

FISCAL YEAR 2010 / 2011
BUDGET
AS ADOPTED BY CITY COUNCIL



VIRG BERNERO, MAYOR

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LANSING CITY GOVERNMENT
Fiscal Year July 1, 2010 - June 30, 2011

MAYOR

Virg Bernero

CITY COUNCIL

A'Lynne Robinson, Council President - 3rd Ward
Kathy Dunbar, Council Vice President, At Large
Derrick Quinney, At Large
Carol Wood, At Large
Brian Jeffries, At Large
Eric Hewitt, 1st Ward
Tina Houghton - 2nd Ward
Jessica Yorke - 4th Ward

CLERK

Chris Swope

DISTRICT COURT JUDGES

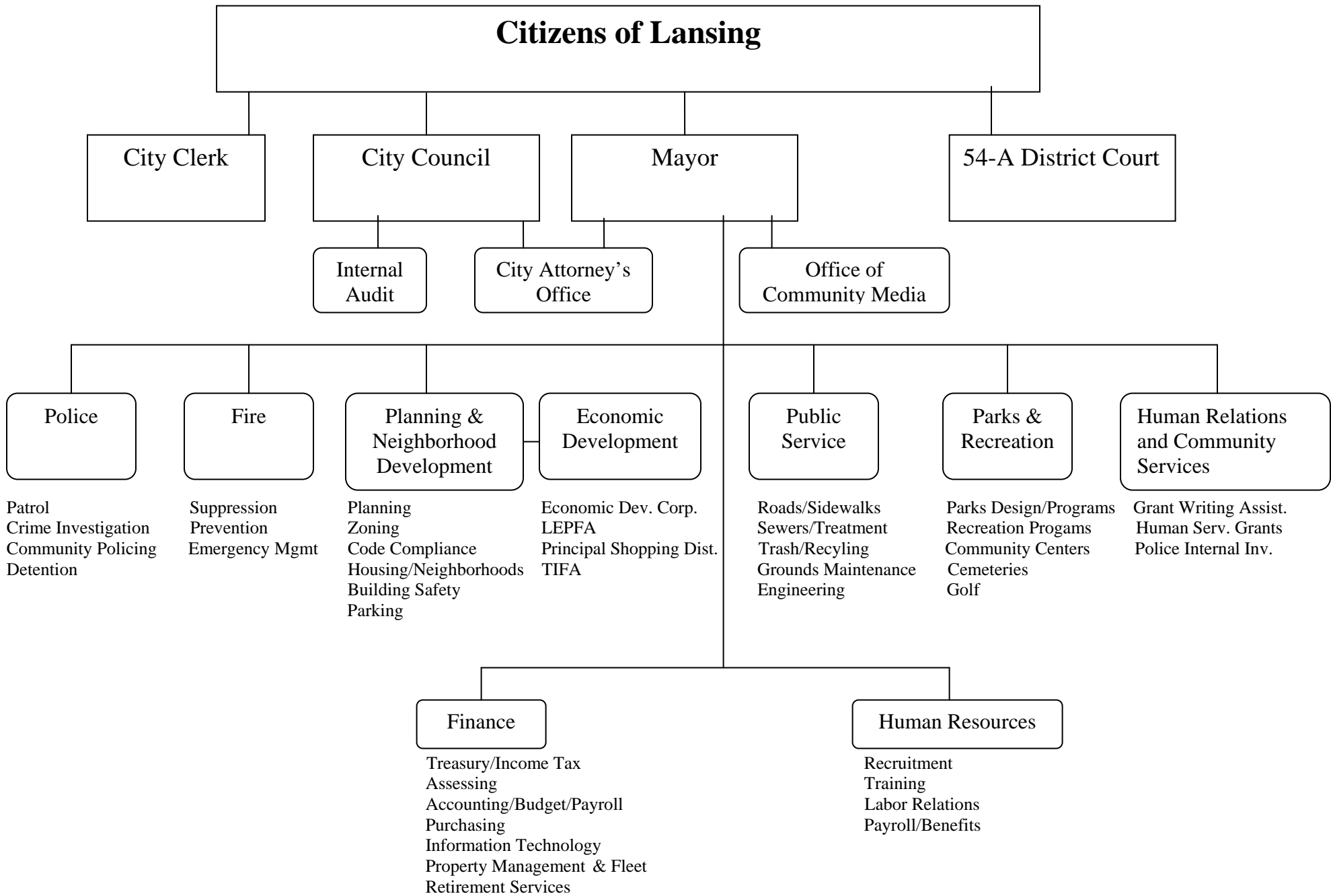
Frank J. DeLuca, Chief Judge
Patrick F. Cherry
Charles F. Filice
Amy Krause
Louise Alderson

OFFICERS

City Assessor.....Maria Irish
City Attorney.....Brigham Smith
City Treasurer.....Antonia Kraus
Chief of Staff/Finance Director.....Gerald W. Ambrose
Police Chief, Interim.....Teresa Szymnaski
Fire Chief.....Tom Cochran
Planning & Neighborhood Development Director.....Bob Johnson
Public Services Director.....Chad A. Gamble
Parks & Recreation Director.....Murdock Jemerson
Court Administrator.....Anethia Brewer
Human Relations & Community Service Director.....Joan Jackson Johnson
Human Resources Director.....Terri Singleton
Internal Auditor.....Arnold Yerxa

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Citizens of Lansing



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City of Lansing Fiscal Year 2010/2011 Adopted Budget

Serving as Michigan's capital since 1848, the City of Lansing was incorporated in 1859 and operates under provisions of Public Act 279 of 1909, as amended (the "Home Rule City Act"). The City incorporates 34.7 square miles and is located in the lower middle of Michigan's Lower Peninsula and operates under a strong mayor form of government established by 1978 Charter revision.

Lansing is a mature core city with a population of 119,286, according to the revised 2000 census, and offers a full range of services. The City operates police headquarters and two precincts with over 300 sworn police officers; nine fire stations with a fire protection force of over 200; over 300 miles of sanitary sewers, 217 miles of storm sewers, and 200 miles of combined sewers; over 400 miles of roads; 114 parks; a District Court; and support for human services and cultural events. The City's main sources of revenue are property taxes, income taxes, State revenue sharing, Federal entitlement grants, and charges for services, including utility billings. Additional information about the City and its services can be found in the statistical section of the City's Comprehensive Annual Financial Report (CAFR), as well as the City's website: www.cityoflansingmi.com.

Budget Process

The City's fiscal year is July 1 through June 30. The FY 2010/2011 budget takes effect July 1, 2010.

In accordance with the State Uniform Budgeting and Accounting Act (P.A. 2 of 1968), as amended, and the City Charter, the Mayor submitted a proposed budget for FY 2010/2011 to the City Council on March 22, 2010. After holding televised hearings and a public hearing, the City Council unanimously adopted the budget with a few minor amendments on May 17, 2010.

A copy of the FY 2010/2011 budget resolution is presented in the "Budget Resolution and Schedule of Fee Changes" section (page 115) of this budget document. Copies of the Mayor's proposed budget can be obtained on the City's website, by contacting the Budget Office at 124 W. Michigan Ave., Lansing, MI, 48933, or by calling (517) 483-4500.

Budget Summary

The FY 2010/2011 budget for the City is \$184,271,015 for all funds and \$109,421,000 for the General Fund. The City's total budget represents a 6.6% decrease from the FY 2009/2010 adopted budget, as well as a 6.6% decrease from the FY 2009/2010 adopted budget for the General Fund.

Like many other communities in the nation, and especially in the State of Michigan, Lansing faces significant challenges posed by the effects of the current economic conditions: declining property values and property tax revenue, decreases in income tax revenues caused by current unemployment levels and cutbacks by employers, record-low interest rates resulting in lower

investment earnings, and significant cuts by the State to municipal revenue sharing. At the same time, costs, such as healthcare and pensions continue to increase, and demands for services, such as human services needs and foreclosure prevention, continue to increase.

Despite these significant challenges, the FY 2010/2011 budget, as proposed by the Mayor and adopted unanimously by the City Council, was balanced *without* raising property tax rates and *without* resorting to the use of General Fund reserves. The budget places priorities on public safety, strong neighborhoods, and economic development. All essential city services are continued without interruption. Police, fire, and emergency services personnel will respond promptly to 911 calls around-the-clock. Streets will be maintained, swept, and plowed. The sewer system will operate and trash will be collected. The parks system will be maintained, and will continue to offer recreational activities. The city government will support worthy community agencies, and help the less fortunate in the community during these historically tough times.

