

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
2008 / 2007	$ 274,606	100%
2009 / 2008	286,964	100%
2010 / 2009	303,667	100%
2011 / 2010	317,334	100%
2012 / 2011	303,667	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 indicatec Additional information as of the latest actuarial valuation follows:

Valuation date	December 31, 2010
Actuarial cost method	Entry age normal
Amortization method	Level dollar
Remaining amortization period	30 years
Asset valuation method	Market Value
Actuarial assumptions	
Investment rate of return	8.00%
Projected salary increases	Not applicable

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)
12/31/2002	$ 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
12/31/2009	40,980,261	54,216,489	13,236,228	75.6	7,971,182	166.1
12/31/2010	41,600,136	56,545,514	14,945,378	73.6	8,152,207	183.3
12/31/2011	42,069,093	59,144,098	17,075,005	71.1	7,998,283	213.5

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
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
2010 / 2009	1,394,741	100
2011 / 2010	1,689,281	100
2012 / 2011	1,674,337	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 indicatec Additional information as of the latest actuarial valuation follows:

Valuation date	December 31, 2011
Actuarial cost method	Entry age normal cost method
Amortization method	Level percent
Remaining amortization period	27 years
Asset valuation method	10 year smoothed market
Actuarial assumptions	
Investment rate of return	8.00%
Projected salary increases	4.5-13.00%

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: $20,000.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: General Fund - $20,000.00

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: 14/15 End: 14/15

Funding Sources: General Fund - $150,000.00

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 have better access for the public. We currently pay about $7,000.00 per year for the rental office. There is currently over $154,000.00 in the "bank" for this project. Earlier Engineering estimates placed this project at $420,000.00. We need to look at less expensive alternatives so this project can be done sooner rather than later. The Catholic office was constructed in 2004 for about 1/3 of the Engineering estimate. Allowing for inflation and necessary construction costs, we should be able to build this for $250,000.00 or less.

Estimated Cost: $254,270.00

Fiscal Years: Start: 12/13 End: 15/16

Funding Sources: General Fund - $154,270.00
General Fund - $100,000.00

Project Name: Oakwood Cemetery: Install Cremation Niches in Mausoleum

Project Description: This project would allow additional burial options for families 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: 16/17 End: 16/17

Funding Sources: General Fund - $20,000.00

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: $30,000.00

Fiscal Years: Start: 13/14 End: 14/15

Funding Sources: General Fund - $30,000.00

Department: General Government

Project Name: Annual Computers

Project Description: Replace hardware: computers, monitors, printers and software

Estimated Cost: $180,000.00

Fiscal Years: Start: 13/14 End: 17/18

Funding Sources: General Fund - $180,000.00

Project Name: City Document Management System

Project Description: Document Imaging various City records. Starting with the Treasurer's office: Image all invoices, journal entries, financial reports, and receipts that support financial transactions. These documents would then be searchable by anyone with inquiry access into the system. Other departments would move order as funds are available, including Assessor, Human Resources, and Manager etc.

Estimated Cost: $121,500.00

Fiscal Years: Start: 12/13 End: 16/17

Funding Sources: General Fund - $121,500.00

Project Name: City Wide Bench Elevation Survey - Engineering

Project Description: Update current data base for surveying benchmarks within the City to use on City infrastructure projects.

Estimated Cost: $25,000.00

Fiscal Years: Start: 13/14 End: 14/15

Funding Sources: General Fund - $25,000.00

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. There is interest on the part of some neighbors to assist with the cost.

Estimated Cost: $15,000.00

Fiscal Years: Start: 16/17 End: 16/17

Funding Sources: General Fund - $12,000.00
Private - $3,000.00

Project Name: Boon Street Park Playground Improvements

Project Description: This neighborhood park has a mixture of twenty year old and older pieces of play equipment. The slide might be worth keeping but the swings and climber need to be replaced. A portion of the cost ($4,000.00) will be sought from the neighborhood.

Estimated Cost: $10,000.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: General Fund - $6,000.00
Private - $4,000.00

Project Name: Bryant Park Retaining Wall

Project Description: The retaining wall will greatly reduce the amount of sand that blows up into the turf area during the late fall to early spring period. It will also help to stop the encroachment of the sand and shrinking of the turf areas.

Estimated Cost: $90,000.00

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

Funding Sources: General Fund - $45,000.00
Federal / State Grant - $45,000.00

Project Name: Clancy Park Improvements - Phase 1

Project Description: This project would include installation of an accessible asphalt walking trail around the perimeter of the park with connector trails to park facilities. A large number of mature ash trees were removed in 2012 due to the Emerald Ash Borer beetle. These trees were replace with a DNR / USDA Grant in the fall of 2012. The neighborhood group is buying into these projects and have helped with labor and is raising money.

Estimated Cost: $40,000.00

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

Funding Sources: General Fund - $25,000.00
Private - $5,000.00
Federal / State Grant - $10,000.00

Project Name: Clancy Park Phase 2 Improvements

Project Description: Replacement of old play equipment with "natural playscape" pieces or structure to meet current safety and accessibility standards. Preliminary plans were done by Dave Weston for various park improvements. This would be a good continuation from the Phase 1 project from 2013-14. The neighborhood will be challenged to raise $5,000.00 of the cost.

Estimated Cost: $30,000.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: General Fund - $25,000.00
Private - $5,000.00

Project Name: Hannah Park improvements

Project Description: This project would pave a 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 - would need to check before adding TIF$. Decorative lights will replace barn style lights. Two track dirt roads will be replaced with turf and grass pavement system. To allow the grass pavers to function efficiently, an irrigation system should also be installed park wide to improve turf quality and reduce erosion.

Estimated Cost: $40,000.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: General Fund - $30,000.00
Private - $10,000.00

Project Name:	Hickory Hills Booster Pump and Well
Project Description:	In 2009, the booster station and first pump was completed allowing more snowmaking potential beginning with the 2009-10 ski season. The Grand Traverse Ski Club will continue fund raising toward the snow making system and should be able to pay $20,000.00 toward the second pump and well for the booster pump system. The ski club purchased our sixth snow gun in 2011 and this will fully use the capacity of the current pump and well system. With the addition of the second pump that will be installed in the booster pump building built in 2009, and the second well, we will be able to purchase and use more snow guns and further reduce the total number of hours necessary to make snow each year.
Estimated Cost:	$50,000.00
Fiscal Years:	Start: 14/15 End: 14/15
Funding Sources:	General Fund - $30,000.00 Private - $20,000.00

Project Name:	Hickory Hills Lodge Replacement
Project Description:	The current lodge does not meet current standard for accessibility along with outdated facilities of every type. Remodeling of the current lodge is not a viable option. Several locations are in consideration for a new lodge but a new one is definitely needed. A joint City and Community effort will be needed to make this happen. We will be able to offer the facility for rent for various events throughout the year to bring in revenue to offset some of the costs. Large scale donations in addition to any the Grand Traverse Ski Club can provide and searching for grant funding will be necessary to make this happen. Combining this structure and one for the proposed tubing park may make sense.
Estimated Cost:	$1,000,000.00
Fiscal Years:	Start: 16/17 End: 16/17
Funding Sources:	General Fund - $400,000.00 Federal / State Grant - $400,000.00 Private - $200,000.00

Project Name:	Hickory Hills Pole Barn
Project Description:	A shelter for the snow groomers, snow guns and other equipment. This would then allow the GT Ski Club to take over use of the old pole barn for a coach's equipment room, storing of timing and computer equipment for races and other GT Ski Club functions. The club would be asked for funds to help construct the new structure.
Estimated Cost:	$80,000.00
Fiscal Years:	Start: 14/15 End: 14/15
Funding Sources:	General Fund - $75,000.00 Private - $5,000.00

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. Some of the existing play pieces could remain as they were replaced and/or added in the past 10 years or so. The neighborhood would be challenged to raise $5,000.00 of the cost.
Estimated Cost:	$20,000.00
Fiscal Years:	Start: 17/18 End: 17/18
Funding Sources:	General Fund - $15,000.00 Private - $5,000.00

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 receptacles, bike racks, drinking fountain. Landscaping, Lighting, 15 wall lights, 10 up-lights, 1 light standard. Light and Power at one time had offered to lend financial assistance to this project. TIF 2 money may also come in to play for a portion of this project.
Estimated Cost:	$130,000.00
Fiscal Years:	Start: 15/16 End: 15/16
Funding Sources:	General Fund - $65,000.00 Private - $65,000.00

Project Name:	Park Sign Replacement
Project Description:	This project would replace a majority of the main park entrance signs with a different style and color to keep the parks up to date.
Estimated Cost:	$30,000.00
Fiscal Years:	Start: 14/15 End: 14/15
Funding Sources:	General Fund - $30,000.00

Project Name:	Rose and Boyd Park (Triangle Park)
Project Description:	The North Traverse Heights neighborhood group has expressed an interest in seeing some improvements to this park with a small sitting shelter, sidewalks, benches and general landscaping improvements. The group has expressed some interest in assisting with the project.
Estimated Cost:	$10,000.00
Fiscal Years:	Start: 14/15 End: 14/15
Funding Sources:	General Fund - $5,000.00 Private - $5,000.00

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: $20,000.00

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

Funding Sources: General Fund - $20,000.00

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

Funding Sources: General Fund - $400,000.00

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: 14/15 End: 14/15

Funding Sources: General Fund - $50,000.00

Department: Police

Project Name: Police in-car Cameras

Project Description: Current in-car police cameras are no longer available for the updated Mobile Data Computers in the fleet cars for the Police department. The cameras that remain are not compatible with existing operating system upgrades. The manufacturer (OEM Micro Solutions) will not develop software to make them compatible. Camera Systems that are stand alone and not dependent on in car computers or their software are available and have been tested at length by police departments nationwide. This purchase would allow for cameras to be installed in all of the fleet cars as well as replace the OEM systems that are no longer working.

Estimated Cost: $20,000.00

Fiscal Years: Start: 13/14 End: 14/15

Funding Sources: General Fund - $20,000.00

Department: Streets

Project Name: Annual Corridor Improvements (E Front, W Front, 8th, 14th and Garfield)

Project Description: Implementation of Corridor Improvement Studies for E. Front, W. Front, Eighth, Fourteenth, and Garfield. Placeholder until actual projects are selected for funding.

Estimated Cost: $500,000.00

Fiscal Years: Start: 13/14 End: 17/18

Funding Sources: General Fund - $500,000.00

Project Name: Annual Infrastructure - Annual Crosswalk Maintenance

Project Description: This is an annual program, providing funds to maintain or replace existing crosswalks, as like material or brick print thermoplastic pavement marking material.

Estimated Cost: $240,000.00

Fiscal Years: Start: 13/14 End: 17/18

Funding Sources: General Fund - $240,000.00

Project Name: Annual Infrastructure - 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: $5,337,700.00

Fiscal Years: Start: 13/14 End: 17/18

Funding Sources: General Fund - $5,337,700

Project Name: Annual Infrastructure - Division Street

Project Description: Improvements to Division Street in conjunction with MDOT project and current design involvement process.

