City of Traverse City

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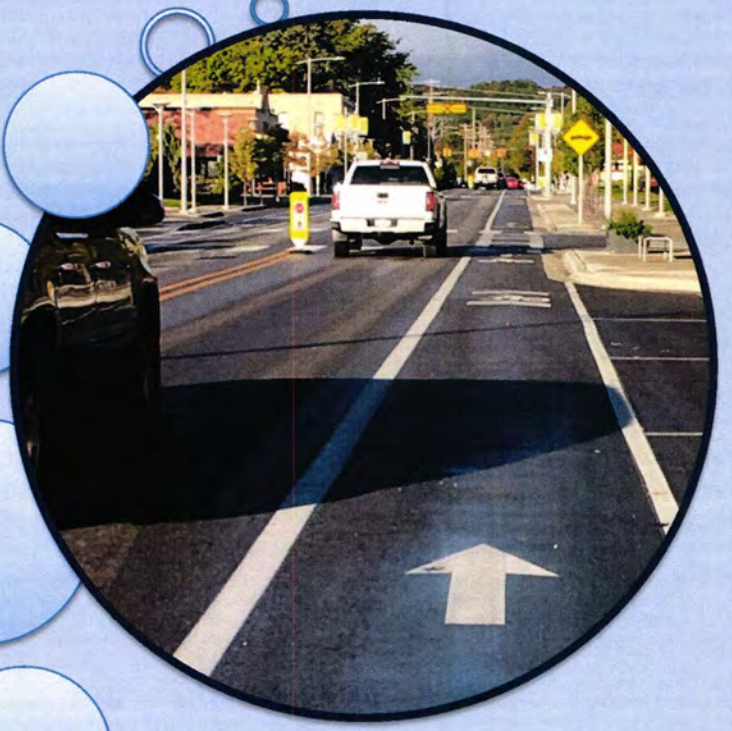

2017-18 Annual Budget Report

Prepared by Treasurer's Office

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The City of Traverse City

Communication to the City Commission

TO: CITY COMMISSION

DATE: MAY 1, 2017

FROM: MARTY COLBURN, CITY MANAGER

SUBJECT: ANNUAL BUDGET REPORT FOR FY 2017/2018

Dear Mayor Carruthers and Commission members:

The proposed 2017/2018 budget for the City of Traverse City is inclusive of the budget message for your review and consideration. This budget provides the valued services that are provided to the City of Traverse City. There are constraints to the budget predominantly due to past historical cuts within the State's shared revenues and the State of Michigan Tax Tribunal devaluing commercial properties that have an impact on property tax revenues. The State of Michigan has also restructured the corporate taxes which is phasing out the personal property tax by 2020. This year the state's new transportation revenues incrementally will be added to our ACT 51 Fund. This budget document will be the base of initiating a discussion in which the City Commission will make final determination and your ultimate policy statement. The final product will also serve as an historical record of City activities and services.

Tax Levy. The Headlee amendment ratified in 1978 was designed to limit the ability of local governments to levy new taxes and limit growth of property taxes. It also controls how authorized millage rates are calculated as it relates to growth of property. When growth on existing property is greater than inflation, then the local government must roll back its maximum authorized millage rate so that increases in property tax revenue caused by growth on existing property does not exceed the annual inflation rate. This is called the "Headlee Rollback."

In 1994 Proposal A was passed. This legislation created differences in taxable value ("TV") and state equalized value ("SEV") because a growth cap was placed on TV. The annual growth on TV on individual parcels is limited to the lesser of inflation or 5%. With the improvement of the real estate market, we are seeing growth of real property values. When properties are sold they become uncapped and their new market values are re-set from their TV to the SEV. Fortunately, we are seeing a number of properties within the City sold and the values becoming uncapped. Unfortunately, these uncapped properties are not exempt property for the purpose of the Headlee

rollback. The product of these changes in State law is to penalize communities that have had market growth. The rollback formula reduces the cap of property taxing capacity that a local government has. The City Charter authorizes a maximum capacity of 15 mills. However, our tax levy will remain at 11.1167 mills which was levied for the past six years. The levy is expected to generate approximately $9,230,000, an increase of about $280,000 or 3.0%.

The ACT 345 levy is 2.32 mills. By Charter, this is dedicated levy which can only be used for ACT 345 pension benefits for Police/Fire. This is a levy that was voted independent of the general fund levy. The millage rate is established by the actuarially-determined contribution required for the ACT 345 fund.

Planning, Zoning and Development. There are a noticeable amount of major projects that are either under construction or in the planning stages that will have an impact on the City staff servicing the processing. This is not inclusive of all projects. These developments include:

- **113 S. Park Street**, Radio Center 3, 3-story mixed use building with public restrooms. 8 dwelling units.
- **250 E. Front Street**, 4-story addition to the Chase building.
- **622 S. Garfield Avenue**, Trailside 45, 74 unit apartment building.
- **613 Randolph Street**, 3-story mixed use building. 4 dwelling units.
- **1410 College Drive**, Addition to Dennos Museum.
- **1701 E. Front Street**, NMC student housing building. 136 units.
- **918 West Front St.**, two 5-unit apartment buildings.
- **619 E. Eighth Street**, 14-unit apartment building.
- **Depot Neighborhood**, 3-story townhouses. 16 dwelling units.
- **South Airport Road**, Costco Wholesale.
- **1201 E. Front Street**, 1-story retail building.
- **720 Munson Avenue**, two 1-story retail buildings. Eastbay Plaza.

In addition, the City has received projects that are in the planning stage from property owners and developers:

- **305 W. Front Street**, Front & Pine, 60' tall mixed use building. 237 dwelling units.
- **340 E. State Street**, 5-story 39 unit apartment building.
- **326 E. State Street**, 100' tall residential condo building.
- **300 E. State Street**, Park Place Convention Center and aquatic facility.
- **205 Garland, 205 & 211 N. Union Street**, Darga project.
- **125 & 145 Hall Street**, 99 rooms All Suites Hotel.
- **1106, 1120 & 1128 E. Front Street**, New Rite Aid, Starbuck's and retail store.
- **124 W. Front**, Federated building, 5-story mixed use, 65.5' tall.
- **215 N. Division**, Immaculate Conception new school.
- **400, 406, 408, 414 & 416 E. Eighth**, Higher Grounds building(s).

The City purchased property located at 145 W Front St from Great Lakes Central Properties in preparation to build a parking deck with commercial on the front (North) side of the building.

The County-wide Housing Study completed in 2015 demonstrates a great shortage of housing. The City has approved a number of projects that are inclusive of housing and more within the planning stage are being proposed. This continued demand both for the housing and commercial space provides an opportunity for the City of Traverse City, particularly developing along the corridors. As we see development within the City, particularly within the DDA, we can afford to proceed forward with the public parking garage.

The City completed a corridor study of the East and West Front Street, 8th Street, 14th Street, and Garfield Avenue in 2013. We've completed a charrette process looking at the future reconstruction of 8th Street as well as economic opportunities along 8th Street from Union to Barlow Streets. We believe there is significant potential of growth within the corridor to meet additional housing needs. [Enhancements to public infrastructure will be necessary, such as an upgrade of the water transmission main along 8th Street, and as we encourage improvements along Lake Avenue.] This will encourage both commercial and residential growth. Staff intends to pursue future opportunities for housing within the City as well as working with the State of Michigan through the Michigan Economic Development Corporation (MEDC) and the Michigan State Housing Development Authority (MSHDA), the Traverse City Downtown Development Authority, the Grand Traverse County Planning Department, and the Traverse City Chamber of Commerce (TraverseConnect) pursuing Community Development Block Grants to enhance loft apartments in the downtown area as well as encourage private investment along the corridors. The Park Place Hotel is developing a new conference center which will be an economic driver for the Traverse City downtown for many years to come. These projects and efforts are consistent with the recent City Commission goals and objectives, looking at additional housing within the community for the workforce, families, retirees, and visitors. The Planning and Engineering departments' annual reports demonstrated the significant growth and opportunities that are available to smartly grow our City. To support these growing efforts, as well as working with property owners and developers, I'm recommending the addition of the professional position of Community/Economic Development Director. This position will focus on community development, Brownfield programs, targeting corridors, housing, job creation, and projects that enhance the quality of life within the City. I'll define this role further within our discussions.

Administration. This upcoming fiscal year, the City will hold minimally one election within the election cycle of November for the local election in November 2017. The City Clerk's office is working with the County and State governments updating/replacing the voting machines. Most of these costs are expected to be paid through HAVA funding (Help America Vote Act).

Labor Costs. The City completed negotiations on six Union contracts. This has allowed us to establish known labor costs for upcoming years. I'll be recommending that only 1 additional FTE position be filled, that being the Community Economic Development Director. This budget does present two additional seasonal Police Officers that will focus on policing along trails, neighborhoods, and special events. These positions would be funded for four months during our busiest season through the summer with certified police officers.

Health insurance premiums are estimated to increase approximately 7.58% on average, beginning July 1, 2017. City employees do pay 20% of the costs of their health insurance. The combined inflationary factor for wages and health insurance costs account for increases in this budget within the categories of salaries and wages, and fringe benefits. The City has been able to cost-contain some of the legacy costs through historic changes within the Union negotiations and changes of retirement factors for future hirees. These legacy costs were enacted since July 2009 for all newly-hired general City employees, which earn a pension benefit at 1.5% multiplier. All new hires within Police & Fire employees were at the 2% multiplier (recall that Police/Fire employees do not receive Social Security under the City). Current Police patrol employees employed prior to June 30, 2014 earn pension credit at a 2.5% multiplier rather than the current 2.8%. These pensions are covered under the ACT 345 funded through the 2.32 mills levy. An item to watch is an ongoing dialogue at the State Legislature to instill limitations on retiree health care benefits.

Capital Infrastructure. The general fund budget includes $915,000 in infrastructure spending, which is consistent with prioritization of investment within the streets and is tied to $760,000 of County-wide street millage fund used for street repair and maintenance reconstruction projects. A strategy to address sidewalk and gap infill in the City has been discussed including bonding to place approximately 48,348 feet or 9.16 miles of sidewalk connecting Front Street to East Bay for strategic connectivity and targeting the Commission's priority of Traverse Heights. Also included is sidewalk repair of 15,391 linear feet. Most of the repairs are within the neighborhoods of Slabtown, Kids Creek, Boardman, Oak Park, Civic Center, and Indian Woods.

Sidewalk gap infill/new sidewalk construction	$4,500,000

Total infrastructure spending planned for FY 2017/2018 is detailed in the CIP (Capital Improvement Plan).

Police and Fire/Emergency Services. Police Chief Jeff O'Brien has established his leadership cadre. Captain James Bussell (Detectives), and Captain Keith Gillis (Traffic Control) are in command positions. Focus has been on a top priority of the City Commission's community policing. (This process integrates the Police Department working closer with the community, neighborhood organizations, and business community, and empowers the Police Officers to evolve problem-solving at the most local level while building relationships.) Emphasis is also placed in this budget in accordance to focus areas of public safety by the City Commission by adding two seasonal Traffic Officers who will focus law enforcement activities on bike patrol within the parks and along the trails as well as focusing on activities within high traffic use areas, and community policing the neighborhoods.

Police officers continue to conduct in-service training for self-defense methods, as well as the use of TASER. This budget does provide updated TASERs (7) as the old ones are outdated. The TASER provides a non-lethal method as an option for Police officers in a combative situation. This is particularly useful with those who are uncontrollable, oftentimes due to certain addictions.

TASER is changing their name for body cameras to Axon. We have researched the use and implementation of body cameras for our officers. We believe that in the current environment, and standards that are changing and evolving for demonstration of proof and evidence within the courts, body cameras will have an added value of protection for the City, officers, and citizens. These would be available for us May through November, 2018. TASER has offered the first year as free of charge, allowing departments to test their equipment and utilization. After the free trial, we can return the cameras at no cost, or institute 30 body cameras at an initial cost: year 1: $40,590, years 2-5: $24,433; totaling $138,509 over the five year period. Other activities by Police officers are overseeing the school crossing guards. Training is conducted by the Traverse City Police Department with the cost sharing split between TCAPS and the City of Traverse City.

Within the Fire Department, focus will continue to be on fire suppression, but also education to the community, and fire code inspections for plan reviews.

The City Police & Fire continue to focus on the growing drug/heroin misuse. Implementation of Naloxone (Narcan) has been saving lives as well as the immediate responses of the paramedics from the Traverse City Fire Department. Purchase includes replacing a 2008 ambulance ($270,000), replacing a twenty-five year old inflatable Rescue Boat ($27,000), and a Cascade air compressor to fill their breathing apparatuses ($35,000).

Downtown Development Authority. The Traverse City Downtown Development Authority has been a valued resource to emphasize infrastructure investment within the downtown corridors. These investments instigated through two different DDA plans and Tax Incremental Finance authorities. The TIF 2 DDA plan was just reset and the Replacement Plan is called Old Town TIF. The DDA is building a new strategic plan to refine and refocus their goals by initiating engagement of North Sky Non-Profit Network to facilitate an updated plan. The current plan focuses on public improvements such as water, sanitary, storm, parking and parking decks, as well as other potential investments which will be discussed through their public process. With the sunset of TIF 2, this demonstrated the good faith on the part of the City, to then redistribute the tax base growth to other taxing entities, reestablishing a new and much higher baseline. Within the DDA, the property owners have also taxed themselves at 1.8038 mill to help fund the administration and implement the projects and services provided through the DDA. Current vital projects include the future parking deck at 145 West Front, 8th Street reconstruction, the Lake Street project, and the walkway along the Boardman River.

Carnegie Building. The History Center has ceased its services at the Carnegie building and has turned much of its collection over to the library. At this time our more significant lease is with the Crooked Tree Arts Council, with the continuation of space leased to the Grand Traverse Area Rock & Mineral Club. The proposed fiscal year 2017/2018 budget includes a transfer from the McCauley Estate Trust Fund to support operations. Staff continues to work with the Native American communities to repatriate articles of the Con Foster collection, funded by federal grants to meet our responsibilities to the Native American Graves Protection and Repatriation Act (NAGPRA). The Arts Commission has requested a higher level of staff support inclusive of fundraising. We have adjusted this item to $15,000 from $10,000 in the 2016/2017 budget.

Opera House. The Wharton Center has an agreement with the City to operate the historic City Opera House. They provide a wide array of performances, as well as making available a phenomenal venue. Revenue from these leases of the rented space of the commercial frontage were generating revenues of approximately $12,000 more than expenditures. We are currently picking up utilities expenses that are having this fund now break even. The current year's budget and the proposed 2017/2018 budget include funds for operating expenditures to help the Wharton Center offset its costs and work towards self-sustainability. The City will recommend updating our agreement to reflect the current arrangement.

Water and Sewer Rates. The Finance Department has conducted an analysis of both a water rate analysis and sewer fund projections. At this time there is not a recommendation to pursue any change of rates with the water funds; however, there are significant additional projects within the Capital Improvements Plan over the next six years that would infer that we will need to raise rates in the future to provide the proper maintenance and operations of the Wastewater Plant, Water Plant, and Transmission System. The sanitary fund, in preparation of current operations and normal maintenance costs, is inclusive of funding for the automated meter (AMI system), as well as replacement and repair costs at the WWTP of $1,796,000. This budget does demonstrate a slight increase to the 2017/2018 sewer rate. It is equivalent to a 2% increase to the average customer.

Other Funds. The enterprise funds consist of water, wastewater, auto parking, and marina. This past year, three membrane trains were installed at the Wastewater Treatment Plant. As the membranes age out, they lose capacity and effectiveness. This budget is inclusive of one train. We must meet the requirements of our national discharge permit issued by the Michigan Department of Environmental Quality. The City, working with the Grand Traverse Board of Public Works, which is inclusive of Grand Traverse County and numerous local township supervisors, have agreed that we continue to purchase one membrane per year. Discussions on renewing future water agreements will assist all parties to understand what our respective responsibilities are to each other. There may be recommendations for changes within these agreements as we work through the discussions.

Parks & Cemetery. The City Cemetery, Parks and Forestry (CPF) have a significant area of responsibility inclusive of 34 parks, the trees along public streets, and within public facilities and open areas. The CPF staff maintain 386 acres and the cemetery, caring for approximately 14,000 trees within the City parks, along the City streets, parkways, and public buildings. City staff is attempting to inventory our public trees and place data into our GIS system. Until we can quantify the needs assessment of this inventory, staff is recommending at least tripling our investment to $30,000 from our stormwater fund to assist augmenting our forestry. During the winter events, focus is placed on supporting the snow removal operations along the growing miles of sidewalks as well as the public spaces that we keep open throughout the City. Emphasis of staff will also be directed to placing improvements at Lay Park, inclusive of sidewalk, public gathering area, and landscaping coinciding with the placement of the Brian Crough public art piece. Planning and implementing of improvements will also incur as stated in the City Parks Plan towards Clancy Park, Hickory Hills, and Jupiter Park. The Preserve Hickory Hills non-profit has raised matching funds for the $1.5 million Brown Bridge Trust Fund commitment made by the City in June, 2015. This project is planned to proceed into construction in 2018.

The Brown Bridge Quiet Area will have projects completed inclusive of habitat improvements for fish and aquatic insects, as well as soil erosion control. The City contracted with the Grand Traverse Conservation District to oversee and manage approximately 1,310 acres on behalf of the City. We expect the east end bridge to be completed the summer of 2017 and the west end bridge being pursued in the 2018/2019 budget.

OTHER CAPITAL COSTS:

Garage Fund. The City Garage fund is a self-funding internal fund. We place rental values on equipment utilized throughout the City by hourly rates. This, in turn, is transferred over to the Garage fund, which pays for the capital costs annually for vehicles and equipment, in addition to O&M. Enclosed is a complete and detailed vehicle replacement schedule for fiscal year 2017/2018. The fees are inclusive for operations and maintenance as well as replacement costs. We are identifying vehicles that we can purchase that utilize green power (electric or LPG [liquid propane gas]). This and upgrades to the lighting within the governmental building are the two initial recommended green projects by the Green Team to meet the first year's goal of the City Commission.

Summary. This year's budget has placed an emphasis on primary services as well as targeted planning and implementation of projects (8th Street Corridor, sidewalk in Traverse Heights neighborhood, the West Boardman Lake Trail, and working with Traverse City Light & Power on the automated meter infrastructure (AMI) for both the electric and water meters). These activities will assist the City Commission on meeting goals and objectives that require planning and preparation to include synchronizing components that intermingle, such as the 8th Street bridge, and water lines. Through the planning elements, we can emphasize the priorities of the City Commission inclusive of maintaining our parks and trees, focusing on our stormwater assessment plan, providing safe streets that are walkable, and sidewalks that are accessible, addressing traffic and parking. These are investments that continue to work towards placemaking. These include investments in arts and culture as the Arts Commission continues to focus on both the downtown, as well as City-wide for new pieces and functionalities. Additional staff includes seasonal police officers, to specifically work with community policing patrolling trails and neighborhoods, as well as one FTE – Community Economic Development Director, which will place emphasis on planned and smart development.

We are seeing the costs of healthcare and other benefits escalate. The City will focus on continuing education and training for staff, particularly focusing on emergency operations and safety. City staff will also continue to work with the IT (Implementation Team) Committee in regard to the removals of the Boardman and Sabin dams and improvements along the Union Street dam within the City. We look forward to future discussions on the possibility of improvements at Union Street Dam while addressing the concept of a bi-directional fish passage which has the interest and international support of the Great Lakes Fishery Commission.

One other area of emphasis of staff time and potential policy development will be focusing on housing needs within the City. This has been brought out as a priority within the region and City as a whole and will take coordinated efforts of all agencies within the City and region to meet the

growing demands of housing and how we influence meeting the needs of our business community as well. The City can partner with the DDA on meeting the housing objectives. This proposed budget is a recommendation. The City Commission has the policy-making authority. The City budget is the ultimate policy document as it reflects where you are placing your resources to meet the public needs. We are scheduled to have a budget work session the evening of May 8, 2017. If there is a need for a 2nd work session, that is preliminarily scheduled for the evening of May 22, 2017. A public hearing will be held May 15, 2017. The City will continue to seek and create opportunities for placemaking, and improving the quality of life for our citizens and guests. I thank the City Commission for providing these resources and the entire staff for continuing to provide essential and quality services within our community. We now have the task of discussion and debate identifying final determination to complete this budget for the upcoming fiscal year of 2017/2018.

Sincerely,

Martin A. Colburn
City Manager
City of Traverse City

CITY OF TRAVERSE CITY
FISCAL YEAR END JUNE 30, 2018
Current Year Capital Improvement
Planned Expenditures

Project Description	17/18 Expenditures
Eighth Street Bridge Repair	$ 750,000.00
West Front St. Bridge Replacement	1,320,000.00
Brown Bridge Pole Barn Upgrade	10,000.00
Historic Brown's Bridge (West-End)	45,000.00
Brown Bridge Interpretive Signage	10,000.00
Brown Bridge Overlook and Access Steps	45,000.00
Brown Bridge Southside ADA Trail	10,000.00
Cemetery - Paving of Main Loop	20,000.00
Uptown/West Front Riverwalk from Union Dam	710,000.00
Garage Vehicle Replacement	2,646,926.00
Government Center Audio/Visual Equipment	69,700.00
Annual City Computer Replacement Program	30,000.00
New Accounting Software	130,000.00
West Front Redevelopment Bond (Parking Deck)	5,167,500.00
Autoparking Camera System	50,000.00
Autoparking Lot B Rehab	135,000.00
Autoparking Lot P Reconstruction	30,000.00
Autoparking Lot T Resurface	100,000.00
Open Space	50,000.00
Clancy Park Improvements	158,000.00
Hannah Park Improvements	65,000.00
Hickory Hills Lodge Replacement	1,857,500.00
Annual Street Reconstruction/Pavement Preservation	1,010,000.00
Eighth Street Alley (Wellington to Franklin)	275,000.00
Eighth Street Lake Ave. to Woodmere	50,000.00
Traffic Calming Projects	100,000.00
West Front St. - Elmwood to Division	511,250.00
Cass and Lake Streetscape Improvements	545,500.00
Boardman Lake Trail (14th St. to S. Airport)	360,000.00
Sidewalk expansion/Infill Bond	4,500,000.00
Sidewalk Expansion (SR2S)	100,000.00
Murchie Bridge Railings	70,000.00
Wastewater Fund	
Annual Sewer Rehab	450,000.00
Annual Stormwater Management	50,000.00
Automated Metering Project	750,000.00
Catch Basin & Manhole Casting Replacement	30,000.00
Front Street Liftstation	152,639.00
Digester 3 and 4 Reconditioning	208,000.00
Digester Condition Assessment	50,000.00
Facility Plan Engineering Study	200,000.00
Membrane Gate Replacement	51,742.00
Plant Membrane Replacement	860,000.00
UV System and Structure Modification	500,000.00
West Biosolids Storage Tank Upgrade	122,512.00

-Continued-

Water Fund	
Annual Water Rehab	450,000.00
Automated Metering Project	750,000.00
Barlow Reservior Rehab	100,000.00
Galvanized Water Service Replacement Project	200,000.00
Wayne Hill/Huron Hills Booster Pump	20,000.00
Lafranier Road Water Reservoir	2,000,000.00
High & Low Service Pump Repair	80,000.00
Lagoon Maintenance	60,000.00
Air Compressor Replacements	10,000.00
Water Treatment Plant Roof	70,000.00
Traverse City Light and Power	
Critical and Large Customers	270,000.00
Distribution Circuit Rebuild	350,000.00
High Pressure Sodium to LED System	331,591.00
Line Improvements	1,000,000.00
Hastings Service Center	150,000.00
Automated Metering Project	1,900,000.00
Cass and Lake Streetscape Lighting	350,000.00
Accounting Software	25,000.00
Park Street Streetscape Lighting	100,000.00
Substation Circuit Exits	415,000.00
Substation Transformer Upgrades	750,000.00
Total Projected 17/18 Expenditures	**$ 33,737,860.00**

CITY OF TRAVERSE CITY

MEMORANDUM

To: Martin A. Colburn, City Manager
From: William E. Twietmeyer, City Treasurer/Finance Director W. E. T.
Subject: Water Rate Analysis
Date: April 28, 2017

My annual review of the Water Fund is concluded. My communication last year recommended no rate increase in the Water Fund for the 2016-2017 fiscal year. I am again recommending **no** rate increase for the Water Fund for the 2017-2018 fiscal year.

Previous rate increases were necessary to pay for the various repairs and replacements 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 were 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 six year capital plan for the water treatment plant and water distribution system remain very ambitious and will eventually necessitate a rate increase within the next year. Although the Raw Water Intake and Regional Water Storage projects have been moved beyond the six year capital plan, they have been replaced with the East-West Transmission Main upgrade, the Chemical System Upgrade, the Filters 1, 2, & 3 Valve Replacement projects the Midtown Transmission Main, and the Automated Metering Infrastructure. In addition, the Barlow Reservoir Rehabilitation will need to start in the next fiscal year. Furthermore, a new project has been added to the capital improvement plan which is the 2 million gallon Lafranier Road Water Reservoir. At present, the Water Fund does not carry any debt. It may be prudent to issue debt in the future if several of the larger projects need to occur around the same 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 nine years of historical financial data for the Water Fund, along with current year projections, the budgeted figures for next year, and three 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 MULTI - YEAR OPERATING REVENUES, EXPENSES AND DEBT SERVICE

For Year Ended June 30

	2008	2009	2010	2011	2012	2013	2014	2015	2016	Projected 2017	Budgeted 2018	2019	2020	2021
Operating Revenue														
Water Sales	$1,702,359	$1,652,289	$1,810,338	$2,107,580	$2,745,413	$3,075,190	$2,989,936	$2,919,377	$3,198,126	$3,156,000	$3,206,000	$3,222,030	$3,238,140	$3,254,331
Twp. Bulk Sales	$587,907	$553,896	$572,576	$621,125	$602,662	$570,820	$490,210	$639,225	$1,033,433	$842,000	$902,000	$911,020	$920,130	$929,332
Other Revenue	$174,675	$97,212	$85,534	$145,263	$120,425	$98,794	$157,646	$238,832	$143,091	$114,000	$117,000	$115,000	$115,000	$115,000
Total Revenue	$2,464,941	$2,303,397	$2,468,448	$2,873,968	$3,468,500	$3,744,804	$3,637,792	$3,797,434	$4,374,650	$4,112,000	$4,225,000	$4,248,050	$4,273,270	$4,298,662
Operating Expenses														
Expenses (Net of Deprec.)	$1,724,520	$1,911,809	$1,916,227	$2,099,927	$2,157,831	$1,935,185	$2,307,838	$2,611,463	$2,925,920	$2,455,700	$2,706,000	$2,787,180	$2,870,795	$2,956,919
Payment in Lieu of Taxes	$123,330	$115,189	$123,153	$143,001	$173,561	$183,465	$177,854	$192,224	$218,732	$205,600	$211,250	$212,403	$213,664	$214,933
Total Operating Expenses	$1,847,850	$2,026,998	$2,039,380	$2,242,928	$2,331,392	$2,118,650	$2,485,692	$2,803,687	$3,144,652	$2,661,300	$2,917,250	$2,999,583	$3,084,459	$3,171,852
Operating Income	$617,091	$276,399	$429,068	$631,040	$1,137,108	$1,626,154	$1,152,100	$993,747	$1,229,998	$1,450,700	$1,307,750	$1,248,468	$1,188,811	$1,126,810
Debt Service														
Bond Debt Service	$279,500	$267,500	$280,500	$267,000	$253,500	$265,000	$0	$0	$0	$0	$0	$0	$0	$0
Close out Bond Reserve	$0	$0	$0	$0	$0	($288,762)	$0	$0	$0	$0	$0	$0	$0	$0
Bond Debt Service	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Total Debt Service	$279,500	$267,500	$280,500	$267,000	$253,500	($23,762)	$0	$0	$0	$0	$0	$0	$0	$0
Capital Projects Improvements	$112,777	$305,914	$245,954	$280,415	$497,183	$205,599	$490,960	$236,839	$1,147,061	$585,000	$3,740,000	$4,325,000	$2,385,000	$2,430,000
Net Income/(Loss)	$224,814	($297,015)	($97,386)	$83,625	$386,425	$1,444,317	$661,140	$756,908	$82,937	$865,700	($2,432,250)	($3,076,533)	($1,196,189)	($1,303,190)
Cash Balance	$1,117,171	$820,156	$722,770	$806,395	$1,192,820	$2,637,137	$3,298,277	$4,055,185	$4,138,122	$5,003,822	$2,571,572	($504,961)	($1,701,149)	($3,004,339)

Assumptions:

This projection contains no recommended increase in the water rates for 2017-18. The last increase was a $3.00 increase in tiered rates other than base rates effective July 1, 2012.

Water Sales are anticipated to increase .5% per year in the future.
Township Bulk Sales are anticipated to increase 1.0% per year after 2017-2018.
Expenses net of depreciation are expected to increase 3.0% per year.
Debt Service amounts represent the recently ended 1992 Water Revenue bond issue and the projected future debt service.
Capital Projects Improvement costs are taken from the recently submitted Capital Projects Plan.

Run 4-28-17

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 4-28-17

CITY OF TRAVERSE CITY

MEMORANDUM

To: Martin A. Colburn, City Manager
From: William E. Twietmeyer, City Treasurer/Finance Director W.E.T.
Subject: Sewer Fund Projections
Date: April 28, 2017

My annual review of the Sewer Fund is concluded. My communication last year recommended a rate increase in the Sewer Fund for the 2016-2017 fiscal year. **Once again I am recommending a rate increase for the Sewer Fund for the 2017-2018 fiscal year.**

Last year the City increased its sewer rates effective July 1, 2016. At that time the rates were increased to $36.00 for the first 600 cubic feet and $42.00 per thousand for each additional thousand cubic feet. That increase along with previous rate increases were necessitated by the need to pay for the various capital improvement and maintenance projects both to the collection system and to the wastewater treatment plant. This scenario has not changed with regard to the sewer fund. The annual purchase of new replacement membranes at the wastewater treatment plant is ongoing along with the reconditioning of digester 3 and 4 and the addition of new projects which includes the UV System and Structure Modification and the West Bio-solids Storage Tank Pump Upgrade. One new project on the collection side that did not come to fruition this year is the automated metering infrastructure project. This is fine because last July's rate increase was not sufficient to cover the cost of this project. This year's projection does include the automated metering infrastructure project for the 2017-2018 fiscal year and the cost for this project will need to be included in the 2018-2019 fiscal year as well.

Therefore, I am recommending that the sewer rates be increased to $37.00 for the first 600 cubic feet and $43.00 per thousand for each additional thousand cubic feet of usage. The impact is $125,000 in just the next fiscal year alone. I anticipate that additional rate increases will be necessary both next year and in future years if the various maintenance projects at the plant and in the collection system must proceed forward. My biggest concern will be the results of the Engineering Study pertaining to the Facility Plan. If numerous projects are identified with significant costs, the City may want to consider issuing revenue bonds to provide the necessary funds.

Attached for your review is a copy of a spreadsheet showing nine years of historical financial data for the Sewer Fund, along with the current year projected expenses, next year's budget and three future years of projections. Also included is a copy of the proposed rate structure. Please let me know if you desire any additional information.

Encl.

SEWER FUND PROJECTED MULTI YEAR REVENUE AND EXPENSES

FOR YEAR ENDED JUNE 30

	2008	2009	2010	2011	2012	2013	2014	2015	2016	Projected 2017	Budget 2018	2019	2020	2021
OPERATING REVENUE														
Sewer Sales	$3,413,516	$3,292,019	$3,390,974	$3,697,780	$4,203,540	$4,529,789	$4,712,414	$4,764,079	$4,978,996	$5,000,000	$5,125,000	$5,150,625	$5,176,378	$5,202,260
Township Revenue	$1,374,972	$1,604,479	$1,287,416	$1,151,974	$1,189,726	$1,263,574	$1,256,363	$1,232,479	$2,636,868	$1,988,000	$2,350,000	$2,483,316	$2,140,274	$2,566,984
Septage Treatment	$474,016	$494,396	$521,016	$461,563	$451,419	$12,434	$11,435	$12,359	$6,500	$11,000	$19,800	$14,000	$14,000	$14,000
Other Revenue	$50,476	$20,655	$29,467	$51,814	$20,846	$56,921	$1,382,014	$215,652	$116,577	$195,000	$95,600	$50,000	$50,000	$50,000
Total Revenue	$5,312,980	$5,411,549	$5,228,873	$5,363,131	$5,865,531	$5,862,718	$7,362,226	$6,224,569	$7,738,941	$7,194,000	$7,590,400	$7,697,941	$7,380,652	$7,833,244
OPERATING EXPENSES														
Treatment Plant	$3,003,382	$2,857,372	$2,847,840	$2,753,947	$2,744,145	$2,384,992	$2,790,140	$3,378,509	$5,068,308	$4,048,000	$4,719,900	$4,966,631	$4,280,547	$5,133,967
Collection & Maint	$614,865	$478,003	$486,166	$564,197	$746,099	$673,263	$766,635	$1,113,075	$827,194	$808,700	$934,100	$952,782	$971,838	$991,274
Customer Acctg	$387,737	$449,979	$454,792	$523,378	$560,785	$525,042	$546,266	$566,468	$633,243	$604,900	$644,900	$657,798	$670,954	$684,373
Total Expenses	$4,005,984	$3,785,354	$3,788,798	$3,841,522	$4,051,029	$3,583,297	$4,103,041	$5,058,052	$6,528,745	$5,461,600	$6,298,900	$6,577,211	$5,923,339	$6,809,615
DEBT SERVICE														
1971 Bond Prin & Int	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
1995 Bond Prin & Int	$132,314	$138,245	$154,747	$156,921	$153,550	$165,969	$164,872	$184,446	$0	$0	$0	$0	$0	$0
1998 Bond Prin & Int	$61,812	$66,044	$73,885	$71,485	$72,986	$71,734	$0	$0	$0	$0	$0	$0	$0	$0
2002 Bond Prin & Int	$1,179,927	$1,167,343	$1,184,416	$1,183,224	$1,083,208	$1,150,259	$1,153,929	$1,314,086	$1,357,080	$1,227,311	$1,219,255	$1,226,389	$1,223,766	$1,219,569
Total Debt Service	$1,374,053	$1,371,632	$1,413,048	$1,411,630	$1,309,744	$1,387,962	$1,318,801	$1,498,532	$1,357,080	$1,227,311	$1,219,255	$1,226,389	$1,223,766	$1,219,569
SUB NET INCOME	($67,057)	$254,563	$27,027	$109,979	$504,758	$891,459	$1,940,384	($332,015)	($146,884)	$505,089	$72,245	($105,659)	$233,548	($195,940)
Capital Improvements	$562,575	$132,473	$194,844	$568,304	$509,602	$576,965	$297,816	$111,761	$390,262	$560,000	$1,280,000	$530,000	$500,000	$757,000
NET INCOME	($629,632)	$122,090	($167,817)	($458,325)	($4,844)	$314,494	$1,642,568	($443,776)	($537,146)	($54,911)	($1,207,755)	($635,659)	($266,452)	($952,940)
TOTAL CASH BALANCE	$743,895	$865,985	$698,168	$239,843	$234,999	$549,493	$2,192,061	$1,748,285	$1,211,139	$1,156,228	($51,527)	($687,186)	($953,639)	($1,906,579)

Please note the following assumptions:

This projection assumes a change in rates effective July 1, 2017.
The base rate changes from $36.00 to $37.00 and usage over 600 cubic feet increases from $42.00 / thousand cubic feet to $43.00 / thousand cubic feet.