Forward-looking, strategic investments that help build a more prosperous future for the City and its residents will continue to be made. In collaboration with regional partners, the Lansing Economic Development Corporation will continue to relentlessly seek opportunities to grow and reshape the local economy, to spark the creation of new jobs, and to attract new residents, businesses, and visitors, while supporting those who are already here.

In addition, the budget includes additional resources for foreclosure prevention and assistance, utilizing federal stimulus funds; continued evaluation and implementation of energy efficiency and reduction measures; consolidation feasibility study for the City's two police precincts, headquarters and District Court; continuation of the City's master planning project; minimal funding for maintenance of the City's infrastructure; and continued improvement to City parks, playgrounds, swimming pools, and a basketball complex, utilizing proceeds of the City Parks Millage.

However, in order to provide for a balanced budget in light of the significant challenges posed by these historic recessionary times, a number of significant changes are contained in the budget. These changes will not affect the basic provision of services, but reflect continuing efforts to be more efficient with tax dollars and to provide those services most important to our residents, businesses, and visitors. Efforts also continue to minimize the impact of necessary changes on employees, and in particular, to avoid layoffs. These changes include:

- Structural changes to more efficiently and effectively provide services:
 - The consolidation of grounds maintenance activities for roads, sidewalks, and parks into one division within the Public Service Department
 - The consolidation of the Transportation engineering functions within the Public Service Department
 - The transfer of City support of arts and cultural organizations to the Lansing Economic Development Corporation (EDC) in light of the tie between arts and culture and economic development (continued)

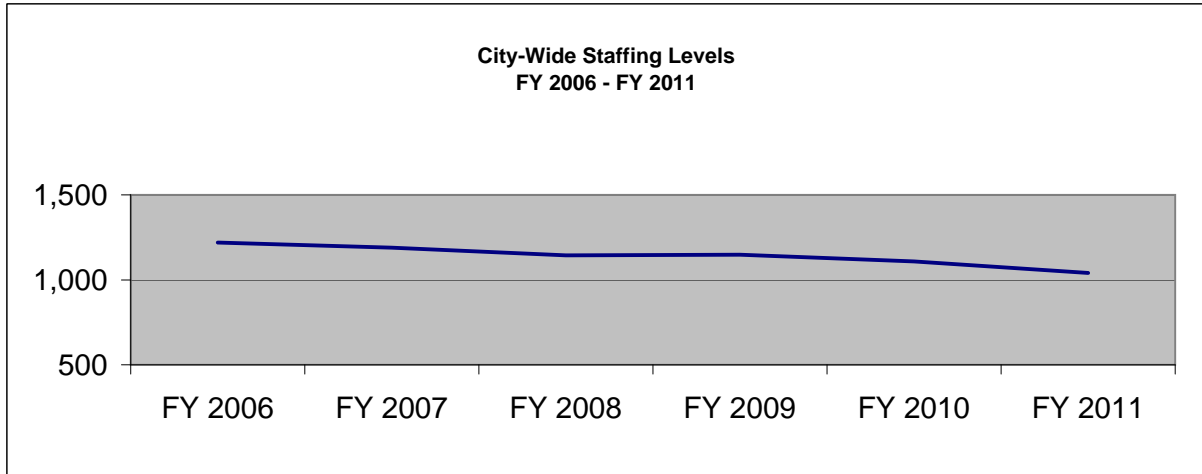
- The consolidation City TV and the Office of Community Media into the Office of Community Media
 - The consolidation of the City's two fleet services and garages into one location
 - The reorganization of fire and emergency medical response plans in cooperation with the International Association of Fire Fighters (IAFF) union which made possible the closing of one of the City's nine fire stations and a corresponding reduction in minimum staffing requirements with minimal impact on response times
 - A change from 10-hour shifts to 12-hour shifts for police patrols, and an internal reorganization of the Police Department made in collaboration with the Fraternal Order of Police (FOP) union, will result in the deployment of more officers on patrol on a 24-hour basis than has been provided in past years, even though overall staffing is reduced
 - A change in the way supplemental health care is provided for Medicare eligible retirees
 - The elimination of a number of vacant positions resulting from an ongoing hiring freeze and the offering of a retirement incentive
 - A transfer of senior programming from the Miller Road Community Center to the new Southside Community Center
- Programmatic reductions, including:
 - Closure of the Ice Dome at Washington Park, and
 - Closure of the Scott House Facility
 - Reduced funding for capital improvements, including funding for major road reconstruction projects

Unfortunately, these measures, taken together, were insufficient to achieve the cost reductions necessary to balance the budget. As a result, the budget includes a 10% reduction in hours worked for non-emergency personnel, which is the equivalent of 208-work-hour reduction or twenty-six (26) unpaid furlough days. Unpaid time and/or furlough days will be structured in a way that, where possible, minimizes the impact on service delivery to the public. It is likely that office hours for some City services will be reduced or restructured.

More detailed information, as well as other changes contained in the budget, can be found in the Department Summaries section of this budget document.

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**Summary of Projected Full-Time Positions by Department
(Includes Elected Officials)**



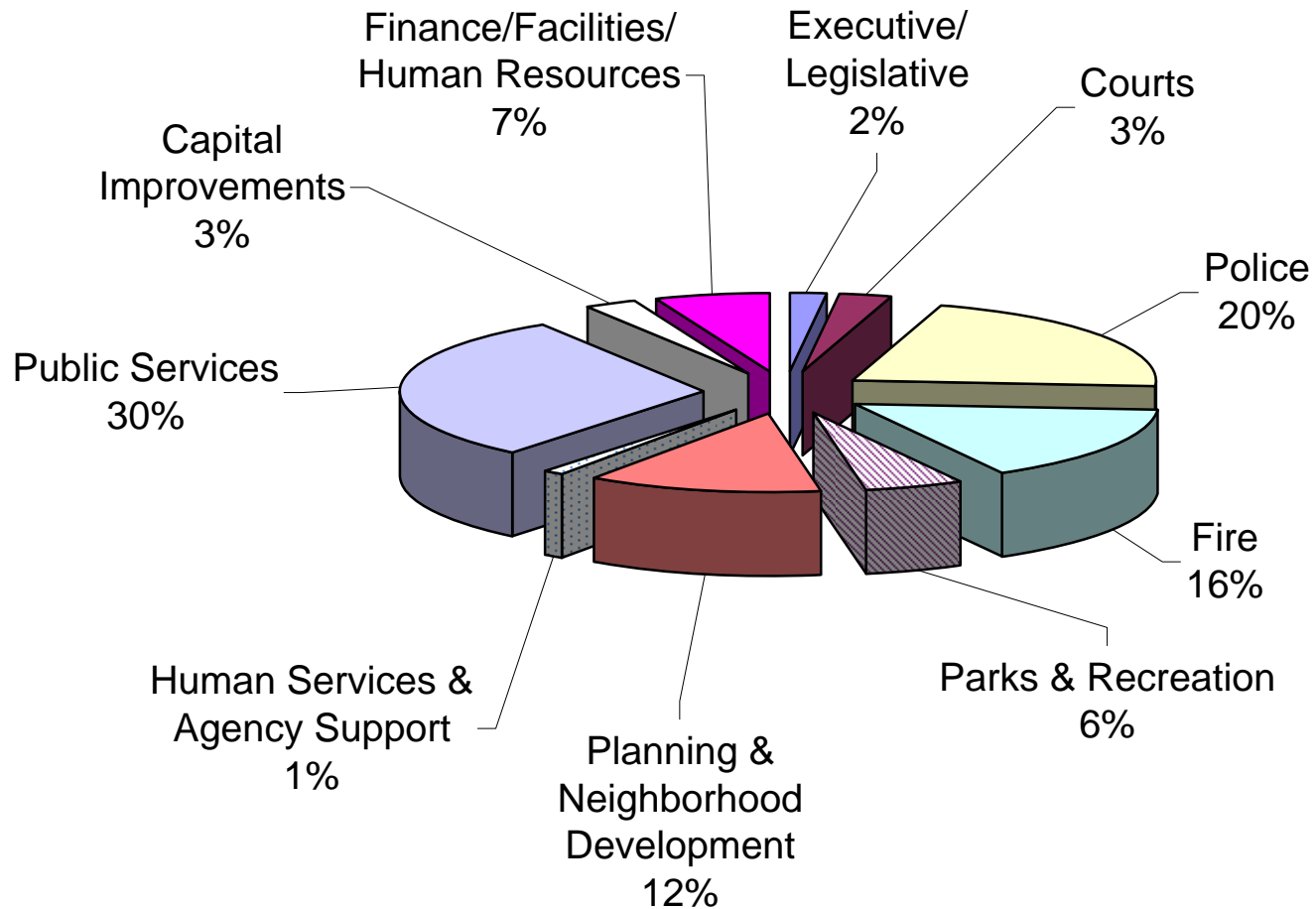
	<u>FY 2006</u> <u>Adopted</u>	<u>FY 2007</u> <u>Adopted</u>	<u>FY 2008</u> <u>Adopted</u>	<u>FY 2009</u> <u>Adopted</u>	<u>FY 2010</u> <u>Adopted</u>	<u>FY 2011</u> <u>Planned</u> ⁽³⁾
City Council	12.00	11.00	11.00	11.00	11.00	11.00
Internal Audit	2.00	2.00	2.00	2.00	2.00	2.00
Mayor Staff	7.00	5.00	5.00	5.00	5.00	5.00
Office of Community Media	2.00	2.00	2.00	2.00	2.00	2.00
Clerk Staff	7.00	7.00	7.00	7.00	7.00	6.00
Court/Probation Staff	55.00	55.00	53.00	53.00	53.00	48.00
Planning & Neighborhood Development	102.00	97.00	90.00	90.00	87.00	66.00 ⁽¹⁾
Finance	111.75	129.00	118.00	118.00	107.00	100.00
Human Resources	12.00	14.00	14.00	14.00	12.00	11.00
City Attorney	12.00	12.00	12.00	12.00	12.00	11.00
Police	337.00	338.00	342.00	343.00	344.00	328.00
Fire	235.00	235.00	235.00	235.00	235.00	225.00
Public Service	219.00	188.00	181.00	181.00	171.00	199.00 ^{(1),(2)}
Human Relations & Community Services	10.00	9.00	8.00	8.00	5.00	5.00
Parks & Recreation	96.00	86.00	65.00	66.00	56.00	22.00 ⁽²⁾
	<u>1,219.75</u>	<u>1,190.00</u>	<u>1,145.00</u>	<u>1,147.00</u>	<u>1,109.00</u>	<u>1,041.00</u>