Estimated Cost: $15,600,000.00

Fiscal Years: Start: 13/14 End: 17/18

Funding Sources: General Fund - $600,000.00
Federal / State Grant - $15,000,000.00

Project Name: Annual Infrastructure - West Front Street, Elmwood to City limits

Project Description: This project will reconstruct West Front Street from the City Limits to Elmwood including sidewalks, curb and gutter, storm sewers, sanitary sewers, watermain and street reconstruction including a gateway type feature near Madison Street. The City received $375,000 in funding through the MDOT Small Urban Program which requires a 20% local match and the City to perform engineering on the project.

Estimated Cost: $556,250.00

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

Funding Sources: General Fund - $125,000.00
Inkind - $56,250.00
Federal / State Grant - $375,000.00

Project Name: Grand Travese Commons Infrastructure

Project Description: For Streets, Sidewalks, Water, Sewer, and Storm Sewer infrastructue supporting Grand Traverse Commons Development

Estimated Cost: $1,223,095.00

Fiscal Years: Start: 12/13 End: 14/15

Funding Sources: General Fund - $0.00
Brownfield - $1,223,095.00

Project Name: Kids Creek Stormwater Grant

Project Description: This is an ongoing, multi-year, collaborative effort with the City, MDEQ, Grand Traverse Soil Conservation District, Munson Medical Center, The Watershed Center and others to examine impairments, create a restoration plan and implement improvements to improve water quality for Kid's Creek and related tributaries thru available grants.

Estimated Cost: $196,000.00

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

Funding Sources: General Fund - $0.00
Federal / State Grant - $196,000.00

Project Name:	Traffic Signal Power Backup
Project Description:	Provide funding to install battery backup power systems in all signal equipment by 2018.
Estimated Cost:	$112,500.00
Fiscal Years:	Start: 13/14 End: 17/18
Funding Sources:	General Fund - $112,500.00

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:	$148,900.00
Fiscal Years:	Start: 13/14 End: 15/16
Funding Sources:	General Fund - $148,900.00

Project Name:	Utility Truck Replacement
Project Description:	Funds to replace two twenty year old utility trucks with very high maintenance costs and down time when needed for street maintenance, construction and emergency repairs.
Estimated Cost:	$56,800.00
Fiscal Years:	Start: 14/15 End: 15/16
Funding Sources:	General Fund - $56,800.00

Department: Walkways/Bike Paths

Project Name: Annual Boardwalk/Streetscape Maintenance

Project Description: These funds will ensure the upkeep of the investment in the Streetscape projects and boardwalks previously installed. Next year existing funds could be used to replace some of the older sections and then continue in 2014-15 with more replacement of deck boards.

Estimated Cost: $118,500.00

Fiscal Years: Start: 12/13 End: 17/18

Funding Sources: General Fund - $118,500.00

Project Name: Annual Infrastructure - Annual Sidewalk Improvements

Project Description: The Infrastructure Strategy Policy outlines 10% of total infrastructure spending is for sidewalk and bike-way improvements.

Estimated Cost: $654,900.00

Fiscal Years: Start:12/13 End: 17/18

Funding Sources: General Fund - $654,900.00

Project Name: Boardman Lake Trail - West - Transportation Alternate

Project Description: Alternate transportation trail along railroad corridor on west side of Boardman Lake; need to acquire MDOT property.

Estimated Cost: $144,500.00

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

Funding Sources: General Fund - $0.00
Brownfield - $144,500.00

Project Name: Boardman Lake Trail - West (10th - 16th)

Project Description: Construct West Boardman Lake Trail from current terminus to 16th Street with connection at 12th Street. Trail falls on the edge of a TC 3 Neighborhood that calls out for sidewalks and bike lanes. The adjacent TC 4 Neighborhood calls out for a network of sidewalks and trails.

Estimated Cost: $392,000.00

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

Funding Sources: General Fund - $0.00
Brownfield - $392,000.00

Project Name:	Boardman Lake Trail-West (16th to S. Airport)
Project Description:	Continue Boardman Lake Trail from 16th Street to South Airport Road. Two and one half mile multi-use trail; part of the trail is within Garfield Township. Land acquisition is currently included in the Boardman Lake Avenue Project #8.
Estimated Cost:	$2,793,000.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	General Fund - $0.00 Brownfield - $2,743,000.00 Local / Foundation Grant - $50,000.00

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:	$460,000.00
Fiscal Years:	Start: 12/13 End: 13/14
Funding Sources:	General Fund - $0.00 Brownfield - $460,000.00

CITY OF TRAVERSE CITY, MICHIGAN
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Budget Year 2013-2014 by Fund

All Projects Submitted for 2013/14

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+ -Indicates projects with multiple line items.
* -Indicates new projects submitted for review.

	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
GENERAL FUND										
Cemetery										
Oakwood Cemetery Paving of Main Loop in First Addition	$0.00	$0.00	$0.00	$20,000.00	$0.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
Oakwood Cemetery: Construct New Maintenance Facility	$0.00	$0.00	$150,000.00	$0.00	$0.00	$0.00	$0.00	$150,000.00	$0.00	$150,000.00
Oakwood Cemetery: Construct New Office	$154,270.00	$0.00	$0.00	$100,000.00	$0.00	$0.00	$0.00	$254,270.00	$0.00	$254,270.00
Oakwood Cemetery: Install Cremation Niches in Mausoleum	$0.00	$0.00	$0.00	$0.00	$20,000.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
Total Cemetery	**$154,270.00**	**$0.00**	**$150,000.00**	**$120,000.00**	**$20,000.00**	**$0.00**	**$0.00**	**$444,270.00**	**$0.00**	**$444,270.00**
Fire										
Overhead Garage Doors (FF#1 & FF#2)	$0.00	$15,000.00	$15,000.00	$0.00	$0.00	$0.00	$0.00	$30,000.00	$0.00	$30,000.00
Total Fire	**$0.00**	**$15,000.00**	**$15,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$30,000.00**	**$0.00**	**$30,000.00**
General Government										
*Annual Computers	$0.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$30,000.00	$180,000.00	$0.00	$180,000.00
City Document Management System	$46,500.00	$0.00	$25,000.00	$25,000.00	$25,000.00	$0.00	$0.00	$121,500.00	$0.00	$121,500.00
*City Wide Bench Elevation Survey - Engineering	$0.00	$10,000.00	$15,000.00	$0.00	$0.00	$0.00	$0.00	$25,000.00	$0.00	$25,000.00
Total General Government	**$46,500.00**	**$40,000.00**	**$70,000.00**	**$55,000.00**	**$55,000.00**	**$30,000.00**	**$30,000.00**	**$326,500.00**	**$0.00**	**$326,500.00**
Parks & Rec.										
Ashton Park Playground	$0.00	$0.00	$0.00	$0.00	$12,000.00	$0.00	$0.00	$12,000.00	$3,000.00	$15,000.00
Boon Street Park Playground Improvements	$0.00	$0.00	$0.00	$6,000.00	$0.00	$0.00	$0.00	$6,000.00	$4,000.00	$10,000.00
Bryant Park Retaining Wall	$0.00	$0.00	$45,000.00	$0.00	$0.00	$0.00	$0.00	$45,000.00	$45,000.00	$90,000.00
Clancy Park Improvements - Phase 1	$0.00	$0.00	$25,000.00	$0.00	$0.00	$0.00	$0.00	$25,000.00	$15,000.00	$40,000.00
Clancy Park Phase 2 Improvements	$0.00	$0.00	$0.00	$25,000.00	$0.00	$0.00	$0.00	$25,000.00	$5,000.00	$30,000.00
Hannah Park improvements	$0.00	$0.00	$0.00	$30,000.00	$0.00	$0.00	$0.00	$30,000.00	$10,000.00	$40,000.00
Hickory Hills Booster Pump and Well	$0.00	$0.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$30,000.00	$20,000.00	$50,000.00
Hickory Hills Lodge Replacement	$0.00	$0.00	$0.00	$0.00	$400,000.00	$0.00	$0.00	$400,000.00	$600,000.00	$1,000,000.00
Hickory Hills Pole Barn	$0.00	$0.00	$75,000.00	$0.00	$0.00	$0.00	$0.00	$75,000.00	$5,000.00	$80,000.00
Indian Woods Playground	$0.00	$0.00	$0.00	$0.00	$0.00	$15,000.00	$0.00	$15,000.00	$5,000.00	$20,000.00
Lay Park Improvements	$0.00	$0.00	$0.00	$65,000.00	$0.00	$0.00	$0.00	$65,000.00	$65,000.00	$130,000.00
*Park Sign Replacement	$0.00	$0.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$30,000.00	$0.00	$30,000.00
Rose and Boyd Park (Triangle Park)	$0.00	$0.00	$5,000.00	$0.00	$0.00	$0.00	$0.00	$5,000.00	$5,000.00	$10,000.00
Union Street Dam: Keep or redesign Union St Dam	$0.00	$0.00	$20,000.00	$0.00	$0.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
Union Street Dam: Outlet relining	$0.00	$0.00	$400,000.00	$0.00	$0.00	$0.00	$0.00	$400,000.00	$0.00	$400,000.00
Union Street Dam: Toe Drain	$0.00	$0.00	$50,000.00	$0.00	$0.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00
Total Parks & Rec.	**$0.00**	**$0.00**	**$680,000.00**	**$126,000.00**	**$412,000.00**	**$15,000.00**	**$0.00**	**$1,233,000.00**	**$782,000.00**	**$2,015,000.00**
Police										
*Police in-car Cameras	$0.00	$10,000.00	$10,000.00	$0.00	$0.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
Total Police	**$0.00**	**$10,000.00**	**$10,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$20,000.00**	**$0.00**	**$20,000.00**
Streets										
***Annual Infrastructure for Streets, including corridor improvements (West Front St), crosswalk maintenance and Division St**	$0.00	$1,150,450.00	$1,150,450.00	$1,150,450.00	$1,150,450.00	$1,150,450.00	$1,150,450.00	$6,902,700.00	$0.00	$6,902,700.00
Bryant Park Stormwater Grant	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$240,000.00	$240,000.00
East Bay Stormwater Grant	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$745,000.00	$745,000.00
Grand Traverse Commons Infrastructure	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,223,095.00	$1,223,095.00
Kids Creek Stormwater Grant	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$196,000.00	$196,000.00
Traffic Signal Power Backup	$22,500.00	$0.00	$22,500.00	$22,500.00	$22,500.00	$22,500.00	$0.00	$112,500.00	$0.00	$112,500.00
Traffic Signal Upgrades	$18,900.00	$0.00	$10,000.00	$120,000.00	$0.00	$0.00	$0.00	$148,900.00	$0.00	$148,900.00
*Utility Truck Replacement	$0.00	$0.00	$28,300.00	$28,500.00	$0.00	$0.00	$0.00	$56,800.00	$0.00	$56,800.00
Total Streets	**$41,400.00**	**$1,150,450.00**	**$1,211,250.00**	**$1,321,450.00**	**$1,172,950.00**	**$1,172,950.00**	**$1,150,450.00**	**$7,220,900.00**	**$2,404,095**	**$9,624,995.00**
Walkways/Bike Paths										
Annual Boardwalk/Streetscape Maintenance	$18,500.00	$0.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$20,000.00	$118,500.00	$0.00	$118,500.00
Annual Sidewalk Improvements	$54,900.00	$100,000.00	$100,000.00	$100,000.00	$100,000.00	$100,000.00	$100,000.00	$654,900.00	$0.00	$654,900.00
Boardman Lake Trail - West - Transportation Alternate	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$144,500.00	$144,500.00
Boardman Lake Trail - West (10th - 16th)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$392,000.00	$392,000.00
Boardman Lake Trail-West (16th to S. Airport)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,793,000.00	$2,793,000.00
Boardman River Walk south of 8th Street Bridge	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$460,000.00	$460,000.00
Total Walkways/Bike Paths	**$73,400.00**	**$100,000.00**	**$120,000.00**	**$120,000.00**	**$120,000.00**	**$120,000.00**	**$120,000.00**	**$773,400.00**	**$3,789,500.00**	**$4,562,900.00**
TOTAL GENERAL FUND	**$315,570.00**	**$1,315,450.00**	**$2,256,250.00**	**$1,742,450.00**	**$1,779,950.00**	**$1,337,950.00**	**$1,300,450.00**	**$10,048,070.00**	**$6,975,595**	**$17,023,665.00**

Fund: Bayfront Plan NON-TIF

Department:

Project Name: Bay St Parking Division-Oak St. & east of Oak (+APS +SID)

Project Description: Includes parking areas and a new sidewalk along the southside of Grandview Parkway.