Growth in sales is estimated to increase 1/2% per year.

Growth in Township Revenue coincides with their share of repair projects based on their share of flow in the plant.

Treatment Plant Expenses are projected to increase 3.0% 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.

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

Analysis Run 4-28-17.

SEWER RATES

Current Rates

Inside City Limits

$36.00 per first 600 cubic feet
$42.00 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

$37.00 per first 600 cubic feet
$43.00 per thousand for each additional thousand cubic feet

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

Run 4-28-17

City of Traverse City, Michigan
City Officials

MAYOR
Jim Carruthers
(2015-2017*)

COMMISSION

Brian Haas
(2015-2019*)

Richard Lewis
(2015-2019*)

Michelle Howard
(2016-2017**)

Amy Shamroe
(2015-2019*)

Gary Howe
(2013-2017*)

Tim Werner
(2013-2017*)

* elected term expires
**appointed term expires

CITY MANAGER
Martin Colburn

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	Dave Green
DIRECTOR OF MUNICIPAL UTILITIES	Arthur Krueger
CITY ENGINEER	Timothy Lodge
POLICE CHIEF	Jeffrey O'Brien
FIRE CHIEF	James Tuller
PLANNING DIRECTOR	Russell Soyring

OTHER CITY OFFICIALS

LIGHT AND POWER EXECUTIVE DIRECTOR	Tim Arends
DDA EXECUTIVE DIRECTOR	Rob Bacigalupi

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

April 2017

Citizens of Traverse City

Traverse City City Commission
Mayor - Jim Carruthers
Mayor Pro Tem - Gary Howe
Commissioner - Brian Haas
Commissioner - Michele Howard
Commissioner - Richard Lewis
Commissioner - Amy Shamroe
Commissioner - Tim Werner

Downtown Development Authority
Executive Director - Rob Bacigalupi
DTCA
TIF #97 and Old Town TIF
Auto Parking System Management
Staff - DDA Board
Legal Counsel - Lauren Trible-Laucht

Traverse City Housing Commission - Appointed by City Commission
Executive Director - Anthony Lentych
Operate Public Housing
Section 8 Rental Assistance
Development of Housing Program
Staff- Housing Commission
Legal Counsel - Ward Kuhn

Traverse City Light & Power Board
Executive Director - Tim Arends
Staff - Light and Power Board
Legal Counsel - W. Peter Doren

City Boards and Commissions
Planning Commission
Board of Zoning Appeals
Act 345 Board
Building Authority
Human Rights Commission
Parks & Recreation Commission
Brown Bridge Advisory Committee
Elections Commission
Historic Districts Commission
Board of Tax Review
Local Officers Compensation Board
Coast Guard City Committee
Arts Commission

City Manager - Marty Colburn
Assistant City Manager - Penny Hill
Human Resource Director - Kristine Bosley

General Administration	Intergovernmental Relations	Planning Commission
Human Resources/Negotiations	Carnegie Building	Emergency Services
City Opera House Heritage Assoc	Housing	Purchasing
Contracts	Budget Officer	Grants
CIP Preparation	City GIS & IT	WWTP

Staff - Light & Power Board
Staff - Human Rights Commission

City Attorney - Lauren Trible-Laucht
Legal Counsel - City and Downtown Development Authority

Traverse City/Garfield Township Joint Recreation Authority
Executive Director - Matt Cowall
Public Recreation Centers
Public Parks
Public Conference Centers

City Assessor - Polly Cairns
Property Assessment
Staff - Board of Tax Review

City Clerk - Benjamin Marentette

Elections	FOIA Coordinator	Risk Management/Insurance
Licensing	HIPAA Coordinator	Media Relations
Board Appts	Legislative Administration	Public Information Office
Records	Financial Disbursement Oversight	

Staff - Coast Guard City Committee
Staff - Elections Commission
Staff - Arts Commission
Staff - Local Officers Compensation Board

Fire - Chief James Tuller
Community Education
Suppression
Airport Fire & Rescue
Rescue
Inspections
Medical
Hazardous Material

City Treasurer/Finance Dir. - Bill Twietmeyer

Utility Accounting	Act 345	Financial Statement
General Accounting	Investments	Preparation
Tax Collection	Budget Preparation	

Staff - Act 345 Board

Police - Chief Jeff O'Brien
Community Education
Patrol
Sector Officer
Investigation
Harbor Master

Engineer - Timothy Lodge
Project Design, Specs & Construction Oversight
Storm Water Management
Construction Permit Approval
Traffic Engineer

Planning/Zoning - Russ Soyring
Planning and Development
Code Enforcement
Zoning Enforcement
Green Team
Staff - Planning Commission
Staff - Joint Planning Commission
Staff - Board of Zoning Appeals
Staff - Historic Districts Commission

Dept of Municipal Utilities - Art Krueger
Wastewater System
Water System
Storm Water System
Staff - GT County Board of Public Works
Staff - Green Team

Dept of Public Services - Dave Green

Parks/Recreation	Marina
Streets	Cemetery
Garage	Facilities Management
Senior Center	Green Team

Staff - Parks/Recreation Commission
Staff - Brown Bridge Advisory Committee
Staff - Joint Parks & Recreation Committee
Staff - Green Team

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 to buildings, equipment, vehicles and other property owned by the City.

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

Miscellaneous – record costs not provided elsewhere.

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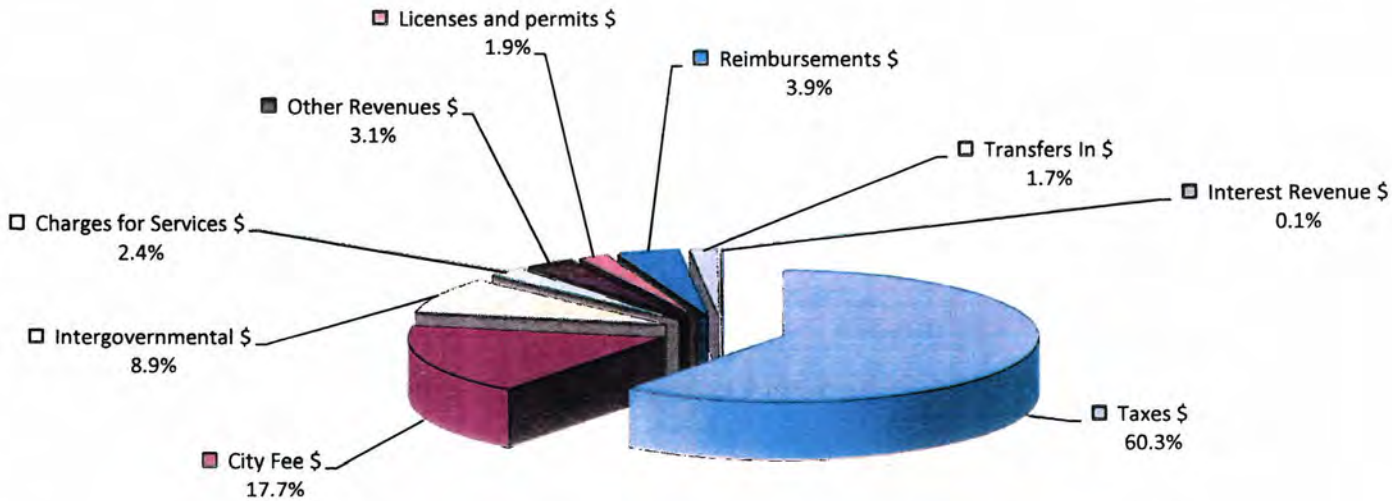
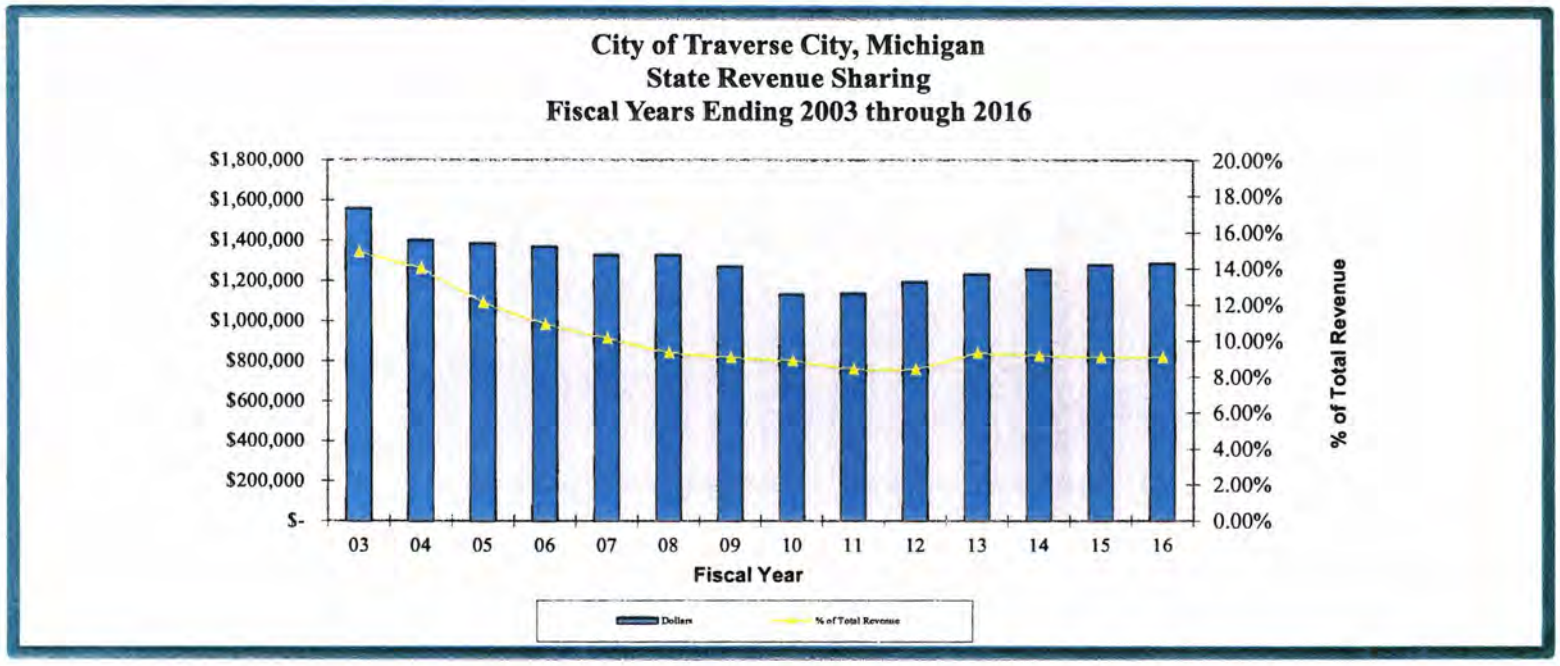
City of Traverse City, Michigan
General Fund
2017-18 Budgeted Revenues





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 SIGNIFICANT BUDGET CHANGES
General Fund Revenue

Real Estate/Personal Property – Real estate/personal property revenue increased overall because of an increase in the taxable value of properties within the City.

State Sales and Use Taxes – The City's state shared revenues fluctuate according to state formula.

Reimbursement - Reimbursement reflects such things as the contractual agreement with TBAISD for reimbursement of costs relating to a school liason officer, expected reimbursements for engineering services and increases in fees for administration from tax increment financing districts.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Budgeted Revenues

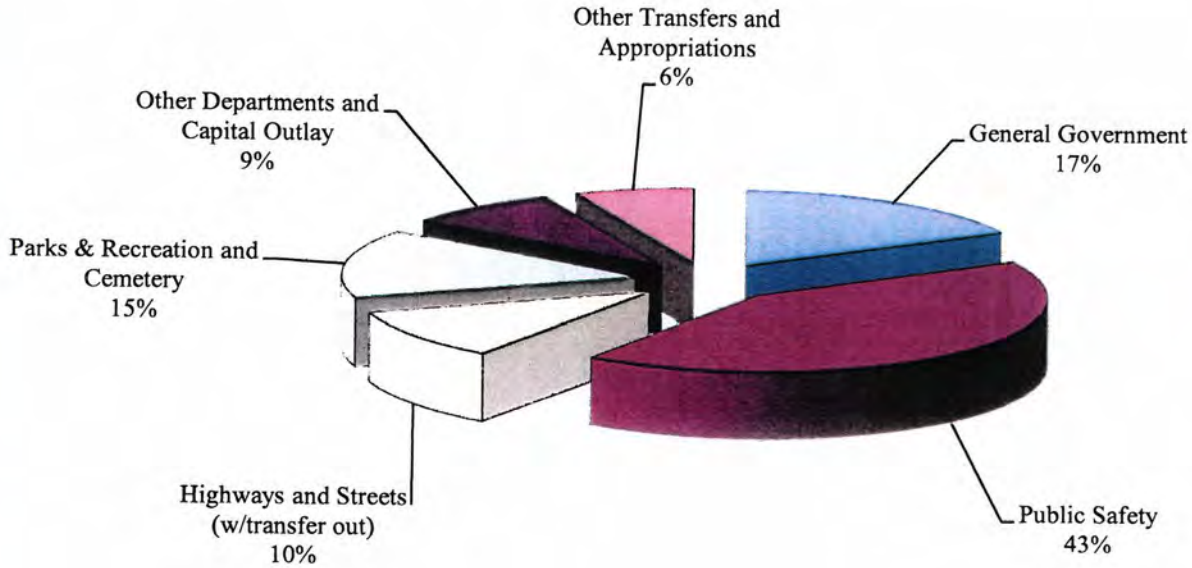
	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
TAXES					
Real Estate / Personal Property	$ 8,118,739	$ 8,447,797	$ 8,700,000	$ 8,950,000	$ 9,230,000
Collection Fees	12,401	14,094	13,500	13,500	13,500
Penalties and Interest on Taxes	92,654	97,820	95,000	95,000	95,000
Total Taxes	8,223,794	8,559,711	8,808,500	9,058,500	9,338,500
LICENSES AND PERMITS					
Business Licenses and Permits	23,260	22,300	17,100	17,100	18,900
Franchise Fees	248,213	247,291	250,000	250,000	251,000
Non-Business Permits	23,573	28,335	20,600	20,600	21,900
Total Licenses & Permits	295,046	297,926	287,700	287,700	291,800
INTERGOVERNMENTAL					
Federal Grants	3,128	5,439	5,000	-	-
State-Shared Revenues					
State Sales and Use Taxes	1,279,398	1,285,928	1,326,000	1,326,000	1,314,000
State Liquor Licenses	68,911	48,259	58,000	71,000	62,000
Total Intergovernmental	1,351,437	1,339,626	1,389,000	1,397,000	1,376,000
CHARGES FOR SERVICES					
General Fees and Services	33,964	34,641	92,050	92,050	29,400
Use and Admission Fees	283,417	275,967	300,750	300,750	292,750
Sale of Fixed Assets	-	994,053	2,500	2,500	2,500
Ordinance Fines and Costs	45,514	36,256	50,000	50,000	45,000
Total Charges for Services	362,895	1,340,917	445,300	445,300	369,650
FINES AND FORFEITURES					
Parking Violations	9,825	8,027	10,000	10,000	10,000
INTRAGOVERNMENTAL-City Fee	2,637,168	2,720,434	2,676,200	2,614,200	2,732,500
MISCELLANEOUS					
Interest Revenue	15,487	10,869	20,000	20,000	20,000
Rents and Royalties	2,400	10,410	2,500	2,500	2,500
Refunds and Rebates	-	-	1,500	1,500	1,500
Contributions-Public Sources	417,230	407,226	416,000	430,000	435,000
Contributions-Private Sources	737	26,030	1,000	1,000	1,000
Other Income	29,484	30,374	31,000	31,000	31,000
Total Miscellaneous	465,338	484,909	472,000	486,000	491,000

City of Traverse City, Michigan
GENERAL FUND
2017-18 Budgeted Revenues

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REIMBURSEMENTS	557,783	655,570	647,000	634,000	600,000
TRANSFERS IN					
Cemetery Perpetual and Trust Fun	-	-	16,500	16,500	14,000
Economic Development Fund	-	-	-	-	-
Garage Fund	-	-	-	-	-
Brown Bridge Trust Fund	182,724	227,606	215,000	215,000	240,000
Budget Stabilization Fund	27,229	27,235	11,500	11,500	11,500
Total Transfers In	209,953	254,841	243,000	243,000	265,500
TOTAL REVENUES	$ 14,113,239	$ 15,661,961	$ 14,978,700	$ 15,175,700	$ 15,474,950

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

City of Traverse City, Michigan
General Fund
2017-18 Budgeted Expenditures



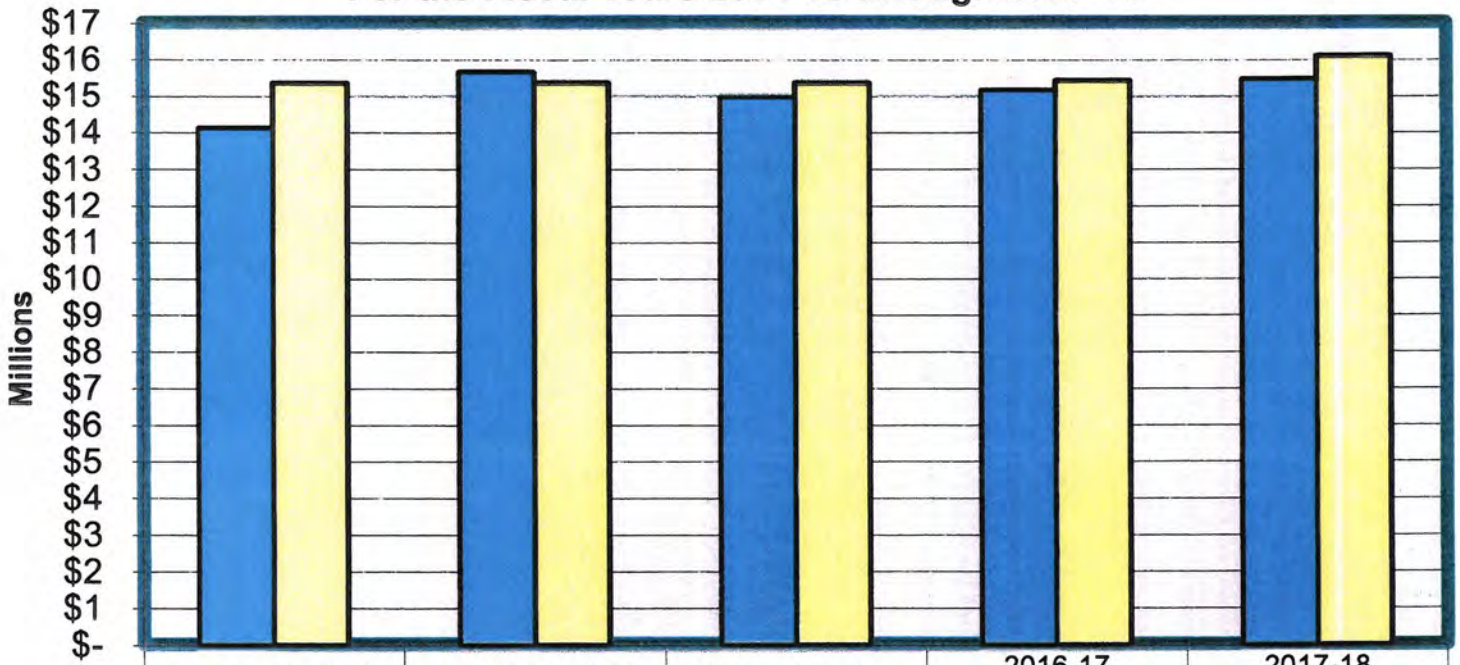
City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets Summary

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
Department					
City Commission	$ 72,168	$ 104,217	$ 89,300	$ 82,600	$ 95,200
City Manager Department	369,046	388,762	409,000	408,200	444,200
Human Resources Department	143,283	140,092	235,600	210,900	233,000
GIS Department	14,831	64,513	133,200	209,000	213,700
City Assessor Department	395,978	406,050	426,600	434,000	455,800
City Attorney Department	166,223	234,307	215,300	219,300	225,100
City Clerk Department	458,007	448,593	492,400	493,300	506,000
City Treasurer Department	373,241	393,638	438,000	415,200	438,000
Police Department	3,495,492	3,552,276	3,734,300	3,670,500	3,918,800
Fire Department	2,668,885	2,680,980	2,851,000	2,879,500	2,937,000
Engineering Department	692,582	697,938	748,400	681,500	779,400
Planning and Zoning Department	436,122	460,675	496,200	501,500	516,900
Parks and Recreation Department	1,904,330	1,855,507	2,048,800	2,002,000	2,044,800
Oakwood Cemetery Division	361,611	343,390	401,000	369,000	359,000
DPS Director and Streets Administration	783,598	829,333	656,500	735,000	697,500
Government Owned Buildings	113,671	95,902	120,000	120,000	120,000
Appropriations	110,780	133,752	131,500	131,500	127,500
Contingencies	-	-	25,000	25,000	25,000
Total Department	12,559,848	12,829,925	13,652,100	13,588,000	14,136,900
Other Expenditures					
Transfers Out - Capital Projects	1,708,000	1,585,000	670,000	800,000	915,000
Transfers Out - Other	1,035,071	918,346	994,000	990,000	994,000
Capital Outlay	54,841	34,992	57,000	57,000	58,600
Total Other Expenditures	2,797,912	2,538,338	1,721,000	1,847,000	1,967,600
Total General Fund Expenditures	15,357,760	15,368,263	15,373,100	15,435,000	16,104,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(1,244,521)	293,698	(394,400)	(259,300)	(629,550)
Beginning Fund Balance	4,130,841	2,886,320	3,180,018	3,180,018	2,920,718
Ending Fund Balance	$ 2,886,320	$ 3,180,018	$ 2,785,618	$ 2,920,718	$ 2,291,168

City of Traverse City, Michigan
GENERAL FUND
2017-18 Expenditures by Type

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
Salaries and Wages	$ 6,816,810	$ 7,027,568	$ 7,484,800	$ 7,430,500	$ 7,577,100
Fringe Benefits	2,205,441	2,402,157	2,788,400	2,586,900	2,972,600
Office/Operating Supplies	333,293	391,181	360,400	351,200	370,500
Professional Services	489,644	565,055	541,550	553,000	640,100
County Records Contract	166,195	158,261	194,000	194,000	194,000
Communication	85,236	90,100	89,750	85,500	93,700
Transportation	240,089	173,882	257,400	214,100	214,900
Professional Development	107,285	153,900	158,200	163,600	159,700
Community Promotion	-	17,632	2,000	1,200	5,000
Printing and Publishing	55,001	44,713	62,000	53,200	62,800
Insurance and Bonds	137,749	129,719	152,400	143,300	153,200
Utilities	282,795	224,902	276,550	235,000	273,800
Repairs and Maintenance	372,224	229,949	245,800	219,700	246,900
Rentals	1,143,191	1,073,359	863,250	1,187,100	999,300
Miscellaneous	8,005	11,093	11,100	10,200	12,800
Police Reserves	6,110	2,702	8,000	3,000	8,000
Appropriations	110,780	133,752	131,500	131,500	127,500
Contingencies	-	-	25,000	25,000	25,000
Capital Outlay	54,841	34,992	57,000	57,000	58,600
Transfers Out	2,743,071	2,503,346	1,664,000	1,790,000	1,909,000
Total	$ 15,357,760	$ 15,368,263	$ 15,373,100	$ 15,435,000	$ 16,104,500

City of Traverse City, Michigan
General Fund Revenues and Expenditures
For the Fiscal Years 2014-15 through 2017-18



	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Projected	2017-18 Requested
Revenue	$14,113,239	$15,661,961	$14,978,700	$15,175,700	$15,474,950
Expenditures	$15,357,760	$15,368,263	$15,373,100	$15,435,000	$16,104,500

Fiscal Years

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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: Brian Haas, Richard Lewis, Michelle Howard, Jim Carruthers, Gary Howe, Amy Shamroe, and Tim Werner

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 SIGNIFICANT BUDGET CHANGES

No significant changes.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
CITY COMMISSION					
Salaries and Wages	$ 32,512	$ 40,640	$ 40,700	$ 40,700	$ 42,000
Fringe Benefits	2,512	3,157	3,200	3,200	3,300
Office Supplies	2,135	559	1,300	1,000	1,300
Professional Services	27,085	33,559	30,600	28,000	33,100
Communication	-	-	-	-	-
Professional Development	494	3,603	5,700	3,500	5,700
Community Promotion	-	17,632	2,000	1,200	5,000
Printing and Publishing	2,845	1,782	3,000	3,500	2,000
Insurance and Bonds	439	393	1,300	500	1,300
Miscellaneous	4,146	2,892	1,500	1,000	1,500
Total City Commission	72,168	104,217	89,300	82,600	95,200
Personnel Services %	48.53%	42.02%	49.16%	53.15%	47.58%
F.T.E. Employees = 7 (Elected)					
Department Associated Revenues					
Marriages	-	-	50	50	50
Percent of Expenditures Covered by Revenues	0.00%	0.00%	0.06%	0.06%	0.05%

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 responsible for implementing the vision, policies and programs established by the City Commission, for overseeing all City departments, and for 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 Compliance for City buildings and public rights-of-way
- Web site development, maintenance and support
- Information technology
- Neighborhood partnerships
- Media relations
- Economic development
- Strategic Planning
- Emergency Management
- Grant writing
- Asset management system implementation, condition rating and support
- Oversight of the Human Resources office, GIS Operations, Museum/Con Foster Collection, Wastewater Treatment Plant, Opera House, Human Rights Commission and Brown Bridge Advisory Committee
- Participates as a member of the Grand Traverse County Board of Public Works and the Boardman River Dams Implementation Team
- Monitor the activities of the Downtown Development Authority and Traverse City Light and Power

The City Manager's department is staffed by:

Martin Colburn, City Manager
Penny Hill, Assistant City Manager
Julie Dalton, Executive Assistant to the City Manager/Purchasing Agent

GOALS

1. Implement City Commission policies and objectives
2. Continue Boardman River Dam removal project
3. Implement SAW grant and Asset Management System
4. Continue NAGPRA compliance activities with respect to the Con Foster Collection
5. Plan for future infrastructure improvements

PERFORMANCE MEASUREMENTS

	Performance Indicators	2012/13	2013/14	2014/15	2015/16	2016/17 Est.
Output	Administrative policies processed/revised	3	1	2	0	3
	Purchased/service orders issued	312	392	409	410	420
	City Commission agenda items reviewed	255	255	349	443	450
	Labor contracts settled	6	6	2	0	6
Efficiency	Percent of administrative policies reviewed in the last five years	100%	100%	100%	100%	100%
	Percent of standard purchase service orders processed within five days	95%	95%	95%	95%	95%

SUMMARY OF SIGNIFICANT BUDGET CHANGES

No significant changes, however, it should be noted that the Professional and Contractual line item was increased by $9,500, which consists of $3,500 for miscellaneous grant writing services, and $6,000 as the City's share of the cost of participating in a year-long Fellowship Program through the Michigan Municipal Executives Association (MME).

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
CITY MANAGER DEPARTMENT					
Salaries and Wages	$ 255,735	$ 271,920	$ 286,000	$ 286,000	$ 311,000
Fringe Benefits	70,338	75,706	81,000	82,700	85,200
Office Supplies	5,966	7,100	5,000	6,500	5,000
Professional Services	23,662	20,058	16,000	14,000	22,500
Communications	2,252	2,574	3,000	2,500	3,000
Transportation	-	167	2,000	1,500	2,000
Professional Development	4,436	5,335	9,500	10,000	9,000
Printing and Publishing	3,800	2,818	3,000	2,000	3,000
Insurance and Bonds	2,055	1,964	2,500	2,000	2,500
Miscellaneous	802	1,120	1,000	1,000	1,000
Total City Manager Department	369,046	388,762	409,000	408,200	444,200
Personnel Services %	88.36%	89.42%	89.73%	90.32%	89.19%
F.T.E. Employees = 3					

CITY MANAGER DEPARTMENT-Human Resources Function

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

The City Human Resources office provides personnel management, benefit administration and payroll services for 155 City employees and benefit administration and payroll services to 37 Light and Power employees. Payroll services are also provided for approximately 70 part-time, temporary and seasonal positions during the fiscal year. In addition, retiree benefit services are provided to 164 retirees. Human Resources assists the City Manager in representing the City's interests in collective bargaining and on-going labor agreement interpretation and administration with its six bargaining units.

Responsibilities of the Human Resources function include:

* Employment, recruiting and interviewing
    * Selection / Recruitment processes
    * 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 Plan
    * 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
    * Health and Fitness Program
    * Drug Free Workforce Testing
    * Safety Committee

The Human Resource function is staffed by:

Kristine Bosley - Human Resource Director
Christina Woods - Human Resource Specialist

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
HUMAN RESOURCES DEPARTMENT					
Salaries and Wages	$ 89,203	$ 76,037	$ 139,900	$ 128,000	$ 138,200
Fringe Benefits	24,795	31,321	54,500	49,300	55,600
Office Supplies	3,135	2,201	1,000	1,000	1,000
Professional Services	10,830	23,222	26,800	21,000	26,800
Communications	757	1,005	1,300	1,300	1,300
Transportation	-	973	1,000	1,000	1,000
Professional Development	4,381	3,488	6,100	5,500	6,100
Printing and Publishing	9,284	1,135	3,000	2,000	2,000
Insurance and Bonds	898	510	1,500	1,000	500
Miscellaneous	-	200	500	800	500
Total Human Resources Function	143,283	140,092	235,600	210,900	233,000
Personnel Services %	79.56%	76.63%	82.51%	84.07%	83.18%
F.T.E. Employees = 2.0					
Department Associated Revenues					
Reimbursement from Other Funds	67,430	47,955	82,950	74,000	81,000
Percent of Function Expenditures Covered by Revenues	47.06%	34.23%	35.21%	35.09%	34.76%

The Enterprise Funds reimburse the General Fund based on pro-rata share of employee counts.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
GIS DEPARTMENT					
Salaries and Wages	$ -	$ 29,642	$ 76,500	$ 127,500	$ 98,000
Fringe Benefits	-	9,329	28,900	43,000	55,000
Office/Operation Supplies	-	49	9,100	6,000	6,000
Professional Services	12,961	24,254	15,000	20,000	35,000
Communications	-	291	800	500	700
Transportation	-	-	-	-	-
Professional Development	1,270	400	1,000	1,000	1,000
Printing and Publishing	78	80	1,100	500	1,100
Insurance and Bonds	522	468	300	1,000	1,000
Repairs and Maintenance	-	-	500	500	500
Rentals	-	-	-	9,000	15,400
Total GIS Department	14,831	64,513	133,200	209,000	213,700
Personnel Services %	0.00%	0.00%	79.13%	81.58%	71.60%
F.T.E. Employees = 1.3					
Department Associated Revenue:					
Reimbursement from Other Funds	-	-	66,600	69,000	70,500
Percent of Department Expenditures Covered By Revenues	0.0%	0.0%	50.0%	33.0%	33.0%

CITY ASSESSING 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.*

Purpose is to appraise all real and personal property within the City of Traverse City as prescribed by City Charter and State Law. General Property Tax Act [MCL211.1] requires annual assessment of all real and personal property located within each township or city by a certified assessing officer. City of Traverse City requires certification by a Michigan Master Assessing Officer (MMAO/aka Level IV), the highest level of certification obtainable. City Assessing Department is staff by four certified assessors.

Assessing Department Team:
Polly (Watson) Cairns, City Assessor * MMAO (Level IV) & Certified General Real Estate Appraiser
David Brown, Deputy Assessor * MAAO
Erik Sandy, Senior Assessor * MCAO
Dan Tollefson, Assessment Clerk/Appraiser I * MCAO

City Assessing Department is responsible for maintaining inventory of all property located within the jurisdiction of City of Traverse City. Establishing the annual assessed and taxable values, at the legally mandated uniform percentage of market value, within 49-50%, for each class of property. Including annual valuation of Special Act parcels. Managing approximately 10,000 parcels overall.

The Assessing Department is responsible for preparation of regular and special assessment rolls, maintenance of real and personal property record files, revisions of assessment rolls, maintenance of certification levels as required by law, and the preparation of reports and administrative assistance dealing with property, taxation and any other matters as required by the City.

Mass appraisal is the process of establishing true cash values on groups of properties as of a given date using standardized procedures and statistical testing. Its purpose is the equitable and efficient appraisal of property for ad valorem purposes. This process involves data collection, market analysis, and quality control. The annual established assessed valuations are used in conjunction with millage rates to determine property taxes. The value assigned to a property may differ from the amount for which it was sold or purchased, depending on factors of the sale and market conditions in the area. True cash value reflects a property's usual selling price.

City Assessing Department maintains fair and equitable assessment practices, performing these services in an efficient and professional manner. Efficiency and compliance is measured annually for compliance. City Assessments ratios are reviewed for compliance through Grand Traverse & Leelanau Counties, and finally with State Equalization, which occurs in May. Assessing Department administers of the City's Property Assessing System, including any necessary communication with State Tax Commission, Michigan Tax Tribunal, Grand Traverse and Leelanau County Equalization Department and City's Board of Review. This includes planning and implementation for annual valuation of real and personal property and compilation of the City's assessment rolls; and at minimum includes the following:

- Meets\exceeds annual state certification educational requirements – 20 hours required annually
- Physically inspects and records new construction

- Processing of deeds/transfers of ownerships, property transfer affidavits, principal residence exemptions/rescinds, boundary line adjustments/splits/combinations, verification of tax/legal descriptions, updating descriptions for maps.
- Staff Board of Review meetings
- Defend property assessment appeals
- Prepare cost estimates spread for Special Improvement Districts
- Prepare Tax roll for City Treasurer – summer & winter season
- Prepare compliance reports for Liquor Commission for Liquor License Registration, State Tax Commission, Department of Treasury, MEDC, and Grand Traverse and Leelanau County Equalization Departments.
- Review and process PILOT (Payment in Lieu of Tax), Industrial Facilities Tax (IFT) requests, Neighborhood Enterprise Zone, and others.
- Maintaining current records of real and personal property within the City.
- Monitor real estate transactions, trends, reports, and construction costs for annual property valuation.
- Preparing appraisals of new or remodeled commercial, industrial, and residential buildings; inspecting buildings; evaluating construction blueprints and specifications; preparing diagrams and descriptions.
- Conducting annual canvassing and review of personal property from statements and auditing of accounting records of commercial and industrial property owners.
- Reviewing and processing Small Taxpayer Exemption Applications & Eligible Manufacturing Personal Property Statements
- Meeting with property owners regarding assessment and taxable value determinations. Answering questions and explaining appeal procedures.
- Representing the City before State Tax Commission and Michigan Tax Tribunal.
- Compiling annual Ad Valorem, IFT, DDA, and Special Assessment Rolls for Real and Personal Property
- Preparing annual budget reports for general operating revenue.
- Updating Department website and working to continually enhance the City's Tax Parcel Viewer application
- Advising and assisting the City on matters relating to property appraisals and assessments.