⁽¹⁾ In FY 2011, nine (9) Planning & Neighborhood Development positions are being transferred to Public Service for consolidation of grounds maintenance and transportation operations.

⁽²⁾ Eighteen (18) Parks Zoo positions were transferred to Ingham County in FY 2008. In FY 2011, thirty-one (31) Parks positions are being transferred to Public Service for consolidation of grounds maintenance operations.

⁽³⁾ The 2010 retirement incentive resulted in 71 retirements in total. Some are not accounted for in this chart, as critical positions have not yet been identified.

Fiscal Year 2010/2011 City-Wide Budget \$184,271,015



FY 2010/2011 Proposed City-Wide Budget by Department/Service Type

<u>Department</u>	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>	<u>Percent of Total Budget</u>
City Council	601,683	-	601,683	0.32%
Internal Auditor	145,710	-	145,710	0.08%
Mayor's Office	705,042	-	705,042	0.38%
Office of Community Media	187,406	-	187,406	0.10%
Attorney's Office	1,268,920	-	1,268,920	0.68%
City Clerk	819,812	-	819,812	0.44%
Subtotal - Executive/Legislative	<u>3,728,573</u>	<u>-</u>	<u>3,728,573</u>	2.01%
Courts	5,065,427	-	5,065,427	2.73%
Police	33,172,749	1,310,925	34,483,674	
Police - 911 Dispatch	261,422	5,183,218	5,444,640	
Subtotal - Police	<u>33,434,171</u>	<u>6,494,143</u>	<u>39,928,314</u>	21.49%
Fire	28,996,300	-	28,996,300	15.61%
Parks & Recreation - General Fund	7,644,145	-	7,644,145	
Parks Capital Improvements	1,375,500	(190,500)	1,185,000	
Parks - Golf	-	707,000	707,000	
Parks - Cemeteries	451,334	275,266	726,600	
Subtotal - Parks	<u>9,470,979</u>	<u>791,766</u>	<u>10,262,746</u>	5.52%
Planning & Neighborhood Development	2,998,818	4,828,737	7,827,555	
Parking	-	11,833,900	11,833,900	
Economic Development Corporation	462,565	-	462,565	
Principal Shopping District	39,180	515,810	554,990	
LEPFA/Stadium	1,696,667	395,800	2,092,467	
Subtotal - Planning & Neighborhood Dev.	<u>5,197,230</u>	<u>17,574,247</u>	<u>22,771,477</u>	12.26%
Human Relations & Community Services Dept.	664,770	-	664,770	
Human Services	1,435,000	-	1,435,000	
City Supported Agencies	48,400	-	48,400	
Subtotal - Human Relations/Agency Support	<u>2,148,170</u>	<u>-</u>	<u>2,148,170</u>	1.16%
Public Services	6,232,000	-	6,232,000	
Public Services - Roads	1,604,816	11,797,989	13,402,805	
Public Services - Sewer	815,000	31,449,100	32,264,100	
Public Services - Refuse	-	1,494,400	1,494,400	
Public Services - Recycling	-	3,178,700	3,178,700	
Subtotal - Public Services	<u>8,651,816</u>	<u>47,920,189</u>	<u>56,572,005</u>	30.45%
Capital Improvements	740,000	1,360,000	2,100,000	
Library Building Rental	160,000	-	160,000	
Debt Service	1,941,860	709,670	2,651,530	
Subtotal - Capital Improvements	<u>2,841,860</u>	<u>2,069,670</u>	<u>4,911,530</u>	2.64%
Finance (Includes Property & Fleet Mgmt)	9,698,704	-	9,698,704	5.22%
Human Resources	1,687,770	-	1,687,770	0.91%
Vacancy Factor	(1,500,000)	-	(1,500,000)	
	<u>109,421,000</u>	<u>74,850,015</u>	<u>184,271,015</u>	

Note: Transfers from other funds are netted out from expenditures so as not to overstate total funding.

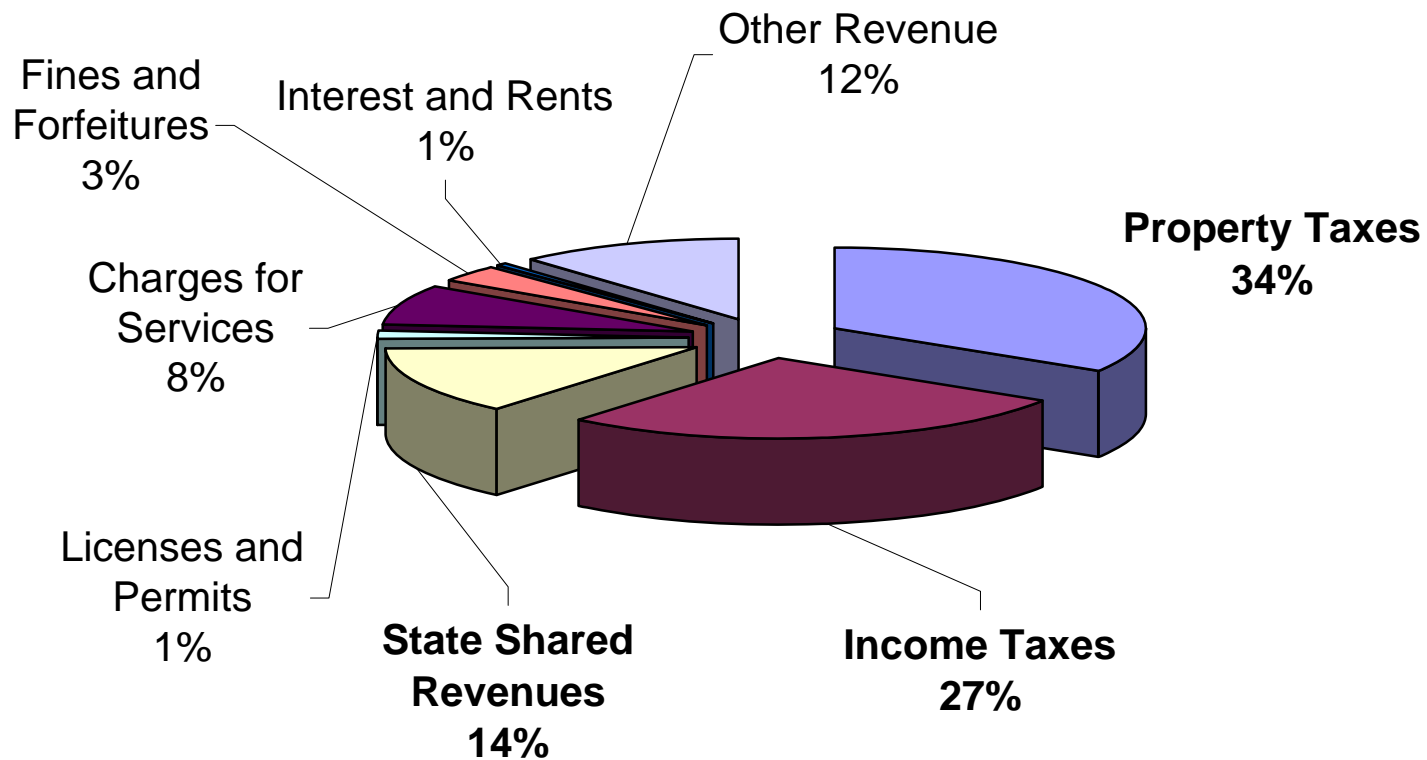
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Fund Summaries