Estimated Cost: $510,000.00

Fiscal Years: Start: 13/14 End: 16/17

Funding Sources: General Fund - $100,000.00
Parking System - $200,000.00
Special Assessment Fund - $160,000.00

Project Name: Clinch Park Improvements

Project Description: This project will transform the former Clinch Park Zoo into a new inter-generational recreational area: - Natural resource protection through bank stabilization, Increased water access with universal access to the water, the beach and the small boat/kayak launch; Increase recreational activities through splash pad, natural playground and enhanced shaded picnic areas; additional promenades and trails, beginning the connection of recreational spaces from M-72 east along the shoreline to the Senior Center.

Estimated Cost: $1,000,000.00

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

Funding Sources: General Fund - $0.00
Light & Power - $1,000,000.00

Project Name: Hall to Oak Street Promenade

Project Description: Components include a promenade, stormwater treatment structure, stairs, ramps, landscaping, picnic tables and bike racks.

Estimated Cost: $863,740.00

Fiscal Years: Start: 16/17 End: 16/17

Funding Sources: General Fund - $563,740.00
Federal / State Grant - $300,000.00

Project Name: Holiday Inn Phase - Bayfront Plan

Project Description: The proposed Holiday Inn promenade consists of a 10-foot expansion of the existing seawall. Preliminary cost projections for the promenade seawall are conditioned on assumptions made without design wave conditions analysis, soil borings and determination of regulatory constraints.

Estimated Cost: $2,318,500.00

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

Funding Sources: General Fund - $0.00
Federal / State Grant - $1,854,800.00
Brownfield - $463,700.00

Fund: Bayfront Plan NON-TIF

Department:

Project Name: Murchie Bridge Underpass and Walks to East

Project Description: Wider pedestrian underpass at Murchie Bridge. Walkways, stairs, ramps and a promenade are other key elements of the project.

Estimated Cost: $716,509.00

Fiscal Years: Start: 16/17 End: 16/17

Funding Sources: General Fund - $143,302.00
Federal / State Grant - $573,207.00

Project Name: Public Pier

Project Description: The proposed public pier would extend out into Grand Traverse Bay/Lake Michigan adjacent to the Boardman River outlet. The pier would provide universal access for fishing from the shore. It would consist of a 15-foot wide pier projecting 550-feet into Grand Traverse Bay and includes a 30'x30' platform with large tensile structure. Interpretive signage, connection with the TART Trail and other amenity features to be explored.

Estimated Cost: $332,568.00

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

Funding Sources: General Fund - $83,142.00
Federal / State Grant - $249,426.00
Federal / State Grant - $0.00

Project Name: Senior Center Bayfront Phase

Project Description: Sidewalks, Parking Lot Improvment and Stormwater Treatment Structure are key elements of the project.

Estimated Cost: $146,478.00

Fiscal Years: Start: 16/17 End: 16/17

Funding Sources: General Fund - $96,478.00
Federal / State Grant - $50,000.00

Project Name: Sunset Beach Bayfront Phase

Project Description: A picnic shelter, playground equipment, promenade and storm water treatment are key elements of this project.

Estimated Cost: $535,362.00

Fiscal Years: Start: 17/18 End: 17/18

Funding Sources: General Fund - $235,362.00
Federal / State Grant - $300,000.00

Project Name: TART Trail Division to Hall Street

Project Description: Key components involve replacing 8 foot asphalt trail with a 12 wide concrete trail (six inches thick) and installing a stormwater treatment structure. Smaller components include a drinking fountain, bike racks and benches.

Estimated Cost: $311,550.00

Fiscal Years: Start: 16/17 End: 16/17

Funding Sources: General Fund - $100,000.00
Federal / State Grant - $211,550.00

Fund: Bayfront Plan NON-TIF

Department:

Project Name:	West End Beach Phase- Bayfront Plan
Project Description:	Promenade in front of the existing parking lot,steps and ramps to make beach access easier, shade structure and a new ADA compliant restroom are components of the project. The project will connect the existing TART trail and the proposed bayfront trail west of the parking lot that is planned for construction in 2013.
Estimated Cost:	$675,405.00
Fiscal Years:	Start: 16/17 End: 16/17
Funding Sources:	General Fund - $375,405.00 Federal / State Grant - $300,000.00

Project Name:	West End Beach Trail Extension and Access
Project Description:	Extend the bayfront trail 1,100 feet and a new mid block crossing of Grandview Parkway near Elmwood Avenue. A barrier free ramp to the beach along with benches and bike racks are also included. Crossing will be lighted for high visibility at night. Storm drain near Spruce Street will be retrofitted with an oil/grit separator chamber.
Estimated Cost:	$398,900.00
Fiscal Years:	Start: 12/13 End: 13/14
Funding Sources:	General Fund - $225,000.00 Federal / State Grant - $173,900.00

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BAYFRONT PLAN NON-TIF IMPLEMENTATION FUND

	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
Bay St Parking Division-Oak St. & east of Oak (+APS +SID)	$0.00	$0.00	$0.00	$0.00	$100,000.00	$0.00	$0.00	$100,000.00	$50,000.00	$510,000.00
***Clinch Park Improvements**	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,000,000.00	$1,000,000.00
Hall to Oak Street Promenade	$0.00	$0.00	$0.00	$0.00	$563,740.00	$0.00	$0.00	$563,740.00	$300,000.00	$863,740.00
Holiday Inn Phase - Bayfront Plan	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,318,500.00	$2,318,500.00
Murchie Bridge Underpass and Walks to East	$0.00	$0.00	$0.00	$0.00	$143,302.00	$0.00	$0.00	$143,302.00	$573,207.00	$716,509.00
*Public Pier	$0.00	$0.00	$83,142.00	$0.00	$0.00	$0.00	$0.00	$83,142.00	$249,426.00	$332,568.00
Senior Center Bayfront Phase	$0.00	$0.00	$0.00	$0.00	$96,478.00	$0.00	$0.00	$96,478.00	$50,000.00	$146,478.00
Sunset Beach Bayfront Phase	$0.00	$0.00	$0.00	$0.00	$0.00	$235,362.00	$0.00	$235,362.00	$300,000.00	$535,362.00
TART Trail Division to Hall Street	$0.00	$0.00	$0.00	$0.00	$100,000.00	$0.00	$0.00	$100,000.00	$211,550.00	$311,550.00
West End Beach Phase- Bayfront Plan	$0.00	$0.00	$0.00	$0.00	$375,405.00	$0.00	$0.00	$375,405.00	$300,000.00	$675,405.00
West End Beach Trail Extension and Access	$225,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$225,000.00	$173,900.00	$398,900.00
Total	**$225,000.00**	**$0.00**	**$83,142.00**	**$0.00**	**$1,378,925.00**	**$235,362.00**	**$0.00**	**$1,922,429.00**	**$5,526,583.00**	**$7,809,012.00**
	$225,000.00	**$0.00**	**$83,142.00**	**$0.00**	**$1,378,925.00**	**$235,362.00**	**$0.00**	**$1,922,429.00**	**$5,526,583.00**	**$7,809,012.00**

Fund: Brown Bridge Maintenance Fund

Department: Brown Bridge Maintenance Fund

Project Name: Brown Bridge Master Plan

Project Description: Following the removal of the Brown Bridge Dam a recreational master plan of the area is needed to address the new uses that are going to result from dam removal. How much new access to the river is needed or desired. What options are there for the future.

Estimated Cost: $18,000.00

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

Funding Sources: Brown Bridge Fund - $18,000.00

Project Name: Brown Bridge: Bottomlands Trail

Project Description: Currently the north trail at the Brown Bridge Quiet Area follows a high, forested ridge. With the removal of Brown Bridge Dam, there will be a great demand for a trail along the river. The layout will need to wait until the bottomland has stabilized. Once this area is stable construction of the trail can begin. A looped trail would fit into the goals of the Management Plan and create more opportunities for nature enthusiasts to enjoy this beautiful area.

Estimated Cost: $35,000.00

Fiscal Years: Start: 14/15 End: 16/17

Funding Sources: Brown Bridge Fund - $35,000.00

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. Both bridges are included in the Brown Bridge Management Plan.

Estimated Cost: $130,000.00

Fiscal Years: Start: 14/15 End: 15/16

Funding Sources: Brown Bridge Fund - $130,000.00

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	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
BROWN BRIDGE MAINTENANCE FUND FUND										
Brown Bridge Maintenance Fund										
Brown Bridge Master Plan	$0.00	$0.00	$18,000.00	$0.00	$0.00	$0.00	$0.00	$18,000.00	$0.00	$18,000.00
Brown Bridge: Bottomlands Trail	$0.00	$0.00	$10,000.00	$10,000.00	$15,000.00	$0.00	$0.00	$35,000.00	$0.00	$35,000.00
Brown Bridge: Upper and Lower Connector Bridges	$0.00	$0.00	$20,000.00	$110,000.00	$0.00	$0.00	$0.00	$130,000.00	$0.00	$130,000.00
Total Brown Bridge Maintenance Fund	**$0.00**	**$0.00**	**$48,000.00**	**$120,000.00**	**$15,000.00**	**$0.00**	**$0.00**	**$183,000.00**	**$0.00**	**$183,000.00**
TOTAL BROWN BRIDGE MAINTENANCE FUND FUND	**$0.00**	**$0.00**	**$48,000.00**	**$120,000.00**	**$15,000.00**	**$0.00**	**$0.00**	**$183,000.00**	**$0.00**	**$183,000.00**

Fund: Hardy Deck Balance

Department: Hardy Deck Balance

Project Name:	Garland Street Reconstruction/streetscapes
Project Description:	Redirect Garland Street from Grandview Parkway to Union Street on the east end; provide a shared space street for pedestrians and motor vehicles.
Estimated Cost:	$1,315,000.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	Hardy Deck Balance - $772,500.00 TIF 97 - $542,500.00

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	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
HARDY DECK BALANCE FUND										
Hardy Deck Balance										
*Garland Street Reconstruction/streetscapes	$0.00	$772,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$772,500.00	$0.00	$1,315,000.00
Total Hardy Deck Balance	**$0.00**	**$772,500.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$772,500.00**	**$0.00**	**$1,315,000.00**
TOTAL HARDY DECK BALANCE FUND	**$0.00**	**$772,500.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$772,500.00**	**$0.00**	**$1,315,000.00**

Fund: Opera House

Department: Opera House

Project Name: Opera House Heating System

Project Description: Replace oversized boiler at City Opera House with heating system; possibly another boiler

Estimated Cost: $65,000.00

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

Funding Sources: Opera House - $65,000.00

CITY OF TRAVERSE CITY, MICHIGAN
SIX YEAR CAPITAL IMPROVEMENT PLAN
Budget Year 2013-2014 by Fund

All Projects Submitted for 2013/14

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+ -Indicates projects with multiple line items.
* -Indicates new projects submitted for review.