Values are generated annually for each parcel, and these values are utilized as the base to generate revenue for Grand Traverse County, Leelanau County, City of Traverse City, TCAPS, TBAISD, Northwestern Michigan College, BATA, the Recreation Authority, Library, County Road Commission, and any other authorized millages.

The City Assessor creates the annual tax roll for the summer and winter seasons. Approximately sixty percent of the City's General Fund Revenue is a result of the assessment process from the annual taxable value calculations, as performed by the Assessing Department.

The City Assessor, as Assessor of Record, is responsible for defending Michigan Tax Tribunals appeals, in accordance with statue statute, policies, and procedures, as established by the State Tax Commission, to process and defend assessments on appeal and to settle such property tax appeal matters, and reporting of any such settlement to the City Manager.

Parcel Counts continues to increase with over 100 additional Leelanau County parcels (a 40% increase) and 149 additional Grand Traverse County parcels (a 1.7% increase)

GOALS

- Review & inspect 20% of property annually; updating record card information; photos, sketch, & misc. attachments
- Post assessing information to the Assessing Department web page
- Implement and educate the public on current State laws/procedural changes

Our goal is to maintain and enhance the public understanding of the taxation process as well as the public dissemination of 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 City's tax parcel viewer application.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2012/13	2013/14	2014/15	2015/16	2016/17
	Parcel Count	9,351	9,375	9,352	9,352	9,494
Output	Deed processing	1,960	1,960	1,969	1,967	1,985
	Personal Property Statements (EMPP & 5076 Forms)	1,824	1,993	2,149	2,264	2,403
	Building Permits	220	225	243	283	297

SUMMARY OF BUDGET CHANGES

Increase to Professional Services line item to assist in defense of Michigan Tax Tribunal dockets, and an increase in postage and processing of required annual mailings.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
CITY ASSESSOR DEPARTMENT					
Salaries and Wages	$ 253,281	$ 265,286	$ 263,000	$ 271,000	$ 273,000
Fringe Benefits	93,800	97,879	99,200	100,000	106,400
Office Supplies	16,363	9,933	10,000	9,000	10,000
Professional Services	23,995	19,526	32,000	41,000	42,500
Communications	2,208	2,625	2,500	2,500	2,500
Transportation	2,399	2,912	6,500	3,000	6,500
Professional Development	1,049	1,570	6,000	2,000	6,000
Printing and Publishing	800	4,349	5,000	3,500	6,500
Insurance and Bonds	2,083	1,960	2,400	2,000	2,400
Miscellaneous	-	10	-	-	-
Total City Assessor Department	395,978	406,050	426,600	434,000	455,800
Personnel Services %	87.65%	89.44%	84.90%	85.48%	83.24%
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. The 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, staff, and boards and commissions on matters that affect the conduct of City business. The City Attorney acts as the legal advisor to, and attorney and counsel for, the City and all its officers in matters relating to their official duties. 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 and acts as a liaison to outside counsel who may represent the City from time to time. Additionally, the City Attorney is legal counsel for the Downtown Development Authority (a component unit of the City).

This Department specifically:

- Provides timely and topical legal advice to City staff and all its officials.
- Reviews, revises, and prepares 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, and Legal Assistant Cindy Laurell.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
CITY ATTORNEY DEPARTMENT					
Salaries and Wages	$ 114,517	$ 150,972	$ 156,000	$ 160,300	$ 161,500
Fringe Benefits	26,395	33,222	42,700	38,800	43,000
Office Supplies	1,695	950	1,700	1,700	1,700
Professional Services	19,614	45,275	6,000	12,500	10,000
Communications	1,016	987	1,000	1,000	1,000
Transportation	-	-	1,200	600	1,200
Professional Development	1,163	1,457	4,000	1,900	4,000
Printing and Publishing	1,067	612	1,200	1,200	1,200
Insurance and Bonds	756	832	1,000	1,000	1,000
Miscellaneous	-	-	500	300	500
Total City Attorney Department	166,223	234,307	215,300	219,300	225,100
Personnel Services %	84.77%	78.61%	92.29%	90.79%	90.85%
F.T.E. Employees = 2					
Department Associated Revenues					
Reimbursement from Other Funds	-	-	3,500	2,000	3,000
Percent of Department Expenditures Covered by Revenues	0.00%	0.00%	1.63%	0.91%	1.33%

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, with many operational responsibilities, serving in accordance with and upholding the Michigan Constitution, City Charter, ordinances, policies, federal and state laws and Administrative Orders of the City Manager.

Here's a snapshot of our primary responsibilities:

- Federal, State and local elections administrator – planning, organizing and executing all aspects of elections
- Clerk to the City Commission - legislative process administration; in collaboration with the City Manager's Office, preparing briefing packets for all official sessions of the City Commission; tracking, expediting and completing documentation for all City Commission business items, including various contractual terms
- Corporate Officer – providing final authorization, along with the City Treasurer/Finance Director for all financial disbursements, including Traverse City Light and Power which totals approximately $125 million annually; executing official legal documents, including contracts, leases and various permissions and tracking contractual terms and various business touch points/transactions
- Liability insurance and risk administrator – managing the City's liability and specialty insurance programs (protecting over $142M in City assets); analyzing and recommending insurance policy requirements (approximately $1 billion annually in various endeavors); handling all insurance claims against the City and administering all cross-claims against other parties, pursuing subrogation, etc.;nd all aspects of enterprise-wide risk management, protecting the City's financial poise
- General City-Wide Customer Service: with over 30,000 interactions each year, functioning as a primary service point for residents, visitors, business owners, nonprofit agencies, internal customers, and anyone who needs assistance on a wide range of issues, many of which are not direct City services. With a smile, we assist tens of thousands of inquiries by email, phone, web, in-person, etc.
- License and permit authority – managing all phases of the City's 30 key licenses and permits, including approximately 50 special events per year
- Serving as public information office – managing the City's online, social media and public access television presence and handling a plethora of information/records/document requests
- Records manager for the City's vital records, reviewing items for completeness and cataloging them in the City's authenticated document management system
- Freedom of Information Act Coordinator – ensuring compliance with public records disclosure requirements

- HIPAA (Health Insurance Portability and Accountability Act) Privacy Official – managing the security of, and proper access to all HIPAA-protected records under the City's care and performing compliance functions as mandated by HIPAA
- Title VI Non-Discrimination Compliance Officer, ensuring compliance with non-discrimination requirements under Federal Title VI
- Open Meetings Act compliance officer
- 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 department team members:
Benjamin C. Marentette, MMC, City Clerk
Katie Zeits, CMC, Deputy City Clerk
Katy Garavaglia, Administrative Specialist
Kim Lautner, Licensing and Election Specialist

PERFORMANCE MEASUREMENTS

	Performance Indicators	2011/12	2012/13	2013/14	2014/15	2015/2016	2016/2017
Output	Voter registration transactions processed	5,720	6,671	5,015	5,364	4,896	3,540
	Number of special event-related permits coordinated and approved	Not Available	37	51	59	57	48
	Dollar amount of insurance policies reviewed, tracked and obtained from others	Not Available	Approximately $500 Million	Approximately $500 Million	Approximately $500 Million	Approximately $500 Million	Approximately $510 Million
	New agreements reviewed and tracked	69	63	78	82	80	93
Efficiency	Cost per voter registration processed	$1.95	$1.87	$2.08	$2.30	$2.40	$2.45
	Contracts, leases and agreements reviewed within 48 hours of receipt	69	63	98%	100%	100%	98%

	Percentage of insurance policies obtained within window of policy expiration date	Not Available	97%	98%	100%	100%	98%
	Ordinance amendments processed and codified within required time	95%	100%	100%	100%	100%	100%

Our office manages a variety of key ongoing operational functions; the following are our major upcoming projects/work items:

- Centralize key enterprise-wide communications in City Clerk's Office.
- Comprehensive risk management review of various practices – with recommendations for implementation.
- City Clerk's continued pursuit of key credentials through the International Risk Management Institute to greatly expand the City's risk management and insurance analysis capacity and financial security.
- Planning, organizing and executing all aspects of the November 2017 City General Election.
- Ongoing monitoring of work plans and objectives for individual team members and collective team (including value added analysis of performed and non-performed services).

SUMMARY OF SIGNIFICANT BUDGET CHANGES

None noted.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
CITY CLERK DEPARTMENT					
Salaries and Wages	$ 280,524	$ 259,640	$ 315,000	$ 302,000	$ 318,400
Fringe Benefits	84,900	93,026	103,500	102,000	108,900
Office Supplies	23,725	32,607	24,000	28,000	27,000
Professional Services	33,826	32,893	19,750	25,000	19,300
Communications	5,074	3,385	3,600	3,600	3,600
Transportation	1,017	1,111	2,000	2,000	2,000
Professional Development	8,701	3,512	6,900	6,900	6,900
Printing and Publishing	16,228	16,450	14,000	20,000	16,000
Insurance and Bonds	2,775	2,533	3,000	2,500	3,200
Repairs and Maintenance	-	2,738	-	-	-
Rentals	1,237	623	650	1,300	700
Miscellaneous	-	75	-	-	-
Total City Clerk Department	458,007	448,593	492,400	493,300	506,000
Personnel Services % (Includes Election Workers) F.T.E. Employees = 4	82.05%	80.93%	84.99%	81.90%	84.45%
Department Associated Revenues					
Election Reimbursement	18,851	18,693	-	20,000	-
Business Licenses and Permits	23,260	22,100	17,100	17,100	17,100
Liquor License Applications	3,750	3,580	4,000	4,000	4,000
Park Permits	-	-	2,000	2,000	2,000
Sewage backup claim administration	4,000	4,000	6,000	6,000	6,000
Total Revenues	49,861	48,373	29,100	49,100	29,100
Percent of Department Expenditures Covered by Revenues	10.89%	10.78%	5.91%	9.95%	5.75%

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 12,000 utility customers monthly.
- Payments on about 8,000 tax parcels in both the summer and winter.
- Invoicing of over 1,500 individuals and businesses for miscellaneous services performed by City departments.
- Collection of assessments on over 500 parcels, which have special improvement districts.
- Payroll is processed and disbursed from the department on a bi-weekly basis for approximately 200 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, and 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 50 active members and 68 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	2012/13	2013/14	2014/15	2015/16	2016/17
Output						
	Dollar amount of receipts collected in July	$26.2M	$34.2M	36.5M	36.6M	34.1M
	City's debt rating	AA+	AA+	AA+	AA++	AA+
Efficiency	Percentage of tax roll collected through March 1	95.30%	96.7%	96.8%	97.2%	97.4%

SUMMARY OF SIGNIFICANT BUDGET CHANGES

Salaries, Wages and Fringe Benefits– Budgeted salaries, wages and fringe benefits for 2017/18 increased compared to 2016/17. As with other departments, increases were budgeted based on current employment agreements and projected health care cost increases.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
CITY TREASURER DEPARTMENT					
Salaries and Wages	$ 226,378	$ 241,684	$ 268,700	$ 252,000	$ 258,000
Fringe Benefits	87,164	97,336	102,300	103,900	111,000
Office Supplies	16,145	11,963	19,000	15,000	19,000
Professional Services	32,326	33,379	32,500	32,500	34,000
Communications	3,878	3,487	4,000	3,600	4,000
Professional Development	368	428	3,500	2,300	4,000
Printing and Publishing	3,590	2,985	4,000	3,000	4,000
Insurance and Bonds	3,088	2,259	3,100	2,300	3,000
Repairs and Maintenance	180	-	300	200	400
Rentals	82	117	400	300	400
Miscellaneous	42	-	200	100	200
Total City Treasurer Department	373,241	393,638	438,000	415,200	438,000
Personnel Services %	84.01%	86.12%	84.70%	85.72%	84.25%
F.T.E. Employees = 3.6					
Department Associated Revenues					
School Tax Collection Fees	12,401	14,094	13,500	13,500	13,500
Percent of Department Expenditures Covered by Revenues	3.32%	3.58%	3.08%	3.25%	3.08%

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, 2 School Liaison Officers, 14 Patrol Officers, 1 narcotics officer and a highly trained 23 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	2014/15	2015/16	% change	2016/17 est.
Output	Liquor inspections	80	79	-1.25%	84 (assigned)
	Cases assigned	2,034	2,089	+2.70%	2,145
Efficiency	Traffic Crashes Total	993	956	-3.73%	920
	Patrol Referred DB Cases	73	82	+12.33%	92

SUMMARY OF SIGNIFICANT BUDGET CHANGES

Rentals – Rentals from garage department have increased due to the planned replacement of several patrol vehicles.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
POLICE DEPARTMENT					
Salaries and Wages	$ 2,000,951	$ 2,062,480	$ 2,137,000	$ 2,100,000	$ 2,120,000
Fringe Benefits	717,970	739,907	803,000	744,500	940,000
Office/Operation Supplies	62,900	94,101	77,000	89,000	82,000
Professional Services	53,397	50,771	48,000	38,000	70,000
County Records Contract	166,195	158,261	194,000	194,000	194,000
Communications	37,005	37,427	33,000	32,000	33,000
Transportation	72,651	50,956	62,000	52,000	64,000
Professional Development	32,931	42,417	33,000	58,500	35,000
Printing and Publishing	2,703	4,439	6,000	3,000	6,000
Insurance and Bonds	55,273	50,440	60,000	55,000	60,000
Utilities	432	290	800	500	800
Repairs and Maintenance	16,439	14,661	21,000	15,000	21,000
Rentals	267,973	237,236	245,000	280,000	278,500
Miscellaneous	2,562	6,188	6,500	6,000	6,500
Police Reserves	6,110	2,702	8,000	3,000	8,000
Total Police Department	3,495,492	3,552,276	3,734,300	3,670,500	3,918,800
Personnel Services %	77.96%	78.97%	78.94%	77.58%	78.29%
F.T.E. Employees = 28.0 (does not include crossing guards)					
Department Associated Revenues					
Witness Fees	94	86	100	100	100
TBA ISD School Liason	78,751	84,428	80,500	95,000	95,000
Crossing Guard Reimbursement	9,033	9,279	9,000	9,000	9,300
Federal Grants	3,128	5,439	-	-	5,000
Liquor License Revenue Sharing	68,911	48,259	58,000	71,000	62,000
Police and Fire Reports	5,850	8,180	-	-	8,200
OUIL Fines	7,270	8,625	10,000	10,000	8,700
Ordinance Fines and Costs	45,514	36,256	50,000	31,000	36,000
Reimbursement from various events	13,802	11,599	15,000	15,000	15,000
Bike Auction	3,488	2,194	2,500	2,500	2,200
National Cherry Festival	46,097	42,995	50,000	50,000	50,000
Total Revenues	281,938	257,340	275,100	283,600	291,500
Percent of Department Expenditures Covered by Revenues	8.07%	7.24%	7.37%	7.73%	7.44%
ACT 345 Pension Contribution Costs	877,107	964,941	982,812	982,812	989,955

FIRE DEPARTMENT

Mission Statement: *The Traverse City Fire Department is an all-hazards emergency response agency that will provide protection and safety for the public.*

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** – 19 of our 23 personnel are serving as Paramedics, providing to our Community the highest level of pre-hospital care available in the nation. Rescue 01 located at 500 West Front Street transported 30 patients to Munson Medical Center during 2015-2016 Budget year.
- **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 Fire Setter 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, Trench 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), 1 Fire Inspector, and 13 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 City homes per year.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2011/12	2012/13	2013/14	2014/15	2015/16
Output	Total fire related responses (fires)	82	52	569 (52)	671 (51)	620 (54)
	Fire code inspections (Goal is 1,300 per year)	422	532	461	502	591
	EMS calls for service	2276	2242	2377	2392	2,260
	Smoke alarms installed	41	63	31	40	84
	Employees who training hours exceed department goal of 360 hours	23	17	21	20	21
Efficiency	Percent less than 5 minute response time	82.60%	81.9%	83.2%	80.46%	79.90%
	Percent less than 8 minutes response time	96.00%	95.7%	96.9%	95.78%	95.50%
	Percentage of fire inspections completed compared to goal	32.46%	40.9%	32.5%	38.61%	59.10%
	EMS response time less than 8 minutes	96.00%	95.7%	96.2%	95.98%	96.1%
	Percentage of smoke alarms installed	41.00%	63.00%	31%	40%	84%
	Percent of employees who training hours exceed department goal of 360 hours	95.00%	73.97%	95.6%	90.9%	90.9%

SUMMARY OF SIGNIFICANT BUDGET CHANGES

Salaries and Wages/Fringe Benefits – 3 personnel are anticipated to retire during the 2017 – 2018 Budget year; 2 Captains and 1 Lieutenant. These positions will be replaced with new personnel, who, through contract negotiations, will result in a lesser cost than previously hired personnel.

For further information, please see the Traverse City Fire Department Annual Report.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
FIRE DEPARTMENT					
Salaries and Wages	$ 1,691,290	$ 1,679,456	$ 1,765,000	$ 1,825,000	$ 1,815,000
Fringe Benefits	404,845	424,309	508,600	464,500	477,000
Office/Operation Supplies	67,244	102,019	75,000	70,000	80,000
Professional Services	34,636	39,165	38,000	38,000	41,000
Communications	9,338	10,181	12,450	15,000	16,000
Transportation	21,111	13,104	30,500	17,000	19,000
Professional Development	34,846	68,077	55,000	48,000	50,000
Printing and Publishing	1,164	912	4,700	1,500	4,000
Insurance and Bonds	16,186	16,525	20,000	20,000	20,000
Utilities	26,292	23,245	31,250	25,000	30,000
Repairs and Maintenance	49,558	36,403	35,000	35,000	36,000
Rentals-Equip and Hydrants	312,175	267,396	275,000	320,000	348,000
Miscellaneous	200	188	500	500	1,000
Total Fire Department	2,668,885	2,680,980	2,851,000	2,879,500	2,937,000
Personnel Services %	78.54%	78.47%	79.75%	79.51%	78.04%
F.T.E. Employees = 24					
Department Associated Revenues					
Contributions-Public Entities	417,230	407,226	410,000	430,000	440,000
Fire Inspections	-	-	64,500	12,000	64,500
Plan Review Fees	4,320	5,450	4,300	4,300	4,300
Film Festival	1,293	1,767	2,000	2,000	2,000
National Cherry Festival	2,963	3,450	3,000	3,000	3,000
Ambulance Services	10,297	6,021	12,000	12,000	12,000
Other Reimbursements	2,151	4,792	2,400	2,400	2,400
Total Revenues	438,254	428,706	498,200	465,700	528,200
Percent of Department Expenditures Covered by Revenues	16.42%	15.99%	17.47%	16.17%	17.98%
ACT 345 Pension Contribution Costs	762,373	795,624	821,118	821,118	851,860

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.

- *Ordinance Compliance*
- *Economic Development Projects*
- *Regional Bridge Council and Bridge Scour Committee (MDOT)*
- *Regional Transportation Planning and Traffic Assessment (TC-TALUS)*
- *Streets, Sidewalks and Traffic Engineering*
- *Bike Paths and Trails Engineering*
- *Water System Engineering*
- *Sanitary Sewer System Engineering*
- *Storm Drainage System Engineering*
- *Bridge & Culvert Inspection and Engineering*
- *Capital Projects Implementation and Management*
- *Asset Management Support (GIS)*
- *Plan Review and Permits (BS & A Software)*
- *Right of Way Regulation and Monitoring*
- *Special Improvement Districts (SID)*
- *Citizen Service Requests*

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	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Output	Capital Improvement Projects Administered by the Department ($ Millions)	3.50	9.46	3.84	6.29	10.30	Pending Current Projects
	Right of Way Permits	400	401	334	300	288	389
	Utility Review for Land Use Permits	185	206	57	62	248	
	Stormwater Runoff Control Permits	40	35	21	17	19	32
	Soil Erosion Control Permits	35	29	28	30	31	43
Efficiency	Right of Way Permits approved within 10 days	100%	100%	100%	100%	100%	100%
	Stormwater Runoff Control Permits approved within 10 days	100%	100%	100%	100%	100%	100%
	Soil Erosion Control Permits approved within 10 days	100%	100%	100%	100%	100%	100%

SUMMARY OF SIGNIFICANT BUDGET CHANGES

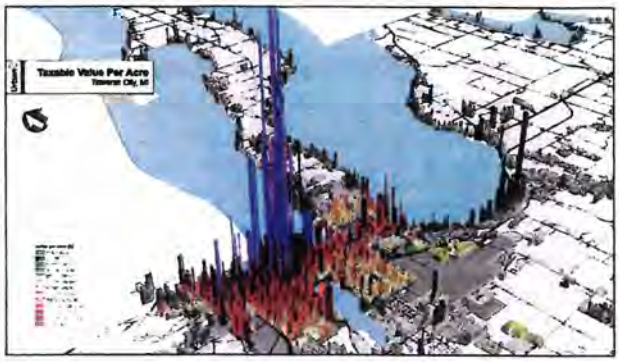
Salaries and Wages/Fringe Benefits – Salaries and wages/fringe benefits overall increased relating to an increase to employee wages tied to inflation.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
ENGINEERING DEPARTMENT					
Salaries and Wages	$ 450,441	$ 435,317	$ 444,000	$ 408,000	$ 458,500
Fringe Benefits	169,024	194,313	210,500	200,000	222,000
Office/Operating Supplies	9,227	14,597	25,000	15,000	25,000
Professional Services	26,558	14,741	31,400	25,000	31,400
Communications	7,096	8,522	7,500	2,000	7,500
Transportation	3,277	3,323	3,200	3,000	3,200
Professional Development	10,242	5,631	7,500	7,500	7,500
Printing and Publishing	4,781	3,270	3,500	3,500	3,500
Insurance and Bonds	4,107	3,894	4,800	4,000	4,800
Repairs and Maintenance	540	-	1,000	1,000	1,000
Rentals	7,289	14,330	10,000	12,500	14,000
Miscellaneous	-	-	-	-	1,000
Total Engineering Department	692,582	697,938	748,400	681,500	779,400
Personnel Services %	89.44%	90.21%	87.45%	89.21%	87.31%
F.T.E. Employees = 6.4					
Department Associated Revenues					
Right of Way	20,024	19,414	17,500	17,500	17,500
Storm Water Permit	1,570	1,225	2,000	2,000	2,000
Soil Erosion Permit	1,015	1,305	1,000	1,000	1,000
Inter-fund Reimbursements	81,840	133,998	175,000	175,000	175,000
Total Revenues	104,449	155,942	195,500	195,500	195,500
Percent of Department Expenditures Covered by Revenues	15.08%	22.34%	26.12%	28.69%	25.08%

PLANNING & ZONING DEPARTMENT

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



PLANNING DEPARTMENT RESPONSIBILITIES

- 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.
- Coordinates and manages the Six-Year Capital Improvement Plan for the City.
- Plays a key role in advancement of community and economic development plans.
- Provides streets and sidewalk community engagement.
- Administers and enforces the zoning, sign, and historic districts ordinances and other land use laws.
- Reviews building site plans and prepares reports and recommendations to the Planning Commission for zoning map amendments, zoning laws, special land use permits and planned unit developments.
- Answers zoning and land use questions and interprets land use principles, and planning and zoning laws.
- Works with property owners and developers, other agencies and other City departments to ensure that building plans are consistent with the 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.

PLANNING DEPARTMENT GOALS AND OBJECTIVES IN 2017/18

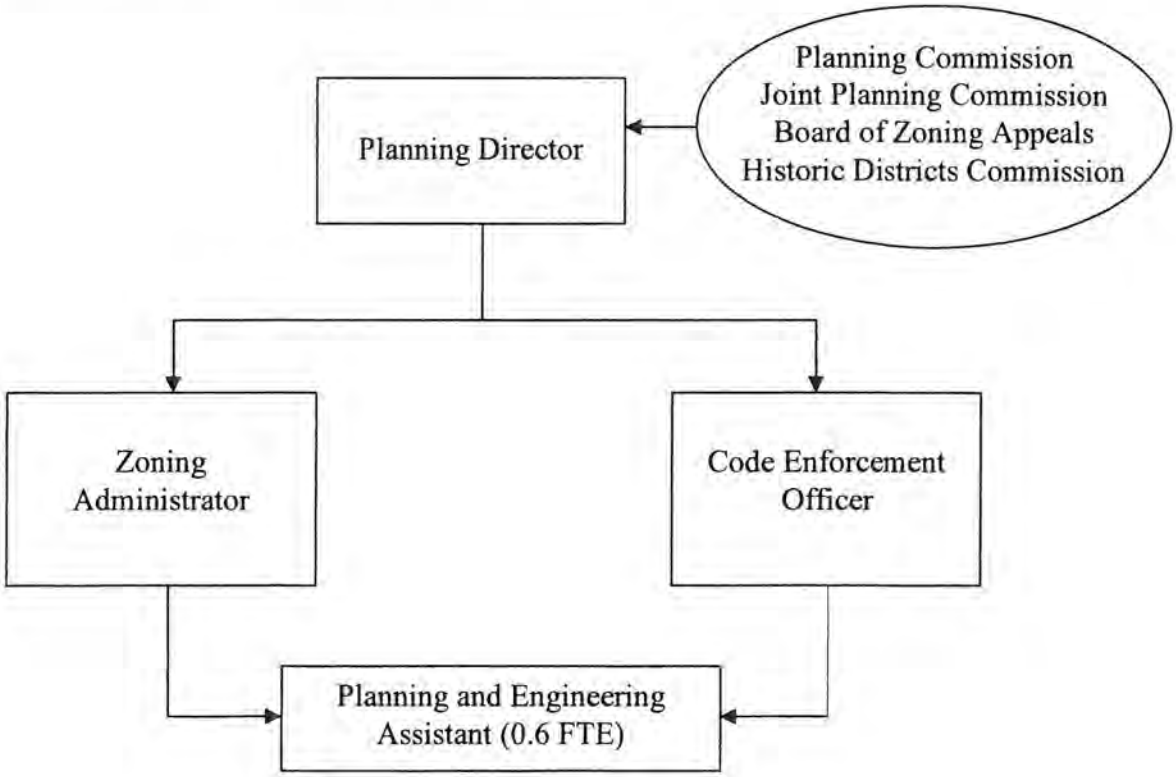
1. **Traverse City Master Plan-**The current Master Plan is more than 7 years old this year. To be in compliance with the Michigan Planning Enabling Act, the Master Plan Committee has reviewed the Master Plan and has recommended the Master Plan be revised. The amendment likely will be enacted this year.
2. **Envision 8th-**The Planning Commission and the community have participated in a charrette process. The final Eighth Street Plan and Form Based Code for the street will be complete this year. The Eighth Street Plan will need to be approved by the City Planning Commission. The Form-Based Code will need to be reviewed by the Planning Commission and approved by the City Commission
3. **Parking Committee-** A report will address parking regulations, including adjusting parking maximums and minimums; shared parking and access requirements and; residential parking permits. In October of this year, a Demand Management Study will be complete and likely recommendations regarding parking regulations will result.
4. **Housing and Building Committee-**This year, tourist homes and accessory dwelling unit regulations will be the topics of greatest importance.
5. **Traffic Calming Committee-**This committee was tasked with re-writing the Neighborhood Traffic Calming Program.
6. **Building Heights Committee-**This committee will be reviewing building height regulations throughout the city with a focus downtown.
7. **Safe Routes to School-** Collaboration with all 10 city (K-8) schools (public and private) to participate in the Safe Routes to School program for infrastructure improvements (sidewalks, traffic calming, signage, etc.).City Commission approved Resolution of Support in October 2016. Current plans are to conduct walking audits beginning in the spring with 3 schools with a grant application to follow. Grant award for infrastructure expected to be approximately $200,000 per school or up to $2,000,000 for all 10 schools. Likely implementation phases to be recommended.
8. **Grand Traverse Commons Development Regulations-** Adoption of the draft code is likely on May 8 by the City Commission and Garfield Township Board.
9. **Active Transportation Plan-** A Non-Motorized Plan will offer guidance for future projects and improvements. A draft plan has been written and will be presented to the Planning Commission in the first quarter of this year.
10. **Lighting Ordinance-**Continue to work with city departments on developing a city-wide exterior lighting ordinance.
11. **East Front Street planning-**This small-scale planning effort will convene meetings with residents, tenants and property owners along East Front from Park Street to Grandview Parkway.
12. **West Boardman Lake District-**A final report and preferred alternative will need to be reviewed by the Planning Commission for consistency with Master Plan.
13. **Seek grants-** to implement adopted plans and City projects.
14. **Redevelopment Ready Communities certification–** The Planning Department applied and for Redevelopment Ready Community certification in 2014. The Michigan Economic Development Corporation provided the City with a status report (Final Report Findings –City of Traverse City) which highlights areas where the City can revise or develop current practices into "best practices". Since the City lacks a formal public participation plan, staff will develop a draft plan for Planning Commission/City Commission review. Certification will position Traverse City better to receive state grants for economic development.

15. **Boardman Lake Trail-** The Planning Department will work with project partners on final design and project fundraising.
16. **Bike Friendly City-** The Planning Department applied for and received the Bicycle Friendly City designation in 2009 at the Bronze level. Reapplication after we complete the Active Transportation Plan is desired to sustain our designation and possibly increase our status to Silver or a higher designation level.
17. **Master Plan Elements Implementation-**Implementation strategies were created for a number of Planning Elements of the Master Plan. Prioritizing the long list of suggested implementation actions will help the Planning Commission and staff focus on the highest priorities.

PLANNING DEPARTMENT STAFF

Russ Soyring, Planning Director
David Weston, Zoning Administrator
Missy Luick, Planning and Engineering Assistant (0.6 FTE)
Mike Trombley, Code Enforcement Officer

PLANNING DEPARTMENT CHART



PERFORMANCE MEASUREMENTS

	Performance Indicators	2009	2010	2011	2012	2013	2014	2015	2016
Output	Land use permits issued	165	177	185	206	221	228	248	248
	Sign permits issued	55	40	50	63	57	59	52	59
	New dwellings permitted	54	79	30	127	43	87	141	173
	Dollar Value of Construction (millions)	-	$56.3	$66.7	$71.2	$123.9	$135.6	$107.7	$134.4
	Code enforcement complaints	970	826	743	616	503	524	740	717
	Rental Housing inspections	-	54	68	75	82	284	545	547

SUMMARY OF BUDGET CHANGES

Fiscal year end 16/17 projected professional services include approximately $25, 000 of one time expenditures related to a study on the effects of different types of land use.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
PLANNING AND ZONING DEPARTMENT					
Salaries and Wages	$ 267,894	$ 278,272	$ 290,000	$ 280,000	$ 292,000
Fringe Benefits	127,445	137,402	143,500	154,000	165,900
Office/Operation Supplies	3,836	5,030	7,500	5,000	7,700
Professional Services	17,062	11,694	24,000	39,000	15,000
Communications	3,296	4,253	5,600	4,000	5,600
Transportation	1,336	1,393	3,000	2,000	3,000
Professional Development	3,674	11,569	7,500	6,000	12,000
Printing and Publishing	4,499	2,511	6,000	3,000	6,000
Insurance and Bonds	2,431	2,107	2,500	2,000	2,500
Rentals	4,632	6,144	6,200	6,000	6,600
Miscellaneous	17	300	400	500	600
Total Planning and Zoning Dept.	436,122	460,675	496,200	501,500	516,900
Personnel Services %	90.65%	90.23%	87.36%	86.54%	88.59%
F.T.E. Employees = 3.6					
Department Associated Revenues					
Soil Erosion Permits	1,015	1,305	900	1,600	1,200
Sign Permits	2,800	3,775	4,100	4,100	3,500
P.U.D. Applications	-	-	100	100	100
Bid Openings/Site Plan Reviews	250	950	100	100	300
Utility Plan Review	770	1,470	200	200	500
Zoning Appeals/Variance/Change	2,410	960	2,200	2,200	2,000
Application for Zoning Change	5,610	4,535	5,000	6,500	4,000
Street Vacation Permits	1,925	2,600	1,600	1,600	2,000
Land Use Permits	11,965	14,700	14,700	10,000	11,000
Zoning Books/Documents	-	-	-	-	500
Joint Planning Commission	6,000	9,199	8,000	8,000	8,000
Rental Housing Inspections	13,465	11,500	11,300	9,000	9,000
Total Revenues	46,210	50,994	48,200	43,400	42,100
Percent of Department Expenditures Covered by Revenues	10.60%	11.07%	9.71%	8.65%	8.14%

PARKS & RECREATION DIVISION

The Traverse City Parks and Recreation Division is responsible for maintaining the City's 386 acres of parkland, city beaches, open spaces and the urban forest. It also manages and maintains Oakwood Cemetery and Hickory Hills Ski Area, and administers recreation programs. Additionally, administrative staff within the department are fundamental with regard to park improvements by securing grant funds, working with neighborhood associations and the public on park plans and implementing park improvements.

The job duties for park maintenance staff shifts along with the change in seasons each year. Each winter the parks maintenance staff focuses on snow plowing at city owned lots, buildings and bridges. Also, the colder months are the best time to trim trees to avoid spreading disease, so a majority of our tree trimming is done Nov - March. During the winter season the Parks Department also hires additional staff to run the operations at Hickory Hills, the City owned ski area that sees more than 13,000 skiers each season. Warmer months requires more maintenance duties such as mowing, playground repair, beach grooming, and general property maintenance.

Additional Park Maintenance responsibilities include:

- Maintaining 386 + acres of parkland in 34 City Parks and maintaining the 14,000+ trees within the urban forest.
- Caring for all plantings: 4,600 shrubs, 88 flower beds and planters, and 55 perennial beds. This includes pruning, mulching, dividing and the planting of 10,000 annual flowers each year.
- Mowing 70 acres of park lawns plus the parkway and other grassy City rights-of-way.
- Grooming City beaches during summer and maintaining beach access matting.
- Maintaining and repairing 7 restroom facilities and 12 playground facilities.
- Creating and maintaining 3 outdoor ice rinks each season and staffing 2 warming houses during open hours.
- Installing and repairing 30 picnic grills, 90 park benches, 100 picnic tables, 270 trash cans and collecting trash.
- Programming, monitoring, repairing, locating and winterizing 38 automatic irrigation systems city wide.
- Maintaining the boardwalks along Boardman Lake and the Boardman River, annual removal and installation of floating docks at Hull Park and kayak launches on the West Boardman Lake trail and Clinch Park.
- Brush chipping during spring cleanup and Christmas Tree chipping each holiday season.
- Cleaning, monitoring and maintaining the Union Street Dam.

Recreation components include:

- Operating Hickory Hills Ski Area, which includes 8 downhill runs and 3 kilometers of cross country ski trails.
- Maintaining tennis/pickleball and basketball courts.
- Hiring, training and testing lifeguards for Clinch Park beach.
- Placing ropes and buoys to designate swim areas at five beaches.
- Operating a 10 week Summer Day Camp in collaboration with Grand Traverse County Parks Department
- Managing an adult volleyball program in which up to 25 teams participate in 3 leagues.