Where the Money Comes From

FY 2010/2011 General Fund Budgeted Revenues

\$109,421,000



City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
General Fund Revenue (excluding use of reserves)

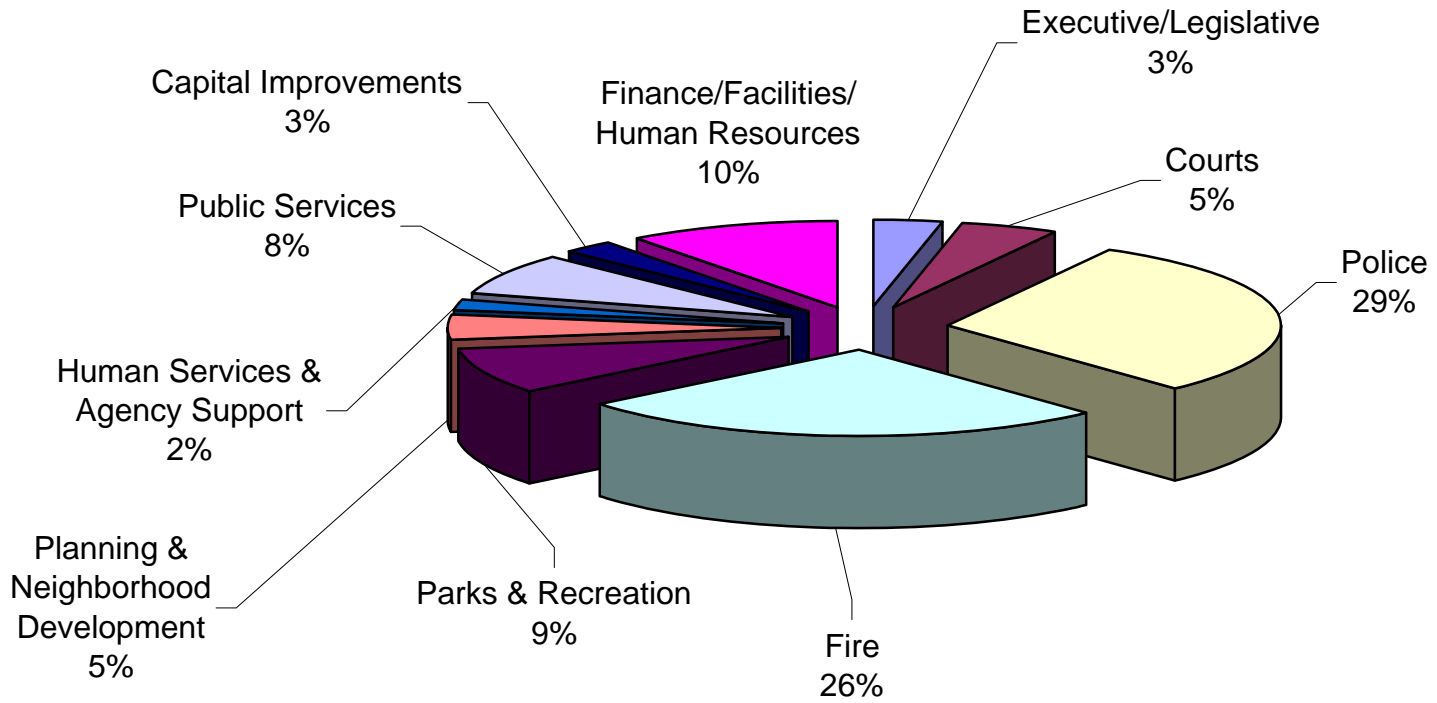
	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected	FY 2011 Adopted	% Change FY10 Adopted FY11 Adopted
Property Taxes	39,474,570	41,273,556	40,890,066	37,038,845 ⁽¹⁾	-10.3%
Income Taxes	29,312,762	30,300,000	29,425,000	29,700,000	-2.0%
State Revenues					
State Revenue Sharing	15,981,941	16,621,993	13,948,127	13,948,127	
Fire Reimbursement Grants	968,509	950,000	1,068,718	1,100,000	
Liquor License Fee	67,696	69,000	66,393	66,000	
	<u>17,018,146</u>	<u>17,640,993</u>	<u>15,083,238</u>	<u>15,114,127</u>	-14.3%
Licenses & Permits					
Business Licenses	62,609	51,000	53,450	55,700	
Building Licenses & Permits	40,170	34,400	32,450	33,200	
Non-Business Licenses	110,741	123,100	104,000	112,940	
Cable Franchise Fees	1,119,334	1,390,000	1,350,000	1,400,000	
	<u>1,332,854</u>	<u>1,598,500</u>	<u>1,539,900</u>	<u>1,601,840</u>	0.2%
Charges for Services					
Reimbursements	2,939,567	2,832,950	2,827,750	2,831,300	
Appeals & Petitions	73,508	67,250	52,200	54,100	
Code Compliance	2,166,046	2,116,971	2,198,800	2,225,500	
Public Safety	2,710,916	3,474,175	3,019,230	3,114,060	
Subscriptions and Information	2,694	1,110	1,040	1,900	
Work for Others	(34,321)	28,075	21,900	22,026	
Central Stores	349	600	670	450	
Recreation Fees	487,403	510,491	492,590	570,452	
	<u>8,346,162</u>	<u>9,031,622</u>	<u>8,614,180</u>	<u>8,819,788</u>	-2.3%
Fines & Forfeitures	3,562,026	3,397,050	3,745,097	3,764,100	10.8%
Interest & Rents					
Interest Income	646,509	899,800	270,000	553,000	
Rental Income	174,425	29,100	30,000	30,000	
	<u>820,934</u>	<u>928,900</u>	<u>300,000</u>	<u>583,000</u>	-37.2%
Return on Equity					
Board of Water and Light	10,293,071	11,550,000	11,050,000	12,000,000	
Sewer Fund	300,000	300,000	300,000	300,000	
	<u>10,593,071</u>	<u>11,850,000</u>	<u>11,350,000</u>	<u>12,300,000</u>	3.8%
Other Revenues					
Sale of Fixed Assets	-	12,000	10,000	10,000	
Donations & Contributions	44,949	399,600	35,100	37,800	
Miscellaneous	915,865	152,200	160,500	151,500	
	<u>960,814</u>	<u>563,800</u>	<u>205,600</u>	<u>199,300</u>	-64.7%
Total General Fund Revenues before Capital Fund Transfers	<u>111,421,339</u>	<u>116,584,421</u>	<u>111,153,081</u>	<u>109,121,000</u>	-6.4%
Transfers from Capital Funds	131,179	615,579	400,000	300,000	
Total General Fund Revenues	<u>111,552,518</u>	<u>117,200,000</u>	<u>111,553,081</u>	<u>109,421,000</u>	-6.6%

⁽¹⁾ The FY 2010 property tax revenue increase was the result of a .56 debt service-mill-shift (equal to \$1.37 million) to the City's operating millage.