	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
OPERA HOUSE FUND										
Opera House										
Opera House Heating System	$0.00	$0.00	$65,000.00	$0.00	$0.00	$0.00	$0.00	$65,000.00	$0.00	$65,000.00
Total Opera House	**$0.00**	**$0.00**	**$65,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$65,000.00**	**$0.00**	**$65,000.00**
TOTAL OPERA HOUSE FUND	**$0.00**	**$0.00**	**$65,000.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$65,000.00**	**$0.00**	**$65,000.00**

Fund: Special Assessment

Department: Special Assessment Fund

Project Name: Bay Street Parking Division to Oak St. and east of Oak (+General Fund +Auto Parking)

Project Description: Includes parking areas and new sidewalk along the south side of Grandview Parkway.

Estimated Cost: $510,000.00

Fiscal Years: Start: 13/14 End: 16/17

Funding Sources: Special Assessment Fund - $160,000.00
Parking System - $200,000.00
General Fund - $100,000.00

Project Name: East Front Streetscapes (Boardman to Grandview Parkway)

Project Description: New curbs, street trees, benches, bike racks, and sidewalk along East Front between Boardman Avenue and Grandview Parkway.

Estimated Cost: $515,000.00

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

Funding Sources: Special Assessment Fund - $257,500.00
Hardy Deck Balance - $257,500.00

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Budget Year 2013-2014 by Fund

All Projects Submitted for 2013/14

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	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
SPECIAL ASSESSMENT FUND										
Special Assessment Fund										
*Bay Street Parking Division to Oak St. and east of Oak (+General Fund +Auto Parking)	$0.00	$160,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$160,000.00	$50,000.00	$510,000.00
*East Front Streetscapes (Boardman to Grandview Parkway)	$0.00	$0.00	$257,500.00	$0.00	$0.00	$0.00	$0.00	$257,500.00	$0.00	$515,000.00
Total Special Assessment Fund	**$0.00**	**$160,000.00**	**$257,500.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$417,500.00**	**$50,000.00**	**$1,025,000.00**
TOTAL SPECIAL ASSESSMENT FUND	**$0.00**	**$160,000.00**	**$257,500.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$417,500.00**	**$50,000.00**	**$1,025,000.00**

Fund: Traverse City Parking System

Department: Parking System

Project Name: Bay Street Parking Division to Oak St & east of Oak (+General Fund + Special Assessment)
Project Description: Includes parking areas and new sidewalk along the south side of Grandview Parkway
Estimated Cost: $510,000.00
Fiscal Years: Start: 13/14 End: 16/17
Funding Sources: Parking System - $200,000.00
General Fund - $100,000.00
Special Assessment Fund - $160,000.00

Project Name: Lot B Rehab
Project Description: Reconstruct Lot B per Farmers Market Plan. Could include the replacement of meters with pay stations.
Estimated Cost: $92,000.00
Fiscal Years: Start: 14/15 End: 14/15
Funding Sources: Parking System - $92,000.00

Project Name: Lot D Reconstruction
Project Description: Reconstruct Lot D.
Estimated Cost: $368,750.00
Fiscal Years: Start: 14/15 End: 14/15
Funding Sources: Parking System - $143,750.00
Local / Foundation Grant - $225,000.00

Project Name: Lot F (south of Chase Bank bldg)
Project Description: Repair/replace asphalt, new curbs, possibly drainage
Estimated Cost: $20,000.00
Fiscal Years: Start: 14/15 End: 14/15
Funding Sources: Parking System - $20,000.00

Project Name: Lot G Reconstruction
Project Description: Mill and replace asphalt, replace curbs, install drainage structure
Estimated Cost: $50,000.00
Fiscal Years: Start: 13/14 End: 13/14
Funding Sources: Parking System - $50,000.00

Project Name: Lot O Remediation

Project Description: Mitigation of contamination that likely is affecting adjacent properties and the water table in close proximity to the Boardman River.

Five underground storage tanks exist at Lot O and likely are contributing to soil contamination. This project would remove the tanks and contain soil contamination at the lot.

Estimated Cost: $430,000.00

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

Funding Sources: Parking System - $430,000.00

Project Name: Lot P Reconstruction

Project Description: Repair asphalt

Estimated Cost: $30,000.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: Parking System - $30,000.00

Project Name: Lot R Reconstruction

Project Description: Repair/Replace asphalt

Estimated Cost: $30,000.00

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

Funding Sources: Parking System - $30,000.00

Project Name: Lot V Reconstruction

Project Description: Mill and relay asphalt, replace curbs, new drainage structure

Estimated Cost: $25,000.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: Parking System - $25,000.00

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: 14/15 End: 14/15

Funding Sources: Parking System - $58,500.00

Project Name: Warehouse District Parking Enhancement

Project Description: Addition of 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: 13/14 End: 13/14

Funding Sources: Parking System - $70,000.00

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Budget Year 2013-2014 by Fund

All Projects Submitted for 2013/14

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	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
TRAVERSE CITY PARKING SYSTEM FUND										
Parking System										
*Bay Street Parking Division to Oak St & east of Oak (+General Fund + Special Assessment)	$0.00	$0.00	$0.00	$0.00	$200,000.00	$0.00	$0.00	$200,000.00	$50,000.00	$510,000.00
Lot B Rehab	$0.00	$0.00	$92,000.00	$0.00	$0.00	$0.00	$0.00	$92,000.00	$0.00	$92,000.00
Lot D Reconstruction	$0.00	$0.00	$143,750.00	$0.00	$0.00	$0.00	$0.00	$143,750.00	$225,000.00	$368,750.00
*Lot F (south of Chase Bank bldg)	$0.00	$0.00	$20,000.00	$0.00	$0.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
*Lot G Reconstruction	$0.00	$50,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00
*Lot O Remediation	$0.00	$0.00	$430,000.00	$0.00	$0.00	$0.00	$0.00	$430,000.00	$0.00	$430,000.00
*Lot P Reconstruction	$0.00	$0.00	$0.00	$30,000.00	$0.00	$0.00	$0.00	$30,000.00	$0.00	$30,000.00
*Lot R Reconstruction	$0.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$30,000.00	$0.00	$30,000.00
*Lot V Reconstruction	$0.00	$0.00	$0.00	$25,000.00	$0.00	$0.00	$0.00	$25,000.00	$0.00	$25,000.00
Lots W and N Restructuring	$0.00	$0.00	$58,500.00	$0.00	$0.00	$0.00	$0.00	$58,500.00	$0.00	$58,500.00
Warehouse District Parking Enhancement	$0.00	$70,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$70,000.00	$0.00	$70,000.00
Total Parking System	**$0.00**	**$150,000.00**	**$744,250.00**	**$55,000.00**	**$200,000.00**	**$0.00**	**$0.00**	**$1,149,250.00**	**$275,000.00**	**$1,684,250.00**
TOTAL TRAVERSE CITY PARKING SYSTEM FUND	**$0.00**	**$150,000.00**	**$744,250.00**	**$55,000.00**	**$200,000.00**	**$0.00**	**$0.00**	**$1,149,250.00**	**$275,000.00**	**$1,684,250.00**

Fund: Waste Water

Department: Sewer Collection System

Project Name: Annual Sewer Rehab/Replace

Project Description: Provide $450,000 annually in both the water and wastewater funds to continue systematic improvements (repair and replacement) of our underground infrastructure.

Estimated Cost: $2,700,000.00

Fiscal Years: Start: 13/14 End: 18/19

Funding Sources: Sewer Fund - $2,700,000.00

Project Name: Annual Storm Water Management Program

Project Description: This line item will guarantee funds to construct and repair city storm sewer lines. Funds may be used to disconnect sanitary sewers as well as undertaking the pilot project in the use of filters in the system; water quality.

Estimated Cost: $300,000.00

Fiscal Years: Start: 13/14 End: 18/19

Funding Sources: Sewer Fund - $300,000.00

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: $280,000.00

Fiscal Years: Start: 12/13 End: 18/19

Funding Sources: Sewer Fund - $280,000.00

Project Name: Catch Basin & Manhole Casting Replacement

Project Description: Along with street repair the storm sewer (castings) infrastructure is in disrepair.

Estimated Cost: $90,000.00

Fiscal Years: Start: 13/14 End: 15/16

Funding Sources: Sewer Fund - $90,000.00

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: 13/14 End: 13/14

Funding Sources: Sewer Fund - $25,000.00

Project Name: Water Meters

Project Description: Installation of new meters and automatic reading devices. Aprox. 1600 per yr will be replaced.

Estimated Cost: $375,000.00

Fiscal Years: Start: 13/14 End: 17/18

Funding Sources: Sewer Fund - $375,000.00

Department: Sewer Plant & Buildings

Project Name: Boiler rehab and digester gas treatment
Project Description: Recondition/replace boiler burners. Also install device to clean and dry digester gas so that it is not as harmfull to the boiler
Estimated Cost: $20,000.00
Fiscal Years: Start: 13/14 End: 13/14
Funding Sources: Sewer Fund - $10,000.00
Private - $10,000.00

Project Name: Front Street Lift Station Comunication
Project Description: Install radio comuniction between Front Street Lift Station and WWTP SCADA to replace leased dedicted data phone lines.
Estimated Cost: $11,000.00
Fiscal Years: Start: 13/14 End: 13/14
Funding Sources: Sewer Fund - $5,500.00
Private - $5,500.00

Project Name: Mixed Liquor Flow Control Gates at WWTP
Project Description: Replace 16 corroding alluminum mixed liquor flow control gates with stainless steel gates
Estimated Cost: $124,000.00
Fiscal Years: Start: 13/14 End: 14/15
Funding Sources: Sewer Fund - $62,000.00
Private - $62,000.00

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, improve submersable mixers in biosolids storage tank cell number one. Also perform complete rebuild of biosolids loadout piston pump.
Estimated Cost: $104,000.00
Fiscal Years: Start: 13/14 End: 13/14
Funding Sources: Sewer Fund - $52,000.00
Private - $52,000.00

Project Name: Plant - Membrane Replacement
Project Description: Membranes at the treatment plant may begin to need replacement in 2013 or later. The estimated costs are shown spread out in one possible replacement scenario. Actual replacement timing is still unknown. Membranes were expected to last 8 years at the time of original installation (approx 2004).
Estimated Cost: $5,130,000.00
Fiscal Years: Start: 13/14 End: 17/18
Funding Sources: Sewer Fund - $2,565,000.00
Private - $2,565,000.00