The Parks and Recreation Division is staffed by: A full-time staff of 13 including; 3 supervisory positions including one that works 4 months as manager of Hickory Hills and 8 months as Marina Dockmaster; 6 maintenance employees, 3 recreation/maintenance positions; and a Departmental Secretary shared among 4 Department of Public Services divisions. The seasonal staff includes 9 parks maintenance workers and over 30 seasonal personnel for various parks and recreation programs and facilities.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
PARKS AND RECREATION DIVISION					
Salaries and Wages	$ 674,366	$ 683,384	$ 765,000	$ 750,000	$ 728,000
Fringe Benefits	278,836	321,550	395,000	357,000	373,000
Office/Operation Supplies	59,423	65,434	61,800	61,000	61,800
Professional Services	130,790	130,002	150,000	150,000	188,000
Communications	3,099	4,480	4,000	6,000	4,000
Transportation	34,912	27,178	40,000	35,000	37,000
Professional Development	3,189	2,786	7,000	6,000	7,000
Printing and Publishing	374	1,026	3,000	2,000	3,000
Insurance and Bonds	16,345	15,986	18,000	18,000	18,000
Utilities	186,084	145,136	170,000	135,000	165,000
Repairs and Maintenance	84,155	51,414	70,000	50,000	70,000
Rentals	432,757	407,011	365,000	432,000	390,000
Miscellaneous	-	120	-	-	-
Total Parks and Recreation	1,904,330	1,855,507	2,048,800	2,002,000	2,044,800
Personnel Services %	50.05%	54.16%	56.62%	55.29%	53.84%
F.T.E. Employees = 11.4					
Department Associated Revenues					
Day Camp	40,742	47,053	45,000	49,000	50,000
Hickory Hills Concession	1,918	2,000	2,000	2,500	3,000
Clinch Park Concession	37,846	41,625	50,000	47,000	52,500
Volleyball	9,025	11,021	9,000	15,000	15,000
Boardman River Moorings	12,674	11,134	12,000	12,000	12,000
National Cherry Festival	7,661	5,961	8,000	8,000	8,000
Hickory Hill Ski Passes	86,182	76,110	85,000	113,000	105,000
Total Revenues	196,048	194,904	211,000	246,500	245,500
Percent of Division Expenditures Covered by Revenues	10.29%	10.50%	10.30%	12.31%	12.01%

OAKWOOD CEMETERY

The Traverse City Parks and Recreation Division administers all operations within Oakwood Cemetery on an annual basis. The Sexton and other staff provide administrative oversight and burial services along with conducting sales of burial rights for in-ground plots, cremation niches and mausoleum crypts for future and present needs.

The City's Oakwood staff is now also performing the administration, burial services and grounds maintenance for the Oakwood Catholic Diocesan Cemetery. Both cemeteries are administered by the City in the Catholic-owned office within the cemetery. In addition, the Cemetery staff continues to assist genealogy inquiries, place monument foundations, and perform grounds maintenance.

A new maintenance facility was completed late in 2015 within the cemetery grounds. This increases efficiency and safety as crews no longer have to transport vehicles, trailers and mowers across busy Eighth Street.

The staff of Oakwood includes the Full-Time Sexton, Part-Time Office Clerk (24 hours per week) and 5 seasonal maintenance employees. In addition, a portion of two Park and Recreation Department administrator's time and benefits are charged to this budget.

SUMMARY OF SIGNIFICANT BUDGET CHANGES

No significant changes for the year end 6/30/18.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
PARKS AND RECREATION DEPARTMENT					
OAKWOOD CEMETERY DIVISION					
Salaries and Wages	$ 177,881	$ 174,076	$ 203,000	$ 180,000	$ 176,000
Fringe Benefits	60,893	65,345	75,000	70,000	71,800
Office/Operation Supplies	13,081	12,409	12,000	12,000	12,000
Professional Services	5,298	5,812	6,500	9,000	6,500
Communications	2,359	2,498	2,500	3,000	3,000
Transportation	5,218	3,571	6,000	4,000	6,000
Professional Development	-	-	500	500	500
Printing and Publishing	113	48	500	500	500
Insurance and Bonds	2,338	2,244	3,000	3,000	3,000
Utilities	22,290	16,804	22,000	22,000	25,000
Repairs and Maintenance	4,769	1,477	9,000	9,000	9,000
Rentals	67,371	59,106	61,000	56,000	45,700
Total Oakwood Cemetery Division	361,611	343,390	401,000	369,000	359,000
Personnel Services %*	86.77%	91.56%	88.03%	81.30%	82.95%
*(Includes $70,000 in Seasonal Labor)					
F.T.E. Employees = 2.3					
Division Associated Revenues					
Catholic Diocese Agreement	36,500	36,500	36,500	36,500	36,500
Recording of Deeds	-	-	50	50	50
Lot Use	3,785	16,422	3,800	16,000	16,000
Grave Opening-Interments	42,540	23,785	42,500	22,500	23,500
Burial of Cremains	18,575	22,440	18,600	20,500	21,500
Mausoleum Vault Charges	-	-	100	100	100
Foundation of Monuments	15,137	14,442	15,000	14,000	15,000
Cemetery Trust Interest Transfer	5,252	5,222	5,300	5,300	5,300
Perpetual Care Interest Transfer	10,724	10,758	11,000	11,000	11,000
Total Revenues	96,013	93,069	96,350	89,450	92,450
Percent of Function Expenditures Covered by Revenues	26.55%	27.10%	24.03%	24.24%	25.75%

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, Marina and Asset Management.

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 Director works with the GIS Coordinator, the Asset Management/GIS Analyst and the Asset Management Technician on asset management plans for City assets including roads, utilities, water system reliability and modeling and other long term or infrastructure related assets of the City.

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

- Snow removal.
- Repairing and cleaning of 28.82 miles of Major Streets, 49.33 miles of local streets, 8.7 miles of State Highways, 22 miles of alleys, 72 miles of sidewalk and 10 miles of bike trails.
- Cleaning and repairing of 2,168 catch basins and 1,188 storm manholes including all connecting lines.
- Spring and 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 GIS Coordinator, one Asset Management/GIS Analyst, one asset management technician 13 equipment operators and 3 part time sidewalk snow removal 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 Crack Seal, Asphalt Grind and Infrared repair.
2. Eliminated the use of cold patch material.
3. Maintain entire street system at a fair or better PASER rating.

PERFORMANCE MEASUREMENTS

	Performance Indicators	2012/13	2013/14	2014/15	2015/16	2016/17 to date
Output	Lane feet of crack sealing	18,314	278,678	145,300	199,000	164,086
	Infrared asphalt tonnage	33	22.43	30	16.61	20.59
	Infrared repair projects	53	126	106	60	82
Efficiency	Tons of pot hole patch material	410	372.71	183.16	202	357
	Tons of cold patch material	26	102.68	0	0	0

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
DPS DIRECTOR AND STREETS ADMINISTRATION					
Salaries and Wages	$ 301,837	$ 378,762	$ 335,000	$ 320,000	$ 387,500
Fringe Benefits	56,524	78,355	137,500	74,000	154,500
Office/Operation Supplies	48,418	32,229	31,000	31,000	31,000
Professional Services	37,604	80,704	65,000	60,000	65,000
Communications	7,858	8,385	8,500	8,500	8,500
Transportation	98,168	69,194	100,000	93,000	70,000
Professional Development	541	3,627	5,000	4,000	5,000
Printing and Publishing	3,675	2,296	4,000	4,000	4,000
Insurance and Bonds	28,311	27,461	28,000	28,000	29,000
Utilities	2,824	2,643	2,500	2,500	3,000
Repairs and Maintenance	147,927	64,281	40,000	40,000	40,000
Rentals	49,675	81,396	(100,000)	70,000	(100,000)
Miscellaneous	236	-	-	-	-
Total DPS Director & Streets Admin	783,598	829,333	656,500	735,000	697,500
Personnel Services %	39.68%	43.89%	45.31%	42.84%	77.71%
F.T.E. Employees = 17.1					
Department Associated Revenues					
Compost Sales	13,746	6,715	8,000	8,000	8,000
National Cherry Festival	5,078	2,942	2,800	2,800	2,800
Total Revenues	18,824	9,657	10,800	10,800	10,800
Percent of Function Expenditures Covered by Revenues	0.94%	0.49%	0.53%	0.51%	0.51%

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, 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/fall leaf pick-up are charged to the Local Streets Fund.

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
GOVERNMENT OWNED BUILDINGS					
Insurance and Bonds	$ 142	$ 143	$ 1,000	$ 1,000	$ 1,000
Utilities	44,873	36,784	50,000	50,000	50,000
Repairs and Maintenance	68,656	58,975	69,000	69,000	69,000
Total Gvt. Owned Bldgs.	113,671	95,902	120,000	120,000	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.		-	-	-	-
Retirees Health Insurance Trust	4,355	2,524	20,000	20,000	5,000
Retirement Health Fund	8,669	20,881	10,000	10,000	20,000
Brown Bridge	-	-	-	-	-
Conservation Resource Alliance	20,000	20,000	20,000	20,000	20,000
Joint Planning Commission	3,000	3,000	3,000	3,000	3,000
Independence Day Fireworks	3,500	3,500	3,500	3,500	3,500
Land Information Access Assoc.	71,256	73,847	75,000	75,000	76,000
Public Arts Commission	-	10,000	-	-	-
Total Appropriations	110,780	133,752	131,500	131,500	127,500

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

City of Traverse City, Michigan
GENERAL FUND
2017-18 Departmental Budgets

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
CONTINGENCIES					
Contingencies	$ -	$ -	$ 25,000	$ 25,000	$ 25,000
TRANSFERS OUT					
MVH - Streets Funds	785,071	668,346	984,000	980,000	979,000
Capital Projects Fund	1,708,000	1,585,000	670,000	800,000	915,000
Public Arts Commission	-	-	10,000	10,000	15,000
Stormwater System Fund	250,000	250,000	-	-	-
Total Transfers Out	2,743,071	2,503,346	1,664,000	1,790,000	1,909,000

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.

CAPITAL OUTLAY					
Equipment Purchases	13,063	-	5,500	5,500	5,000
Public Safety Equipment	41,778	34,992	51,500	51,500	53,600
Total Capital Outlay	54,841	34,992	57,000	57,000	58,600

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 2017-18

General Government Departments		
Other General Government Equipment	**$**	**5,000**
Police Department		
(3) MDT Computers		**10,800**
(7) Tasers		**7,800**
Total Police Department		**18,600**
Fire Department		
Replacement Cascade Air Compressor		**35,000**
Total Fire Department		**35,000**
Total Public Safety	**$**	**58,600**

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City of Traverse City, Michigan
SPECIAL REVENUE FUND
BUDGET STABILIZATION FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Interest Revenue	$ 18,812	$ 20,983	$ 11,500	$ 11,500	$ 11,500
OTHER FINANCING USES					
Transfers Out - General Fund	(11,252)	(11,256)	(11,500)	(11,500)	(11,500)
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	7,560	9,727	-	-	-
Beginning Fund Balance	749,774	757,334	767,061	767,061	767,061
Ending Fund Balance	$ 757,334	$ 767,061	$ 767,061	$ 767,061	$ 767,061

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 SIGNIFICANT BUDGET CHANGES – Street Funds

REVENUES

State Sources –State sources increased based on the expectation of increased maintenance reimbursements for Major and Local Streets.

EXPENDITURES

Professional Services – Professional services increased to better reflect the actual costs of snow removal contracts and street line painting contracts.

Transportation – Budgeted transportation costs decreased due to expected reductions in fuel costs.

City of Traverse City, Michigan
SPECIAL REVENUE FUND

SUMMARY OF GENERAL FUND STREET DEPARTMENT AND SPECIAL REVENUE STREET FUNDS
For the Budget Year 2017-18

	Grand Total	Major Street	Local Street	Trunkline	Street Admin.	Total Prior Year Budget
REVENUES						
State Sources	$ 1,879,500	$ 1,170,000	$ 410,000	$ 299,500	$ -	$ 1,649,500
Metro Authority	50,000	-	50,000	-	-	47,000
Reimbursement	300	-	-	300	-	300
Interest & Dividend	1,200	1,000	-	200	-	700
Prior Years Surplus	-	-	-	-	-	-
General Fund Direct Support	697,500	-	-	-	697,500	656,500
Transfer from General Fund	979,000	-	979,000	-	-	984,000
TOTAL REVENUES	3,607,500	1,171,000	1,439,000	300,000	697,500	3,338,000
EXPENDITURES						
Salaries & Wages	1,075,700	241,000	357,200	90,000	387,500	995,000
Fringe Benefits	566,200	159,000	219,800	32,900	154,500	517,500
Office/Operation Supplies	260,000	98,000	86,000	45,000	31,000	260,000
Professional Services	443,000	258,000	90,000	30,000	65,000	235,000
Communications	8,500	-	-	-	8,500	8,500
Transportation	70,000	-	-	-	70,000	100,000
Professional Development	5,000	-	-	-	5,000	5,000
Printing & Publishing	4,000	-	-	-	4,000	4,000
Insurance & Bonds	29,000	-	-	-	29,000	28,000
Utilities	53,000	15,000	-	35,000	3,000	52,500
Repairs & Maintenance	40,000	-	-	-	40,000	40,000
Rentals	1,086,000	400,000	686,000	100,000	(100,000)	1,092,500
TOTAL EXPENDITURES	3,640,400	1,171,000	1,439,000	332,900	697,500	3,338,000

City of Traverse City, Michigan
SPECIAL REVENUE FUND
MOTOR VEHICLE HIGHWAY - MAJOR STREETS FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
State Sources	$ 835,737	$ 835,805	$ 1,000,000	$ 936,000	$ 1,170,000
Interest Revenue	6	11	500	1,000	1,000
Reimbursements	-	-	-	-	-
TOTAL REVENUES	835,743	835,816	1,000,500	937,000	1,171,000
EXPENDITURES					
Personnel Services	368,373	372,712	385,000	401,000	400,000
Operating Materials	112,475	90,759	98,000	95,000	98,000
Professional Services	89,795	76,950	90,000	80,000	258,000
Utilities	15,940	13,346	15,000	15,000	15,000
Rentals	295,540	346,991	412,500	397,000	400,000
TOTAL EXPENDITURES	882,123	900,758	1,000,500	988,000	1,171,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(46,380)	(64,942)	-	(51,000)	-
OTHER FINANCING SOURCES					
Transfers In - General Fund	-	64,943	-	-	-
Transfers In - Trunkline Fund	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES	-	64,943	-	-	-
NET CHANGE IN FUND BALANCE	(46,380)	1	-	(51,000)	-
Beginning Fund Balance	168,054	121,674	121,675	121,675	70,675
Ending Fund Balance	$ 121,674	$ 121,675	$ 121,675	$ 70,675	$ 70,675
Personnel Services %	41.8%	41.4%	38.5%	40.6%	34.2%

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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Metro Authority Fee	$ 41,119	$ 55,466	$ 47,000	$ 47,000	$ 50,000
State Sources	382,503	478,557	350,000	354,000	410,000
Reimbursements	20,263	-	-	-	-
TOTAL REVENUES	443,885	534,023	397,000	401,000	460,000
EXPENDITURES					
Personnel Services	534,260	517,956	565,000	565,000	577,000
Operating Materials	54,119	51,781	86,000	86,000	86,000
Professional Services	66,810	31,538	50,000	50,000	90,000
Rentals	573,767	536,151	680,000	680,000	686,000
TOTAL EXPENDITURES	1,228,956	1,137,426	1,381,000	1,381,000	1,439,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(785,071)	(603,403)	(984,000)	(980,000)	(979,000)
OTHER FINANCING SOURCES					
Transfers In - General Fund	785,071	603,403	984,000	980,000	979,000
NET CHANGE IN FUND BALANCE	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -
Personnel Services %	43.5%	45.5%	40.9%	40.9%	40.1%

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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
State Sources	$ 462,172	$ 385,474	$ 299,500	$ 205,500	$ 299,500
Interest Revenue	11	29	200	200	200
Reimbursements	1,259	682	300	300	300
TOTAL REVENUES	463,442	386,185	300,000	206,000	300,000
EXPENDITURES					
Personnel Services	65,453	57,691	90,000	58,000	90,000
Operating Materials	25,928	35,726	45,000	30,000	45,000
Professional Services	231,439	130,088	30,000	20,000	30,000
Utilities	32,853	27,063	35,000	28,000	35,000
Rentals	92,251	84,060	100,000	70,000	100,000
Equipment	-	-	-	-	-
TOTAL EXPENDITURES	447,924	334,628	300,000	206,000	300,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	15,518	51,557	-	-	-
OTHER FINANCING USES					
Transfers Out - Major Street Fund	-	-	-	-	-
NET CHANGE IN FUND BALANCE	15,518	51,557	-	-	-
Beginning Fund Balance	55,732	71,250	122,807	122,807	122,807
Ending Fund Balance	$ 71,250	$ 122,807	$ 122,807	$ 122,807	$ 122,807
Personnel Services %	14.6%	17.2%	30.0%	28.2%	30.0%

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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Grants from Local Units	$ 18,565	$ 19,355	$ 20,400	$ 18,000	$ 18,500
Charges for Services Rendered	710	6,633	-	500	500
Contributions	-	3,850	-	-	-
TOTAL REVENUES	19,275	29,838	20,400	18,500	19,000
EXPENDITURES					
Personnel Services	-	-	9,450	4,000	9,500
Operation Supplies	3,214	1,627	4,250	3,500	4,250
Professional Services	4,405	-	1,050	6,000	1,100
Communications	-	-	3,000	2,000	1,500
Transportation	-	-	200	-	200
Professional Development	514	109	2,000	-	2,000
Printing and Publishing	-	-	350	-	350
Insurance and Bonds	800	-	1,000	-	1,000
Repairs and Maintenance	2,752	1,307	3,000	1,000	3,000
Rental	-	2,550	1,100	-	1,100
TOTAL EXPENDITURES	11,685	5,593	25,400	16,500	24,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	7,590	24,245	(5,000)	2,000	(5,000)
Beginning Fund Balance	42,828	50,418	74,663	74,663	76,663
Ending Fund Balance	$ 50,418	$ 74,663	$ 69,663	$ 76,663	$ 71,663

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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
State Grants	$ 5,466	$ 5,600	$ 6,500	$ 6,500	$ 6,500
EXPENDITURES					
Professional Development	5,466	5,600	6,500	6,500	6,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

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

City of Traverse City, Michigan
SPECIAL REVENUE FUND
STATE DOMESTIC PREPAREDNESS EQUIPMENT GRANT FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Federal Grants	$ 10,500	$ -	$ 50,000	$ 50,000	$ 50,000
EXPENDITURES					
Capital Outlay	10,500	-	50,000	50,000	50,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
OTHER FINANCING SOURCES					
Sale of capital asset	-	-	-	-	-
NET CHANGE IN FUND BALANCE	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

Previously this fund was created to account for federal pass-through grants used for the procurement of specialized emergency response equipment that 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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Parking Fees-Coin	$ 3,963	$ 6,369	$ 7,000	$ 7,000	$ 7,000
Parking Fines	25,336	13,391	20,000	20,000	20,000
Recovery of Bad Debts	-	-	500	500	500
TOTAL REVENUES	29,299	19,760	27,500	27,500	27,500
EXPENDITURES					
Personnel Services	9,359	1,573	6,300	6,300	6,300
Operating Materials	-	-	-	-	-
Professional Services	20,651	18,167	20,000	20,000	20,000
Printing and Publishing	-	-	-	-	-
Rentals	173	133	1,200	1,200	1,200
TOTAL EXPENDITURES	30,183	19,873	27,500	27,500	27,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(884)	(113)	-	-	-
Beginning Fund Balance	997	113	-	-	-
Ending Fund Balance	$ 113	$ -	$ -	$ -	$ -
Personnel Services %	31.01%	7.92%	22.91%	22.91%	22.91%
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
TRAVERSE CITY / GARFIELD JOINT PLANNING FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Contribution-Public Sources	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000
EXPENDITURES					
Office Supplies	-	-	-	-	-
Professional Services	-	9,190	8,000	8,000	8,000
Printing and Publishing	-	-	-	-	-
TOTAL EXPENDITURES	-	9,190	8,000	8,000	8,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	6,000	(3,190)	(2,000)	(2,000)	(2,000)
Beginning Fund Balance	14,265	20,265	17,075	17,075	15,075
Ending Fund Balance	$ 20,265	$ 17,075	$ 15,075	$ 15,075	$ 13,075

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
CARNEGIE BUILDING FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Federal Grants	$ -	$ -	$ 90,000	$ 81,000	$ 85,000
Rental Revenue	-	31,953	30,500	30,500	27,500
Contributions-Public	-	-	220,000	220,000	-
Charges for services	7,950	-	-	-	-
Reimbursments	-	9,827	5,000	5,000	5,000
TOTAL REVENUE	7,950	41,780	345,500	336,500	117,500
EXPENDITURES					
Office Supplies	-	3,218	700	2,000	700
Professional Services	9,642	14,958	94,250	85,000	85,000
Communications	-	-	3,000	3,000	3,000
Insurance and Bonds	2,467	2,679	3,500	4,600	5,000
Public Utilities	16,860	27,485	21,600	30,000	22,000
Rental expense	1,037	1,782	18,110	2,000	4,000
Repairs and Maintenance	14,029	25,801	24,640	20,000	38,700
Capital Outlay	-	-	220,000	220,000	-
TOTAL EXPENDITURES	44,035	75,923	385,800	366,600	158,400
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(36,085)	(34,143)	(40,300)	(30,100)	(40,900)
OTHER FINANCING SOURCES					
Transfers In - McCauley Trust	2,698	65,000	42,500	33,000	40,900
TOTAL OTHER FINANCING SOURCES	2,698	65,000	42,500	33,000	40,900
NET CHANGE IN FUND BALANCE	(33,387)	30,857	2,200	2,900	-
Beginning Fund Balance	-	(33,387)	(2,530)	(2,530)	370
Ending Fund Balance	$ (33,387)	$ (2,530)	$ (330)	$ 370	$ 370

The objective of the Carnegie Building was to collect, preserve and present the cultural history of the Grand Traverse region. For 2017-18, rental agreements with The Crooked Arts Council and the Grand Traverse Rock and Mineral Club will be combined with contributions from the General Fund and McCauley Estate Trust Fund to cover operational costs of the building.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
PEG CAPITAL FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Contribution-Private Sources	$ 16,234	$ 15,770	$ 20,000	$ 16,000	$ 85,700
EXPENDITURES					
Capital outlay	14,122	13,152	20,000	13,000	83,700
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	2,112	2,618	-	3,000	2,000
Beginning Fund Balance	11,838	13,950	16,568	16,568	19,568
Ending Fund Balance	$ 13,950	$ 16,568	$ 16,568	$ 19,568	$ 21,568

City of Traverse City, Michigan
SPECIAL REVENUE FUND
SENIOR CENTER BUILDING FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Contributions-Private Sources	$ 7,800	$ 13,138	$ 4,500	$ 4,500	$ 4,500
Interest Revenue	65	85	500	500	500
TOTAL REVENUES	7,865	13,223	5,000	5,000	5,000
EXPENDITURES					
Professional and Contractual	4,915	-	5,000	5,000	5,000
Printing and Publishing	-	-	-	-	-
TOTAL EXPENDITURES	4,915	-	5,000	5,000	5,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	2,950	13,223	-	-	-
Beginning Fund Balance	204,167	207,117	220,340	220,340	220,340
Ending Fund Balance	$ 207,117	$ 220,340	$ 220,340	$ 220,340	$ 220,340

City of Traverse City, Michigan
SPECIAL REVENUE FUND
COUNTY SENIOR CENTER FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Contributions-Public Sources	$ 123,801	$ 128,733	$ 130,000	$ 130,000	$ 136,500
Interest Revenue	17	26	-	-	-
TOTAL REVENUES	123,818	128,759	130,000	130,000	136,500
EXPENDITURES					
Salaries and Wages	78,793	80,167	80,000	81,600	86,000
Fringe Benefits	37,592	41,312	43,700	43,800	45,300
Professional Services	1,378	1,195	2,000	1,000	1,500
Communications	-	-	-	-	-
Repairs and Maintenance	914	1,699	2,800	2,200	2,200
Transportation	-	-	-	-	-
Insurance and Bonds	897	844	1,000	900	1,000
Miscellaneous	73	892	500	500	500
TOTAL EXPENDITURES	119,647	126,109	130,000	130,000	136,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	4,171	2,650	-	-	-
OTHER FINANCING SOURCES					
Transfers in - General Fund	-	-	-	-	-
NET CHANGE IN FUND BALANCE	4,171	2,650	-	-	-
Beginning Fund Balance	62,627	66,798	69,448	69,448	69,448
Ending Fund Balance	$ 66,798	$ 69,448	$ 69,448	$ 69,448	$ 69,448
Personnel Services %	97.27%	96.33%	95.15%	96.46%	96.19%
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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Contributions-Private Sources	$ 92	$ 15,361	$ 61,000	$ 2,000	$ 61,000
Contributions-Public Sources	-	-	-	-	-
TOTAL REVENUES	92	15,361	61,000	2,000	61,000
EXPENDITURES					
Operating Materials	313	260	28,500	2,000	20,000
Professional Services	-	-	17,500	-	16,000
Capital outlay	-	-	15,000	-	25,000
TOTAL EXPENDITURES	313	260	61,000	2,000	61,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(221)	15,101	-	-	-
OTHER FINANCING SOURCES					
Transfers in - General Fund	-	-	-	-	-
NET CHANGE IN FUND BALANCE	(221)	15,101	-	-	-
Beginning Fund Balance	646	425	15,526	15,526	15,526
Ending Fund Balance	$ 425	$ 15,526	$ 15,526	$ 15,526	$ 15,526

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 Clerk's Office.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
HOMELAND SECURITY TRAINING GRANT FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Federal Grants	$ -	$ 260	$ 30,000	$ -	$ 30,000
EXPENDITURES					
Personnel Services	-	-	-	-	-
Office/Operation Supplies	-	-	-	-	-
Transportation	-	-	-	-	-
Professional Development	-	260	30,000	-	30,000
TOTAL EXPENDITURES	-	260	30,000	-	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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Rental Income	$ 99,449	$ 102,486	$ 111,000	$ 107,000	$ 112,400
Interest Revenue	21	14	-	-	-
Contributions - Private	152,400	-	-	-	-
Reimbursements	4,727	4,308	4,000	4,000	4,000
Miscellaneous Income	-	-	-	-	-
TOTAL REVENUES	256,597	106,808	115,000	111,000	116,400
EXPENDITURES					
Office/Operation Supplies	-	-	-	-	-
Professional/Contractual	39,034	12,766	14,800	12,000	18,300
Insurance and Bonds	4,345	5,474	5,600	6,500	5,800
Public Utilities	44,896	34,590	50,300	42,000	49,500
Repairs and Maintenance	201,101	11,175	29,300	46,000	27,300
Miscellaneous	16,042	14,102	15,000	14,500	15,500
Capital outlay	-	53,865	-	-	-
Interest - Interfund Loan	-	-	-	-	-
TOTAL EXPENDITURES	305,418	131,972	115,000	121,000	116,400
EXCESS OF REVENUES OVER/ (UNDER) EXPENSES	(48,821)	(25,164)	-	(10,000)	-
OTHER FINANCING SOURCES					
Transfer out	-	-	-	-	-
Transfer in - Economic Development	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES	-	-	-	-	-
NET CHANGE IN FUND BALANCE	(48,821)	(25,164)	-	(10,000)	-
Beginning Fund Balance	109,792	60,971	35,807	35,807	25,807
Ending Fund Balance	$ 60,971	$ 35,807	$ 35,807	$ 25,807	$ 25,807

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. At present, that amount totals $60,000.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
BANNER PROGRAM FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Contributions-Private	$ -	$ -	$ 3,000	$ 3,000	$ 3,000
EXPENDITURES					
Repairs and Maintenance	1,730	1,500	12,000	2,000	6,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(1,730)	(1,500)	(9,000)	1,000	(3,000)
Beginning Fund Balance	22,870	21,140	19,640	19,640	20,640
Ending Fund Balance	$ 21,140	$ 19,640	$ 10,640	$ 20,640	$ 17,640

City of Traverse City, Michigan
SPECIAL REVENUE FUND
ECONOMIC DEVELOPMENT FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Other Revenue	$ -	$ -	$ -	$ -	$ 80,000
Interest Revenue	35,075	587	22,000	17,000	17,000
TOTAL REVENUE	35,075	587	22,000	17,000	97,000
EXPENDITURES					
Salaries and Wages	-	-	-	-	70,800
Fringe Benefits	-	-	-	-	27,300
Office Supplies	-	-	-	-	700
Professional Services	11,500	16,500	12,000	12,000	5,200
Communications	-	-	-	-	600
Transportation	-	-	-	-	-
Professional Development	-	-	-	-	5,800
Printing and Publishing	-	-	-	-	3,000
Insurance and Bonds	-	-	-	-	600
Utilities	1,605	2,003	3,000	3,000	3,000
Miscellaneous	-	-	-	-	1,000
TOTAL EXPENDITURES	13,105	18,503	15,000	15,000	118,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	21,970	(17,916)	7,000	2,000	(21,000)
OTHER FINANCING SOURCES (USES)					
Transfer In - Opera House Fund	-	-	-	-	-
Transfer out - Capital Projects Fund	-	-	(100,000)	(175,000)	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	(100,000)	(175,000)	-
NET CHANGE IN FUND BALANCE	21,970	(17,916)	(93,000)	(173,000)	(21,000)
F.T.E. Employees = 1.0					
Beginning Fund Balance	2,017,767	2,039,737	2,021,821	2,021,821	1,848,821
Ending Fund Balance	$ 2,039,737	$ 2,021,821	$ 1,928,821	$ 1,848,821	$ 1,827,821

This fund was originally 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. In recent years this fund has been renamed the Economic Development Fund. Primarily, this fund has been used to provide inter-fund loans to other funds, such as the Marina fund and the Opera House fund, in situations where municipal bonding does not make financial sense. Presently this fund has an inter-fund loan outstanding of $1,000,000 to the Marina fund which will expire on December 21, 2020. For the first time in the fiscal year ending June 30, 2018 this fund will have a budgeted employee, who will be doing economic development work for the City of Traverse City.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
McCAULEY ESTATE TRUST FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Interest Revenue	$ 4,168	$ 9,002	$ 5,000	$ 4,000	$ 3,000
Contributions-private	71,180	-	-	-	-
TOTAL REVENUES	75,348	9,002	5,000	4,000	3,000
OTHER FINANCING USES					
Transfers Out - Carnegie Building Fund	(2,698)	(65,000)	(42,500)	(33,000)	(40,900)
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	72,650	(55,998)	(37,500)	(29,000)	(37,900)
Beginning Fund Balance	101,208	173,858	117,860	117,860	88,860
Ending Fund Balance	$ 173,858	$ 117,860	$ 80,360	$ 88,860	$ 50,960

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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Rental Income	$ 64,021	$ 69,290	$ 65,000	$ 71,000	$ 70,000
Interest Income	-	151	-	-	-
Reimbursements	-	40,042	-	19,500	-
TOTAL REVENUES	64,021	109,483	65,000	90,500	70,000
EXPENDITURES					
Professional and Contractual	44,924	42,550	42,500	42,500	42,500
Insurance and Bonds	21	22	1,000	1,000	1,000
Public Utilities	653	478	1,000	1,000	1,000
Repairs and Maintenance	10,328	42,812	18,500	28,500	23,500
Rentals	-	1,800	2,000	2,000	2,000
TOTAL EXPENDITURES	55,926	87,662	65,000	75,000	70,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	8,095	21,821	-	15,500	-
Beginning Fund Balance (Deficit)	11,448	19,543	41,364	41,364	56,864
Ending Fund Balance	$ 19,543	$ 41,364	$ 41,364	$ 56,864	$ 56,864

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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Property Taxes	$ 1,697,714	$ 1,766,298	$ 1,804,500	$ 1,824,500	$ 1,842,500
Interest Income	2,202	2,545	500	500	500
TOTAL REVENUES	1,699,916	1,768,843	1,805,000	1,825,000	1,843,000
EXPENDITURES					
Retirement Costs	1,683,306	1,810,565	1,805,000	1,805,000	1,843,000
Interest and Fiscal Charges	-	-	-	-	-
TOTAL EXPENDITURES	1,683,306	1,810,565	1,805,000	1,805,000	1,843,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	16,610	(41,722)	-	20,000	-
OTHER FINANCING SOURCES					
Transfer In - General Fund	-	-	-	-	-
NET CHANGE IN FUND BALANCE	16,610	(41,722)	-	20,000	-
Beginning Fund Balance (Deficit)	55,131	71,741	30,019	30,019	50,019
Ending Fund Balance	$ 71,741	$ 30,019	$ 30,019	$ 50,019	$ 50,019

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
STORMWATER SYSTEM FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Federal sources	$ -	$ -	$ -	$ -	$ -
State sources	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-
EXPENDITURES					
Professional and Contractual	-	-	-	-	-
Capital Outlay	-	-	-	241,600	30,000
TOTAL EXPENDITURES	-	-	-	241,600	30,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	(241,600)	(30,000)
OTHER FINANCING SOURCES (USES)					
Transfer In - General Fund	250,000	250,000	-	-	-
Transfer Out - Capital Projects Fund	-	-	-	(130,000)	-
NET CHANGE IN FUND BALANCE	250,000	250,000	-	(371,600)	(30,000)
Beginning Fund Balance	-	250,000	500,000	500,000	128,400
Ending Fund Balance	$ 250,000	$ 500,000	$ 500,000	$ 128,400	$ 98,400

This fund was established to account for funding sources and expenditures related to the City's Stormwater System.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
COUNTY WIDE ROAD MILLAGE FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Contributions From Other Governments	$ 747,873	$ 776,916	$ -	$ 760,000	$ 760,000
EXPENDITURES					
Capital Outlay	680,445	737,730	750,000	760,000	760,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	67,428	39,186	(750,000)	-	-
Beginning Fund Balance	742,336	809,764	848,950	848,950	848,950
Ending Fund Balance	$ 809,764	$ 848,950	$ 98,950	$ 848,950	$ 848,950

This fund was established to track proceeds from the Grand Traverse County Road Commission for the City's share of a voter approved Road Improvement Millage.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
BROWN BRIDGE TRUST PARK IMPROVEMENT FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Interest revenue	$ -	$ 519	$ -	$ -	$ -
Rents and Royalties	110,233	136,471	200,000	150,000	150,000
Total Revenues	110,233	136,990	200,000	150,000	150,000
EXPENDITURES					
Repairs and Maintenance	-	-	-	-	-
Capital outlay	-	-	300,000	100,000	919,000
Total Expenditures	-	-	300,000	100,000	919,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	110,233	136,990	(100,000)	50,000	(769,000)
OTHER FINANCING SOURCES					
Transfer In - Brown Bridge Trust Fund	1,201,477	-	-	-	-
NET CHANGE IN FUND BALANCE	1,311,710	136,990	(100,000)	50,000	(769,000)
Beginning Fund Balance	-	1,311,710	1,448,700	1,448,700	1,498,700
Ending Fund Balance	$ 1,311,710	$ 1,448,700	$ 1,348,700	$ 1,498,700	$ 729,700

The fund balance of this fund is currently committed to the following projects in the amounts indicated below: 1.)$1,500,000 towards capital improvements at Hickory Hills, and 2.) $300,000 towards capital improvements at the Brown Bridge Quiet Area, and 3.) $49,000 towards capital improvements at Clinch Park, and 4.) $30,000 towards capital improvements at Lay Park, and 5.) $4,500 towards capital improvements at Wags West.