How the Money Is Spent

FY 2010/2011 General Fund Budget

\$109,421,000



City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
General Fund Summary

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Beginning General Fund Balance	7,230,452	5,076,237	5,076,237	2,202,886	
Beginning Budget Stab. Fund Balance	5,728,059	5,728,059	5,728,059	5,728,059	
Total General Fund Reserves	<u>12,958,511</u>	<u>10,804,296</u>	<u>10,804,296</u>	<u>7,930,945</u>	
Revenues (detail on previous page)	111,552,518	117,200,000	111,553,081	109,421,000	
<u>Expenditures:</u>					
Council	619,009	624,274	614,844	601,683	-3.6%
City TV	176,420	195,805	190,224	-	-100.0%
Internal Audit	145,178	150,720	144,932	145,710	-3.3%
District Court	5,098,994	5,193,780	5,092,379	4,923,177	-5.2%
Circuit Court Building Rental	114,184	163,000	132,660	142,250	-12.7%
Mayor's Office	730,803	725,144	711,444	705,042	-2.8%
Office of Community Media	-	-	-	187,406	100.0%
City Clerk's Office	927,295	899,377	765,292	819,812	-8.8%
Planning & Neighborhood Development	3,479,363	3,651,370	3,424,833	3,112,383	-14.8%
Finance	10,739,687	10,483,840	9,916,397	9,698,704	-7.5%
Human Resources	1,849,505	1,816,320	1,762,853	1,687,770	-7.1%
City Attorney's Office	1,376,823	1,351,000	1,291,954	1,268,920	-6.1%
Vacancy Factor	-	(1,000,000)	-	(1,500,000)	50.0%
Police	34,027,251	34,319,970	33,874,492	33,112,100	-3.5%
Fire	29,529,751	30,050,300	28,880,118	28,996,300	-3.5%
Public Service	5,626,945	6,092,090	5,982,242	6,232,000	2.3%
Human Relations & Community Services	746,210	667,910	651,410	664,770	-0.5%
Parks & Recreation	8,315,385	8,790,130	8,398,393	7,644,145	-13.0%
Human Services	1,330,169	1,481,250	1,481,250	1,435,000	-3.1%
City Supported Agencies	260,000	259,400	241,450	48,400	-81.3%
Non-Departmental Expenditures:					
Library Building Rental	155,060	160,000	155,060	160,000	0.0%
Operating Subsidies to Other Funds	3,166,507	3,024,520	3,117,825	2,858,252	-5.5%
Capital Improvements	2,298,200	2,580,000	2,209,015	2,115,500	-18.0%
Debt Service	2,994,003	5,519,800	5,387,365	4,361,676 ⁽¹⁾	-21.0%
Total Expenditures	<u>113,706,742</u>	<u>117,200,000</u>	<u>114,426,432</u>	<u>109,421,000</u>	-6.6%
Fund Balance Increase/(Decrease)	(2,154,224)	-	(2,873,351)	-	
Total Ending Reserves	<u>10,804,287</u>	<u>10,804,296</u>	<u>7,930,945</u>	<u>7,930,945</u>	-26.6%
General Fund Reserves as a Percent of Revenues	9.7%	9.2%	7.1%	7.2%	
Fund Balance Restrictions	<u>(1,513,098)</u>	<u>(1,500,000)</u>	<u>(1,500,000)</u>	<u>(1,500,000)</u>	
Unrestricted Ending Reserves	<u>9,291,189</u>	<u>9,304,296</u>	<u>6,430,945</u>	<u>6,430,945</u>	
Unrestricted Reserves as a Percent of Revenues	8.3%	7.9%	5.8%	5.9%	

Information regarding the budget for each of the departments listed above is contained in the Department Summary section of this document.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Major Streets Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Beginning Fund Balance	6,990,410	5,159,203	5,159,203	1,635,999	
Revenues					
Gas & Weight Tax Receipts	6,100,417	6,328,327	6,042,541	6,030,000	-4.7%
Utility Permit Fees (Metro Act)	390,001	398,000	398,000	398,000	0.0%
State Trunkline & Utility Cut Reimbursements	1,079,788	1,283,629	1,385,829	1,137,331	-11.4%
Interest Income	70,977	150,000	22,072	25,000	-83.3%
Miscellaneous Revenue	90,691	-	3,296	66,040	
Transfer from General Fund	2,218,093	398,384	6,982,673	385,156	-3.3%
Total Revenues	9,949,967	8,558,340	14,834,411	8,041,527	-6.0%
Expenditures					
Capital					
Major Maintenance	3,837,913	1,020,000	9,558,995	1,070,000	4.9%
Debt Service	470,490	579,596	545,824	566,868	-2.2%
Subtotal - Capital	4,308,403	1,599,596	10,104,819	1,636,868	2.3%
Operating					
Administration & Engineering	855,216	920,292	878,147	1,274,703	38.5%
Routine Road Maintenance	1,948,785	2,257,245	1,967,006	2,301,207	1.9%
Bridge Maintenance	39,785	55,859	376,999	52,972	-5.2%
Winter Maint. - Snow Removal	796,727	1,095,140	824,209	1,184,493	8.2%
Trunkline Maintenance	615,195	627,100	627,100	627,100	0.0%
Traffic Administration	40,736	100,000	84,956	25,000	-75.0%
Traffic Maintenance	963,161	1,066,768	1,594,379	926,708	-13.1%
Subtotal - Operating	5,259,605	6,122,404	6,352,796	6,392,182	4.4%
Transfer to Local Streets Fund	2,213,166	1,900,000	1,900,000	1,090,000	-42.6%
Total Expenditures	11,781,174	9,622,000	18,357,615	9,119,050	-5.2%
Fund Balance Increase/(Decrease)	(1,831,207)	(1,063,660)	(3,523,204)	(1,077,523)	
Ending Fund Balance	5,159,203	4,095,543	1,635,999	558,476	-86.4%
Amount Designated for Projects	(5,008,115)				
Available Fund Balance	151,088				
Available Fund Balance as a Percent of Operational Revenues	2.0%			7.3%	

This page is a presentation of the projected results of operations for Major Street (main artery road) operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Major Street Fund in the Department Summary section, under the Public Service Department.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Local Streets Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Beginning Fund Balance	678,975	1,213,233	1,213,233	1,301,027	
<u>Revenues</u>					
Gas & Weight Tax Receipts	1,784,376	1,842,273	1,768,646	1,705,000	-7.5%
Utility Permit Fees (Metro Act)	-	-	-		
State Trunkline & Utility Cut Reimbursements	746,936	735,000	1,027,737	712,837	-3.0%
Interest Income	(4,264)	10,000	56,289	22,000	120.0%
Transfer from General Fund	1,018,329	1,761,551	1,758,551	1,219,660	-30.8%
Transfer from Major Streets Fund	2,213,166	1,900,000	1,900,000	1,090,000	-42.6%
Transfer from Bond Const. Fund	1,736,530	-	4,845,252	-	
Total Revenues	<u>7,495,073</u>	<u>6,248,824</u>	<u>11,356,475</u>	<u>4,749,497</u>	-24.0%
<u>Expenditures</u>					
Capital					
Major Maintenance	2,232,874	850,000	5,868,090	-	-100.0%
Debt Service	916,047	1,261,551	1,153,523	1,220,160	-3.3%
Subtotal - Capital	<u>3,148,921</u>	<u>2,111,551</u>	<u>7,021,613</u>	<u>1,220,160</u>	-42.2%
Operating					
Administration & Engineering	672,124	744,651	744,411	823,116	10.5%
Surface Maintenance	2,447,590	2,821,719	2,691,773	2,536,409	-10.1%
Winter Maintenance	440,866	648,271	485,551	597,891	-7.8%
Traffic Administration	25,732	52,000	63,891	10,000	-80.8%
Traffic Maintenance	225,582	249,808	261,442	186,224	-25.5%
Subtotal - Operating	<u>3,811,894</u>	<u>4,516,449</u>	<u>4,247,068</u>	<u>4,153,640</u>	-8.0%
Total Expenditures	<u>6,960,815</u>	<u>6,628,000</u>	<u>11,268,681</u>	<u>5,373,800</u>	-18.9%
Fund Balance Increase/(Decrease)	534,258	(379,176)	87,794	(624,303)	
Ending Fund Balance	1,213,233	834,057	1,301,027	676,724	-18.9%
Amount Designated for Projects	(544,047)				
Available Fund Balance	669,186				
Available Fund Balance as a Percent of Operational Revenues	8.9%			14.2%	