Project Name:	Plant - Primary Chain Drive Replacement
Project Description:	These plastic mechanisms operate immersed inside each of the eight primary clarifiers at the WWTP. They were last replaced in 1994
Estimated Cost:	$93,800.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	Sewer Fund - $46,900.00 Private - $46,900.00

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 conjestion in process buildings. Outdoor storage is unsightly and accelerates aging of equipment. Congestion can overlap into safety concerns.
Estimated Cost:	$61,800.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	Sewer Fund - $30,900.00 Private - $30,900.00

Project Name:	Plant - WWTP SCADA operating system upgrade
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:	$132,000.00
Fiscal Years:	Start: 12/13 End: 13/14
Funding Sources:	Sewer Fund - $66,000.00 Private - $66,000.00

Project Name:	Seive Drum Concentrator Control Upgrade
Project Description:	The seive drum concentrators have increasingly unrelaible controls consisting of switches and relays (one is 22 years old and the other is 18 years old). Restoring relaibility will consist of replacing old electronics with a dedicated programable logic controler (PLC).
Estimated Cost:	$15,000.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	Sewer Fund - $7,500.00 Private - $7,500.00

Project Name:	Window Replacement 503 Hannah Ave.
Project Description:	Replace original single pane windows with new energy efficient windows.
Estimated Cost:	$27,000.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	Sewer Fund - $27,000.00

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	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
WASTE WATER FUND										
Sewer Collection System										
Annual Sewer Rehab/Replace	$0.00	$450,000.00	$450,000.00	$450,000.00	$450,000.00	$450,000.00	$450,000.00	$2,700,000.00	$0.00	$2,700,000.00
Annual Storm Water Management Program	$0.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$50,000.00	$300,000.00	$0.00	$300,000.00
Auto Meter Reading System AMR (+Water)	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$280,000.00	$0.00	$280,000.00
Catch Basin & Manhole Casting Replacement	$0.00	$30,000.00	$30,000.00	$30,000.00	$0.00	$0.00	$0.00	$90,000.00	$0.00	$90,000.00
Install Generator Woodmere Pump	$0.00	$25,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$25,000.00	$0.00	$25,000.00
Water Meters	$0.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$0.00	$375,000.00	$0.00	$375,000.00
Total Sewer Collection System	**$40,000.00**	**$670,000.00**	**$645,000.00**	**$645,000.00**	**$615,000.00**	**$615,000.00**	**$540,000.00**	**$3,770,000.00**	**$0.00**	**$3,770,000.00**
Sewer Plant & Buildings										
*Boiler rehab and digester gas treatment	$0.00	$10,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$10,000.00	$10,000.00	$20,000.00
*Front Street Lift Station Comunication	$0.00	$5,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$5,500.00	$5,500.00	$11,000.00
*Mixed Liquor Flow Control Gates at WWTP	$0.00	$31,000.00	$31,000.00	$0.00	$0.00	$0.00	$0.00	$62,000.00	$62,000.00	$124,000.00
Plant - Biosolids recirculation and mixing system improvement	$0.00	$52,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$52,000.00	$52,000.00	$104,000.00
Plant - Membrane Replacement	$0.00	$285,000.00	$570,000.00	$570,000.00	$570,000.00	$570,000.00	$0.00	$2,565,000.00	$2,565,000.00	$5,130,000.00
Plant - Primary Chain Drive Replacement	$0.00	$46,900.00	$0.00	$0.00	$0.00	$0.00	$0.00	$46,900.00	$46,900.00	$93,800.00
Plant - Storage Building	$0.00	$30,900.00	$0.00	$0.00	$0.00	$0.00	$0.00	$30,900.00	$30,900.00	$61,800.00
Plant - WWTP SCADA operating system upgrade	$66,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$66,000.00	$66,000.00	$132,000.00
*Seive Drum Concentrator Control Upgrade	$0.00	$7,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$7,500.00	$7,500.00	$15,000.00
*Window Replacement 503 Hannah Ave.	$0.00	$27,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$27,000.00	$0.00	$27,000.00
Total Sewer Plant & Buildings	**$66,000.00**	**$495,800.00**	**$601,000.00**	**$570,000.00**	**$570,000.00**	**$570,000.00**	**$0.00**	**$2,872,800.00**	**$2,845,800.00**	**$5,718,600.00**
TOTAL WASTE WATER FUND	**$106,000.00**	**$1,165,800.00**	**$1,246,000.00**	**$1,215,000.00**	**$1,185,000.00**	**$1,185,000.00**	**$540,000.00**	**$6,642,800.00**	**$2,845,800.00**	**$9,488,600.00**

Fund: Water

Department: Water Distribution System

Project Name: Annual Water Rehab/Replace

Project Description: Provide $450,000 annually in both the water and wastewater funds to continue systematic improvements (repair and replacement) of the 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: 13/14 End: 18/19

Funding Sources: Water Fund - $2,700,000.00

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: $280,000.00

Fiscal Years: Start: 12/13 End: 18/19

Funding Sources: Water Fund - $280,000.00

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: 13/14 End: 13/14

Funding Sources: Water Fund - $750,000.00

Project Name: Union Street Dam: Move or Sleeve Waterline

Project Description: Engineer to move or sleeve the waterline on top of Union St Dam. Then construct the results of the best solution. This project is only required if the dam is removed.

Estimated Cost: $50,000.00

Fiscal Years: Start: 17/18 End: 17/18

Funding Sources: Water Fund - $50,000.00

Project Name: Water Meters

Project Description: Installation of new meters and automatic reading devices. Aprox. 1600 per yr will be replaced.

Estimated Cost: $375,000.00

Fiscal Years: Start: 13/14 End: 17/18

Funding Sources: Water Fund - $375,000.00

Department: Water System Reliability Projects

Project Name: Carter Road Water Main Replacement (+Elmwood Twp SID)

Project Description: Construct a 12" water main along Carter Road between M-22 and the Morgan Farms Development. This project will provide more reliable water to Elmwood Township as allowed by bulk water contract and provide a loop to service the city system.

Estimated Cost: $260,000.00

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

Funding Sources: Water Fund - $130,000.00
Private - $130,000.00

Project Name: High Service Pump Bearing Repair

Project Description: High Service Pump #5 (8 MGD) has a high pitched noise while running that may be caused by a worn bearing.

Estimated Cost: $30,000.00

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

Funding Sources: Water Fund - $30,000.00

Project Name: Midtown Water Transmission Line

Project Description: Install approximately 7,000' of 16" water main and 200' of directionally drilled water main starting at the intersection of Washington Street and Franklin, south down Franklin to Eighth, west down Eighth to the new Boardman Lake Avenue, south down Boardman Lake Avenue to Seventeenth Street.

Estimated Cost: $280,000.00

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

Funding Sources: Water Fund - $280,000.00

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

Funding Sources: Water Fund - $2,150,000.00

Project Name: Plant - Raw Water Intake

Project Description: Construction of a second raw water intake in East Bay.

Estimated Cost: $4,000,000.00

Fiscal Years: Start: 17/18 End: 17/18

Funding Sources: Water Fund - $4,000,000.00

Project Name: Regional Water Storage

Project Description: Pending implementation of water system master plan - to raise base level pressure for fire protection

Estimated Cost: $4,245,000.00

Fiscal Years: Start: 14/15 End: 15/16

Funding Sources: Water Fund - $4,245,000.00

Project Name: Wayne Hill Watermain Replacement

Project Description: Construct a 12' water main from Wayne Hill booster station to Incochee Crest to replace the existing 6' water main. Cost Share with Garfield Twp

Estimated Cost: $380,000.00

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

Funding Sources: Water Fund - $190,000.00
Special Assessment Fund - $190,000.00

Department: Water Treatement

Project Name: Fluoride System Upgrade

Project Description: Replace current shared bulk tank fill line for Alum with a dedicated fill line for Fluoride. Isolate Fluoride area from main room by constructing partition walls and doorway to contain Fluoride vapors and improve air quality by installing a ventilation system. Install level sensors in both Fluoride bulk storage tanks. Replace day tank and feed pump and injection line to drinking water.

Estimated Cost: $100,000.00

Fiscal Years: Start: 13/14 End: 14/15

Funding Sources: Water Fund - $66,000.00
Federal / State Grant - $34,000.00

Project Name: Generator Plug Receptacle for Low Service Pump Station

Project Description: Install complete auxiliary electrical system from pumps to exterior portable generator plug at each Low Service Pump Station.

Estimated Cost: $20,000.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: Water Fund - $20,000.00

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 probems 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.
The concrete filter walls in all five filter bays need to be recoated. This work can be completed over a two year period.

Estimated Cost: $400,000.00

Fiscal Years: Start: 14/15 End: 15/16

Funding Sources: Water Fund - $400,000.00

Project Name: Plant - Freight Elevator Compliance

Project Description: Replacement of steel single wall casing with double wall casing.

Estimated Cost: $30,000.00

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

Funding Sources: Water Fund - $30,000.00

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. The computer used to control operations in the plant was installed in 1988, and must be replaced.
Estimated Cost: $500,000.00
Fiscal Years: Start: 13/14 End: 13/14
Funding Sources: Water Fund - $500,000.00

Project Name: Replacement of Air Compressors
Project Description: Replace air compressor (One of two was replaced in 2012)
Estimated Cost: $10,000.00
Fiscal Years: Start: 14/15 End: 14/15
Funding Sources: Water Fund - $10,000.00

Project Name: Replacement of Filter Valves
Project Description: Replace all valves on Filters #1, 2, and 3.
Also need to address pipe corrosion issues where steel outlet piping meets the concrete wall at the clearwell.
Estimated Cost: $100,000.00
Fiscal Years: Start: 13/14 End: 15/16
Funding Sources: Water Fund - $100,000.00

Project Name: Security System Upgrade
Project Description: Install security motion detection cameras at Water Treatment Plant, Barlow & Wayne Hill Reservoirs and Low Service Pump Station.
Estimated Cost: $15,000.00
Fiscal Years: Start: 15/16 End: 15/16
Funding Sources: Water Fund - $15,000.00

Project Name: Sump Pump Replacement
Project Description: Replace pumps that drain the filter backwash lagoons.
Estimated Cost: $40,000.00
Fiscal Years: Start: 15/16 End: 15/16
Funding Sources: Water Fund - $40,000.00

Project Name: Variable Frequency Drive for High Service Pump
Project Description: Install a Variable Frequency Drive on High Service Pump #4 (8 MGD).
Estimated Cost: $50,000.00
Fiscal Years: Start: 16/17 End: 16/17
Funding Sources: Water Fund - $50,000.00

Project Name:	Water Plant High Service & Raw Water Meters Replacement
Project Description:	Replace three outdated master meters in the Water Plant. Two measure the High Service Pumps discharge to the water distribution system and one measures the raw water intake. These meters are orignial equipment from 1964 and due to their age and potential inaccuracies, they should be replaced with new meters.
Estimated Cost:	$40,000.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	Water Fund - $40,000.00

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Budget Year 2013-2014 by Fund

All Projects Submitted for 2013/14

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+ -Indicates projects with multiple line items.
*** -Indicates new projects submitted for review.**