City of Traverse City, Michigan
SPECIAL REVENUE FUND
PUBLIC ARTS COMMISSION FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Contributions-public	$ -	$ 23,700	$ 25,000	$ 25,700	$ 10,000
Contributions-private	-	-	50,000	25,000	-
TOTAL REVENUES	-	23,700	75,000	50,700	10,000
EXPENDITURES					
Office Supplies	-	600	10,000	3,000	2,000
Professional and Contractual	-	2,025	90,000	52,000	23,000
TOTAL EXPENDITURES	-	2,625	100,000	55,000	25,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	21,075	(25,000)	(4,300)	(15,000)
OTHER FINANCING SOURCES					
Transfer In - General Fund	-	-	25,000	10,000	15,000
NET CHANGE IN FUND BALANCE	-	21,075	-	5,700	-
Beginning Fund Balance	-	-	21,075	21,075	26,775
Ending Fund Balance	$ -	$ 21,075	$ 21,075	$ 26,775	$ 26,775

This fund is used to account for amounts from which expenditures may be made for the acquisition, commission, exhibition, and maintenance of works of art .

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City of Traverse City, Michigan
DEBT SERVICE FUND
PARKING BOND DEBT RETIREMENT FUND - TAX EXEMPT
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Contribution - TIF 97	$ 631,481	$ 666,481	$ 700,500	$ 664,000	$ 799,000
EXPENDITURES					
Principal	250,000	295,000	345,000	345,000	585,000
Interest Expense and Fees	381,481	371,481	355,500	319,000	214,000
TOTAL EXPENDITURES	631,481	666,481	700,500	664,000	799,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
Beginning Fund Balance	325	325	325	325	325
Ending Fund Balance	$ 325	$ 325	$ 325	$ 325	$ 325

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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Reimbursements	$ 18,986	$ 18,986	$ 19,000	$ 19,000	$ -
Contribution - TIF 97	132,639	134,639	131,000	131,000	-
TOTAL REVENUES	151,625	153,625	150,000	150,000	-
EXPENDITURES					
Principal	125,000	135,000	140,000	140,000	-
Interest Expense and Fees	26,625	18,625	10,000	10,000	-
TOTAL EXPENDITURES	151,625	153,625	150,000	150,000	-
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 taxable portion of limited tax general obligation bonds outstanding for the Hardy Parking Deck and related projects. The bonds were paid in full during fiscal year end June 30, 2017.

City of Traverse City, Michigan
CAPITAL PROJECT FUND
PARKING CONSTRUCTION BOND FUND - TAX EXEMPT
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Interest Revenue	$ 448	$ 592	$ 5,000	$ 2,000	$ 1,000
EXPENDITURES					
Capital Outlay	-	-	700,000	600,000	100,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	448	592	(695,000)	(598,000)	(99,000)
OTHER FINANCING USES					
Transfer Out - Capital Project Fund	-	-	-	-	-
NET CHANGE IN FUND BALANCE	448	592	(695,000)	(598,000)	(99,000)
Beginning Fund Balance	738,731	739,179	739,771	739,771	141,771
Ending Fund Balance	$ 739,179	$ 739,771	$ 44,771	$ 141,771	$ 42,771

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

City of Traverse City, Michigan
CAPITAL PROJECT FUND
PARKING BOND CONSTRUCTION FUND - TAXABLE
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Interest Revenue	$ 65	$ 84	$ 1,000	$ 1,000	$ 500
EXPENDITURES					
Capital Outlay	-	-	100,000	90,000	15,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	65	84	(99,000)	(89,000)	(14,500)
Beginning Fund Balance	107,310	107,375	107,459	107,459	18,459
Ending Fund Balance	$ 107,375	$ 107,459	$ 8,459	$ 18,459	$ 3,959

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 PROJECTS FUND
STORMWATER-ASSET MANAGEMENT-WASTEWATER GRANT FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
State Sources	$ 433,554	$ 880,476	$ 766,500	$ 766,500	$ -
Local Sources/Inkind Match	48,173	138,076	307,300	307,300	-
TOTAL REVENUE	481,727	1,018,552	1,073,800	1,073,800	-
EXPENDITURES					
Capital Outlay	481,727	1,018,552	1,073,800	1,073,800	-
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ -

This grant was established to track the proceeds and expenditures related to the Stormwater, Asset Management, and Wastewater (SAW) grant program established by the State of Michigan Department of Environmental Quality. The grant period ran from January 2013 to May 2017. The grant allows eligible expenditures that the City incurred beginning January 1, 2013 to be reimbursed.

City of Traverse City, Michigan
CAPITAL PROJECTS FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Federal Grants	$ -	$ 375,000	$ -	$ -	$ -
State Grants	1,314,400	23,200	-	-	2,225,000
Interest Revenue	603	355	-	1,000	-
Contributions - Public Entities	154,132	31,718	375,000	603,000	410,000
Contributions - Private Sources	38,135	25,000	-	21,000	1,434,250
Reimbursements	1,268	2,163,910	-	20,000	1,520,250
Miscellaneous	2,313	300,000	-	-	-
TOTAL REVENUES	1,510,851	2,919,183	375,000	645,000	5,589,500
EXPENDITURES					
Personnel Services	462	83	-	-	-
Operating Materials	-	-	-	-	-
Professional Services	208,060	1,337,286	-	-	-
Rentals	181	41	-	-	-
Capital Outlay	3,024,270	3,821,924	1,510,000	1,850,000	11,868,500
TOTAL EXPENDITURES	3,232,973	5,159,334	1,510,000	1,850,000	11,868,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(1,722,122)	(2,240,151)	(1,135,000)	(1,205,000)	(6,279,000)
OTHER FINANCING SOURCES					
Sidewalk Bond Proceeds	-	-	-	-	4,500,000
Transfers In-Brown Bridge Trust Parks Imp. Fund					864,000
Transfer In - Economic Development Fund	-	-	100,000	175,000	-
Transfer In - Special Assessment Fund	-	-	100,000	100,000	-
Transfer In - General Fund	1,708,000	1,585,000	670,000	800,000	915,000
Transfer In - Stormwater Fund	-	-	-	130,000	-
TOTAL OTHER FINANCING SOURCES	1,708,000	1,585,000	870,000	1,205,000	6,279,000
NET CHANGE IN FUND BALANCE	(14,122)	(655,151)	(265,000)	-	-
Beginning Fund Balance	1,287,735	1,273,613	618,462	618,462	618,462
Ending Fund Balance	$ 1,273,613	$ 618,462	$ 353,462	$ 618,462	$ 618,462

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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Interest Revenue	$ 3,185	$ 6,235	$ 4,000	$ 4,000	$ 4,000
Contributions - Public Entities	-	108	-	-	-
Special Assessment	65,510	117,102	125,000	125,000	125,000
TOTAL REVENUES	68,695	123,445	129,000	129,000	129,000
EXPENDITURES					
Capital Outlay	213,058	245,174	250,000	250,000	250,000
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(144,363)	(121,729)	(121,000)	(121,000)	(121,000)
OTHER FINANCING SOURCES (USES)					
Transfer Out-Capital Projects Fund	-	-	(100,000)	(100,000)	-
NET CHANGE IN FUND BALANCE	(144,363)	(121,729)	(221,000)	(221,000)	(121,000)
Beginning Fund Balance	1,258,324	1,113,961	992,232	992,232	871,232
Ending Fund Balance	$ 1,113,961	$ 992,232	$ 871,232	$ 871,232	$ 750,232

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.

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City of Traverse City, Michigan
PERMANENT FUND
BROWN BRIDGE TRUST FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Interest Revenue	$ 264,632	$ 506,783	$ 215,000	$ 215,000	$ 240,000
Rents and Royalties	115,169	-	-	-	-
TOTAL REVENUES	379,801	506,783	215,000	215,000	240,000
OTHER FINANCING (USES)					
Transfers Out-Brown Bridge Park Improvement	-	-	-	-	-
Transfers Out-General Fund	(1,384,201)	(227,606)	(215,000)	(215,000)	(240,000)
TOTAL OTHER FINANCING USES	(1,384,201)	(227,606)	(215,000)	(215,000)	(240,000)
NET CHANGE IN FUND BALANCE	(1,004,400)	279,177	-	-	-
Beginning Fund Balance	13,278,114	12,273,714	12,552,891	12,552,891	12,552,891
Ending Fund Balance	$ 12,273,714	$ 12,552,891	$ 12,552,891	$ 12,552,891	$ 12,552,891

This fund was created with a charter amendment to Section 129, adopted November 7, 1978. In 2014 a voter approved ballot proposal amended the distribution guidelines to provide that money derived from oil, gas or mineral exploration at the Brown Bridge property be deposited in the Brown Bride Park Improvement Fund. As initially established, the interest income from the remaining balance in Brown Bridge Trust 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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Charges for Services-Sales	$ 3,785	$ 16,614	$ 9,500	$ 9,500	$ 10,000
Interest Revenue	3,275	2,173	5,500	5,500	4,000
TOTAL REVENUES	7,060	18,787	15,000	15,000	14,000
EXPENDITURES					
Capital Outlay	-	83,245	-	-	-
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	7,060	(64,458)	15,000	15,000	14,000
OTHER FINANCING SOURCES (USES)					
Transfers Out - General Fund	(5,252)	(5,222)	(5,500)	(5,500)	(4,000)
NET CHANGE IN FUND BALANCE	1,808	(69,680)	9,500	9,500	10,000
Beginning Fund Balance	321,517	323,325	253,645	253,645	263,145
Ending Fund Balance	$ 323,325	$ 253,645	$ 263,145	$ 263,145	$ 273,145

For each lot or crypt sale 15% of the proceeds are deposited in the Cemetery Perpetual Care Fund, 42 1/2% is deposited in the Cemetery Trust 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 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Charges for Services-Fees	$ 2,505	$ 7,504	$ 4,000	$ 4,000	$ 5,000
Interest Revenue	13,385	28,333	11,000	11,000	10,000
TOTAL REVENUES	15,890	35,837	15,000	15,000	15,000
OTHER FINANCING SOURCES (USES)					
Transfers Out - General Fund	(10,724)	(10,758)	(11,000)	(11,000)	(10,000)
NET CHANGE IN FUND BALANCE	5,166	25,079	4,000	4,000	5,000
Beginning Fund Balance	403,424	408,590	433,669	433,669	437,669
Ending Fund Balance	$ 408,590	$ 433,669	$ 437,669	$ 437,669	$ 442,669

For each lot or crypt sale 15% of the proceeds are deposited in the Cemetery Perpetual Care Fund, 42 1/2% is deposited in the Cemetery Trust 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.

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PARKING SYSTEM FUND

Mission Statement: *Traverse City Parking Services promotes commerce and quality of life for Downtown, NMC Campus, Munson Hospital and residential neighborhoods by providing, maintaining, and developing parking, for present and for future bicyclist and motorists, through efficient and effective management.*

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 2017-18 budget includes revenues and expenses for operation of the entire parking system, including two parking garages.

Currently, there remains one (1) full-time City employee, and a management contract with the DDA to provide the remaining staff needed to operate the parking system. Our largest line item in the Parking System Fund is Professional Services of which 50% of the budgeted amount is the contract agreement rate with the DDA. The DDA will have a staff of three full-time and twelve to sixteen part-time employees who dedicate nearly 100% of their time to TCPS as part of this agreement in all areas of operations including Administration, Ambassador/Enforcement, Maintenance, and Office Clerks. The remaining four full-time employees of the DDA dedicate various percentages of their time to TCPS on an as-needed basis.

The Equipment line item includes funds for the purchase of a new web-based camera system for the Hardy Parking Garage and additional cameras to increase security at the Old Town Garage and improve management. As always, the ultimate expenditure will be reviewed by the DDA in advance of actual City Commission approval.

Parking permits at downtown surface lots are staying consistent. The Old Town Parking garage where Hagerty's continued efforts to grow and hire more staff has resulted in additional permit purchases from last year, and some staff will be moving to the Hardy Garage. An increase in permit fees in 2017 are expected to yield a minimal increase for parking permits.

Last year, a quarterly report was implemented and is published following each quarter. The report provides details on upcoming projects, status of existing projects, and data from pay station revenue, citation issuance, appeals, and permit sales.

GOALS

1. Provide a successful, attractive parking environment that supports economic growth and tourism 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	2012/2013	2013/14	2014/15	2015/16	2016/17 as of 2/16	2017/18 Estimate
Output	Number of parking fines issued	16,343	20,893	27,095	23,679	7,528	24,500
	Estimated number of vehicles processed in the parking decks	314,279	221,013	325,000			325,000
Efficiency	Utilization of parking decks at 2 pm	80.6%	75.9%	76.5%			
	Utilization of parking decks Monday through Friday all day	115.1%	88.6%	89%			
	% of revenue collected from parking fines	81.2%	80.3%	84%	88%	77%	85%
	Commercial space (sf) per public surface space	778	818	825	825		

SUMMARY OF SIGNIFICANT BUDGET CHANGES

REVENUE

Parking Deck Proceeds – Expect an increase in garage proceeds due to a reduced period of free parking.

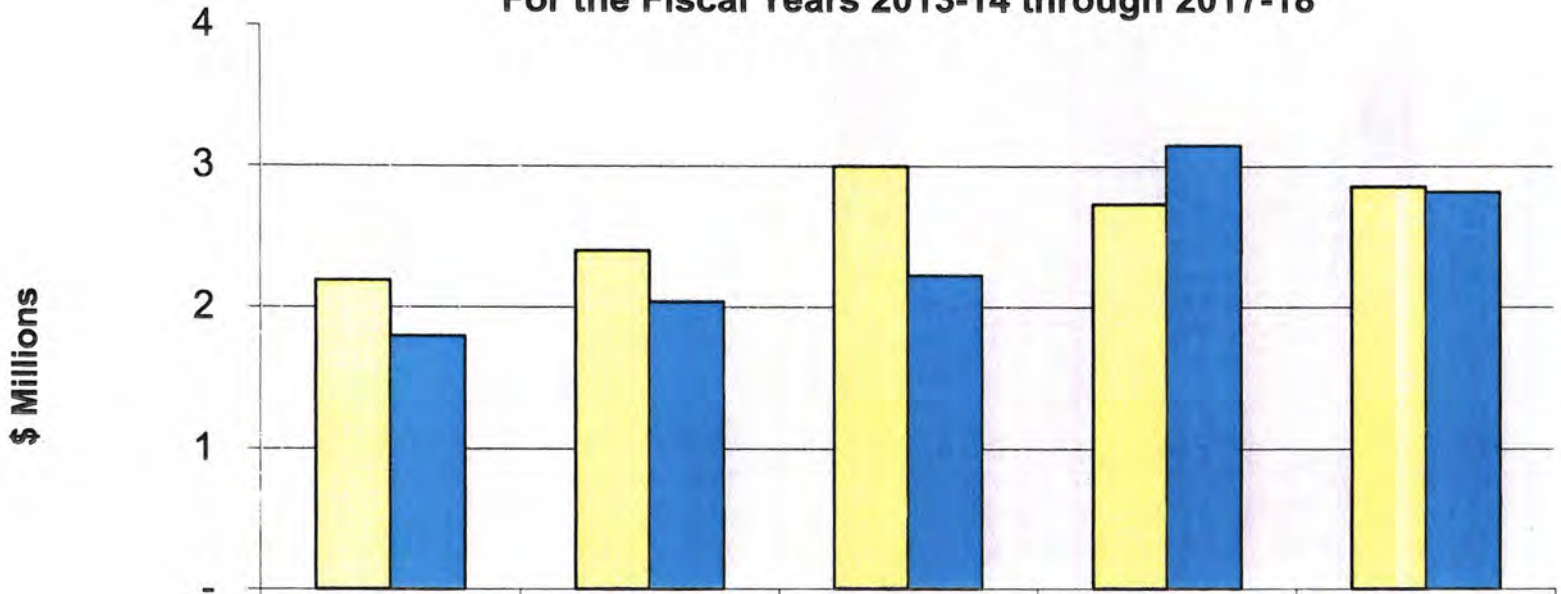
Parking Fees-Coin – Expect an increase in revenue from expanded payment options for on-street and off-street parking.

EXPENSES

Repair and Maintenance – Projections for this line item are expected to decrease significantly from the previous year. The only CIP projects are to repave parking lot P and potentially reconstruct parking lot K.

NONOPERATING REVENUES (EXPENSES)

Transfer Out – City Fee – The City fee will remain at the rate of 10% (approximately $290,000) 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.



	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Projected	2017-18 Requested
Revenue	$2,189,897	$2,399,255	$2,997,917	$2,729,800	$2,854,900
Expenses	$1,797,524	$2,037,053	$2,222,735	$3,142,600	$2,817,150

City of Traverse City, Michigan
ENTERPRISE FUND
PARKING SYSTEM FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
OPERATING REVENUES					
Parking Deck Proceeds	$ 330,414	$ 351,960	$ 345,000	$ 345,000	$ 370,000
Parking Fees-Meters	869,285	1,349,311	900,000	1,300,000	1,300,000
Permits - Surface Lots	212,789	218,656	240,000	240,000	240,000
Permits - Parking Deck	537,649	589,275	480,000	480,000	580,000
Proximity Card Fee	-	-	-	-	-
Parking Fines	400,052	361,317	335,000	335,000	335,000
Rents and Royalties	23,665	25,338	26,300	26,300	26,300
Reimbursements	4,292	350	-	-	-
Recovery of Bad Debts	-	-	-	-	-
Miscellaneous Income	4,166	3,707	-	-	100
TOTAL OPERATING REVENUES	2,382,312	2,899,914	2,326,300	2,726,300	2,851,400
OPERATING EXPENSES					
Salaries and Wages	52,650	47,802	78,250	78,250	76,000
Fringe Benefits	24,407	33,096	24,150	24,150	25,450
Office/Operation Supplies	34,299	46,524	53,000	53,000	53,000
Professional Services	672,062	767,215	1,002,200	1,002,200	942,200
Communications	22,156	19,451	49,000	49,000	50,500
Transportation	4,466	4,516	8,000	8,000	8,000
Professional Development	5,968	2,058	10,000	10,000	10,000
Printing and Publishing	15,685	11,139	22,000	22,000	22,000
Insurance and Bonds	24,286	25,195	21,000	21,000	21,000
Utilities	127,212	91,696	150,000	150,000	130,000
Repairs and Maintenance	71,750	225,595	573,000	573,000	401,000
Rentals	166,445	150,451	119,000	119,000	119,000
Miscellaneous	11,211	7,321	135,500	135,500	10,500
Equipment *	128,866	10,908	179,500	179,500	234,000
Depreciation Expense	440,567	489,247	445,000	445,000	429,000
TOTAL OPERATING EXPENSES	1,802,030	1,932,214	2,869,600	2,869,600	2,531,650
OPERATING INCOME (LOSS)	580,282	967,700	(543,300)	(143,300)	319,750
NON-OPERATING REVENUES					
Gain on Sale of Assets	1,434	91,298	-	-	-
Capital Contribution	12,500	-	-	-	-
Interest Revenue	3,009	6,705	3,500	3,500	3,500
TOTAL NON-OPERATING REVENUES	16,943	98,003	3,500	3,500	3,500
INCOME BEFORE TRANSFERS	597,225	1,065,703	(539,800)	(139,800)	323,250
Transfer Out - Other	-	-	-	-	-
Transfer Out - City Fee	(235,023)	(290,521)	(233,000)	(273,000)	(285,500)
Total Transfers Out	(235,023)	(290,521)	(233,000)	(273,000)	(285,500)
CHANGE IN NET POSITION	362,202	775,182	(772,800)	(412,800)	37,750
Net Position, Beginning of year	20,216,572	20,578,774	21,353,956	21,353,956	20,941,156
Net Position, End of year **	$ 20,578,774	$ 21,353,956	$ 20,581,156	$ 20,941,156	$ 20,978,906
Personnel Services %	4.28%	4.19%	3.57%	3.57%	4.01%
F.T.E. Employees = .9					

* Note: Equipment Expenditures of $234,000 are reported here for budget purposes only, actual Enterprise Fund financial statement reporting will reflect this as an increase in Fixed Assets.

** Ending net position represents the difference between total assets (including long-term fixed assets) and total liabilities the cash balance at 6/30/16 was $5,645,000.

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 the 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 SIGNIFICANT BUDGET CHANGES – OPERATING REVENUES

Rate Increase – The City Treasurer has recommended a rate increase of $2.00 per the first 600 cubic feet, and $2.00 per each additional thousand cubic feet to take effect in the fiscal year ending June 30, 2017.

GOALS – WWTP and Pump Stations

1. Finalize strategy for membrane replacement and establish funding for implementation.
2. Complete five 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	2010/11	2011/12	2012/13	2013/14	2014/15
Output	Billions of gallons treated	1.4619	1.5608	1.5120	1.7200	1.7100
	Millions of pounds of BOD treated	3.43M	3.50M	3.37M	3.28M	3.19M
	Recordable safety incidents	0	0	1	0	1
Efficiency	Percentage of effluent in compliance with NPDES permit	100%	100%	100%	100%	100%
	Kilowatt hours used/pound of BOD treated	1.2980	1.2880	1.3000	1.4100	1.4500
	Total recordable rates	0	0	9%	0	5.5%
	Days away restricted transfer	0	0	0	0	2

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 83.2 miles of gravity sewer and 4.8 miles of forced main sanitary sewer.
- Cleaning and maintaining 1,892 sewer manholes.
- 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 62 storm water treatment systems on outfalls

GOALS – MAINTENANCE AND REPAIRS

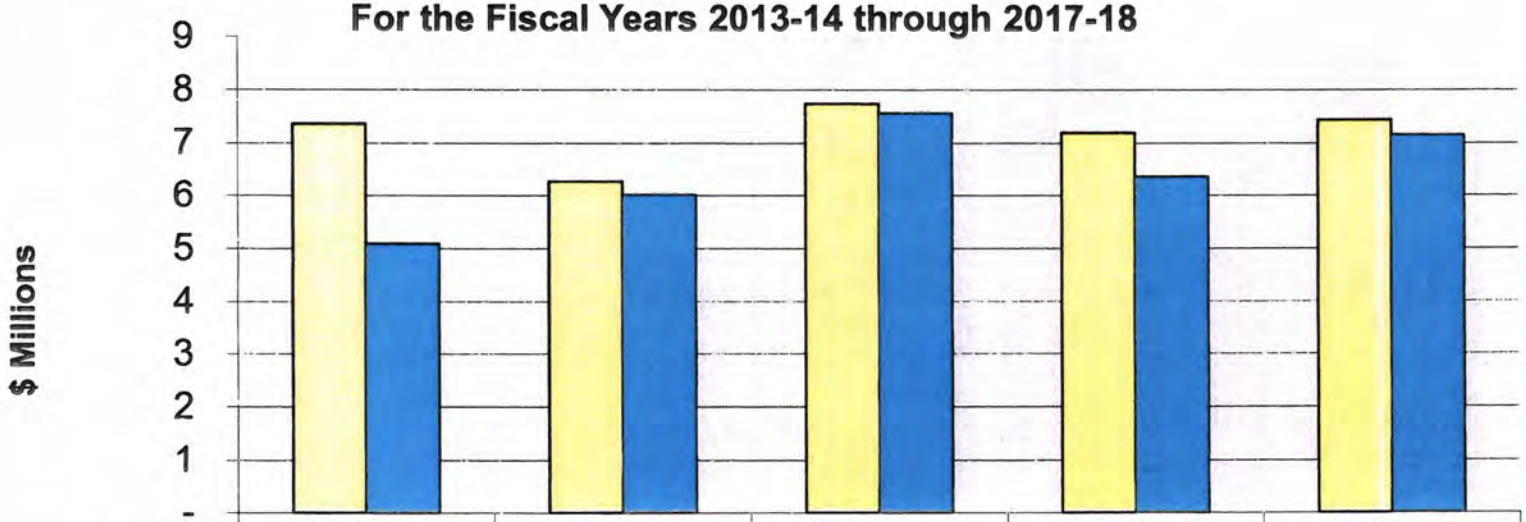
1. Completion of SAW Grant
2. Implementation of new AMI metering system
3. Increase efforts to reduce the number of sewer calls.

4. Attempt to clean thirty percent of the sanitary system on a yearly basis.

PERFORMANCE MEASUREMENTS - MAINTENANCE AND REPAIRS

	Performance Indicators	2010/11	2011/12	2012/13	2013/14	2016/17 to date
Output	Sewer maintenance calls	58	73	96	84	41
	Footage of Sewers CCTV's	-	-	-	-	15,000
	Footage of sewers cleaned	39,681	40,466	29,603	63,422	119,000
Efficiency	Percentage of maintenance calls responded to within one hour	99%	100%	100%	100%	100%
	Percentage of sewer backups that were homeowner responsibility	78%	73%	76%	86%	71%
	Percentage of annual sewers cleaned	10%	10%	7%	15%	28%

City of Traverse City, Michigan
Wastewater Fund Revenues and Expenditures
For the Fiscal Years 2013-14 through 2017-18



	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Projected	2017-18 Requested
Revenue	$7,362,225	$6,262,990	$7,738,941	$7,194,000	$7,437,000
Expenses	$5,080,955	$6,007,830	$7,559,794	$6,353,600	$7,152,900

Fiscal Years

City of Traverse City, Michigan
ENTERPRISE FUND
WASTEWATER FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
OPERATING REVENUES					
Sewer Service Charges	$ 4,764,079	$ 4,978,996	$ 5,092,500	$ 5,000,000	$ 5,025,000
Public Authority	1,228,679	2,636,868	1,629,800	1,988,000	2,296,600
Industrial Pretreatment	3,800	6,500	6,000	6,000	6,000
Septage Treatment	12,359	25,469	11,000	11,000	19,800
Forfeited Discounts	15,291	13,921	14,000	14,000	14,000
Interdepartmental Sales	87,675	-	1,000	1,000	1,000
Merchandise and Jobbing	500	-	1,000	1,000	1,000
Miscellaneous	65,918	41,991	121,000	121,000	41,000
TOTAL OPERATING REVENUES	6,178,301	7,703,745	6,876,300	7,142,000	7,404,400
OPERATING EXPENSES					
WWTP AND PUMP STATIONS					
Salaries and Wages	-	-	25,000	3,000	34,000
Fringe Benefits	-	-	9,000	-	-
Professional Services	3,326,616	5,008,881	4,199,000	3,984,000	4,624,200
Septage Contract	-	-	-	-	-
Industrial Pretreatment Costs	-	-	1,000	1,000	1,000
Insurance and Bonds	51,893	59,427	60,000	60,000	60,700
Total WWTP and Pump Stations	3,378,509	5,068,308	4,294,000	4,048,000	4,719,900
MAINTENANCE AND REPAIRS					
Salaries and Wages	392,081	387,967	377,000	388,000	453,000
Fringe Benefits	170,408	267,480	161,000	173,000	200,000
Office/Operation Supplies	19,246	15,261	30,000	20,000	30,000
Professional Services	130,722	84,201	106,000	82,000	106,000
Communications	123	1,470	1,200	1,200	1,600
Transportation	8,354	4,657	8,000	6,000	8,000
Professional Development	4,513	6,303	6,500	6,500	6,500
Public Utilities	5,033	7,037	7,500	7,500	7,500
Insurance and Bonds	622	649	1,500	1,500	1,500
Repairs and Maintenance	300,377	83,586	20,000	30,000	20,000
Rentals	81,596	75,046	110,000	93,000	100,000
Total Maintenance and Repairs	1,113,075	933,657	828,700	808,700	934,100
ADMINISTRATIVE AND GENERAL					
Salaries and Wages	146,384	137,746	149,000	128,000	149,000
Fringe Benefits	72,349	65,004	72,300	80,500	71,000

City of Traverse City, Michigan
ENTERPRISE FUND
WASTEWATER FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
ADMINISTRATIVE AND GENERAL (Continued)					
Office/Operation Supplies	14,956	15,898	17,300	11,000	17,300
Professional Services	19,999	14,543	17,000	19,000	17,000
Communication	74	49	200	100	200
Professional Development	1,527	439	2,500	800	2,500
Printing and Publishing	2,173	342	3,000	600	3,000
Rentals	4,531	8,586	5,000	7,000	5,000
Collection Costs	(4,631)	2,271	2,000	2,000	2,000
Transportation	1,330	1,172	2,500	1,500	2,500
Miscellaneous	2,651	1,824	3,400	1,400	3,400
Depreciation & Amortization	610,844	611,832	613,000	613,000	617,000
Total Administrative and General	872,187	859,706	887,200	864,900	889,900
TOTAL OPERATING EXPENSES	5,363,771	6,861,671	6,009,900	5,721,600	6,543,900
OPERATING INCOME	814,530	842,074	866,400	1,420,400	860,500
NON OPERATING REVENUES (EXPENSES)					
Federal revenue	-	-	-	-	-
Reimbursements	84,403	30,661	500,000	50,000	30,600
Interest Revenue	286	4,535	2,000	2,000	2,000
Gain (Loss) on sale of capital assets	-	-	-	-	-
Interest/Finance Charges	(338,934)	(312,754)	(279,000)	(279,000)	(237,000)
Total Non-Operating Revenues (Expenses)	(254,245)	(277,558)	223,000	(227,000)	(204,400)
Income Before Transfers	560,285	564,516	1,089,400	1,193,400	656,100
Transfers Out - City Fee	(305,125)	(385,369)	(330,000)	(353,000)	(372,000)
CHANGE IN NET POSITION	255,160	179,147	759,400	840,400	284,100
Net position, beginning of year	15,616,124	15,871,284	16,050,431	16,050,431	16,890,831
Net position, end of year **	$ 15,871,284	$ 16,050,431	$ 16,809,831	$ 16,890,831	$ 17,174,931
Distribution Personnel Services % F.T.E. Employees = 6.75	50.53%	70.20%	64.92%	69.37%	69.91%
Administrative and Plant Personnel Services % F.T.E. Employees = 2.83	25.08%	23.58%	28.78%	24.45%	28.54%

** Ending net position represents the difference between total assets (including long-term fixed assets) and total liabilities the cash balance at 6/30/16 was $ 170,525.

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.

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, and portions of Garfield, Peninsula and Elmwood Townships. The water 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 operate a state certified lab to monitor water quality and provide bacteriological testing 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/maintenance

GOALS – PLANT, STORAGE TANKS AND BOOSTER STATIONS

1. Continued focus on Capital Improvement Projects (CIP) as recommended in the 2014 Water System Reliability Study including construction of a new 2 million gallon reservoir adjacent to the existing Barlow reservoir to improve water storage redundancy and allow repair and repainting of the Barlow reservoir. Other planned maintenance and equipment upgrades include repair of one high service and low service pump annually, install a VFD control on a high service pump, repair one pump annually at the Huron Hills and Wayne Hill Booster Stations, repair several facility roofs and remove sludge from one filter wash water lagoon.

PERFORMANCE MEASUREMENTS – PLANT, STORAGE TANKS AND BOOSTER STATIONS

	Performance Indicators	2012/13	2013/14	2014/15	2015/16
Output	Million gallons of water pumped	2188.21	2078.25	2084.43	2,133.99
	Chemical costs	$ 71,363	$87,680	$61,865	$72,544
	Electrical demand - kWh (kiloWatt-hours)	2,431,193	2,405,784	2,323,177	2,275,452
Efficiency	Chemical cost per million gallons water pumped	$ 32.61	$42.19	$29.77	$34.00
	Gallons / kWh	900.06	863.86	897.23	937.83

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

Professional and Contractual - Increase in budget to accommodate CIP FY 2017-18 projects related to consulting design engineering cost for the Barlow Reservoir Rehabilitation project, increase in MDEQ mandated water quality testing (additional fees) and Electrical Preventative Maintenance program including electrical inspections of panels, motors and switch gears as recommended by Hartford Steam Boiler Inspection and Insurance Company.

Repairs and Maintenance - Decrease in budget due to less costly Capital Improvement Projects planned overall for FY 2017-18.

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 1,788 main line water valves.
- Installing and maintaining 7,510 water services/meters.
- Flushing, repairing and draining 989 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.

The Division's staff includes:

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

GOALS - DISTRIBUTION

1. Award bid to contractor to install AMI metering system.
2. Exercise 1/3 of water system valves.
3. Final push to eliminate remaining galvanized services (lead goosenecks).

PERFORMANCE MEASUREMENTS - DISTRIBUTION

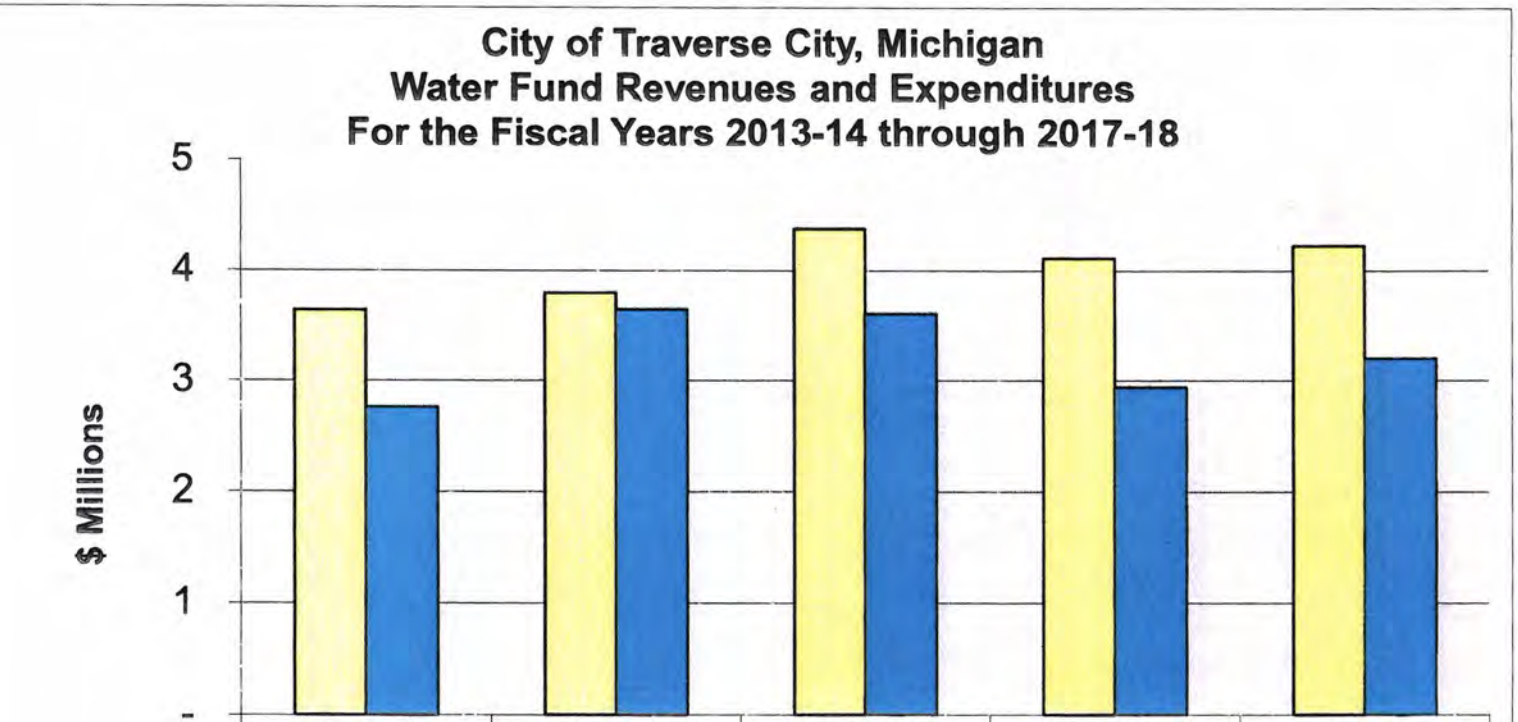
	Performance Indicators	2010/11	2011/12	2012/13	2015/16	2016-17 to date
Efficiency/Output	Galvanized services changed	64	22	24	24	55
	Fire hydrants winterized	980	984	985	985	989
	Galvanized services remaining	251	229	205	126	63

SUMMARY OF SIGNIFICANT BUDGET CHANGES – DISTRIBUTION

Repair and Maintenance – Significant decrease expected as large one time projects in prior years have been completed.