This page is a presentation of the projected results of operations for Local (local access) Street operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Local Street Fund in the Department Summary section, under the Public Service Department.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
911 Dispatch Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted <u>FY11 Adopted</u>
Beginning Fund Balance	143,398	102,037	102,037	73,532	
<u>Revenues</u>					
Grants	24,037	-	-	-	
Cost-Sharing - Ingham County	5,208,000	5,230,120	5,230,130	5,183,218	-0.9%
Transfer from General Fund	(115,000)	190,280	190,270	261,422	100.0%
Total Revenues	<u>5,117,037</u>	<u>5,420,400</u>	<u>5,420,400</u>	<u>5,444,640</u>	0.4%
Expenditures	<u>5,158,398</u>	<u>5,505,400</u>	<u>5,448,905</u>	<u>5,444,640</u>	-1.1%
Fund Balance Increase/(Decrease)	(41,361)	(85,000)	(28,505)	0	
Ending Fund Balance	102,037	17,037	73,532	73,532	331.6%
Fund Balance as a Percent of Operational Revenues	2.0%	0.3%	1.4%	1.4%	

This page is a presentation of the projected results of operations for 911 Dispatch operations. For narrative information of operations and a more detailed view of expenditures, please refer to the 911 Dispatch Fund in the Department Summary section, under the Police Department.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Drug Law Enforcement Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted <u>FY11 Adopted</u>
Beginning Fund Balance	287,153	355,346	355,346	501,768	
<u>Revenues</u>					
Drug Forfeiture Revenues	445,825	250,000	540,451	900,000	260.0%
Interest Income	4,146	13,000	1,350	4,000	-69.2%
Total Revenues	<u>449,971</u>	<u>263,000</u>	<u>541,801</u>	<u>904,000</u>	243.7%
<u>Expenditures</u>					
Special Operations Section (LPD)	381,778	372,895	395,379	538,120	44.3%
Total Expenditures	<u>381,778</u>	<u>372,895</u>	<u>395,379</u>	<u>538,120</u>	44.3%
 Fund Balance Increase/(Decrease)	 68,193	 (109,895)	 146,422	 365,880	
Ending Fund Balance	355,346	245,451	501,768	867,648	253.5%

This page is a presentation of the projected results of operations for Drug Enforcement operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Drug Law Enforcement Fund in the Department Summary section, under the Police Department.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Drug Law Enforcement - Tri-County Metro Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted <u>FY11 Adopted</u>
Beginning Fund Balance	409,852	470,609	470,609	1,018,149	
<u>Revenues</u>					
Drug Forfeiture Revenues	524,568	150,000	675,718	335,000	123.3%
Contributions from Local Units	493,097	260,655	150,271	435,000	66.9%
Interest Income	12,613	30,000	2,805	2,805	-90.7%
Operating Transfers	29,234	-	-		
Total Revenues	<u>1,059,512</u>	<u>440,655</u>	<u>828,794</u>	<u>772,805</u>	75.4%
<u>Expenditures</u>					
Ingham-Eaton-Clinton Task Force	998,755	435,655	281,253	772,805	77.4%
Total Expenditures	<u>998,755</u>	<u>435,655</u>	<u>281,253</u>	<u>772,805</u>	77.4%
 Fund Balance Increase/(Decrease)	 60,757	 5,000	 547,540	 -	
Ending Fund Balance	470,609	475,609	1,018,149	1,018,149	114.1%

This page is a presentation of the projected results of operations for Drug Enforcement operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Drug Law Enforcement - Tri-County Metro Special Revenue Fund in the Department Summary section, under the Police Department.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Building Safety Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Beginning Fund Balance	23,927	-	-	-	
<u>Revenues</u>					
Licenses & Permits	1,512,565	1,735,100	1,407,204	1,599,500	-7.8%
Charges for Services	5,290	6,500	7,402	7,900	21.5%
Miscellaneous	4,750	-	-	-	
Transfer from General Fund	444,209	304,900	591,291	349,000	14.5%
Total Revenues	<u>1,966,814</u>	<u>2,046,500</u>	<u>2,005,897</u>	<u>1,956,400</u>	-4.4%
Expenditures	<u>1,990,741</u>	<u>2,046,500</u>	<u>2,005,897</u>	<u>1,956,400</u>	-4.4%
 Fund Balance Increase/(Decrease)	 (23,927)	 -	 -	 -	
Ending Fund Balance	-	-	-	-	

This page is a presentation of the projected results of operations for Building Safety operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Building Safety Fund in the Department Summary section, under Planning and Neighborhood Development.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Federal Entitlement Grant Special Revenue Funds

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
<u>Revenues</u>					
Federal Grants	2,451,384	2,189,858	2,189,858	2,195,131	0.2%
Interest Income	532	-	-	-	
Program Income	96,483	-	-	-	
Total CDBG Revenues	<u>2,548,399</u>	<u>2,189,858</u>	<u>2,189,858</u>	<u>2,195,131</u>	0.2%
<u>Expenditures</u>					
General Administration	448,055	437,971	437,971	439,000	0.2%
Single Family Rehab Program	1,295,866	744,704	744,704	900,000	20.9%
Property Acquisition	3,431	487,020	487,020	100,000	-79.5%
Public Improvements	267,000	56,685	56,685	127,131	124.3%
Neighborhood Community Services	348,907	328,478	328,478	329,000	0.2%
Economic Development	127,240	100,000	100,000	200,000	100.0%
Weatherization	57,900	35,000	35,000	100,000	185.7%
Total CDBG Expenditures	<u>2,548,399</u>	<u>2,189,858</u>	<u>2,189,858</u>	<u>2,195,131</u>	0.2%
HOME GRANT					
<u>Revenues</u>					
Federal Grants	945,514	929,850	2,329,200	929,849	0.0%
Program Income	4,638	-	512	-	
Total HOME Grant Revenues	<u>950,152</u>	<u>929,850</u>	<u>2,329,712</u>	<u>929,849</u>	0.0%
<u>Expenditures</u>					
General Administration	92,190	77,813	98,572	92,000	18.2%
Single Family Building Rehab	708,336	453,619	874,515	400,000	-11.8%
HOME Rehab. LISC & HRC	149,624	398,418	1,356,625	437,849	9.9%
Total HOME Expenditures	<u>950,150</u>	<u>929,850</u>	<u>2,329,712</u>	<u>929,849</u>	0.0%
EMERGENCY SHELTER GRANT (ESG)					
<u>Revenues</u>					
Federal Grants	126,432	96,357	114,000	96,357	0.0%
Total ESG Revenues	<u>126,432</u>	<u>96,357</u>	<u>114,000</u>	<u>96,357</u>	0.0%
<u>Expenditures</u>					
Emergency Shelter Operations	126,433	96,357	114,000	96,357	0.0%
Total ESG Expenditures	<u>126,433</u>	<u>96,357</u>	<u>114,000</u>	<u>96,357</u>	0.0%

This page is a presentation of the projected results of operations for the City's Community Development Block Grant (CDBG), HOME, and Emergency Shelter Grant (ESG) operations. For narrative information of operations and a more detailed view of expenditures, please refer to Planning and Neighborhood Development in the Department Summary section.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Cooley Law School Stadium Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Beginning Fund Balance	58,026	23,611	23,611	39,758	
<u>Revenues</u>					
Operating Revenues	442,011	280,500	280,500	280,500	0.0%
Olds Park Stadium Naming Rights	100,000	100,000	100,000	115,000	15.0%
Interest Income	652	-	(179)	300	100.0%
Transfer from General Fund	875,000	800,000	800,000	609,200	-23.9%
Total Revenues	<u>1,417,663</u>	<u>1,180,500</u>	<u>1,180,321</u>	<u>1,005,000</u>	-14.9%
<u>Expenditures</u>					
Operating	59,958	57,744	57,744	60,000	3.9%
Debt Service	1,392,120	1,106,781	1,106,430	945,000	-14.6%
Total Expenditures	<u>1,452,078</u>	<u>1,164,525</u>	<u>1,164,174</u>	<u>1,005,000</u>	-13.7%
 Fund Balance Increase/(Decrease)	 (34,415)	 15,975	 16,147	 -	
Ending Fund Balance	23,611	39,586	39,758	39,758	0.4%
 Fund Balance as a Percent of Operational Revenues	 1.7%	 3.4%	 3.4%	 4.0%	