	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
WATER FUND										
Water Distribution System										
Annual Water Rehab/Replace	$0.00	$450,000.00	$450,000.00	$450,000.00	$450,000.00	$450,000.00	$450,000.00	$2,700,000.00	$0.00	$2,700,000.00
Auto Meter Reading System (AMR) (+WasteWater)	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000.00	$40,000	$280,000.00	$0.00	$280,000.00
Barlow Reservoir Re coating	$0.00	$750,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$750,000.00	$0.00	$750,000.00
Union Street Dam: Move or Sleeve Waterline	$0.00	$0.00	$0.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00	$0.00	$50,000.00
Water Meters	$0.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$75,000.00	$0.00	$375,000.00	$0.00	$375,000.00
Total Water Distribution System	**$40,000.00**	**$1,315,000.00**	**$565,000.00**	**$565,000.00**	**$565,000.00**	**$615,000.00**	**$490,000.00**	**$4,155,000.00**	**$0.00**	**$4,155,000.00**
Water System Reliability Projects										
Carter Road Water Main Replacement (+Elmwood Twp SID)	$0.00	$0.00	$130,000.00	$0.00	$0.00	$0.00	$0.00	$130,000.00	$130,000.00	$260,000.00
*High Service Pump Bearing Repair	$0.00	$0.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$30,000.00	$0.00	$30,000.00
Midtown Water Transmission Line	$0.00	$0.00	$280,000.00	$0.00	$0.00	$0.00	$0.00	$280,000.00	$0.00	$280,000.00
Plant - Low Service Pump Upgrade - Plant	$0.00	$0.00	$2,150,000.00	$0.00	$0.00	$0.00	$0.00	$2,150,000.00	$0.00	$2,150,000.00
Plant - Raw Water Intake	$0.00	$0.00	$0.00	$0.00	$0.00	$4,000,000.00	$0.00	$4,000,000.00	$0.00	$4,000,000.00
Regional Water Storage	$0.00	$0.00	$245,000.00	$4,000,000.00	$0.00	$0.00	$0.00	$4,245,000.00	$0.00	$4,245,000.00
Wayne Hill Watermain Replacement	$0.00	$190,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$190,000.00	$0.00	$380,000.00
Total Water System Reliability Projects	**$0.00**	**$190,000.00**	**$2,835,000.00**	**$4,000,000.00**	**$0.00**	**$4,000,000.00**	**$0.00**	**$11,025,000.00**	**$130,000.00**	**$11,345,000.00**
Water Treatement										
*Fluoride System Upgrade	$0.00	$0.00	$66,000.00	$0.00	$0.00	$0.00	$0.00	$66,000.00	$34,000.00	$100,000.00
*Generator Plug Receptacle for Low Service Pump Station	$0.00	$0.00	$0.00	$20,000.00	$0.00	$0.00	$0.00	$20,000.00	$0.00	$20,000.00
Plant - Filter Media Replacement - Plant	$0.00	$0.00	$240,000.00	$160,000.00	$0.00	$0.00	$0.00	$400,000.00	$0.00	$400,000.00
Plant - Freight Elevator Compliance	$0.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$30,000.00	$0.00	$30,000.00
Plant - SCADA	$0.00	$500,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$500,000.00	$0.00	$500,000.00
Replacement of Air Compressors	$0.00	$0.00	$10,000.00	$0.00	$0.00	$0.00	$0.00	$10,000.00	$0.00	$10,000.00
Replacement of Filter Valves	$0.00	$33,000.00	$33,000.00	$34,000.00	$0.00	$0.00	$0.00	$100,000.00	$0.00	$100,000.00
*Security System Upgrade	$0.00	$0.00	$0.00	$15,000.00	$0.00	$0.00	$0.00	$15,000.00	$0.00	$15,000.00
Sump Pump Replacement	$0.00	$0.00	$0.00	$40,000.00	$0.00	$0.00	$0.00	$40,000.00	$0.00	$40,000.00
*Variable Frequency Drive for High Service Pump	$0.00	$0.00	$0.00	$0.00	$50,000.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00
*Water Plant High Service & Raw Water Meters Replacement	$0.00	$40,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$40,000.00	$0.00	$40,000.00
Total Water Treatement	**$0.00**	**$603,000.00**	**$349,000.00**	**$269,000.00**	**$50,000.00**	**$0.00**	**$0.00**	**$1,271,000.00**	**$34,000.00**	**$1,305,000.00**
TOTAL WATER FUND	**$40,000.00**	**$2,108,000.00**	**$3,749,000.00**	**$4,834,000.00**	**$615,000.00**	**$4,615,000.00**	**$490,000.00**	**$16,451,000.00**	**$164,000.00**	**$16,805,000.00**

Fund: Garage

Department: Garage

Project Name: Annual Vehicle and Equipment Replacement (Garage)

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. Cost effectiveness is evaluated annually.

Estimated Cost: $10,705,000.00

Fiscal Years: Start: 13/14 End: 17/18

Funding Sources: Garage Fund - $10,705,000.00

Project Name: DPS Telephone System

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: $35,000.00

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

Funding Sources: Garage Fund - $35,000.00

Project Name: Emergency generator install at Public Services building

Project Description: To install new generator that is in 631 Woodmere at 625 public service building. Will need to have generator checked to see if it can be reprogrammed (if possible) to suit our needs. Will need new control box. Construct enclosure behind shop and install bypass relays and wiring to function. I have demand sheets. Have to conduct a load calculation study of building.

Estimated Cost: $28,000.00

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

Funding Sources: Garage Fund - $28,000.00

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: $50,000.00

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

Funding Sources: Garage Fund - $50,000.00

Project Name: Fuel Island Reconditioning

Project Description: Metal band around island has been sliced many times with underbody blades,and is rusted andconcrete is broken. Would like to replace island with new concrete and stainless steel banding around it. Replace dispensers with digital ones, and interface them with current Petrovend system.

Estimated Cost: $28,000.00

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

Funding Sources: Garage Fund - $28,000.00

Project Name: Retrofit Sander Trucks With Updated Sander Controls.

Project Description: Updated systems are required to be able to inventory sand, salt, and brine distributed. Accurate accounting is needed for State reimbursement

Estimated Cost: $21,000.00

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

Funding Sources: Garage Fund - $21,000.00

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GARAGE FUND

Garage

	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
Annual Vehicle and Equipment Replacement (Garage)	$0.00	$1,805,000.00	$2,000,000.00	$1,500,000.00	$2,400,000.00	$1,500,000.00	$1,500,000.00	$10,705,000.00	$0.00	$10,705,000.00
DPS Telephone System	$35,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$35,000.00	$0.00	$35,000.00
*Emergency generator install at Public Services building	$0.00	$28,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$28,000.00	$0.00	$28,000.00
Fleet Management Software/Hardware Upgrade	$50,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$50,000.00	$0.00	$50,000.00
*Fuel Island Reconditioning	$0.00	$28,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$28,000.00	$0.00	$28,000.00
***Retrofit Sander Trucks With Updated Sander Controls.**	$21,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$21,000.00	$0.00	$21,000.00
Total Garage	**$106,000.00**	**$1,861,000.00**	**$2,000,000.00**	**$1,500,000.00**	**$2,400,000.00**	**$1,500,000.00**	**$1,500,000.00**	**$10,867,000.00**	**$0.00**	**$10,867,000.00**
TOTAL GARAGE FUND	**$106,000.00**	**$1,861,000.00**	**$2,000,000.00**	**$1,500,000.00**	**$2,400,000.00**	**$1,500,000.00**	**$1,500,000.00**	**$10,867,000.00**	**$0.00**	**$10,867,000.00**

Fund: Tax Increment Financing

Department: TIF 2

Project Name: Cass & Lake: Streetscape Improvements (+SID)

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: $545,500.00

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

Funding Sources: TIF 2 - $272,750.00
Private - $272,750.00

Project Name: Eighth Street Bridge Repair

Project Description: The work will include concrete box beam deck removal and replacement, railing replacement, sidewalk widening, riverbank slope protection, approach work and related work including aesthetic treatments. Twenty percent of the composite deck area is delaminated/defective. The City received $750,000 in funding thru the MDOT Local Bridge Program which requires a 5% local match and the City to perform engineering for the project.

Estimated Cost: $900,000.00

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

Funding Sources: TIF 2 - $150,000.00
Federal / State Grant - $750,000.00

Project Name: South Cass Street Bridge Repair (+TIF97)

Project Description: Concrete arch rehabilitation.

Estimated Cost: $132,000.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: TIF 2 - $66,000.00
TIF 97 - $66,000.00

Project Name: South Union Street Bridge Repair (+TIF97)

Project Description: Rehabilitate bridge superstructure.

Estimated Cost: $592,500.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: TIF 2 - $102,500.00
TIF 97 - $102,500.00
Federal / State Grant - $387,500.00

Project Name: WIFI(&TIF97)

Project Description: Public wireless network in downtown to serve visitors and parking control.

Estimated Cost: $450,000.00

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

Funding Sources: TIF 2 - $150,000.00
TIF 97 - $300,000.00

Department: TIF 97

Project Name: 200 Block Alley Enhanced Improvements

Project Description: Pedestrian bridge, riverwalk and pedestrian improvements to north East Front alley between Cass and Park.

Estimated Cost: $817,000.00

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

Funding Sources: TIF 97 - $817,000.00

Project Name: Cass Street Tunnel/Entrance

Project Description: Lighting, aesthetic and snow melt improvements to the existing Cass Street pedestrian tunnel.

Estimated Cost: $506,500.00

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

Funding Sources: TIF 97 - $506,500.00

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: 14/15 End: 14/15

Funding Sources: TIF 97 - $55,000.00

Project Name: East Front Streetscapes (Boardman to Grandview Parkway)

Project Description: New curbs, street trees, benches, bike racks and sidewalk along East Front between Boardman Avenue and Grandview Parkway.

Estimated Cost: $515,000.00

Fiscal Years: Start: 15/16 End: 15/16

Funding Sources: TIF 97 - $257,500.00
Private - $257,500.00

Project Name: Farmers Market

Project Description: Upgrade electrical outlets, accomodate tent tie-downs, install a central shelter, re-pave the lot with a decorative surface.