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 an AMI meter reading system.
4. Continue working with Light and Power towards implementation of an AMI Meter Reading System.



	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Projected	2017-18 Requested
Revenue	$3,639,076	$3,797,437	$4,374,650	$4,112,000	$4,225,000
Expenses	$2,757,389	$3,642,786	$3,603,688	$2,935,300	$3,198,000

City of Traverse City, Michigan
ENTERPRISE FUND
WATER FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
OPERATING REVENUES					
Water Sales	$ 2,926,929	$ 3,205,029	$ 3,086,000	$ 3,156,000	$ 3,206,000
Water Hydrant Fees	12,000	12,000	12,000	12,000	12,000
Public Authority	650,975	1,033,432	769,000	842,000	902,000
Merchandise and Jobbing	36,813	24,922	20,000	24,000	32,000
Taps, Meters and Pits	13,026	11,376	12,000	18,000	12,000
Contributions	14,528	7,000	1,000	-	1,000
Miscellaneous	52,841	61,683	58,000	57,000	57,000
TOTAL OPERATING REVENUES	3,707,112	4,355,442	3,958,000	4,109,000	4,222,000
OPERATING EXPENSES					
PLANT, STORAGE TANKS AND BOOSTER STATIONS					
Salaries and Wages	382,059	401,733	390,000	400,000	414,000
Fringe Benefits	192,264	344,135	161,000	181,500	216,300
Office/Operation Supplies	89,590	93,278	123,000	107,000	123,000
Professional Services	292,763	242,571	72,000	64,000	142,000
Communications	12,477	12,409	15,000	12,000	15,000
Transportation	700	495	3,000	2,000	3,000
Professional Development	2,681	3,526	5,000	4,000	5,000
Insurance and Bonds	33,324	33,000	38,000	37,000	38,000
Utilities	278,171	256,376	280,000	240,000	280,000
Repairs and Maintenance	337,115	699,778	360,000	270,000	230,000
Rentals	7,190	3,153	10,000	8,000	10,000
Total Plant, Storage Tanks and Booster Stations	1,628,334	2,090,454	1,457,000	1,325,500	1,476,300
DISTRIBUTION					
Salaries and Wages	291,208	286,041	367,000	300,000	326,000
Fringe Benefits	150,321	162,379	197,000	174,000	198,000
Office/Operation Supplies	249,793	89,962	190,000	100,000	100,000
Communications	123	1,470	1,200	1,200	1,600
Professional Services	199,262	164,859	146,000	120,000	160,000
Transportation	11,434	6,419	9,000	9,000	8,000
Professional Development	3,270	5,881	6,000	6,000	6,000
Insurance and Bonds	1,176	1,228	1,200	1,200	1,300
Utilities	15,083	13,117	15,000	15,000	15,000
Repairs and Maintenance	273,898	(16,882)	147,000	50,000	20,000
Rentals	88,546	55,830	92,000	92,000	112,000
Total Distribution	1,284,114	770,304	1,171,400	868,400	947,900

City of Traverse City, Michigan
ENTERPRISE FUND
WATER FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
ADMINISTRATIVE AND GENERAL					
Salaries and Wages	146,497	141,336	150,000	130,000	150,000
Fringe Benefits	72,376	65,304	74,000	74,000	74,000
Office Supplies	14,956	15,898	17,000	17,000	17,000
Communications	74	49	200	200	200
Professional Services	22,599	17,143	17,000	17,000	17,000
Professional Development	1,527	439	2,800	2,800	2,800
Printing and Publishing	2,173	342	3,000	3,000	3,000
Rentals	4,531	8,586	5,000	5,000	5,000
Collection Costs	(1,055)	2,532	2,000	2,000	2,000
Transportation	1,330	1,172	2,500	2,500	2,500
Miscellaneous	2,242	1,395	3,300	3,300	3,300
Inventory Adjustments	-	-	5,000	5,000	5,000
Depreciation Expense	270,864	270,002	274,000	274,000	281,000
Total Administrative and General	538,114	524,198	555,800	535,800	562,800
TOTAL OPERATING EXPENSES	3,450,562	3,384,956	3,184,200	2,729,700	2,987,000
OPERATING INCOME	256,550	970,486	773,800	1,379,300	1,235,000
NON OPERATING REVENUES (EXPENSES)					
State sources	-	-	-	-	-
Reimbursements	88,469	17,221	1,000	1,000	1,000
Interest Revenue	1,856	1,987	2,000	2,000	2,000
Interest/Finance Charges	-	-	-	-	-
Total Non-Operating Revenues (Expenses)	90,325	19,208	3,000	3,000	3,000
Income Before Transfers	346,875	989,694	776,800	1,382,300	1,238,000
Transfers out - City Fee	(192,224)	(218,732)	(197,900)	(205,600)	(211,000)
CHANGE IN NET POSITION	154,651	770,962	578,900	1,176,700	1,027,000
Net position, beginning of year	9,105,663	9,260,314	10,031,276	10,031,276	11,207,976
Net position, end of year **	$ 9,260,314	$ 10,031,276	$ 10,610,176	$ 11,207,976	$ 12,234,976
Plant Personnel Services % F.T.E. Employees = 6.52	35.27%	35.68%	37.82%	43.87%	42.69%
Distribution Personnel Services % F.T.E. Employees = 5.52	34.38%	58.21%	48.15%	54.58%	55.28%
Adminstrative Personnel Services % F.T.E. Employees = 2.61	40.67%	39.42%	40.30%	38.07%	39.80%

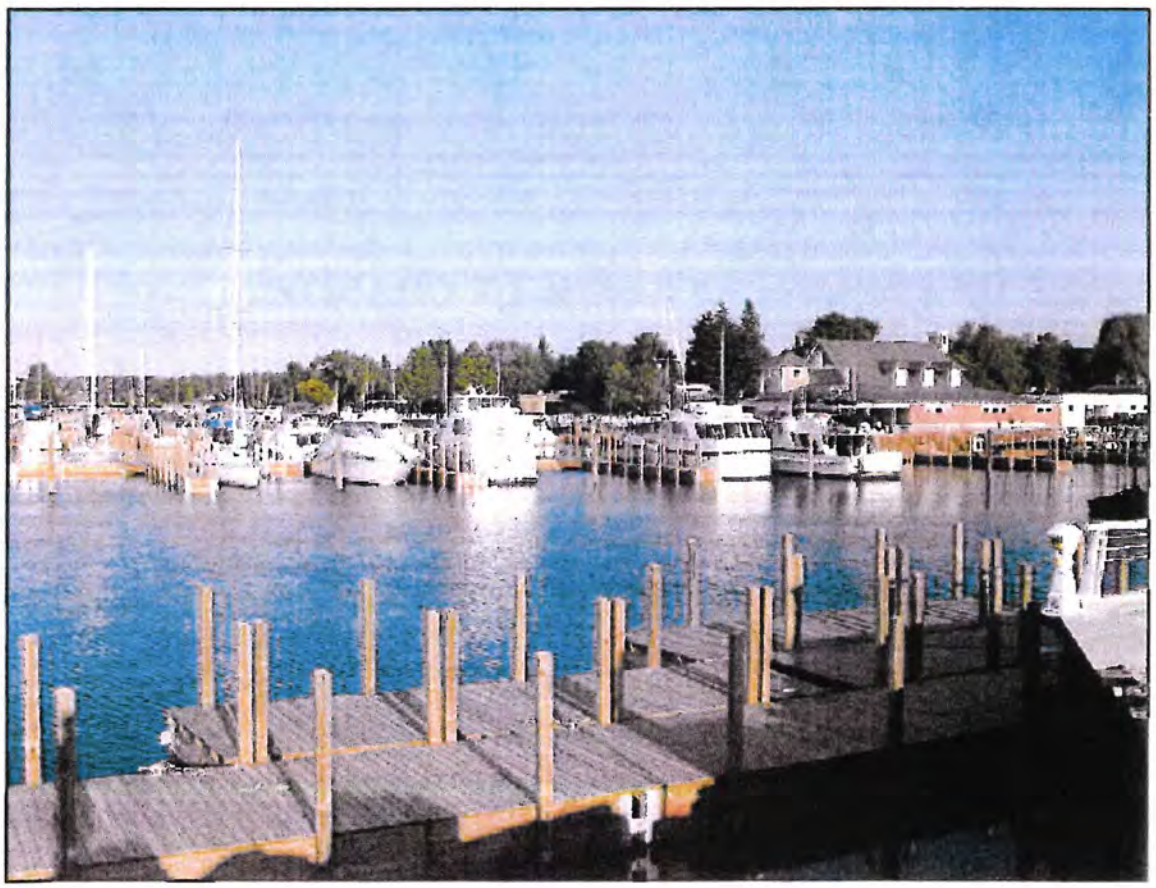
The cost of providing water services is accounted for in this fund. Revenues are primarily from charges to customers for water usage. Revenues from water sales are used to pay for some improvements with direct contributions to capital required from customers in the form of hookup fees. The water revenues are also used to pay principal and interest on the revenue bonds used to finance improvements when debt is issued. Currently, the water fund has no outstanding debt.

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 the Hickory Hills ski area in the winter months
Seasonal Assistant Dockmaster
10 seasonal dock attendants
3 seasonal night security staff
1 marina maintenance person



GOALS

1. Increase marina revenue by adjusting to fluctuations in occupancy.
2. Provide a clean and safe environment by consistently providing excellent service and facility maintenance.

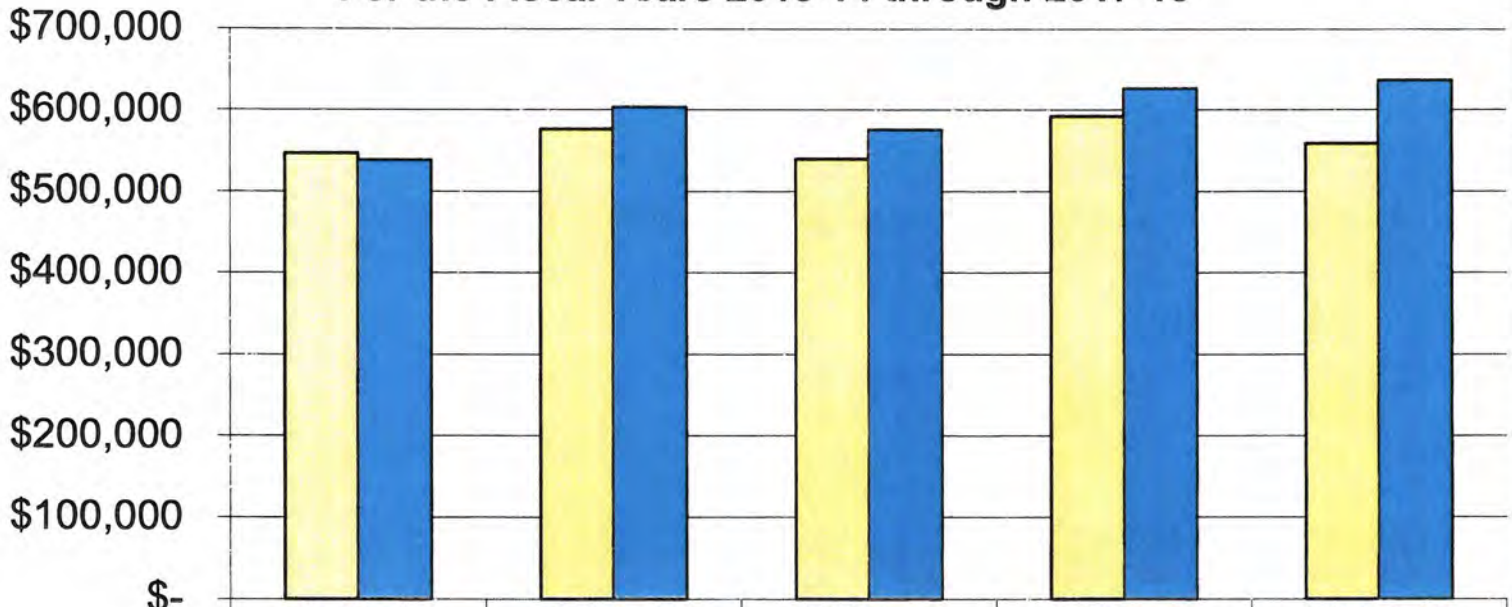
PERFORMANCE MEASUREMENTS

	Performance Indicators	2011/12	2012/13	2013/14	2014/15	2015/16
Output	Transient boat days	5.242	6,439	7,291	6,542	5,978
	Seasonal boat days	9,381	9,381	9,381	9,381	9,381
	Gasoline gross sales	$ 236,773	$ 259,788	$ 252,125	$ 219,138	$249,085
	Diesel gross sales	$125,562	$ 97,408	$ 102,453	$ 79,217	$ 71,914
Efficiency	Actual percentage of occupancy	65%	71%	76%	73%	70%
	Net sales (gross sales less cost of goods sold)	$27,716	$ 24,741	$ 40,520	$ 34,701	$ 19,553

SUMMARY OF SIGNIFICANT BUDGET CHANGES

REVENUE

Boat Wells – Budgeted boat wells revenue was decreased based on the trend of actual revenues over the past several years.



	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 projected	2017-18 Requested
Revenue	$546,157	$575,964	$539,575	$592,000	$558,500
Expenses	$538,140	$602,785	$575,372	$626,200	$636,100

Fiscal Years

City of Traverse City, Michigan
ENTERPRISE FUND
DUNCAN L CLINCH MARINA FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
OPERATING REVENUES					
Launch Permits	$ 3,189	$ 3,214	$ 3,500	$ 3,000	$ 3,500
Boat Wells	387,647	386,162	400,000	400,000	390,000
Computerized Reservations	102,356	102,086	100,000	120,000	100,000
Gasoline and Oil (Net of Cost)	34,701	19,553	35,000	24,000	25,000
Reimbursements	1,518	-	-	-	-
Miscellaneous Revenues	46,536	28,485	40,000	45,000	40,000
TOTAL OPERATING REVENUES	575,947	539,500	578,500	592,000	558,500
OPERATING EXPENSES					
Salaries and Wages	92,862	94,622	107,000	102,000	103,000
Fringe Benefits	37,319	47,779	42,600	41,800	43,800
Office/Operation Supplies	11,285	15,965	16,000	14,500	16,000
Professional Services	164,042	186,541	190,000	190,000	190,000
Communications	9,823	10,192	10,000	10,000	10,000
Transportation	1,665	578	1,500	1,500	1,500
Professional Development	789	1,150	1,000	1,000	1,000
Printing & Publishing	309	207	800	800	800
Insurance & Bonds	5,698	7,769	6,000	6,000	7,000
Utilities	37,345	33,854	38,000	35,000	35,000
Repairs and Maintenance	75,500	35,535	80,000	65,000	70,000
Rentals	5,825	5,973	4,000	4,000	6,000
Miscellaneous Expense	-	-	-	-	-
Depreciation Expense	108,228	108,228	108,000	108,000	108,000
TOTAL OPERATING EXPENSES	550,690	548,393	604,900	579,600	592,100
OPERATING INCOME (LOSS)	25,257	(8,893)	(26,400)	12,400	(33,600)
NON OPERATING REVENUES (EXPENSES)					
State Grant	-	-	-	-	-
Interest Revenue	17	75	-	-	-
Interest Expense	(23,345)	-	(20,000)	(17,000)	(16,000)
Total Non-Operating Revenues (Expenses)	(23,328)	75	(20,000)	(17,000)	(16,000)
Income Before Transfers	1,929	(8,818)	(46,400)	(4,600)	(49,600)
Transfers In	-	-	-	-	-
Transfers Out - City Fee	(28,750)	(26,979)	(28,900)	(29,600)	(28,000)
CHANGE IN NET POSITION	(26,821)	(35,797)	(75,300)	(34,200)	(77,600)
Net position, beginning of year (restated in 2015)	8,572,222	8,545,401	8,509,604	8,509,604	8,475,404
Net position, end of year **	$ 8,545,401	$ 8,509,604	$ 8,434,304	$ 8,475,404	$ 8,397,804
Personnel Services %	53.97%	56.42%	52.34%	53.62%	53.00%

(Includes $167,000 in Seasonal Contract Labor)
F.T.E. Employees = 1.0

** Ending net position represents the difference between total assets (including long-term fixed assets) and total liabilities
the cash balance at 6/30/16 was $ 335,000

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.

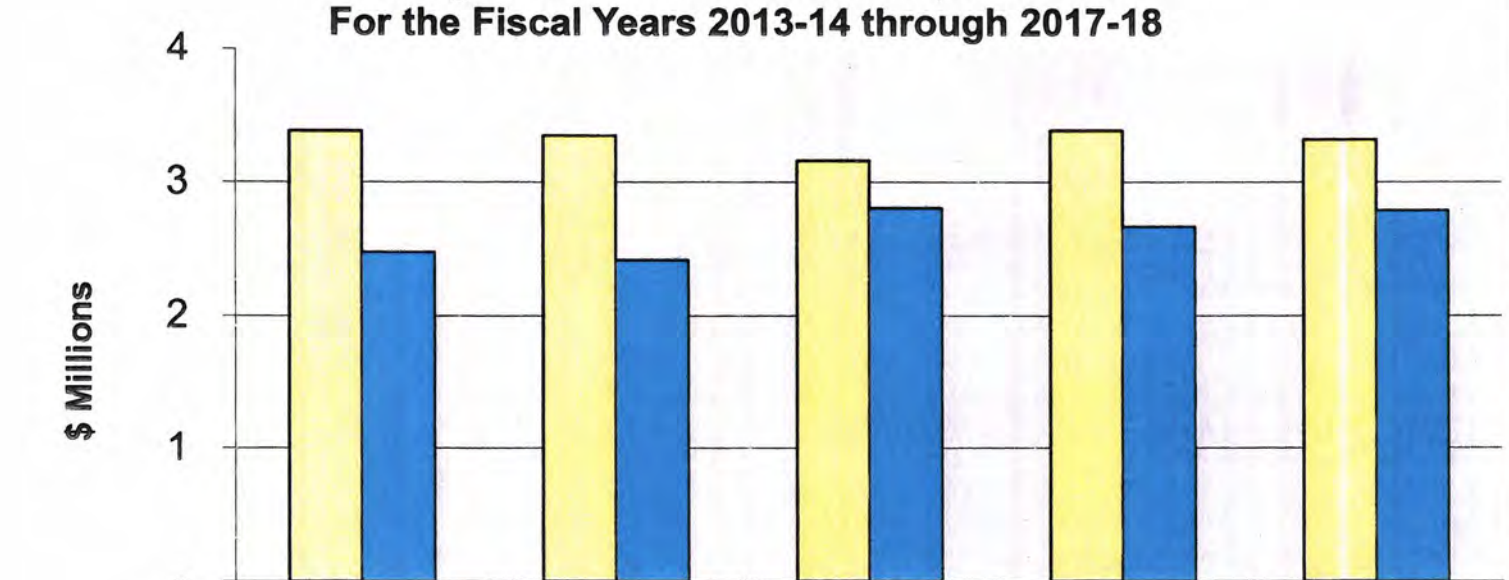
The Garage Division's top priority is keeping the most cost effective equipment on the road at-all-times. To this extent, the Garage operates two shifts and is open 16 hours daily. This allows equipment to be serviced and/or repaired during the evening hours so it is ready for crews in the morning. Extended 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	2011/12	2012/13	2013/2014	2014/15	2015/16
Output	Average age of motorized fleet	11.09 yrs	11.06 yrs	6.88 yrs	8.42	4.01
	Annual maintenance costs	$936,649	$1,103,525	$1,130,799	$1,153,339	$1,180,766
	Scheduled vehicle/equipment replacement	16	21	36	29	15
Efficiency	Labor cost as a percentage of total maintenance costs	65%	57%	55%	56%	54%
	Part cost as a percentage of total maintenance costs	35%	34.3%	38%	35%	40%
	Preventative maintenance dollars as a % of total maintenance	17%	16.6%	38%	20%	20%



	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Projected	2017-18 Requested
Revenue	$3,378,165	$3,343,653	$3,157,109	$3,381,500	$3,315,500
Expenses	$2,473,796	$2,414,812	$2,804,990	$2,666,500	$2,786,500

Fiscal Years

City of Traverse City, Michigan
INTERNAL SERVICE FUND
GARAGE FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
OPERATING REVENUES					
Rental-Motor Pool	$ 2,442,495	$ 2,341,010	$ 2,331,000	$ 2,710,000	$ 2,545,000
Interdepartmental Sales	580,983	309,162	500,000	334,000	400,000
Rentals	232,716	237,933	238,000	256,000	265,000
TOTAL OPERATING REVENUES	3,256,194	2,888,105	3,069,000	3,300,000	3,210,000
OPERATING EXPENSES					
Salaries and Wages	499,516	507,394	531,500	537,500	571,000
Fringe Benefits	266,493	319,449	228,500	186,500	218,000
Office/Operation Supplies	299,917	303,511	227,500	272,500	277,500
Cost of Sales - Outside	35,872	9,074	27,000	7,000	20,000
Cost of Sales - Interdepartment	251,066	167,381	320,000	163,000	230,000
Professional Services	124,811	190,237	76,500	120,000	90,000
Communications	5,698	6,814	6,500	9,000	9,000
Transportation	1,661	1,598	2,000	2,000	2,000
Professional Development	3,809	4,649	8,000	3,000	5,000
Printing & Publishing	4,516	4,002	5,000	1,000	1,000
Insurance and Bonds	58,094	56,497	50,000	52,000	50,000
Utilities	25,393	54,321	32,400	42,000	28,000
Repairs and Maintenance	28,891	35,704	35,000	50,000	50,000
Rentals	3,750	8,073	8,400	21,000	10,000
Depreciation Expense	805,325	1,136,286	800,000	1,200,000	1,225,000
Inventory Adjustments	-	-	-	-	-
TOTAL OPERATING EXPENSES	2,414,812	2,804,990	2,358,300	2,666,500	2,786,500
OPERATING INCOME (LOSS)	841,382	83,115	710,700	633,500	423,500
NON OPERATING REVENUES					
Interest Revenue	875	950	1,000	1,000	1,000
Other Revenue	43,144	67,056	30,500	30,500	54,500
Gain on Sale of Fixed Assets	43,440	200,998	50,000	50,000	50,000
TOTAL NON-OPERATING REVENUES	87,459	269,004	81,500	81,500	105,500
Income Before Transfers	928,841	352,119	792,200	715,000	529,000
Transfers Out	-	-	-	-	-
CHANGE IN NET POSITION	928,841	352,119	792,200	715,000	529,000
Net position, beginning of year	7,904,963	8,833,804	9,185,923	9,185,923	9,900,923
Net position, end of year	$ 8,833,804	$ 9,185,923	$ 9,978,123	$ 9,900,923	$ 10,429,923
Personnel Services %	31.72%	29.48%	32.23%	27.15%	28.32%

F.T.E. Employees = 9.58

City of Traverse City, Michigan
INTERNAL SERVICE FUND
GARAGE FUND
2017-18 Vehicle Replacement Schedule

Department	Vehicle Description	Estimated Replacement Costs
Police	2011 Ford Crown Vic Patrol Vehicle	$ 32,000
Police	2011 Ford Crown Vic Patrol Vehicle	32,000
Police	2009 Ford Crown Vic Patrol Vehicle	32,000
Police	2006 Harley Davidson Patrol Motorcycle	20,000
Police	2006 Harley Davidson Patrol Motorcycle	20,000
Police	2005 Harley Davidson Patrol Motorcycle	20,000
Fire	2008 IH 4300 Rescue Ambulance	270,000
Fire	NEW Ford F250 4X4 Pick-up	45,000
Fire	1993 Bombardier Sea Doo Explorer	27,000
Parks	2012 Toro Zero-Turn Lawnmower	25,000
Parks	2012 Toro Zero-Turn Lawnmower	25,000
Parks	1985 Sullair Trailer Air Compressor	27,000
Parks	2007 Dodge Dakota Pickup	35,000
Hickory Hills	2004 Ski Doo Snowmobile	15,000
Hickory Hills	1996 Arctic Cat Pantera Snowmobile	15,000
Hickory Hills	NEW Snowmobile Trailer	3,000
Streets	2009 Elgin Pelican Street Sweeper	198,000
Streets	2000 Bobcat Skid Steer Loader	60,000
Streets	2002 Oshkosh Plow/Dump/Sander	245,000
Streets	1978 Loader Mounted Klour Snow Blower	165,000
Streets	1977 Loader Mounted Klour Snow Blower	165,000
Streets	1985 Layton H-500B Tow Behind Paver (Used)	125,000
Streets	NEW Trackless/Holder Snow Blower Mower	150,000
Water Distribution	2007 Solartech Flashing Arrow Trailer	10,000
Parking System	2005 Ford Explorer	39,547
	Estimated Total Replacement Cost	**$ 1,800,547**

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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 12,000 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, another 5 wind turbines in McBain and the wind turbine located on M-72. TCL&P also participates in two sources of reliable fossil fuel generation and two landfill projects from downstate Michigan. This combination of diversified power supply sources has provided low cost electricity. The utility's electric service rates remain one of 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 and 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 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
Executive Director
231-932-4558
tarends@tclp.org

City of Traverse City, Michigan
TRAVERSE CITY LIGHT & POWER
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
OPERATING REVENUE	$ 37,143,589	$ 35,530,044	$ 37,091,900	$ 34,536,200	$ 36,065,200
OPERATING EXPENSES					
GENERATION EXPENSES					
Capacity	12,000	465,421	745,000	733,000	810,000
Purchased Power - Lansing BWL	5,316,837	6,664,451	1,401,000	740,000	2,640,000
Stoney Corners - Wind Energy	2,819,687	2,940,041	3,170,000	3,025,000	3,170,000
Combustion Turbine Power Cost	3,364,832	3,338,292	4,272,000	4,375,000	4,500,000
Cambell #3 Power Cost	4,850,934	3,793,717	4,412,000	4,075,000	4,522,500
Belle River #1 Power Cost	5,349,402	3,749,902	4,187,000	4,050,000	3,800,000
Landfill Gas - Granger Project	494,766	567,834	1,118,000	900,000	980,000
Other Generation Expenses	646,715	1,550,346	4,772,650	4,888,750	3,677,050
Total Generation Expenses	22,855,173	23,070,004	24,077,650	22,786,750	24,099,550
DISTRIBUTION EXPENSES					
Operations & Maintenance	3,530,929	4,424,951	3,886,250	3,821,100	4,261,500
TRANSMISSION EXPENSES					
Operations & Maintenance	406,584	421,135	437,000	504,900	525,100
OTHER OPERATING EXPENSES					
Customer Accounting	568,692	577,278	559,350	562,000	561,550
Conservation & Public Services	513,302	671,545	486,000	564,500	593,000
Administrative & General	834,938	986,037	1,187,800	1,295,300	1,276,100
Insurance	57,875	62,001	65,500	68,000	70,720
Depreciation Expense	2,157,940	2,254,188	2,525,000	2,525,000	2,605,000
City Fee	1,863,259	1,784,900	1,870,000	1,739,000	1,820,000
Total Other Operating Expenses	5,996,006	6,335,949	6,693,650	6,753,800	6,926,370
Total Operating Expenses	32,788,692	34,252,039	35,094,550	33,866,550	35,812,520
Operating Income/Loss	4,354,897	1,278,005	1,997,350	669,650	252,680
NON OPERATING REVENUE/EXPENSES					
Non Operating Revenues	544,543	737,684	369,200	613,000	555,800
Non Operating Expenses	(428,620)	(355,965)	-	-	-
Total Non Operating Revenue/(Exp)	115,923	381,719	369,200	613,000	555,800
Change in Net Income Before Transfers	4,470,820	1,659,724	2,366,550	1,282,650	808,480
Transfers In	-	175,000	175,000	125,000	125,000
Change in Net Position	$4,470,820	$1,834,724	$2,541,550	$1,407,650	$933,480

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Approved
OPERATING REVENUES					
Residential Sales	$ 6,612,011	$ 6,090,231	$ 6,375,000	$ 6,130,000	$ 6,400,000
Commercial Sales	16,392,293	15,348,675	16,150,000	14,900,000	15,560,000
Industrial Sales	10,788,926	9,615,567	10,770,000	9,500,000	10,050,000
Public Authority Sales	317,521	309,162	315,000	300,000	300,000
Street Lighting Sales	199,517	203,949	195,000	200,000	225,000
Yard Light Sales	86,531	98,529	82,000	115,000	155,000
Forfeited Discounts	73,522	60,777	70,000	60,000	60,000
Merchandise and Jobbing	115,918	231,826	64,200	81,000	70,000
Recovery of Bad Debts	30	26	200	200	200
Sale of Scrap	30,804	41,792	35,000	40,000	35,000
Miscellaneous Income	42,535	46,458	33,000	39,500	39,500
Refunds and Rebates	2,481	-	2,500	500	500
MISO Revenue	2,481,500	3,483,052	3,000,000	3,170,000	3,170,000
TOTAL OPERATING REVENUES	37,143,589	35,530,044	37,091,900	34,536,200	36,065,200
OPERATING EXPENSES					
GENERATION-OPERATING & MAINTENANCE					
Salaries and Wages	104,905	123,124	152,100	136,300	62,000
Fringe Benefits	96,876	192,648	148,800	239,200	142,700
Kalkaska Combustion Turbine	-	-	-	-	-
Wind Generation - Traverse	60	-	-	-	-
Brown Bridge	-	-	-	-	-
Wind Generation Farm	-	-	-	-	-
Trap and Transfer	95	-	250	250	250
Union Street Fish Ladder	-	-	250	250	250
Operation Supplies	470	-	1,000	-	1,000
Capacity Purchases	12,000	465,421	745,000	733,000	810,000
Purchased Power - Lansing BWL	5,316,837	6,664,451	1,401,000	740,000	2,640,000
Stoney Corners - Wind Energy	2,819,687	2,940,041	3,170,000	3,025,000	3,170,000
Combustion Turbine Power Cost	3,364,832	3,338,292	4,272,000	4,375,000	4,500,000
Campbell #3 Power Cost	4,850,934	3,793,717	4,412,000	4,075,000	4,522,500
Belle River #1 Power Cost	5,349,402	3,749,902	4,187,000	4,050,000	3,800,000
Landfill Gas - Granger Project	494,766	567,834	1,118,000	900,000	980,000
M-72 Wind Turbine	8,890	35,056	37,000	47,500	48,000
Bilateral Contracts	292,322	1,100,866	4,286,000	4,350,000	3,300,000
total purchased power	*22,509,670*	*22,655,580*	*23,628,000*	*22,293,500*	*23,770,500*
Purchased Power Cost as a % of Sales	*63.44%*	*71.55%*	*69.73%*	*71.59%*	*72.71%*
Coal Dock	9,367	2,842	-	-	-
Communications	1,084	170	250	250	250
Meal Payments	80	-	200	-	200
Safety	2,201	2,994	3,500	3,500	3,500
Tools	-	-	500	500	500
Professional and Contractual	113,124	85,029	110,000	86,200	96,000
Transportation	9,618	6,316	9,800	7,000	7,000
Professional Development	-	-	2,000	500	500
Uniforms	2,156	3,456	3,500	4,500	3,500
Vehicle Rental	8,243	(3,308)	17,500	12,800	11,400
Miscellaneous	(2,776)	1,153	-	-	-
Total Generation O & M	22,855,173	23,070,004	24,077,650	22,786,750	24,099,550
DISTRIBUTION OPERATION & MAINTENANCE					
Salaries and Wages	1,223,372	1,226,717	1,247,000	1,044,000	1,213,000
Fringe Benefits	1,077,958	1,611,956	1,200,650	1,560,600	1,616,000
Office Supplies	2,176	3,160	4,000	5,000	4,000
Operation Supplies	38,101	51,121	40,000	40,000	40,000
Utilities	54,372	44,244	63,000	50,400	51,000
Meals and Payments	3,609	3,231	6,000	3,500	5,000
Communications	27,217	33,987	64,000	22,200	61,500
Software and Hardware	66,827	74,618	158,000	146,500	191,400
Supervision and Maintenance	-	-	-	-	-

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Approved
Substation	219,685	70,618	119,900	72,300	120,000
Overhead Lines	160,495	170,363	181,000	202,000	205,000
Load and Dispatching	-	25,000	30,600	31,500	31,500
Storm Damage Contingency	-	448,383	100,000	-	50,000
Underground Lines	33,519	97,922	40,000	30,000	30,000
Customer Installations	-	-	-	-	-
Electric Meters	7,509	2,624	8,000	4,000	6,000
Street Lighting	250,383	217,587	204,000	210,000	230,000
Traffic Signal Oper. & Maint.	4,120	1,767	10,000	5,000	5,000
Radio Equipment	10,390	3,244	5,000	5,000	5,000
Plant & Structures	68,965	94,302	96,700	81,000	82,000
Shop Labor	-	-	-	-	-
Safety	34,205	27,538	38,000	38,000	38,000
Tools	13,599	14,969	20,000	16,000	31,000
Uniforms	18,318	22,218	23,000	25,000	25,000
Professional and Contractual	122,274	139,050	93,500	90,000	94,000
Rent Expense	1,688	1,757	2,000	2,000	2,000
Professional Development	35,788	28,861	60,000	52,000	65,000
Printing and Publishing	2,601	4,110	3,500	4,000	4,000
Transportation	29,496	23,796	29,000	25,000	28,000
Vehicle Rentals	11,036	(23,539)	28,900	4,600	16,600
Miscellaneous	539	1,673	500	1,500	1,500
Inventory Adjustments	12,687	3,674	10,000	50,000	10,000
Total Distribution O & M	3,530,929	4,424,951	3,886,250	3,821,100	4,261,500
TRANSMISSION OPERATIONS & MAINTENANCE					
Salaries and Wages	287,792	232,813	279,000	287,000	294,100
Fringe Benefits	952	409	4,000	3,500	3,500
Supervision & Maintenance	-	-	-	-	-
Substation	13,725	14,496	16,000	47,500	50,000
Overhead Lines	10,364	76,567	21,000	23,000	23,000
Load and Dispatching	-	-	-	13,500	13,500
MISO Transmission	24,481	32,494	36,000	35,000	36,000
Tools	-	-	3,000	1,000	9,000
Professional and Contractual	-	-	15,000	15,000	15,000
Vehicle Rentals	-	223	1,000	3,000	3,000
Miscellaneous - MPPA transmission project	69,270	64,133	62,000	76,400	78,000
Total Transmission O & M	406,584	421,135	437,000	504,900	525,100
METERING & CUSTOMER ACCOUNTING					
Salaries and Wages	279,959	273,710	268,200	274,200	263,700
Fringe Benefits	162,424	190,106	134,700	169,450	164,600
Office Supplies	2,110	3,610	4,150	4,200	4,200
Communications	173	110	400	250	250
Hardware/Software	-	22		500	8,000
Meal Payments	20	-	200	200	200
Safety	2,979	4,990	3,500	3,500	3,500
Uniforms	1,638	1,826	3,000	3,000	3,000
Professional and Contractual	17,764	23,893	14,000	12,000	13,000
Postage	27,799	28,185	33,000	30,000	33,000
Uncollectable Accounts	37,912	1,739	38,000	10,000	10,000
Collection Costs	2,595	4,118	6,000	5,000	5,000
Data Processing	16,509	20,197	25,000	25,000	25,000