This page is a presentation of the projected results of operations for City support of Olds Park stadium operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Stadium Fund in the Department Summary section.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Principal Shopping District Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 <u>Adopted Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Beginning Fund Balance	7,126	60,260	60,260	70,922	
<u>Revenues</u>					
Special Assessments	408,176	416,760	403,126	403,000	-3.3%
Grants	9,999	10,000	10,000	10,000	0.0%
Miscellaneous	24,815	15,700	16,202	102,810	554.8%
Transfer from General Fund	42,075	42,075	32,975	39,180	-6.9%
Total Revenues	<u>485,065</u>	<u>484,535</u>	<u>462,303</u>	<u>554,990</u>	14.5%
<u>Expenditures</u>	<u>431,931</u>	<u>484,535</u>	<u>451,641</u>	<u>554,990</u>	14.5%
Fund Balance Increase/(Decrease)	53,134	-	10,662	-	
Ending Fund Balance	60,260	60,260	70,922	70,922	17.7%

This page is a presentation of the projected results of operations for downtown Principal Shopping District operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Principal Shopping District in the Department Summary section, under Planning and Neighborhood Development.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Municipal Parking System Enterprise Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected	FY 2011 Adopted	% Change FY10 Adopted FY11 Adopted
Beginning Working Capital	11,606,410	13,005,994	13,005,994	10,773,648	
<u>Revenues</u>					
Parking Revenue	6,779,019	6,738,500	6,197,696	6,373,340	-5.4%
Baseball Revenue	16,382	24,900	19,216	34,841	39.9%
Parking Fines	741,797	500,000	545,056	570,000	14.0%
Interest	190,214	175,000	92,577	100,000	-42.9%
Capital Lease Payment	4,413,827	4,140,000	4,140,000	4,140,000	0.0%
Other Revenue	2,786,475	-	2,127	-	0.0%
Total Revenues	14,927,714	11,578,400	10,996,672	11,218,181	-3.1%
<u>Expenditures</u>					
Administration	1,499,509	1,591,995	1,434,502	1,502,262	-5.6%
Operations	710,285	782,178	663,148	676,817	-13.5%
Maintenance	2,016,771	1,173,485	1,430,973	906,820	-22.7%
South Grand Avenue Ramp	107,013	-	50,384	-	
South Capital Avenue Ramp	270,133	1,101,642	992,761	847,080	-23.1%
North Grand Avenue Ramp	579,273	463,839	1,217,917	368,780	-20.5%
North Capital Avenue Ramp	226,911	398,914	272,167	962,200	141.2%
Townsend Street Ramp	202,293	497,741	243,417	370,100	-25.6%
New Ramp	-	6,000,000	-	-	100.0%
Baseball Operations	16,382	24,900	19,216	34,841	39.9%
Debt Service	7,899,560	6,906,566	6,904,532	6,165,000	-10.7%
Total Expenditures	13,528,130	18,941,260	13,229,017	11,833,900	-37.5%
 Working Capital Increase/(Decrease)	 1,399,584	 (7,362,860)	 (2,232,346)	 (615,719)	
Ending Working Capital	13,005,994	5,643,134	10,773,648	10,157,930	80.0%

This page is a presentation of the projected results of operations for Parking operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Parking Fund in the Department Summary section, under Planning and Neighborhood Development.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Sewage Disposal System Enterprise Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Beginning Working Capital	10,841,563	9,248,470	9,248,470	8,470,903	
Revenues					
Sewer Charges	27,446,920	27,290,000	26,995,000	27,140,000	-0.5%
Interest Income	106,750	125,000	125,000	50,000	-60.0%
Low Income Credit	(616)	(5,000)	(5,000)	(5,000)	0.0%
Miscellaneous Income	187,073	25,000	25,000	10,000	-60.0%
Existing Bond Proceeds	-	-	3,763,988	4,254,100	
Transfer from General Fund	-	1,400,000	1,314,000	815,000	0.0%
Total Revenues	27,740,127	28,835,000	32,217,988	32,264,100	11.9%
Expenditures					
Administration & General	9,513,679	10,607,100	9,701,892	10,409,019	-1.9%
Sewer Maintenance	2,090,842	2,039,567	1,951,298	1,988,143	
Pumping Stations	1,395,535	1,238,339	1,227,709	1,215,202	-1.9%
Industrial Laboratory	262,229	311,349	288,706	235,840	-24.3%
Return on Equity - General Fund	300,000	300,000	300,000	300,000	0.0%
Total Expenses	13,562,285	14,496,355	13,469,605	14,148,204	-2.4%
Debt Service	13,703,018	15,575,745	15,575,745	17,405,896	11.8%
Capital Projects	2,067,917	1,260,000	3,950,205	710,000	-43.7%
Total Budgeted Uses	29,333,220	31,332,100	32,995,555	32,264,100	
Working Capital Increase/(Decrease)	(1,593,093)	(2,497,100)	(777,567)	-	
Ending Working Capital	9,248,470	6,751,370	8,470,903	8,470,903	25.5%

This page is a presentation of the projected results of operations of the City's sanitary sewer operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Sewer Fund in the Department Summary section, under the Public Service Department.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Refuse Disposal System Enterprise Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected	FY 2011 <u>Adopted</u>	% Change FY10 Adopted <u>FY11 Adopted</u>
Beginning Working Capital	184,022	123,180	123,180	160,008	
<u>Revenues</u>					
Operating Income	1,483,911	1,576,439	1,538,102	1,492,240	-5.3%
Interest Income	(36)	-	-	2,160	100.0%
Total Revenues	<u>1,483,875</u>	<u>1,576,439</u>	<u>1,538,102</u>	<u>1,494,400</u>	-5.2%
<u>Expenditures</u>					
Bag Refuse Disposal	<u>1,544,717</u>	1,540,000	1,501,274	1,494,400	-3.0%
Total Expenditures	<u>1,544,717</u>	<u>1,540,000</u>	<u>1,501,274</u>	<u>1,494,400</u>	-3.0%
 Working Capital Increase/(Decrease)	 (60,842)	 36,439	 36,828	 -	
Ending Working Capital	123,180	159,619	160,008	160,008	0.2%

This page is a presentation of the projected results of operations of the City's garbage collection operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Garbage and Refuse Fund in the Department Summary section, under the Public Service Department.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Municipal Recycling Enterprise Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected	FY 2011 Adopted	% Change FY10 Adopted FY11 Adopted
Beginning Working Capital	1,334,367	1,309,307	1,309,307	947,896	
<u>Revenues</u>					
Operating Income	2,873,997	2,591,158	2,591,158	2,591,292	0.0%
Sale of Recycled Materials	71,064	60,000	60,945	60,945	1.6%
Interest Income	16,079	12,000	4,400	2,000	-83.3%
Transfer from General Fund	-	-	-	-	0.0%
Total Revenues	<u>2,961,140</u>	<u>2,663,158</u>	<u>2,656,503</u>	<u>2,654,237</u>	-0.3%
<u>Expenditures</u>					
Bulk Refuse Disposal	1,415,819	1,432,856	1,186,663	1,565,429	9.3%
Composting	850,864	1,104,618	987,143	1,139,795	3.2%
Transfer Station	344,924	275,092	359,991	-	-100.0%
Promotion, Education, & Marketing	374,593	412,434	484,117	473,476	14.8%
Total Expenditures	<u>2,986,200</u>	<u>3,225,000</u>	<u>3,017,914</u>	<u>3,178,700</u>	-1.4%
 Working Capital Increase/(Decrease	 (25,060)	 (561,842)	 (361,411)	 (524,463)	
Ending Working Capital	1,309,307	747,465	947,896	423,433	-43.4%

This page is a presentation of the projected results of operations of the City's recycling operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Recycling Fund in the Department Summary section, under the Public Service Department.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Municipal Cemeteries Enterprise Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Beginning Working Capital	163,621	99,126	99,126	99,126	
<u>Revenues</u>					
Cemetery Service Revenue	146,564	141,850	139,517	145,366	2.5%
Sale of Lots	100,400	80,000	70,140	112,100	40.1%
Other	2,075	1,500	1,440	1,500	0.0%
Transfer from Perpetual Care	47,381	13,000	13,000	16,300	25.4%
Transfer from General Fund	327,787	467,480	463,180	451,334	-3.5%
Total Revenues	<u>624,207</u>	<u>703,830</u>	<u>687,277</u>	<u>726,600</u>	3.2%
<u>Expenditures</u>					
Administration	367,440	295,237	290,308	300,217	1.7%
Cemetery Paid Services	88,150	109,416	113,193	118,731	8.5%
Cemetery Ground Maintenance	213,032	287,177	272,326	307,652	7.1%
Transfer to Perpetual Care Fund	20,080	12,000	11,450	-	-100.0%
Total Expenditures	<u>688,702</u>	<u>703,830</u>	<u>687,277</u>	<u>726,600</u>	3.2%
 Working Capital Increase/(Decrease)	 (64,495)	 -	 0	 -	
Ending Working Capital	99,126	99,126	99,126	99,126	0.0%

This page is a presentation of the projected results of operations for the operations of the City's Evergreen, Mt. Hope, and North Cemetery operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Cemetery Fund in the Department Summary section, under Parks and Recreation.