Estimated Cost: $1,000,000.00

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

Funding Sources: TIF 97 - $1,000,000.00

Project Name:	Garland Street Reconstruction/streetscapes
Project Description:	Redirect Garland Street from Grandview Parkway to Union Street on the east end; provide a shared space street for pedestrians and motor vehicles.
Estimated Cost:	$1,315,000.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	TIF 97 - $542,500.00 Hardy Deck Balance - $772,500.00

Project Name:	Grandview Parkway Pedestrian Crossing Enhancement
Project Description:	Pedestrian enhancements and intersection rehabilitation at Union and Grandview Parkway.
Estimated Cost:	$750,000.00
Fiscal Years:	Start: 16/17 End: 16/17
Funding Sources:	TIF 97 - $750,000.00

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: 15/16 End: 15/16
Funding Sources:	TIF 97 - $700,000.00

Project Name:	North Union Street Bridge Repair
Project Description:	Bridge superstructure repair and painting.
Estimated Cost:	$212,000.00
Fiscal Years:	Start: 16/17 End: 16/17
Funding Sources:	TIF 97 - $212,000.00

Project Name:	Park Street Bridge Repair
Project Description:	Rehabilitate bridge superstructure
Estimated Cost:	$900,000.00
Fiscal Years:	Start: 16/17 End: 16/17
Funding Sources:	TIF 97 - $150,000.00 Federal / State Grant - $750,000.00

Project Name:	Park Street Streetscapes
Project Description:	Replace brick (with brick) on Park Street, streetscape west side of Park Street, and build public pedestrian entrance to the Hardy Deck with public restrooms.
Estimated Cost:	$515,000.00
Fiscal Years:	Start: 14/15 End: 14/15
Funding Sources:	TIF 97 - $515,000.00

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: 13/14 End: 14/15
Funding Sources: TIF 97 - $760,000.00
Light & Power - $600,000.00

Project Name: Public Restrooms at Lot O
Project Description: Provide public restroom for shoppers and other visitors in Downtown
Estimated Cost: $316,000.00
Fiscal Years: Start: 14/15 End: 14/15
Funding Sources: TIF 97 - $316,000.00

Project Name: South Cass Street Bridge Repair(+TIF2)
Project Description: Concrete arch rehabilitation.
Estimated Cost: $852,000.00
Fiscal Years: Start: 15/16 End: 15/16
Funding Sources: TIF 97 - $66,000.00
Federal / State Grant - $720,000.00
TIF 2 - $66,000.00

Project Name: South Union Street Bridge Repair (+TIF2)
Project Description: Rehabilitate bridge superstructure.
Estimated Cost: $592,500.00
Fiscal Years: Start: 15/16 End: 15/16
Funding Sources: TIF 97 - $102,500.00
TIF 2 - $102,500.00
Federal / State Grant - $387,500.00

Project Name: Triangle Park (Mini Park)
Project Description: Improvements to Triangle Park
Estimated Cost: $110,000.00
Fiscal Years: Start: 14/15 End: 14/15
Funding Sources: TIF 97 - $110,000.00

Project Name: Wellington Plaza
Project Description: Upgrade Wellington Plaza
Estimated Cost: $175,000.00
Fiscal Years: Start: 14/15 End: 14/15
Funding Sources: TIF 97 - $175,000.00

Project Name:	West Front St Redevelopment (BOND)
Project Description:	Build an approximately 410 space parking deck to serve the west side of downtown
Estimated Cost:	$5,500,000.00
Fiscal Years:	Start: 14/15 End: 18/19
Funding Sources:	TIF 97 - $5,500,000.00

Project Name:	West Front Street Bridge Replacement
Project Description:	This project includes the complete removal and replacement of the existing concrete arch bridge with a new concrete bridge including aesthetic treatments. The current condition of the Front Street bridge is poor and very poor and it cannot be properly evaluated and renovated to meet current service and load carrying requirements. The City received $1,100,000 in funding thru the MDOT Local Bridge Program which requires a 5% local match and the City to perform engineering for the project.
Estimated Cost:	$1,320,000.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	TIF 97 - $220,000.00 Federal / State Grant - $1,100,000.00

Project Name:	WIFI (&TIF2)
Project Description:	Public wireless network in downtown to serve visitors and parking control.
Estimated Cost:	$450,000.00
Fiscal Years:	Start: 13/14 End: 13/14
Funding Sources:	TIF 97 - $300,000.00 TIF 2 - $150,000.00

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	Carry Forward 2012-13	Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Funding Sum	Non-City Funds	Project Cost
TAX INCREMENT FINANCING FUND										
TIF 2										
Cass & Lake: Streetscape Improvements (+SID)	$0.00	$0.00	$272,750.00	$0.00	$0.00	$0.00	$0.00	$272,750.00	$272,750.00	$545,500.00
Eighth Street Bridge Repair	$0.00	$150,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$150,000.00	$750,000.00	$900,000.00
South Cass Street Bridge Repair (+TIF97)	$0.00	$0.00	$0.00	$66,000.00	$0.00	$0.00	$0.00	$66,000.00	$0.00	$132,000.00
South Union Street Bridge Repair (+TIF97)	$0.00	$0.00	$0.00	$102,500.00	$0.00	$0.00	$0.00	$102,500.00	$387,500.00	$592,500.00
WIFI(&TIF97)	$0.00	$150,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$150,000.00	$0.00	$450,000.00
Total TIF 2	**$0.00**	**$300,000.00**	**$272,750.00**	**$168,500.00**	**$0.00**	**$0.00**	**$0.00**	**$741,250.00**	**$1,410,250.00**	**$2,620,000.00**
TIF 97										
*200 Block Alley Enhanced Improvements	$0.00	$0.00	$817,000.00	$0.00	$0.00	$0.00	$0.00	$817,000.00	$0.00	$817,000.00
***Cass Street Tunnel/Entrance**	$506,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$506,500.00	$0.00	$506,500.00
East Front Street, 300 Block Mid-Block Crosswalk	$0.00	$0.00	$55,000.00	$0.00	$0.00	$0.00	$0.00	$55,000.00	$0.00	$55,000.00
*East Front Streetscapes (Boardman to Grandview Parkway)	$0.00	$0.00	$0.00	$257,500.00	$0.00	$0.00	$0.00	$257,500.00	$257,500.00	$515,000.00
*Farmers Market	$0.00	$0.00	$1,000,000.00	$0.00	$0.00	$0.00	$0.00	$1,000,000.00	$0.00	$1,000,000.00
Garland Street Reconstruction/streetscapes	$0.00	$542,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$542,500.00	$0.00	$1,315,000.00
*Grandview Parkway Pedestrian Crossing Enhancement	$0.00	$0.00	$0.00	$0.00	$750,000.00	$0.00	$0.00	$750,000.00	$0.00	$750,000.00
Lower Boardman River Enhancements	$0.00	$0.00	$0.00	$700,000.00	$0.00	$0.00	$0.00	$700,000.00	$0.00	$700,000.00
North Union Street Bridge Repair	$0.00	$0.00	$0.00	$0.00	$212,000.00	$0.00	$0.00	$212,000.00	$0.00	$212,000.00
Park Street Bridge Repair	$0.00	$0.00	$0.00	$0.00	$150,000.00	$0.00	$0.00	$150,000.00	$750,000.00	$900,000.00
Park Street Streetscapes	$0.00	$0.00	$515,000.00	$0.00	$0.00	$0.00	$0.00	$515,000.00	$0.00	$515,000.00
Pine Street Pedestrian Way	$0.00	$380,000.00	$380,000.00	$0.00	$0.00	$0.00	$0.00	$760,000.00	$600,000.00	$1,360,000.00
Public Restrooms at Lot O	$0.00	$0.00	$316,000.00	$0.00	$0.00	$0.00	$0.00	$316,000.00	$0.00	$316,000.00
South Cass Street Bridge Repair(+TIF2)	$0.00	$0.00	$0.00	$66,000.00	$0.00	$0.00	$0.00	$66,000.00	$720,000.00	$852,000.00
South Union Street Bridge Repair (+TIF2)	$0.00	$0.00	$0.00	$102,500.00	$0.00	$0.00	$0.00	$102,500.00	$387,500.00	$592,500.00
Triangle Park (Mini Park)	$0.00	$0.00	$110,000.00	$0.00	$0.00	$0.00	$0.00	$110,000.00	$0.00	$110,000.00
Wellington Plaza	$0.00	$0.00	$175,000.00	$0.00	$0.00	$0.00	$0.00	$175,000.00	$0.00	$175,000.00
West Front St Redevelopment (BOND)	$0.00	$0.00	$1,100,000.00	$1,100,000.00	$1,100,000.00	$1,100,000.00	$1,100,000.00	$5,500,000.00	$0.00	$5,500,000.00
West Front Street Bridge Replacement	$0.00	$220,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$220,000.00	$1,100,000.00	$1,320,000.00
WIFI (&TIF2)	$0.00	$300,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$300,000.00	$0.00	$450,000.00
Total TIF 97	**$506,500.00**	**$1,442,500.00**	**$4,468,000.00**	**$2,226,000.00**	**$2,212,000.00**	**$1,100,000.00**	**$1,100,000.00**	**$13,055,000.00**	**$3,815,000.00**	**$17,961,000.00**
TOTAL TAX INCREMENT FINANCING FUND	**$506,500.00**	**$1,742,500.00**	**$4,740,750.00**	**$2,394,500.00**	**$2,212,000.00**	**$1,100,000.00**	**$1,100,000.00**	**$13,796,250.00**	**$5,225,250.00**	**$20,581,000.00**

TRAVERSE CITY LIGHT & POWER

SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2013

GENERATION:

Community Solar Garden II (CHANGE)
Location: ***Local solar generation either inside or outside city limits***
Character: ***Free standing solar panels***
Extent: ***Installation of solar panels to provide up to 84.6 KW of generation.***
Estimated Cost: ***$250,000 – Amount to be recovered through 25 year Sun Shares to customers***
Fiscal Year(s): ***2014-15***

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 upgrades to existing services or new customer services.***
Estimated Cost: ***$5.625 Million***
Fiscal Year(s): ***2013-14 through 2018-19 (Annual Program)***

Distribution Circuit Rebuild
Location: ***Throughout the entire service area. In 2013-14 the circuit BW-31 will be rebuilt which includes the service area at the base of the peninsula.***
Character: ***Replace deteriorated overhead/underground facilities with new wire, conduit, poles, etc. to include conversion of overhead facilities to underground as appropriate.***
Extent: ***New circuits and upgrade of existing circuits to improve reliability and serve anticipated growth to include undergrounding facilities as appropriate.***
Estimated Cost: ***$5.85 Million***
Fiscal Year(s): ***2013-14 through 2018-19 (Annual Program)***

69kV/13.8kV Distribution Substation-SOUTH
Location: ***South central portion of service area outside city limits***
Character: ***Construction of new 69/13.8kV distribution substation.***
Extent: ***To include land purchase and facilities***
Estimated Cost: ***$4.6 Million***
Fiscal Year(s): ***2013-14 through 2014-15***

TRAVERSE CITY LIGHT & POWER

SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2013

DISTRIBUTION and SUBSTATION (continued):

Overhead to Underground Conversion Projects (NEW)
Location: ***Throughout the entire service area***
Character: ***Conversion of overhead distribution facilities to underground.***
Extent: ***Annual Program for Approved Projects.***
Estimated Cost: ***$2.025 Million***
Fiscal Year(s): ***2013-14 through 2018-19 (Annual Program)***

Pine Street Overhead to Underground Conversion
Location: ***Starting from behind Hall Street Substation crossing the Boardman River South along Pine Street***
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): ***2013-14***

Street Lighting System Addition (CHANGE)
Location: ***New street lighting along Silver Drive in the Grand Traverse Commons Area and Old Towne Neighborhood***
Character: ***LED street lighting on Silver Drive and acorn lights in neighborhood.***
Extent: ***Installation of new LED street lights; and low level pedestrian lights.***
Estimated Cost: ***$325,000***
Fiscal Year(s): ***2013-14 through 2014-15***

Street Lighting (LED) System Replacements
Location: ***Throughout the entire utility service area***
Character: ***LED street lighting replacements.***
Extent: ***Removal of any old high pressure sodium street lights and replace with LED lights.***
Estimated Cost: ***$595,000***
Fiscal Year(s): ***2013-14 through 2018-19 (Annual Program)***