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Approved
Transportation	3,055	2,344	8,500	4,500	4,500
Professional Development	320	1,124	2,500	3,500	5,000
Printing and Publishing	482	684	4,000	3,500	4,000
Vehicle Rentals	11,455	19,666	12,600	12,600	14,000
Miscellaneous	1,498	954	1,600	600	600
Total Customer Accounting	568,692	577,278	559,350	562,000	561,550
CONSERVATION & PUBLIC SERVICES					
Salaries and Wages	39,575	22,481	15,100	13,300	13,300
Fringe Benefits	28,427	34,637	11,100	9,700	9,700
Professional and Contractual	25,000	4,011	6,500	22,000	1,500
Contract Labor - Energy Optimization	(65,443)	30,948	-	-	-
Public Service and Communicaitons	12,439	32,653	30,800	21,000	22,000
In-Kind Community Services	1,866	32,240	34,000	33,000	35,000
Community Investment Fund	-	-	-	-	-
Professional Development	102	-	3,000	-	-
Printing and Publishing	892	-	-	-	-
Vehicle Rentals	7,419	3,943	5,000	6,500	6,500
Increased Energy Optimization Efforts	-	-	-	-	-
PA295-EO Compliance	463,025	510,632	380,500	459,000	505,000
Total Conservation & Public Services	513,302	671,545	486,000	564,500	593,000
ADMINISTRATIVE AND GENERAL					
Salaries and Wages	362,235	386,497	521,000	500,300	515,700
Fringe Benefits	195,384	322,167	361,300	513,800	474,100
Office Supplies	5,207	5,973	5,200	6,000	6,000
Communications	5,030	3,909	3,500	4,400	4,400
Software and Hardware	16,350	18,579	22,500	12,200	15,000
Fees and Per Diem	57,668	67,613	66,300	68,000	70,000
Board Related Expenses	3,308	3,872	15,000	15,000	15,000
Professional & Contractual	101,647	82,759	83,300	77,100	67,400
Legal Services	49,631	57,950	63,200	58,000	65,000
Employee Appreciation	11,813	7,073	9,000	7,000	7,000
City Fee	1,863,259	1,784,900	1,870,000	1,739,000	1,820,000
Transportation	1,267	619	1,500	1,500	1,500
Professional Development	21,303	15,985	25,000	22,000	25,000
Printing & Publishing	3,436	4,682	6,000	5,000	5,000
Insurance and Bonds	57,875	62,001	65,500	68,000	70,720
Miscellaneous	659	8,359	5,000	5,000	5,000
Depreciation Expense	2,157,940	2,254,188	2,525,000	2,525,000	2,605,000
Total Administrative and General	4,914,012	5,087,126	5,648,300	5,627,300	5,771,820
Total Operating Expenses	32,788,692	34,252,039	35,094,550	33,866,550	35,812,520
Operating Income / (Loss)	4,354,897	1,278,005	1,997,350	669,650	252,680
NON OPERATING REVENUES/(EXPENSES)					
Rents and Royalties	49,046	44,387	40,700	40,000	46,500
Pole Rentals	42,180	48,860	36,500	68,000	68,000
Reimbursements	143,048	296,244	72,000	147,000	91,300
Interest & Dividend Earnings	310,269	348,193	170,000	350,000	350,000
Gain/(Loss) on Sale of Fixed Assets	(428,620)	(355,965)	50,000	8,000	-
Total Non Operating Revenue/(Expenses)	115,923	381,719	369,200	613,000	555,800
Net Income Before Transfers	4,470,820	1,659,724	2,366,550	1,282,650	808,480
Transfers In	-	175,000	175,000	125,000	125,000
	$4,470,820	$1,834,724	$2,541,550	$1,407,650	$933,480

City of Traverse City, Michigan
TRAVERSE CITY LIGHT AND POWER
FIBER OPTICS FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Approved
OPERATING REVENUES					
Charges for services	$ 255,752	$ 278,376	$ 326,316	$ 279,000	$ 319,000
Other	-	129	-	-	-
TOTAL OPERATING REVENUES	255,752	278,505	326,316	279,000	319,000
OPERATING EXPENSES					
Salaries and Wages	49,165	44,601	72,072	78,500	81,500
Fringe Benefits	35,167	35,081	57,632	91,660	93,900
Office and operating supplies	331	1,829	1,000	1,500	1,000
Supervision and maintenance	-	-	-	-	-
Overhead and underground lines	-	-	-	-	-
Customer installations	-	-	-	-	-
Wifi operations and maintenance	23,225	28,678	32,000	32,000	29,800
Hardware and Software	-	-	4,000	5,400	5,400
Termination boxes	-	-	-	-	-
Tools	-	-	-	-	-
Professional services	-	1,727	54,200	24,500	-
Legal services	-	2,475	2,700	2,000	1,500
City fee	12,788	13,932	16,400	13,975	15,975
Professional development	-	-	2,500	-	2,500
Insurance	1,161	-	1,400	1,000	1,000
Repair and maintenance	-	11,171	5,000	9,000	20,000
Vehicle rental	12,461	8,974	13,000	13,000	13,000
Miscellaneous	-	-	-	-	-
Depreciation expense	116,606	143,383	145,000	145,000	145,000
TOTAL OPERATING EXPENSES	250,904	291,851	406,904	417,535	410,575
Operating income/(loss)	4,848	(13,346)	(80,588)	(138,535)	(91,575)
NON OPERATING REVENUES					
Reimbursements	296,122	54,127	38,400	42,400	53,400
Interest Revenue	4	125	500	500	500
Total Non-operating Revenue	296,126	54,252	38,900	42,900	53,900
Net Income Before Transfers	300,974	40,906	(41,688)	(95,635)	(37,675)
Transfers Out	-	(175,000)	(175,000)	(125,000)	(125,000)
CHANGE IN POSITION	$300,974	($134,094)	($216,688)	($220,635)	($162,675)

DOWNTOWN DEVELOPMENT AUTHORITY

The Downtown Development Authority (DDA) Board of Directors will hold a public hearing on the budget Friday, May 19, 2017 at 8 a.m., Commission Chambers, Second Floor, Governmental Center. The Board is scheduled to approve the budget on June 16, 2017.

The DDA is an arm of the City of Traverse responsible for maintaining the vitality of the Central Business District. The DDA accomplishes this with four approaches: public improvements, events, marketing, and business support. Partnerships with other agencies are critical to accomplishing the mission. Through a contract with the City of Traverse City, the DDA manages the Traverse City parking System (TCPS). The fee for this agreement is planned to be adjusted to $563,000 from $500,000, where it has been since 2015. 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 Funds (TIF), are shown in the Reimbursements revenue line items in the budget.

To meet the obligations of the management agreements, the DDA will have eight full-time employees, and approximately eight part-time employees depending on the season. Four of the full-time and all but one of the part-time employees are dedicated to the Traverse City Parking System. The Farmers Market is managed by a contractor, reflected in the Professional Services line item. The DDA maintains hanging flower baskets in the summer and that is covered under Salaries and Wages, and in Community Promotion line item. The DDA is projected to continue to support Santa's arrival with up to $10,000 paid to the DTCA for this event. The DDA will continue the partnership with the City and Grand Traverse County by funding the County's economic development efforts by contributing $10,000 out of the professional/contractual line item.

By sharing our staff members, office space, equipment and other overhead over the various functions of the TCPS, DTCA, and the TIF projects, we are able to keep costs to a minimum. The DDA office staff structure has evolved to better support the dynamic Traverse City Parking operation and also allow for more strategic and proactive attention to downtown and its environs.

City of Traverse City, Michigan
DDA COMPONENT UNIT
DDA GENERAL FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Property Taxes	$ 68,578	$ 69,613	$ 128,000	$ 131,914	$ 141,000
Grants and contributions	-	33,800	-	-	-
Reimbursements	659,937	791,188	698,652	698,652	775,364
Rental Income	45,770	48,940	53,000	53,000	53,000
Interest Revenue	355	540	200	200	200
TOTAL REVENUES	774,640	944,081	879,852	883,766	969,564
EXPENDITURES					
Salaries and Wages	490,612	560,955	595,261	695,986	752,023
Fringe Benefits	120,901	152,385	180,153	88,651	88,700
Office/Operating Supplies	10,122	8,413	10,000	9,000	10,000
Professional Services	51,655	82,823	60,775	61,000	44,775
Communications	4,761	4,763	4,800	4,800	4,800
Transportation	1,584	315	2,000	1,500	2,000
Lodging/Meals	4,352	4,545	5,000	4,000	5,000
Training	1,350	600	2,000	2,000	2,000
Community Promotion	10,827	11,771	12,500	10,000	11,500
Printing and Publishing	5,774	3,820	1,500	1,500	1,500
Insurance and Bonds	1,528	1,730	1,800	1,500	1,800
Utilities	6,984	6,955	7,100	7,100	7,100
Repairs and Maintenance	1,950	1,950	2,200	2,365	2,200
Rentals	8,870	7,867	9,000	9,000	9,000
Legal Services	3,324	135	4,500	2,000	4,500
Miscellaneous	26	-	400	400	400
Capital Outlay	4,454	4,055	9,000	4,500	6,000
TOTAL EXPENDITURES	729,074	853,082	907,989	905,302	953,298
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	45,566	90,999	(28,137)	(21,536)	16,266
Beginning Fund Balance	254,251	299,817	390,816	390,816	369,280
Ending Fund Balance	$ 299,817	$ 390,816	$ 362,679	$ 369,280	$ 385,546
Personnel Services %	83.88%	83.62%	85.40%	86.67%	88.19%

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 2017-18 on Friday, May 19, 2017 at 8 a.m., Commission Chambers, Second Floor, Governmental Center. The Board is scheduled to approve the budget on June 16, 2017.

The TIF 97 Fund accounts for the public activities in the northern part of downtown. Over the next 10 years this fund will continue to make payments on the Hardy Parking Deck bonds. The budgeted amount for 2017-18 is $831,000 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 $92,767. This fee covers insurance, and audit fees but not legal fees, which are billed on an hourly basis.

An ongoing cost in professional services is the Downtown WIFI project for which TIF 97 will pay $65,000 in fiscal year 2017-18.

The largest expenditures are in capital outlay. While the Capital Improvement Plan (CIP) details as much as $1,027,500 in expenditures including the following projects:

UPTOWN RIVERWALK ($710,000) - A new Riverwalk will be constructed alongside the Uptown project at Pine and West State. In addition, the existing Riverwalk decking will be repaired eastward to the Union Street bridge.

WEST FRONT GARAGE (317,500) - TIF Funds will be combined with parking funds to pay for a bond issue to construct a parking garage on the west side of downtown.

The revenue line item "Contribution from 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 Garage.

City of Traverse City, Michigan
DDA COMPONENT UNIT
TAX INCREMENT FINANCING 97 FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Property Taxes	$ 1,510,768	$ 1,505,704	$ 1,737,000	$ 1,737,000	$ 1,890,000
Grants	-	-	-	-	-
Reimbursements	115,000	110,000	120,000	115,000	115,000
Interest Revenue	4,195	5,120	2,000	3,300	4,500
TOTAL REVENUES	1,629,963	1,620,824	1,859,000	1,855,300	2,009,500
EXPENDITURES					
Professional Services	361,680	314,016	278,000	380,000	397,000
Printing and Publishing	128	-	1,000	-	1,000
Contribution To Other Governments	764,111	800,370	831,000	831,000	831,000
Capital Outlay	15,597	2,024,185	400,000	876,000	1,027,500
TOTAL EXPENDITURES	1,141,516	3,138,571	1,510,000	2,087,000	2,256,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	488,447	(1,517,747)	349,000	(231,700)	(247,000)
OTHER FINANCING SOURCES (USES)					
Operating transfer/interfund loan	-	-	-	-	-
NET CHANGE IN FUND BALANCE	488,447	(1,517,747)	349,000	(231,700)	(247,000)
Beginning Fund Balance	1,592,876	2,081,323	563,576	563,576	331,876
Ending Fund Balance	$ 2,081,323	$ 563,576	$ 912,576	$ 331,876	$ 84,876

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 2017-18 on Friday, May 19, 2017 at 8 a.m., Commission Chambers, Second Floor, Governmental Center. The Board is scheduled to approve the budget on June 16, 2017.

TIF 2 accounts for the public activities in the area of Old Town, including River's Edge and the Midtown project. The TIF Plan that supports the fund has expired and we are in the process of completing remaining projects. These projects, estimated to cost a total of $340,000, include the Lake Street streetscapes project and the Carnegie Building Elevator Repair.

City of Traverse City, Michigan
DDA COMPONENT UNIT
TAX INCREMENT FINANCING 2 FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Property Taxes	$ 1,045,009	$ 1,070,285	$ -	$ -	$ -
Reimbursements	536,000	525,000	-	-	-
Interest Revenue	2,623	2,148	300	900	-
TOTAL REVENUES	1,583,632	1,597,433	300	900	-
EXPENDITURES					
Professional Services	355,212	144,013	68,000	68,000	-
Printing and Publishing	26	150	25	-	-
Contribution To Other Governments	1,397,582	1,466,294	-	663,203	-
Capital Outlay	52,304	75	390,000	432,000	-
TOTAL EXPENDITURES	1,805,124	1,610,532	458,025	1,163,203	-
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	(221,492)	(13,099)	(457,725)	(1,162,303)	-
Beginning Fund Balance	1,396,894	1,175,402	1,162,303	1,162,303	-
Ending Fund Balance	$ 1,175,402	$ 1,162,303	$ 704,578	$ -	$ -

DDA OLD TOWN TAX INCREMENT FINANCING FUND

The DDA Board of Directors will hold a public hearing on the Old Town Tax Increment Financing Fund budget for 2017-18 on Friday, May 19, 2017 at 8 a.m., Commission Chambers, Second Floor, Governmental Center. The Board is scheduled to approve the budget on June 16, 2017.

The Old Town TIF was approved on December 19, 2016 to continue the economic success of the Old Town Area. This will be the first year of the plan, and therefore tax capture will be minimal. A $1,500 administrative fee to the DDA and a $15,000 administrative fee to the City general fund are planned for out of Professional Services, along with $8,000 for Eighth Street preliminary engineering. Capital Outlay is budgeted at $4,000 for Lay Park furniture.

City of Traverse City, Michigan
DDA COMPONENT UNIT
TAX INCREMENT FINANCING OLD TOWN FUND
For the Budget Year 2017-18

	FY 14/15 Actual	FY 15/16 Actual	FY 16/17 Budget	FY 16/17 Projected	FY 17/18 Requested
REVENUES					
Property Taxes	$ -	$ -	$ -	$ -	$ 185,000
Reimbursements	-	-	-	-	-
Interest Revenue	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	185,000
EXPENDITURES					
Professional Services	-	-	-	-	24,500
Printing and Publishing	-	-	-	-	-
Contribution To Other Governments	-	-	-	-	-
Capital Outlay	-	-	-	-	4,000
TOTAL EXPENDITURES	-	-	-	-	28,500
EXCESS OF REVENUES OVER/ (UNDER) EXPENDITURES	-	-	-	-	156,500
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	$ -	$ -	$ -	$ -	$ 156,500

City of Traverse City, Michigan
Property Tax Millage Rates - All Overlapping Governments
2004-2016

Tax Year	City	County	School	Other	Total
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	9.9505	37.4710
2013 - Non-Homestead	13.4367	4.9838	27.1000	9.9505	55.4710
2014 - Homestead	13.4367	4.9838	9.1000	8.4906	36.0111
2014 - Non-Homestead	13.4367	4.9838	27.1000	8.4906	54.0111
2015 - Homestead	13.4367	4.9838	9.1000	9.2164	36.7369
2015 - Non-Homestead	13.4367	4.9838	27.1000	9.2164	54.7369
2016-Homestead	13.4367	4.9823	9.1000	9.3296	36.8486
2016-Non-Homestead	13.4367	4.9823	27.1000	9.3296	54.8486

Other: Includes Commission on Aging, Northwestern Michigan College, BATA, District Library, Intermediate School District, Senior Center, Road Commission, Recreation Authority Operating and Debt Service and Veterans millage.

The City's rate does not reflect a levy for the Downtown Development Authority established in 1979 (for 2016 the millage rate was 1.8038).

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

Department	2008-09	2009-10	2010-2011	2011-12	2012-13	2013-14	2014-15	2015-16	2016-2017	2017-2018
City Manager	3	3	3	3	3	3	3	3	3	3
Human Resources	2	2	1	1	1	2	2	1	2	2
Director of Public Utilities	0	0	0	0	0	0	0	0	0	1
Director of Public Services	1	1	1	1	1	1	1	1	1	1
Economic Development	0	0	0	0	0	0	0	0	0	1
GIS Department	0	0	0	0	0	0	1	1	1	3
City Assessor	4	4	4	4	4	4	4	4	4	4
City Attorney	2	2	2	1	1	1	1	2	2	2
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	34	33	30	29	30	30	30	31	30
Fire Department	31	27	26	25	24	23	23	23	24	24
Street Department	21	20	19	18	18	17	17	18	17	17
City Engineering	7	7	7	7	6	6	6	6	6	6
Parks & Recreation	15	14	14	12	10	11	12	12	13	11
Planning & Zoning	3	4	4	4	4	4	4	4	4	4
Senior Center	2	2	2	1	1	1	1	1	1	1
Economic Development	0	0	0	0	0	0	0	0	0	1
Auto Parking	2	1	1	1	1	1	1	1	1	1
Water Treatment Plant	6	6	6	6	6	6	6	6	6	5
Water & Sewer Maint.	12	12	12	12	12	12	12	11	12	11
Marina	1	1	1	1	1	1	1	1	1	1
Garage Department	10	9	9	9	9	9	9	9	10	10
Total	173	164	160	151	146	147	149	149	154	154

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 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)
6/30/2006	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
6/30/2012	21,256,272	37,186,684	15,930,412	57.2	3,114,425	511.5
6/30/2013	22,650,120	39,428,961	16,778,841	57.4	3,018,448	555.9
6/30/2014	24,538,031	41,323,551	16,785,520	59.4	3,262,658	514.5
6/30/2015	25,942,576	42,139,982	16,197,406	61.6	3,407,221	475.4
6/30/2016	27,513,168	43,301,641	15,788,473	63.5	3,411,863	462.8

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
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
2013 / 2012	1,532,181	100
2014 / 2013	1,639,480	100
2015 / 2014	1,683,306	100
2016 / 2015	1,760,565	100
2017 / 2016	1,803,930	100
2017 / 2018	1,841,815	100

SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS

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

Valuation date	June 30, 2016
Actuarial cost method	Entry-age
Amortization method	Level percent
Remaining amortization period	17 years closed
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 4.0%
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)

CITY OF TRAVERSE CITY
Required Supplementary Information
Act 345 Pension Trust Fund - Health Care
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)
6/30/2005	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
6/30/2012	3,707,242	7,503,406	3,796,164	49.4	3,131,962	121.2
6/30/2013	3,724,352	6,835,930	3,111,578	54.5	3,114,425	99.9
6/30/2014	3,698,682	7,153,649	3,454,967	51.7	3,262,658	105.9
6/30/2016	3,761,310	8,094,695	4,333,385	46.5	3,411,863	127.0

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
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
2013 / 2012	417,585	100
2014 / 2013	358,555	100
2015 / 2014	384,646	100

SUMMARY OF ACTUARIAL METHODS AND ASSUMPTIONS

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

Valuation date	June 30, 2014
Actuarial cost method	Individual entry-age actuarial cost method
Amortization method	Level dollar amount
Remaining amortization period	25 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
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	7,923,231	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
12/31/2013	3,200,892	5,707,204	2,506,312	56.1	7,773,357	32.2
12/31/2015	4,205,338	6,669,513	2,464,175	63.1	8,334,134	29.6

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
2010 / 2009	303,667	100%
2011 / 2010	317,334	100%
2012 / 2011	303,667	100%
2013 / 2012	284,110	100%
2014 / 2013	265,649	100%
2016 / 2015	258,717	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 indicat Additional information as of the latest actuarial valuation follows:

Valuation date	December 31, 2015
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	5.00%

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)
12/31/2006	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
12/31/2012	42,016,775	60,259,583	18,242,808	69.7	7,804,965	233.7
12/31/2013	42,402,116	61,890,053	19,487,937	68.5	7,773,357	250.7
12/31/2014	42,566,371	63,390,651	20,824,280	67.1	8,116,626	256.6
12/31/2015	42,239,549	68,499,866	26,260,317	61.7	8,334,134	315.1

SCHEDULE OF EMPLOYER CONTRIBUTIONS

Year ended/valuation June 30	Annual Required Contribution	Percentage Contributed
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
2013 / 2012	1,687,728	100
2014 / 2013	1,828,598	100
2015 / 2014	1,800,549	100
2016 / 2015	1,933,351	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 indicat Additional information as of the latest actuarial valuation follows:

Valuation date	December 31, 2015
Actuarial cost method	Entry age normal cost method
Amortization method	Level percent
Remaining amortization period	25 years
Asset valuation method	10 year smoothed market
Actuarial assumptions	
Investment rate of return	7.75%
Projected salary increases	3.75 - 4.50%

6 YEAR CAPITAL IMPROVEMENT PLAN

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Six Year Capital Improvement Plan

Budget Year 2017-2018 by Fund

All Projects Submitted for 2017-2018

Bold - Indicates projects occurring in the first FY of the plan.
+ - Indicates projects with multiple funding sources.

Project ID		Cat	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020	Fiscal Year 2020-2021	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Project Cost	City Funds	Non-City Funds
Brown Bridge Maintenance Fund											
Brown Bridge											
849-17-CIP	Bucks Landing Renovation	V	$0	$0	$15,000	$0	$15,000	$0	$30,000	$30,000	$0
852-17-CIP	Invasive Species Surveys	V	$0	$0	$5,000	$0	$5,000	$0	$10,000	$10,000	$0
853-17-CIP	Invasive Species Treatment	V	$0	$10,000	$0	$10,000	$0	$0	$20,000	$20,000	$0
848-17-CIP	North Access Road Stabilization	V	$0	$10,000	$0	$0	$0	$0	$10,000	$10,000	$0
857-17-CIP	**Pole Barn Concrete Floor/Electrical Upgrade**	V	$10,000	$0	$0	$0	$0	$0	$10,000	$10,000	$0
975-17-CIP	Wildlife Habitat Improvements (Bottomelands Plant	V	$0	$10,000	$0	$10,000	$0	$0	$20,000	$20,000	$0
Total Brown Bridge Maintenance Fund			**$10,000**	**$30,000**	**$20,000**	**$20,000**	**$20,000**	**$0**	**$100,000**	**$100,000**	**$0**

City of TRAVERSE CITY

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Six Year Capital Improvement Plan

All Projects Submitted for 2017-2018

Budget Year 2017-2018 by Fund

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Project ID		Cat	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020	Fiscal Year 2020-2021	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Project Cost	City Funds	Non-City Funds
Brown Bridge Trust Parks											
Brown Bridge											
+ 850-17-CIP	Crushed Limestone for New Bottomland Trails (1.8	V	$0	$47,500	$0	$0	$0	$0	$95,000	$47,500	$47,500
+ 847-17-CIP	**Historic Brown's Bridge (West-End)**	V	$22,500	$32,500	$0	$0	$0	$0	$110,000	$55,000	$55,000
+ 851-17-CIP	**Interpretive and Navigational Signage**	V	$5,000	$5,000	$0	$0	$0	$0	$20,000	$10,000	$10,000
+ 863-17-CIP	North Parking Lot Improvements	V	$0	$0	$15,000	$0	$0	$0	$30,000	$15,000	$15,000
+ 856-17-CIP	**Overlook (2) and Access Steps (3 sets)**	V	$22,500	$0	$0	$0	$0	$0	$45,000	$22,500	$22,500
+ 855-17-CIP	Overlook and Historical Display at Former Powerho	V	$0	$7,500	$0	$0	$0	$0	$15,000	$7,500	$7,500
+ 865-17-CIP	**Southside ADA Trail**	V	$5,000	$5,000	$0	$0	$0	$0	$20,000	$10,000	$10,000
Parks											
+ 538-17-CIP	**Clancy Park Improvements**	V	$49,000	$0	$0	$0	$0	$0	$158,000	$109,000	$49,000
3-17-CIP	**Hannah Park Improvements**	V	$65,000	$0	$0	$0	$0	$0	$65,000	$65,000	$0
+ 28-17-CIP	**Hickory Hills Lodge Replacement**	V	$750,000	$0	$0	$0	$0	$0	$1,857,500	$750,000	$1,107,500
+ 929-17-CIP	Hickory Hills Master Plan Improvements	V	$0	$725,000	$0	$0	$0	$0	$2,082,500	$725,000	$1,357,500
+ 543-17-CIP	Rose and Boyd Triangle Park (Jupiter Gardens)	V	$0	$30,000	$0	$0	$0	$0	$60,000	$30,000	$30,000
+ 926-17-CIP	Senior Citizen Park Improvements	V	$0	$0	$35,000	$0	$0	$0	$75,000	$35,000	$40,000
+ 927-17-CIP	Sunset Park Improvements	V	$0	$0	$0	$100,000	$0	$0	$200,000	$100,000	$100,000
Total Brown Bridge Trust Parks			**$919,000**	**$852,500**	**$50,000**	**$100,000**	**$0**	**$0**	**$1,921,500**	**$1,921,500**	**$0**

TRAVERSE CITY

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Six Year Capital Improvement Plan

Budget Year 2017-2018 by Fund

All Projects Submitted for 2017-2018

Bold - Indicates projects occurring in the first FY of the plan.
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Project ID		Cat	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020	Fiscal Year 2020-2021	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Project Cost	City Funds	Non-City Funds
Brownfield											
Parking											
+ 645-17-CIP	**West Front St Redevelopment (BOND)**	V	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$5,167,500	$4,867,500	$300,000
Parks											
+ 551-17-CIP	Holiday Inn Phase - Bayfront Plan	V	$0	$0	$0	$0	$0	$463,700	$2,318,500	$0	$2,318,500
Streets											
+ 864-17-CIP	Boardman Lake Street (8th to 14th Street) and Wye	V	$0	$0	$0	$0	$3,000,000	$0	$3,650,000	$650,000	$3,000,000
616-17-CIP	Grand Traverse Commons Infrastructure	V	$0	$223,095	$690,000	$310,000	$0	$0	$1,223,095	$0	$1,223,095
Walkways											
+ 570-17-CIP	**Boardman Lake Trail-West (14th to S. Airport)**	V	$360,000	$3,240,000	$0	$0	$0	$0	$5,300,000	$0	$5,300,000
+ 316-17-CIP	Boardman River Walk south of 8th Street Bridge	V	$0	$0	$0	$0	$175,700	$0	$690,700	$175,700	$515,000
Total Brownfield			**$410,000**	**$3,513,095**	**$740,000**	**$360,000**	**$3,225,700**	**$513,700**	**$8,762,495**	**$0**	**$8,762,495**

City of TRAVERSE CITY

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Six Year Capital Improvement Plan

All Projects Submitted for 2017-2018

Budget Year 2017-2018 by Fund

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Project ID		Cat	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020	Fiscal Year 2020-2021	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Project Cost	City Funds	Non-City Funds
Federal / State Grant											
Bridges											
+ 58-17-CIP	**Eighth Street Bridge Repair**	V	$750,000	$0	$0	$0	$0	$0	$900,000	$150,000	$750,000
+ 885-17-CIP	North Cass Street Bridge Rehabilitation	V	$0	$0	$0	$0	$1,015,000	$0	$1,218,000	$203,000	$1,015,000
+ 586-17-CIP	Park Street Bridge Repair	V	$0	$850,000	$0	$0	$0	$0	$1,000,000	$150,000	$850,000
+ 187-17-CIP	South Cass Street Bridge Repair	V	$0	$850,000	$0	$0	$0	$0	$982,000	$132,000	$850,000
+ 186-17-CIP	South Union Street Bridge Repair	V	$0	$0	$0	$0	$945,000	$0	$1,134,000	$189,000	$945,000
+ 535-17-CIP	**West Front Street Bridge Replacement**	V	$1,100,000	$0	$0	$0	$0	$0	$1,320,000	$220,000	$1,100,000
Brown Bridge											
+ 850-17-CIP	Crushed Limestone for New Bottomland Trails (1.8	V	$0	$23,750	$0	$0	$0	$0	$95,000	$47,500	$47,500
+ 847-17-CIP	**Historic Brown's Bridge (West-End)**	V	$11,250	$16,250	$0	$0	$0	$0	$110,000	$55,000	$55,000
+ 851-17-CIP	**Interpretive and Navigational Signage**	V	$2,500	$2,500	$0	$0	$0	$0	$20,000	$10,000	$10,000
+ 863-17-CIP	North Parking Lot Improvements	V	$0	$0	$7,500	$0	$0	$0	$30,000	$15,000	$15,000
+ 856-17-CIP	**Overlook (2) and Access Steps (3 sets)**	V	$11,250	$0	$0	$0	$0	$0	$45,000	$22,500	$22,500
+ 855-17-CIP	Overlook and Historical Display at Former Powerho	V	$0	$3,750	$0	$0	$0	$0	$15,000	$7,500	$7,500
+ 865-17-CIP	**Southside ADA Trail**	V	$2,500	$2,500	$0	$0	$0	$0	$20,000	$10,000	$10,000
Facilities											
+ 168-17-CIP	Union Street Dam Improvements	V	$0	$10,000,000	$0	$0	$0	$0	$11,000,000	$1,000,000	$10,000,000
Parks											
+ 778-17-CIP	Boardman River Downtown and East Connections	V	$0	$0	$0	$0	$0	$1,000,000	$1,780,000	$0	$1,780,000
+ 26-17-CIP	Bryant Park Retaining Wall	V	$0	$0	$50,000	$0	$0	$0	$100,000	$50,000	$50,000
+ 538-17-CIP	**Clancy Park Improvements**	V	$45,000	$0	$0	$0	$0	$0	$158,000	$109,000	$49,000
874-17-CIP	Con Foster Commons-Bayfront Plan	V	$0	$0	$0	$0	$0	$1,813,762	$1,813,762	$0	$1,813,762
872-17-CIP	Hall Street Beach-Bayfront Plan	V	$0	$0	$0	$0	$0	$1,545,499	$1,545,499	$0	$1,545,499
+ 622-17-CIP	Hall to Oak Street Phase-Bayfront Plan	V	$0	$0	$0	$0	$0	$300,000	$863,740	$0	$863,740
+ 929-17-CIP	Hickory Hills Master Plan Improvements	V	$0	$275,000	$0	$0	$0	$0	$2,082,500	$725,000	$1,357,500
+ 551-17-CIP	Holiday Inn Phase - Bayfront Plan	V	$0	$0	$0	$0	$0	$1,854,800	$2,318,500	$0	$2,318,500
875-17-CIP	Marina Boat Launch Parking-Bayfront Plan	V	$0	$0	$0	$0	$0	$2,171,514	$2,171,514	$0	$2,171,514
+ 873-17-CIP	Open Space -Bayfront Plan	V	$0	$0	$0	$0	$0	$2,800,000	$2,850,000	$0	$2,850,000
+ 543-17-CIP	Rose and Boyd Triangle Park (Jupiter Gardens)	V	$0	$10,000	$0	$0	$0	$0	$60,000	$30,000	$30,000

TRAVERSE CITY

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Six Year Capital Improvement Plan

Budget Year 2017-2018 by Fund

All Projects Submitted for 2017-2018

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+ - Indicates projects with multiple funding sources.