TRANSMISSION and SUBSTATION:

69kV Load Break Switches
Location: ***Three separate locations – South Airport Sub Junction on LaFranier Road, 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: ***$600,000***
Fiscal Year(s): ***2014-15 through 2016-17***

TRAVERSE CITY LIGHT & POWER

SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2013

TRANSMISSION and SUBSTATION (continued):

69kV Transmission Line and Substation – EAST
Location: ***East Side of Service Area (substation and majority of the transmission line will 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***
Estimated Cost: ***$4.2 Million***
Fiscal Year(s): ***2013-14***

Substation Transformer (NEW)
Location: ***Parsons Substation & Cass Road Substations***
Character: ***Installation of higher rated Transformers.***
Extent: ***Upgrade existing substation transformers for system reliability due to load growth.***
Estimated Cost: ***$3 Million***
Fiscal Year(s): ***2017-18 through 2018-19***

Transmission Line Reconductor
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: ***Reconductor/rebuilding of existing 69kV transmission lines with new 69kV transmission lines.***
Estimated Cost: ***$4.275 Million***
Fiscal Year(s): ***2014-15 through 2018-19***

FACILITIES:

M-72 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: ***$350,000***
Fiscal Year(s): ***2018-19***

Hastings Service Center Facility Improvements (CHANGE)
Location: ***1131 Hastings Street***
Character: ***Site improvements to existing facility***
Extent: ***Entrance security & construction of outdoor covered area for inventory & equipment***
Estimated Cost: ***$700,000***
Fiscal Year(s): ***2013-14 through 2014-15***

TRAVERSE CITY LIGHT & POWER

SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2013

SCADA, COMMUNICATIONS, and OTHER ITEMS:

Smart Metering Technologies (AMI)
Location: ***Entire Service Area***
Character: ***Electric meters and software to accommodate smart metering capabilities.***
Extent: ***A program to provide for the migration to electronic smart meters that will assist utility customers on energy use and reliability.***
Estimated Cost: ***$200,000***
Fiscal Year(s): ***2015-16 through 2018-19***

Substation Security Cameras (NEW)
Location: ***Cass, Parsons, Hall Street, & Barlow substations***
Character: ***Installation of security cameras***
Extent: ***New cameras to allow for 24/7 monitoring by system operators.***
Estimated Cost: ***$75,000***
Fiscal Year(s): ***2013-14***

JOINT TCL&P, CITY OF TRAVERSE CITY, and DDA PROJECTS:

Bayfront Trail Lighting Phase I & II (NEW)
Location: ***Bayfront Redevelopment Project***
Character: ***LED lights and decorative poles as determined by the City.***
Extent: ***At locations along the trail to include installation costs***
Estimated Cost: ***$150,000***
Fiscal Year(s): ***2013-14 through 2014-15***

Cass & Lake Street Streetscapes (NEW)
Location: ***Cass Street from Eighth St to Cass Street bridge and along Lake Street from Cass St to Eighth Street.***
Character: ***New street lighting installations in conjunction with planned streetscape***
Extent: ***To be determined in coordination with DDA.***
Estimated Cost: ***$350,000***
Fiscal Year(s): ***2014-15***

East Front Street Streetscapes (NEW)
Location: ***Along East Front Street from Boardman Ave. to Grandview Parkway***
Character: ***New street lighting installations in conjunction with planned streetscape***
Extent: ***To be determined in coordination with DDA.***
Estimated Cost: ***$400,000***
Fiscal Year(s): ***2015-16***

TRAVERSE CITY LIGHT & POWER

SIX YEAR CAPITAL IMPROVEMENTS PLAN – 2013

JOINT TCL&P, CITY OF TRAVERSE CITY, and DDA PROJECTS (continued):

Garland Street Streetscapes (NEW)
Location: ***Garland Street in the Warehouse District***
Character: ***New street lighting installation***
Extent: ***To be determined in coordination with DDA.***
Estimated Cost: ***$300,000***
Fiscal Year(s): ***2013-14 through 2014-15***

Park Street Streetscapes (NEW)
Location: ***From State Street to Grandview Parkway***
Character: ***New street lighting installation & underground existing overhead services***
Extent: ***Removal of existing fixtures/poles/wires in coordination with DDA project.***
Estimated Cost: ***$100,000***
Fiscal Year(s): ***2013-14***

Pine Street Pedestrian Way *(companion project to Pine Street O/H to U/G)* (NEW)
Location: ***Bridge over Boardman River North of Front Street at Pine Street***
Character: ***New pedestrian bridge as determined by the DDA/City***
Extent: ***To accommodate new electric circuit from Hall Street substation to alley between State Street & Front Street along Pine Street.***
Estimated Cost: ***$680,000***
Fiscal Year(s): ***2013-14***

TRAVERSE CITY LIGHT & POWER
SIX YEAR CAPITAL IMPROVEMENTS PLAN 2013
(This worksheet is for illustration purposes only and is supplemental information to the Plan)

		Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Project Totals	Project Notes	2012 Funding Level	Change
Generation:											
CHANGE	Community Solar Garden II (project to be similar as the 2013 joint TCL&P/Cherryland project - No cost of land included - location to be determined)	$ -	$ 250,000	---	---	---	---	$ 250,000	Funding to come from Leaseholders	$ 400,000	$ (150,000)
Total Generation		0	250,000	0	0	0	0	250,000		400,000	(150,000)
Distribution and Substation:											
no change	Line Improvements, Extensions, New Services	825,000	850,000	900,000	950,000	1,000,000	1,100,000	5,625,000	Annual Program	$ 6,350,000	$ (725,000)
DELETED	Distribution Circuit Additions/Upgrades (project better defined elsewhere in Plan - funding removed)	---	---	---	---	---	---	0		$ 5,400,000	$ (5,400,000)
no change	Distribution Circuit Rebuild (amounts reduced to better reflect anticipated actual cost)	850,000	900,000	950,000	1,000,000	1,050,000	1,100,000	5,850,000	Annual Program	$ 11,400,000	$ (5,550,000)
no change	69kV/13.8kV Distribution Substation-SOUTH (funding increased due to better estimates on actual cost)	3,750,000	850,000	---	---	---	---	4,600,000		$ 3,800,000	$ 800,000
NEW	OH to URG Conversion Projects (residential projects to enhance system reliability)	75,000	550,000	350,000	350,000	350,000	350,000	2,025,000	Annual Program	$ -	$ 2,025,000
no change	Pine Street Overhead to Underground Conversion	1,000,000	---	---	---	---	---	1,000,000		$ 1,000,000	$ -
CHANGE	Street Lighting System Addition (2013 - Silver Drive : 2014 - Old Towne Neighborhood)	100,000	225,000	---	---	---	---	325,000	SID funds for neighborhood lighting	$ 100,000	$ 225,000
no change	Street Lighting (LED) System Replacements (reduced funding to better reflect anticipated actual cost)	95,000	100,000	100,000	100,000	100,000	100,000	595,000	Annual Program	$ 960,000	$ (365,000)
Total Distribution and Substation		6,695,000	3,475,000	2,300,000	2,400,000	2,500,000	2,650,000	20,020,000		29,010,000	(8,990,000)
Transmission and Substation:											
no change	69kV Load Break Switches	---	200,000	200,000	200,000	---	---	600,000		$ 600,000	$ -
no change	69kV Transmission Line & Substation - EAST (Updated anticipated cost to complete)	4,200,000	---	---	---	---	---	4,200,000		$ 4,500,000	$ (300,000)
NEW	Substation Transformer Upgrades	---	---	---	---	1,500,000	1,500,000	3,000,000	GRP Study Recommendation	$ -	$ 3,000,000
no change	Transmission Line Reconductor	---	575,000	1,000,000	1,500,000	600,000	600,000	4,275,000		$ 3,675,000	$ 600,000
Total Transmission and Substation		4,200,000	775,000	1,200,000	1,700,000	2,100,000	2,100,000	12,075,000		8,775,000	3,300,000
Facilities:											
no change	M-72 Wind Turbine Refurbishment	---	---	---	---	---	350,000	350,000		$ 150,000	$ 200,000
CHANGE	Hasting Service Center Facility Improvements (funding reduced due to changed project scope to include inventory covered area & office security)	125,000	575,000	---	---	---	---	700,000		$ 1,280,000	$ (580,000)
Total Facilities		125,000	575,000	0	0	0	350,000	1,050,000		1,430,000	(380,000)

TRAVERSE CITY LIGHT & POWER
SIX YEAR CAPITAL IMPROVEMENTS PLAN 2013
(This worksheet is for illustration purposes only and is supplemental information to the Plan)

		Fiscal Year 2013-14	Fiscal Year 2014-15	Fiscal Year 2015-16	Fiscal Year 2016-17	Fiscal Year 2017-18	Fiscal Year 2018-19	Project Totals	Project Notes	2012 Funding Level	Change
SCADA, Communications, and Other Items:											
no change	Smart Metering Technologies (AMI) (amounts reduced to provide a more planned deployment)	---	---	50,000	50,000	50,000	50,000	200,000		$ 750,000	$ (550,000)
NEW	Substation Security Cameras	75,000	---	---	---	---	---	75,000		$ -	$ 75,000
Total SCADA, Communications & Other Items		75,000	0	50,000	50,000	50,000	50,000	275,000		750,000	(475,000)
Joint TCL&P, City of Traverse City, and DDA Projects											
NEW	Bayfront Trail Lighting Phase I & II	50,000	100,000	---	---	---	---	150,000		$ -	$ 150,000
NEW	Cass & Lake Street Streetscapes	---	350,000	---	---	---	---	350,000		$ -	$ 350,000
NEW	East Front Street Streetscapes	---	---	400,000	---	---	---	400,000		$ -	$ 400,000
NEW	Garland Street Streetscapes	200,000	100,000	---	---	---	---	300,000		$ -	$ 300,000
NEW	Park Street Streetscapes	100,000	---	---	---	---	---	100,000		$ -	$ 100,000
NEW	Pine Street Pedestrian Way (In coordination with Pine Street Overhead to Underground)	655,000	---	---	---	---	---	655,000		$ -	$ 655,000
Total Joint City, DDA & TCL&P Projects		1,005,000	550,000	400,000	0	0	0	1,955,000		0	1,955,000
TOTAL		$ 12,100,000	$ 5,625,000	$ 3,950,000	$ 4,150,000	$ 4,650,000	$ 5,150,000	$ 35,625,000		$ 40,365,000	$ (4,740,000)
FIBER FUND PROJECTS:											
DELETED	Fiber Extensions - Customer Installations (funding removed until such time that the Board decides to offer Lit Fiber services)	---	---	---	---	---	---	$ -		$ 450,000	$ (450,000)
DELETED	Wi-Fi Project - DDA (funding removed as DDA is seeking alternate option for Wi-Fi services)	---	---	---	---	---	---	-		$ 160,000	$ (160,000)
Total Fiber Fund Projects		$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ 610,000	$ (610,000)

(Actual fiscal year that a project may be undertaken may differ from the fiscal year depicted in this spreadsheet. Dollar amounts are estimates.)