Project ID		Cat	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020	Fiscal Year 2020-2021	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Project Cost	City Funds	Non-City Funds
Federal / State Grant											
+ 602-17-CIP	Senior Center -Bayfront Plan	V	$0	$0	$0	$0	$0	$50,000	$146,478	$0	$146,478
+ 598-17-CIP	Sunset Beach -Bayfront Plan	V	$0	$0	$0	$0	$0	$300,000	$535,362	$0	$535,362
+ 927-17-CIP	Sunset Park Improvements	V	$0	$0	$0	$45,000	$0	$0	$200,000	$100,000	$100,000
+ 618-17-CIP	West End Beach Phase- Bayfront Plan	V	$0	$0	$0	$0	$0	$373,541	$748,946	$0	$748,946
Streets											
+ 717-17-CIP	East Front Streetscapes (Boardman to Grndvw Pkwy)	V	$0	$0	$400,000	$0	$0	$0	$915,000	$515,000	$400,000
+ 881-17-CIP	**West Front Street, Elmwood to Division Street**	V	$330,000	$0	$0	$0	$0	$0	$511,250	$125,000	$386,250
Walkways											
+ 570-17-CIP	Boardman Lake Trail-West (14th to S. Airport)	V	$0	$300,000	$0	$0	$0	$0	$5,300,000	$0	$5,300,000
+ 316-17-CIP	Boardman River Walk south of 8th Street Bridge	V	$0	$0	$0	$0	$257,500	$0	$690,700	$175,700	$515,000
+ 1023-17-CIP	Expand Sidewalk System/Infill Gaps (SR2S)	C	$0	$666,666	$666,666	$666,668	$0	$0	$2,400,000	$0	$2,400,000
842-17-CIP	Non-motorized trail (Hall-Division)-Bayfront Plan	V	$0	$0	$0	$0	$0	$130,000	$130,000	$0	$130,000
+ 942-17-CIP	TART Trail Reconstruction from Woodmere to 3 Mile	V	$0	$0	$0	$0	$0	$250,000	$500,000	$250,000	$250,000
Total Federal / State Grant			**$2,252,500**	**$13,000,416**	**$1,124,166**	**$711,668**	**$2,217,500**	**$12,589,116**	**$31,895,366**	**$0**	**$31,895,366**

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All Projects Submitted for 2017-2018

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Garage Fund											
Garage											
126-17-CIP	**Annual Vehicle and Equipment Replacement**	V	$2,646,926	$1,872,065	$1,448,700	$1,217,800	$1,222,500	$1,006,476	$9,414,467	$9,414,467	$0
Total Garage Fund			**$2,646,926**	**$1,872,065**	**$1,448,700**	**$1,217,800**	**$1,222,500**	**$1,006,476**	**$9,414,467**	**$9,414,467**	**$0**

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General Fund											
Bridges											
+ 186-17-CIP	South Union Street Bridge Repair	V	$0	$0	$0	$0	$63,000	$0	$1,134,000	$189,000	$945,000
Cemetery											
47-17-CIP	Install Cremation Niches in Mausoleum	V	$0	$0	$20,000	$0	$0	$0	$20,000	$20,000	$0
48-17-CIP	**Paving of Main Loop in First Addition**	V	$20,000	$0	$0	$0	$0	$0	$20,000	$20,000	$0
Facilities											
172-17-CIP	Union Street Dam: Outlet relining	V	$0	$0	$400,000	$0	$0	$0	$400,000	$400,000	$0
Fire											
977-17-CIP	**Fire detection and suppression system installatio**	V	$125,000	$85,000	$0	$0	$0	$0	$210,000	$210,000	$0
976-17-CIP	Storage building at Fire Station 02	V	$0	$144,000	$0	$0	$0	$0	$144,000	$144,000	$0
General Government											
784-17-CIP	**Annual City Computers**	V	$30,000	$30,000	$30,000	$30,000	$30,000	$0	$150,000	$150,000	$0
4-17-CIP	City Document Management System	V	$0	$54,000	$25,000	$25,000	$25,000	$0	$129,000	$129,000	$0
950-17-CIP	New Voting Technology	V	$0	$50,000	$0	$0	$0	$0	$50,000	$50,000	$0
925-17-CIP	**Purchase new Accounting Software**	V	$130,000	$0	$0	$0	$0	$0	$130,000	$130,000	$0
Parks											
+ 306-17-CIP	Ashton Park Playground	V	$0	$12,000	$0	$0	$0	$0	$15,000	$12,000	$3,000
+ 539-17-CIP	Boon Street Park Playground Improvements	V	$0	$0	$23,000	$0	$0	$0	$25,000	$23,000	$2,000
+ 26-17-CIP	Bryant Park Retaining Wall	V	$0	$0	$50,000	$0	$0	$0	$100,000	$50,000	$50,000
+ 538-17-CIP	**Clancy Park Improvements**	V	$60,000	$0	$0	$0	$0	$0	$158,000	$109,000	$49,000
940-17-CIP	**Clinch Park Maintenance**	V	$150,000	$0	$0	$0	$0	$0	$150,000	$150,000	$0
1021-17-CIP	East Bay, Bryant and Hull Park Bathhouse Roof	M	$0	$0	$0	$0	$0	$125,000	$125,000	$125,000	$0
328-17-CIP	Hickory Hills Maintenance Facility	V	$0	$250,000	$0	$0	$0	$0	$250,000	$250,000	$0
+ 309-17-CIP	Indian Woods Playground	V	$0	$25,000	$0	$0	$0	$0	$30,000	$25,000	$5,000
+ 972-17-CIP	Mini Park Upgrade and East Downtown Entrance	V	$0	$100,000	$0	$0	$0	$0	$200,000	$100,000	$100,000
785-17-CIP	Natural Features Inventory (Planning Commission)	V	$0	$50,000	$0	$0	$0	$0	$50,000	$50,000	$0
684-17-CIP	Park Sign Replacement	V	$0	$50,000	$0	$0	$0	$0	$50,000	$50,000	$0
+ 1020-17-CIP	West End Beach Bathhouse Project	C	$0	$0	$0	$0	$132,500	$0	$265,000	$132,500	$132,500
Streets											
779-17-CIP	Annual Corridor Improvements	V	$0	$100,000	$100,000	$100,000	$100,000	$100,000	$500,000	$500,000	$0

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General Fund											
+ 14-17-CIP	**Annual Street Reconstruction Program**	V	$250,000	$900,000	$900,000	$900,000	$900,000	$900,000	$7,790,000	$7,790,000	$0
320-17-CIP	Division Street	V	$0	$100,000	$100,000	$100,000	$0	$0	$300,000	$300,000	$0
+ 1022-17-CIP	**Eighth Street Alley (Wellington to Franklin)**	M	$225,000	$0	$0	$0	$0	$0	$275,000	$275,000	$0
+ 882-17-CIP	**Eighth Street- Lake Ave. to Woodmere**	V	$50,000	$3,400,000	$1,900,000	$3,775,000	$0	$0	$10,550,000	$10,550,000	$0
889-17-CIP	**Traffic Calming**	V	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$600,000	$600,000	$0
15-17-CIP	Traffic Signal Power Backup	V	$0	$22,500	$22,500	$22,500	$22,500	$0	$90,000	$90,000	$0
16-17-CIP	Traffic Signal Upgrades	V	$0	$120,000	$60,000	$60,000	$60,000	$60,000	$360,000	$360,000	$0
+ 881-17-CIP	**West Front Street, Elmwood to Division Street**	V	$125,000	$0	$0	$0	$0	$0	$511,250	$125,000	$386,250
Walkways											
946-17-CIP	**Expand Sidewalk System/Infill Gaps**	V	$4,500,000	$366,500	$366,500	$366,500	$366,500	$366,500	$6,332,500	$6,332,500	$0
974-17-CIP	**Murchie Bridge railings**	V	$70,000	$0	$0	$0	$0	$0	$70,000	$70,000	$0
+ 942-17-CIP	TART Trail Reconstruction from Woodmere to 3 Mile	V	$0	$0	$0	$0	$0	$250,000	$500,000	$250,000	$250,000
Total General Fund			**$5,835,000**	**$5,959,000**	**$4,097,000**	**$5,479,000**	**$1,799,500**	**$1,901,500**	**$25,071,000**	**$25,071,000**	**$0**

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Inkind											
Streets											
+ 881-17-CIP	**West Front Street, Elmwood to Division Street**	V	$56,250	$0	$0	$0	$0	$0	$511,250	$125,000	$386,250
Walkways											
+ 316-17-CIP	Boardman River Walk south of 8th Street Bridge	V	$0	$0	$0	$0	$81,800	$0	$690,700	$175,700	$515,000
+ 1023-17-CIP	**Expand Sidewalk System/Infill Gaps (SR2S)**	C	$100,000	$100,000	$100,000	$100,000	$0	$0	$2,400,000	$0	$2,400,000
Total Inkind			**$156,250**	**$100,000**	**$100,000**	**$100,000**	**$81,800**	**$0**	**$538,050**	**$0**	**$538,050**

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Light and Power											
Light and Power											
825-17-CIP	**AUTOMATED METERING INFRASTRUCTURE (AMI)**		$1,900,000	$0	$0	$0	$0	$0	$1,900,000	$1,900,000	$0
1010-17-CIP	**CASS & LAKE STREET STREETSCAPES LIGHTING (NEW)**		$350,000	$0	$0	$0	$0	$0	$350,000	$350,000	$0
1004-17-CIP	**CRITICAL AND LARGE CUSTOMERS (NEW)**		$270,000	$410,000	$925,000	$925,000	$0	$0	$2,530,000	$2,530,000	$0
809-17-CIP	**DISTRIBUTION CIRCUIT REBUILD**		$350,000	$839,000	$650,000	$980,000	$1,117,000	$1,815,000	$5,751,000	$5,751,000	$0
1009-17-CIP	DIVISION STREET STREETSCAPES LIGHTING (NEW)		$0	$1	$0	$0	$0	$0	$1	$1	$0
1008-17-CIP	EIGHTH STREET STREETSCAPES LIGHTING (NEW)		$0	$1	$0	$0	$0	$0	$1	$1	$0
1006-17-CIP	**FINANCIAL SOFTWARE (NEW)**		$25,000	$75,000	$0	$0	$0	$0	$100,000	$100,000	$0
1005-17-CIP	HARTMAN ROAD OVERHEAD TIE (NEW)		$0	$475,000	$0	$0	$0	$0	$475,000	$475,000	$0
824-17-CIP	**HASTINGS SERVICE CENTER FACILITY IMPROVEMENTS (NEW**		$150,000	$100,000	$0	$0	$0	$0	$250,000	$250,000	$0
818-17-CIP	**HIGH PRESSURE SODIUM TO LED SYSTEM REPLACEMENTS**		$331,591	$331,591	$331,591	$331,591	$331,591	$331,591	$1,989,546	$1,989,546	$0
808-17-CIP	**LINE IMPROVEMENTS, EXTENSIONS AND NEW SERVICES**		$1,000,000	$1,050,000	$1,100,000	$1,150,000	$1,200,000	$1,250,000	$6,750,000	$6,750,000	$0
811-17-CIP	OVERHEAD TO UNDERGROUND CONVERSION PROJECTS		$0	$700,000	$725,000	$750,000	$775,000	$800,000	$3,750,000	$3,750,000	$0
1007-17-CIP	**PARK STREET STREETSCAPES LIGHTING**		$100,000	$0	$0	$0	$0	$0	$100,000	$100,000	$0
1003-17-CIP	**SUBSTATION CIRCUIT EXITS (NEW)**		$415,000	$145,000	$0	$0	$0	$0	$560,000	$560,000	$0
815-17-CIP	SUBSTATION SWITCHING STATIONS		$0	$0	$1,560,000	$1,610,000	$0	$0	$3,170,000	$3,170,000	$0
819-17-CIP	**SUBSTATION TRANSFORMER UPGRADES**		$750,000	$1,500,000	$0	$0	$0	$0	$2,250,000	$2,250,000	$0
820-17-CIP	TRANSMISSION LINE RECONSTRUCTION		$0	$0	$475,000	$475,000	$430,000	$615,000	$1,995,000	$1,995,000	$0
829-17-CIP	UPGRADE FRONT ST LIGHTING CIRCUITS & RECEPTACLES		$0	$0	$0	$0	$1,340,000	$0	$1,340,000	$1,340,000	$0
1011-17-CIP	**WEST FRONT STREETSCAPES LIGHTING (NEW)**		$1	$0	$0	$0	$0	$0	$1	$1	$0
Total Light and Power			**$5,641,592**	**$5,625,593**	**$5,766,591**	**$6,221,591**	**$5,193,591**	**$4,811,591**	**$33,260,549**	**$33,260,549**	**$0**

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Local / Foundation Grant											
General Government											
+ 1024-17-CIP	**Replace/Upgrade AudioVisual Equipment at Gov Ctr**	M	$38,700	$0	$0	$0	$0	$0	$69,700	$0	$69,700
Parks											
+ 928-17-CIP	American Legion Park Improvements	V	$0	$0	$0	$35,000	$0	$0	$150,000	$0	$150,000
+ 972-17-CIP	Mini Park Upgrade and East Downtown Entrance	V	$0	$50,000	$0	$0	$0	$0	$200,000	$100,000	$100,000
+ 543-17-CIP	Rose and Boyd Triangle Park (Jupiter Gardens)	V	$0	$10,000	$0	$0	$0	$0	$60,000	$30,000	$30,000
+ 926-17-CIP	Senior Citizen Park Improvements	V	$0	$0	$35,000	$0	$0	$0	$75,000	$35,000	$40,000
+ 927-17-CIP	Sunset Park Improvements	V	$0	$0	$0	$25,000	$0	$0	$200,000	$100,000	$100,000
+ 1020-17-CIP	West End Beach Bathhouse Project	C	$0	$0	$0	$0	$132,500	$0	$265,000	$132,500	$132,500
Walkways											
+ 570-17-CIP	Boardman Lake Trail-West (14th to S. Airport)	V	$0	$200,000	$0	$0	$0	$0	$5,300,000	$0	$5,300,000
Total Local / Foundation Grant			**$38,700**	**$260,000**	**$35,000**	**$60,000**	**$132,500**	**$0**	**$526,200**	**$0**	**$526,200**

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Parking System											
Civic											
+ 781-17-CIP	Farmers Market	V	$0	$135,000	$0	$0	$0	$0	$535,000	$535,000	$0
Parking											
984-17-CIP	**Camera System Expansion**	V	$50,000	$0	$0	$0	$0	$0	$50,000	$50,000	$0
545-17-CIP	**Lot B Rehab**	V	$135,000	$0	$0	$0	$0	$0	$135,000	$135,000	$0
979-17-CIP	Lot C Resurfacing	V	$0	$0	$0	$50,000	$0	$0	$50,000	$50,000	$0
980-17-CIP	Lot J Resurfacing	V	$0	$0	$0	$50,000	$0	$0	$50,000	$50,000	$0
708-17-CIP	Lot O Remediation	V	$0	$0	$0	$0	$430,000	$0	$430,000	$430,000	$0
729-17-CIP	**Lot P Reconstruction**	V	$30,000	$0	$0	$0	$0	$0	$30,000	$30,000	$0
982-17-CIP	**Lot T Resurfacing**	V	$100,000	$0	$0	$0	$0	$0	$100,000	$100,000	$0
+ 645-17-CIP	**West Front St Redevelopment (BOND)**	V	$125,000	$250,000	$250,000	$250,000	$250,000	$250,000	$5,167,500	$4,867,500	$300,000
Total Parking System			**$440,000**	**$385,000**	**$250,000**	**$350,000**	**$680,000**	**$250,000**	**$2,355,000**	**$2,355,000**	**$0**

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Private											
Brown Bridge											
+ 850-17-CIP	Crushed Limestone for New Bottomland Trails (1.8	V	$0	$23,750	$0	$0	$0	$0	$95,000	$47,500	$47,500
+ 847-17-CIP	**Historic Brown's Bridge (West-End)**	V	$11,250	$16,250	$0	$0	$0	$0	$110,000	$55,000	$55,000
+ 851-17-CIP	**Interpretive and Navigational Signage**	V	$2,500	$2,500	$0	$0	$0	$0	$20,000	$10,000	$10,000
+ 863-17-CIP	North Parking Lot Improvements	V	$0	$0	$7,500	$0	$0	$0	$30,000	$15,000	$15,000
+ 856-17-CIP	**Overlook (2) and Access Steps (3 sets)**	V	$11,250	$0	$0	$0	$0	$0	$45,000	$22,500	$22,500
+ 855-17-CIP	Overlook and Historical Display at Former Powerho	V	$0	$3,750	$0	$0	$0	$0	$15,000	$7,500	$7,500
+ 865-17-CIP	**Southside ADA Trail**	V	$2,500	$2,500	$0	$0	$0	$0	$20,000	$10,000	$10,000
Civic											
+ 870-17-CIP	Civic Square	V	$0	$0	$0	$0	$5,000,000	$0	$6,000,000	$1,000,000	$5,000,000
Facilities											
871-17-CIP	Senior Center building renovation	V	$0	$0	$0	$0	$0	$1,200,000	$1,200,000	$0	$1,200,000
General Government											
+ 1024-17-CIP	**Replace/Upgrade AudioVisual Equipment at Gov Ctr**	M	$31,000	$0	$0	$0	$0	$0	$69,700	$0	$69,700
Parks											
+ 928-17-CIP	American Legion Park Improvements	V	$0	$0	$0	$115,000	$0	$0	$150,000	$0	$150,000
+ 306-17-CIP	Ashton Park Playground	V	$0	$3,000	$0	$0	$0	$0	$15,000	$12,000	$3,000
+ 778-17-CIP	Boardman River Downtown and East Connections	V	$0	$0	$0	$0	$0	$780,000	$1,780,000	$0	$1,780,000
+ 539-17-CIP	Boon Street Park Playground Improvements	V	$0	$0	$2,000	$0	$0	$0	$25,000	$23,000	$2,000
+ 538-17-CIP	**Clancy Park Improvements**	V	$4,000	$0	$0	$0	$0	$0	$158,000	$109,000	$49,000
+ 622-17-CIP	Hall to Oak Street Phase-Bayfront Plan	V	$0	$0	$0	$0	$0	$563,740	$863,740	$0	$863,740
+ 28-17-CIP	**Hickory Hills Lodge Replacement**	V	$1,107,500	$0	$0	$0	$0	$0	$1,857,500	$750,000	$1,107,500
+ 929-17-CIP	Hickory Hills Master Plan Improvements	V	$0	$1,082,500	$0	$0	$0	$0	$2,082,500	$725,000	$1,357,500
+ 309-17-CIP	Indian Woods Playground	V	$0	$5,000	$0	$0	$0	$0	$30,000	$25,000	$5,000
+ 972-17-CIP	Mini Park Upgrade and East Downtown Entrance	V	$0	$50,000	$0	$0	$0	$0	$200,000	$100,000	$100,000
+ 873-17-CIP	**Open Space -Bayfront Plan**	V	$50,000	$0	$0	$0	$0	$0	$2,850,000	$0	$2,850,000
+ 543-17-CIP	Rose and Boyd Triangle Park (Jupiter Gardens)	V	$0	$10,000	$0	$0	$0	$0	$60,000	$30,000	$30,000
+ 602-17-CIP	Senior Center -Bayfront Plan	V	$0	$0	$0	$0	$0	$96,478	$146,478	$0	$146,478
+ 926-17-CIP	Senior Citizen Park Improvements	V	$0	$0	$5,000	$0	$0	$0	$75,000	$35,000	$40,000

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Project ID		Cat	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020	Fiscal Year 2020-2021	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Project Cost	City Funds	Non-City Funds
Private											
+ 598-17-CIP	Sunset Beach -Bayfront Plan	V	$0	$0	$0	$0	$0	$235,362	$535,362	$0	$535,362
+ 927-17-CIP	Sunset Park Improvements	V	$0	$0	$0	$30,000	$0	$0	$200,000	$100,000	$100,000
+ 618-17-CIP	West End Beach Phase- Bayfront Plan	V	$0	$0	$0	$0	$0	$375,405	$748,946	$0	$748,946
Streets											
+ 61-17-CIP	**Cass & Lake: Streetscape Improvements**	V	$272,750	$0	$0	$0	$0	$0	$545,500	$272,750	$272,750
Walkways											
+ 570-17-CIP	Boardman Lake Trail-West (14th to S. Airport)	V	$0	$1,200,000	$0	$0	$0	$0	$5,300,000	$0	$5,300,000
Wastewater											
+ 948-17-CIP	**Digester 3 and 4 Reconditioning**	M	$104,000	$104,000	$0	$0	$0	$0	$416,000	$208,000	$208,000
+ 966-17-CIP	**Digester Condition Assessment**	M	$25,000	$0	$0	$0	$0	$0	$50,000	$25,000	$25,000
+ 971-17-CIP	Enclose Membrane Trains	C	$0	$0	$0	$0	$0	$250,000	$500,000	$250,000	$250,000
+ 1019-17-CIP	**Engineering study pertaining to the Facility Plan**	M	$100,000	$0	$0	$0	$0	$0	$200,000	$100,000	$100,000
+ 899-17-CIP	**Front Street Lift Station & TCRWWTP PLC Upgrade**	M	$36,633	$0	$0	$0	$0	$0	$152,639	$116,006	$36,633
+ 900-17-CIP	Membrane Distribution & RAS Channel Aeration Line	M	$0	$47,700	$0	$0	$0	$0	$95,400	$47,700	$47,700
+ 786-17-CIP	**Membrane Gate Replacement**	M	$25,871	$29,991	$0	$0	$0	$0	$111,724	$55,862	$55,862
+ 970-17-CIP	Plant PLC Upgrade	M	$0	$0	$0	$0	$121,512	$0	$243,024	$121,512	$121,512
+ 890-17-CIP	**Plant-Membrane Replacement**	M	$430,000	$430,000	$430,000	$430,000	$0	$470,000	$4,380,000	$2,190,000	$2,190,000
+ 905-17-CIP	Primary Clarifier Chain/Flight Replacement	M	$0	$0	$0	$500,000	$0	$0	$1,000,000	$500,000	$500,000
+ 904-17-CIP	Primary Clarifier Supports and Structure	M	$0	$0	$0	$181,827	$0	$0	$363,654	$181,827	$181,827
+ 902-17-CIP	Primary Header Replacement	M	$0	$250,000	$0	$0	$0	$0	$500,000	$250,000	$250,000
+ 912-17-CIP	Reconditioning Digesters 1 and 2	M	$0	$0	$0	$0	$0	$40,000	$80,000	$40,000	$40,000
+ 795-17-CIP	SCADA Upgrade	V	$0	$0	$47,500	$0	$0	$0	$95,000	$47,500	$47,500
+ 893-17-CIP	Screw Pump Replacement	M	$0	$250,000	$250,000	$0	$0	$0	$1,000,000	$500,000	$500,000
+ 1018-17-CIP	**UV System and Structure Modification Project**	C	$250,000	$0	$0	$0	$0	$0	$500,000	$250,000	$250,000
+ 894-17-CIP	**West Biosolids Storage Tank Pump Upgrade**	M	$61,256	$0	$0	$0	$0	$0	$122,512	$61,256	$61,256
Total Private			**$2,525,510**	**$3,510,941**	**$742,000**	**$1,256,827**	**$5,121,512**	**$4,010,985**	**$17,167,775**	**$0**	**$17,167,775**

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Six Year Capital Improvement Plan

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Road Commission Millage Fund											
Streets											
+ 14-17-CIP	**Annual Street Reconstruction Program**	V	$760,000	$760,000	$760,000	$760,000	$0	$0	$7,790,000	$7,790,000	$0
Total Road Commission Millage Fund			**$760,000**	**$760,000**	**$760,000**	**$760,000**	**$0**	**$0**	**$3,040,000**	**$3,040,000**	**$0**

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Sewer Fund											
Streets											
+ 1022-17-CIP	**Eighth Street Alley (Wellington to Franklin)**	M	$50,000	$0	$0	$0	$0	$0	$275,000	$275,000	$0
Wastewater											
366-17-CIP	**Annual Sewer Rehab/Replace**	V	$450,000	$450,000	$450,000	$450,000	$450,000	$0	$2,250,000	$2,250,000	$0
13-17-CIP	**Annual Storm Water Mngt Program**	M	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$300,000	$300,000	$0
987-17-CIP	**Automated Metering Infrastructure**	V	$750,000	$0	$0	$0	$0	$0	$750,000	$750,000	$0
293-17-CIP	**Catch Basin & Manhole Casting Replacement**	V	$30,000	$0	$0	$0	$0	$0	$30,000	$30,000	$0
968-17-CIP	Clinch Park Lift Station/Bay Street/Birchwood Upg	M	$0	$0	$0	$117,000	$0	$0	$117,000	$117,000	$0
+ 948-17-CIP	**Digester 3 and 4 Reconditioning**	M	$104,000	$104,000	$0	$0	$0	$0	$416,000	$208,000	$208,000
+ 966-17-CIP	**Digester Condition Assessment**	M	$25,000	$0	$0	$0	$0	$0	$50,000	$25,000	$25,000
+ 971-17-CIP	Enclose Membrane Trains	C	$0	$0	$0	$0	$0	$250,000	$500,000	$250,000	$250,000
1000-17-CIP	Engineering Eval/Cond Assess Birchwood Lift Stn	V	$0	$0	$0	$0	$0	$50,000	$50,000	$50,000	$0
967-17-CIP	Engineering Evaluation of Clinch Park Lift Statio	V	$0	$0	$0	$0	$0	$50,000	$50,000	$50,000	$0
+ 1019-17-CIP	**Engineering study pertaining to the Facility Plan**	M	$100,000	$0	$0	$0	$0	$0	$200,000	$100,000	$100,000
1002-17-CIP	Front St Lift Sta Engineering Evaluation	V	$0	$0	$0	$50,000	$0	$0	$50,000	$50,000	$0
1001-17-CIP	Front ST. Lift Stn. VFD Pipe&Pump Wet Well Upgrade	M	$0	$0	$0	$0	$598,000	$0	$598,000	$598,000	$0
+ 899-17-CIP	**Front Street Lift Station & TCRWWTP PLC Upgrade**	M	$116,006	$0	$0	$0	$0	$0	$152,639	$116,006	$36,633
910-17-CIP	Front Street Lift Station Pump Around Hookup	V	$0	$0	$0	$0	$80,000	$0	$80,000	$80,000	$0
913-17-CIP	Lift Station Telemetry System	V	$0	$0	$0	$90,000	$0	$0	$90,000	$90,000	$0
+ 900-17-CIP	Membrane Distribution & RAS Channel Aeration Line	M	$0	$47,700	$0	$0	$0	$0	$95,400	$47,700	$47,700
+ 786-17-CIP	**Membrane Gate Replacement**	M	$25,871	$29,991	$0	$0	$0	$0	$111,724	$55,862	$55,862
+ 970-17-CIP	Plant PLC Upgrade	M	$0	$0	$0	$0	$121,512	$0	$243,024	$121,512	$121,512
+ 890-17-CIP	**Plant-Membrane Replacement**	M	$430,000	$430,000	$430,000	$430,000	$0	$470,000	$4,380,000	$2,190,000	$2,190,000
+ 905-17-CIP	Primary Clarifier Chain/Flight Replacement	M	$0	$0	$0	$500,000	$0	$0	$1,000,000	$500,000	$500,000
+ 904-17-CIP	Primary Clarifier Supports and Structure	M	$0	$0	$0	$181,827	$0	$0	$363,654	$181,827	$181,827
+ 902-17-CIP	Primary Header Replacement	M	$0	$250,000	$0	$0	$0	$0	$500,000	$250,000	$250,000
+ 912-17-CIP	Reconditioning Digesters 1 and 2	M	$0	$0	$0	$0	$0	$40,000	$80,000	$40,000	$40,000
898-17-CIP	Riverine Lift Station Equipment Upgrade	M	$0	$0	$0	$0	$0	$107,865	$107,865	$107,865	$0
+ 795-17-CIP	SCADA Upgrade	V	$0	$0	$47,500	$0	$0	$0	$95,000	$47,500	$47,500

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Sewer Fund											
+ 893-17-CIP	Screw Pump Replacement	M	$0	$250,000	$250,000	$0	$0	$0	$1,000,000	$500,000	$500,000
+ 1018-17-CIP	**UV System and Structure Modification Project**	C	$250,000	$0	$0	$0	$0	$0	$500,000	$250,000	$250,000
+ 894-17-CIP	**West Biosolids Storage Tank Pump Upgrade**	M	$61,256	$0	$0	$0	$0	$0	$122,512	$61,256	$61,256
+ 764-17-CIP	Window Replacement 503 Hannah Ave.	V	$0	$30,000	$0	$0	$0	$0	$60,000	$60,000	$0
Water											
+ 1027-17-CIP	Park Place Area Infrastructure Improvements	C	$0	$250,000	$0	$0	$0	$0	$1,225,000	$1,225,000	$0
Total Sewer Fund			**$2,442,133**	**$1,891,691**	**$1,227,500**	**$1,868,827**	**$1,299,512**	**$1,017,865**	**$9,747,528**	**$9,747,528**	**$0**

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Special Assessment Fund											
Streets											
+ 717-17-CIP	East Front Streetscapes (Boardman to Grndvw Pkwy)	V	$0	$0	$257,500	$0	$0	$0	$915,000	$515,000	$400,000
+ 1026-17-CIP	Union Street and Streetscape	C	$0	$0	$0	$334,530	$0	$0	$669,060	$669,060	$0
Total Special Assessment Fund			**$0**	**$0**	**$257,500**	**$334,530**	**$0**	**$0**	**$592,030**	**$592,030**	**$0**

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TIF 2											
Bridges											
+ 58-17-CIP	Eighth Street Bridge Repair	V	$0	$150,000	$0	$0	$0	$0	$900,000	$150,000	$750,000
+ 187-17-CIP	South Cass Street Bridge Repair	V	$0	$66,000	$0	$0	$0	$0	$982,000	$132,000	$850,000
Streets											
+ 61-17-CIP	**Cass & Lake: Streetscape Improvements**	V	$272,750	$0	$0	$0	$0	$0	$545,500	$272,750	$272,750
Total TIF 2			**$272,750**	**$216,000**	**$0**	**$0**	**$0**	**$0**	**$488,750**	**$488,750**	**$0**

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TIF 97											
Bridges											
714-17-CIP	200 Block Alley Enhanced Improvements	V	$0	$0	$0	$0	$817,000	$0	$817,000	$817,000	$0
+ 885-17-CIP	North Cass Street Bridge Rehabilitation	V	$0	$0	$0	$0	$203,000	$0	$1,218,000	$203,000	$1,015,000
+ 586-17-CIP	Park Street Bridge Repair	V	$0	$150,000	$0	$0	$0	$0	$1,000,000	$150,000	$850,000
+ 187-17-CIP	South Cass Street Bridge Repair	V	$0	$66,000	$0	$0	$0	$0	$982,000	$132,000	$850,000
+ 186-17-CIP	South Union Street Bridge Repair	V	$0	$0	$0	$0	$63,000	$0	$1,134,000	$189,000	$945,000
+ 535-17-CIP	**West Front Street Bridge Replacement**	V	$220,000	$0	$0	$0	$0	$0	$1,320,000	$220,000	$1,100,000
Civic											
+ 870-17-CIP	Civic Square	V	$0	$0	$0	$0	$1,000,000	$0	$6,000,000	$1,000,000	$5,000,000
+ 781-17-CIP	Farmers Market	V	$0	$400,000	$0	$0	$0	$0	$535,000	$535,000	$0
82-17-CIP	Lower Boardman River Enhancements	V	$0	$0	$0	$0	$0	$700,000	$700,000	$700,000	$0
646-17-CIP	Public Restrooms at Lot O	V	$0	$0	$0	$0	$0	$316,000	$316,000	$316,000	$0
877-17-CIP	**Uptown/West Front Riverwalk from Union Street Dam**	V	$710,000	$490,000	$0	$0	$0	$0	$1,200,000	$1,200,000	$0
Parking											
+ 645-17-CIP	**West Front St Redevelopment (BOND)**	V	$317,500	$635,000	$635,000	$635,000	$635,000	$635,000	$5,167,500	$4,867,500	$300,000
Streets											
+ 717-17-CIP	East Front Streetscapes (Boardman to Grndvw Pkwy)	V	$0	$0	$257,500	$0	$0	$0	$915,000	$515,000	$400,000
713-17-CIP	Grandview Parkway Pedestrian Crossing Enhancement	V	$0	$0	$0	$0	$500,000	$0	$500,000	$500,000	$0
Total TIF 97			**$1,247,500**	**$1,741,000**	**$892,500**	**$635,000**	**$3,218,000**	**$1,651,000**	**$9,385,000**	**$9,385,000**	**$0**

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TIF Old Town											
Bridges											
+ 186-17-CIP	South Union Street Bridge Repair	V	$0	$0	$0	$0	$63,000	$0	$1,134,000	$189,000	$945,000
Facilities											
+ 168-17-CIP	Union Street Dam Improvements	V	$0	$1,000,000	$0	$0	$0	$0	$11,000,000	$1,000,000	$10,000,000
Streets											
+ 864-17-CIP	Boardman Lake Street (8th to 14th Street) and Wye	V	$0	$0	$0	$0	$650,000	$0	$3,650,000	$650,000	$3,000,000
+ 882-17-CIP	Eighth Street- Lake Ave. to Woodmere	V	$0	$475,000	$475,000	$475,000	$0	$0	$10,550,000	$10,550,000	$0
+ 1026-17-CIP	Union Street and Streetscape	C	$0	$0	$0	$334,530	$0	$0	$669,060	$669,060	$0
Walkways											
+ 316-17-CIP	Boardman River Walk south of 8th Street Bridge	V	$0	$0	$0	$0	$175,700	$0	$690,700	$175,700	$515,000
1025-17-CIP	Rivers Edge Riverwalk Decking Replacement	M	$0	$0	$106,869	$0	$0	$0	$106,869	$106,869	$0
Total TIF Old Town			**$0**	**$1,475,000**	**$581,869**	**$809,530**	**$888,700**	**$0**	**$3,755,099**	**$3,755,099**	**$0**

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Water Fund											
Wastewater											
+ 764-17-CIP	Window Replacement 503 Hannah Ave.	V	$0	$30,000	$0	$0	$0	$0	$60,000	$60,000	$0
Water											
1012-17-CIP	**2 Million Gallon LaFrainer Road Water Reservoir**	C	$2,000,000	$0	$0	$0	$0	$0	$2,000,000	$2,000,000	$0
367-17-CIP	**Annual Water Rehab/Replace**	V	$450,000	$450,000	$450,000	$450,000	$450,000	$450,000	$2,700,000	$2,700,000	$0
986-17-CIP	**Automated Metering Infrastructure (+Wastewater)**	V	$750,000	$0	$0	$0	$0	$0	$750,000	$750,000	$0
113-17-CIP	**Barlow Reservoir Rehabilitation / Reconstruction**	V	$100,000	$900,000	$0	$0	$0	$0	$1,000,000	$1,000,000	$0
933-17-CIP	Chemical System Upgrades (Alum, Chlorine & Fluori	V	$0	$0	$175,000	$0	$0	$0	$175,000	$175,000	$0
935-17-CIP	East - West Transmission Main Upgrade	V	$0	$0	$0	$1,900,000	$0	$0	$1,900,000	$1,900,000	$0
930-17-CIP	Electrical Gear Upgrades at WTP & Low Service	V	$0	$0	$850,000	$0	$0	$0	$850,000	$850,000	$0
114-17-CIP	Filters 1, 2 & 3 Media Replacement & Surface Wash	V	$0	$350,000	$0	$0	$0	$0	$350,000	$350,000	$0
934-17-CIP	Filters 1, 2 & 3 Valve Replacement	V	$0	$0	$400,000	$0	$0	$0	$400,000	$400,000	$0
973-17-CIP	**Galvanized Water Service Replacement Project**	V	$200,000	$0	$0	$0	$0	$0	$200,000	$200,000	$0
731-17-CIP	Generator Plug Receptacle for Low Service Pump St	V	$0	$20,000	$0	$0	$0	$0	$20,000	$20,000	$0
932-17-CIP	Hannah Ave Water Main Upgrade	V	$0	$0	$310,000	$0	$0	$0	$310,000	$310,000	$0
770-17-CIP	**High & Low Service Pump Repairs**	V	$80,000	$80,000	$80,000	$80,000	$80,000	$0	$400,000	$400,000	$0
1028-17-CIP	**Lagoon Maintenance**	M	$60,000	$0	$60,000	$0	$60,000	$0	$180,000	$180,000	$0
1015-17-CIP	Low Service Check Valve Replacement Project	M	$0	$0	$40,000	$0	$0	$0	$40,000	$40,000	$0
115-17-CIP	Midtown Water Transmission Line	V	$0	$1,500,000	$0	$0	$0	$0	$1,500,000	$1,500,000	$0
+ 1027-17-CIP	Park Place Area Infrastructure Improvements	C	$0	$975,000	$0	$0	$0	$0	$1,225,000	$1,225,000	$0
507-17-CIP	**Replacement of Air Compressors**	V	$10,000	$0	$0	$0	$0	$0	$10,000	$10,000	$0
1016-17-CIP	Veterans Drive Water Main Replacement Project.	C	$0	$0	$0	$0	$400,000	$0	$400,000	$400,000	$0
1014-17-CIP	**Wayne Hill/Huron Hills Booster Pump Replacement Pr**	M	$20,000	$20,000	$20,000	$0	$0	$0	$60,000	$60,000	$0
1013-17-CIP	**WTP Roof Replacement Project**	M	$70,000	$0	$0	$0	$0	$0	$70,000	$70,000	$0
1017-17-CIP	WTP Standby Generator Replacement Project	M	$0	$0	$0	$0	$0	$250,000	$250,000	$250,000	$0
Total Water Fund			**$3,740,000**	**$4,325,000**	**$2,385,000**	**$2,430,000**	**$990,000**	**$700,000**	**$14,570,000**	**$14,570,000**	**$0**

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+ - Indicates projects with multiple funding sources.

Project ID	Cat	Fiscal Year 2017-2018	Fiscal Year 2018-2019	Fiscal Year 2019-2020	Fiscal Year 2020-2021	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Project Cost	City Funds	Non-City Funds
GRAND TOTAL:		**$29,337,861**	**$45,517,301**	**$20,477,826**	**$22,714,773**	**$26,090,815**	**$28,452,233**	**$172,590,809**	**$113,700,923**	**$58,889,886**