City of Lansing
Fiscal Year July 1, 2010 - June 30, 2011
Municipal Golf Courses Enterprise Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Beginning Working Capital	40	(55,393)	(55,393)	(139,011)	
<u>Revenues</u>					
Greens Fees	311,003	319,640	290,662	311,000	-2.7%
Equipment Rentals	106,371	119,500	104,690	107,000	-10.5%
Concessions	15,396	33,500	16,128	14,000	-58.2%
Lessons	414	6,000	-	-	-100.0%
Driving Range	18,900	163,000	17,784	-	-100.0%
Other Revenue	(4,017)	50,000	34,840	-	0.0%
Transfers In - General Fund	100,000	-	55,382	-	
Transfers In - Parks Millage	275,640	200,000	301,000	275,000	37.5%
Total Revenues	<u>823,707</u>	<u>891,640</u>	<u>820,486</u>	<u>707,000</u>	-20.7%
<u>Expenditures</u>					
Groesbeck Golf Course	656,279	715,733	690,307	662,000	-7.5%
Red Cedar Golf Course	9,483	-	-	-	
Sycamore Golf Course	213,378	175,907	213,797	45,000	-74.4%
Total Expenditures	<u>879,140</u>	<u>891,640</u>	<u>904,104</u>	<u>707,000</u>	-20.7%
 Working Capital Increase/(Decrease)	 (55,433)	 -	 (83,618)	 (0)	
Ending Working Capital	(55,393)	(55,393)	(139,011)	(139,011)	151.0%

This page is a presentation of the projected results of operations for the operations of the City's Groesbeck and Sycamore golf course operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Golf Fund in the Department Summary section, under Parks and Recreation.

Department Summaries

CITY COUNCIL

Mission Statement:

As the City's legislative branch, the City Council is responsible for adoption and amendment of ordinances in accordance with the City Charter and State Law. It is also charged with establishment of City Policy which is usually accomplished through the adoption of resolutions, and with oversight and investigatory powers. At weekly Council and Council Committee meetings, Council reviews proposals from the Administration and offers citizens an opportunity to make suggestions for the improvement of the City and City operations. The City Council, as required by Charter, adopts the annual City budget, designating appropriations and the amount to be raised by taxation for general purposes and for the payment of principal and interest on its indebtedness. The Council also works directly with other governmental, business and community groups to resolve regional and neighborhood issues.

CITY COUNCIL

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected <u>Projected</u>	FY 2011 Adopted <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	514,133	492,574	487,574	469,983	-4.6%
Operating	104,638	121,700	117,270	121,700	0.0%
Capital	238	10,000	10,000	10,000	0.0%
Total	619,009	624,274	614,844	601,683	-3.6%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel. Salary reductions are not applied to elected officials, as their compensation is governed by the Elected Officers Compensation Committee.

In connection with the adoption of the FY 2011 budget, on May 17, 2010, City Council also passed Resolution #2010-160 to encourage the Mayor, Clerk, and Councilmembers to personally commit to contribute the dollar-equivalent of the work-hour reduction noted above.

INTERNAL AUDIT

Mission and Role

The Internal Auditor is established by City Charter to review the City's financial compliance in accordance with Council policy. The Internal Auditor works under the direction of the City Council in reviewing external audits of financial Transactions and procedures. The internal Auditor also performs routine audits of other City business. The Internal Auditor is appointed by, and is responsible to , the City Council.

INTERNAL AUDIT

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected <u>Projected</u>	FY 2011 Adopted <u>Adopted</u>	% Change FY10 Adopted <u>FY11 Adopted</u>
<u>Department Appropriation</u>					
Personnel	139,851	141,220	137,870	136,161	-3.6%
Operating	5,327	8,000	5,562	8,049	0.6%
Capital	-	1,500	1,500	1,500	0.0%
Total	<u>145,178</u>	<u>150,720</u>	<u>144,932</u>	<u>145,710</u>	-3.3%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

Mayor's Office

Mission Statement

As Lansing's Chief Executive Officer, the Mayor's mission is to exercise supervision and coordination over the various Departments of City government, and provide that the laws, ordinances and regulations of the City are enforced. The Mayor is also empowered under the City Charter to suppress disorder and enforce the laws of the State, and is charged with the duty to make proposals to the Council for meeting the needs and addressing the problems of the City. Other duties, subject to delegation, include the development and preparation of the budget, response to audit reports, management of real property, reducing discrimination and promoting mutual understanding, annually reporting on affirmative action status, and citizen complaint investigation and response. Mayor's Office staff work with Council committees to respond to informational needs and concerns, respond to citizen inquiries and complaints, and work with residents and citizen groups for City improvement and to implement City initiatives.

The Mayor's Office coordinates the implementation of the LansingStat management evaluation program to promote the efficient and cost-effective provision of essential City services. The Mayor's Office supports the activities of the Greater Lansing Go Green! Initiative to promote local and regional efforts to conserve energy, reduce carbon emissions and increase the use of renewable energy. The Mayor's Office also supports the activities of the Office of Community and Faith-Based Initiatives, the Mayor's Commission on Celebrating Diversity, the Mayor's Neighborhood Advisory Council, the Lansing Regional Sister Cities Commission, and a variety of community-based task forces that focus on key policy areas, including health and fitness, drug-free youth, and creating a more walkable, bikeable community.

MAYOR'S OFFICE

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	630,660	630,215	619,515	610,352	-3.2%
Operating	100,143	94,929	91,929	94,690	-0.3%
Capital	-	-	-	-	
Total	<u>730,803</u>	<u>725,144</u>	<u>711,444</u>	<u>705,042</u>	-2.8%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel. Salary reductions are not applied to elected officials, as their compensation is governed by the Elected Officers Compensation Committee.

OFFICE OF COMMUNITY MEDIA

Mission Statement

The Office of Community Media (OCM) administers the City's Public, Educational and Government (PEG) digital media network, including management of day-to-day operations of City TV and Lansing's Public Access Channel (PAC). The OCM is also responsible for developing and implementing strategies to build community capacity in the production of local origination programming; creating and managing partnerships that leverage the PEG network to foster educational and career opportunities for Lansing residents in digital media, broadcasting and related fields; and leading efforts to collaborate with regional partners toward the establishment of a regional Community Media Center.

OFFICE OF COMMUNITY MEDIA

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected <u>Projected</u>	FY 2011 Adopted <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	-	-	-	177,406	100.0%
Operating	-	-	-	10,000	100.0%
Capital	-	-	-	-	
Total	-	-	-	187,406	100.0%

Summary of Significant Changes:

In FY11 the OCM will continue to modernize and upgrade the facilities and equipment of City TV; re-establish local production and playback of the City's Public Access channel, including studio, post-production, educational and administrative facilities for local origination programming; work with the City's Telecommunications and Cable Board to develop and administer a competitive grant program that seeks to build community capacity in the production of digital media for local origination programming; and collaborate with regional partners toward the establishment of a regional Community Media Center.

CITY CLERK

Mission Statement:

The Office of the City Clerk is responsible for the orderly conduct of all elections in the City of Lansing and for the processing of all voter registration records of its citizens. The City Clerk oversees the proper maintenance of records for the City, and prepares Agendas and printed Proceedings for the Lansing City Council. A number of business licenses are processed through the Office of the City Clerk, including the regulation of Peddlers & Transient Merchants, Vehicles for Hire, and Cabarets. The City Clerk serves as the recording secretary to the Board of Ethics, and administers all oaths required for municipal purposes by law.

CITY CLERK'S OFFICE

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected <u>Projected</u>	FY 2011 Adopted <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	743,912	752,777	625,265	674,856	-10.4%
Operating	182,796	136,600	130,223	134,956	-1.2%
State-Reimbursable					
Elections Costs	587	-	-	-	100.0%
Capital	-	10,000	9,804	10,000	
Total	<u>927,295</u>	<u>899,377</u>	<u>765,292</u>	<u>819,812</u>	-8.8%

Summary of Significant Changes:

Implementation of electronic poll book will limit election inspector costs compared to what would otherwise be experienced in this next gubernatorial election year, and improve service to voters at the polls.

Continued transition to electronic document management will provide for better adherence to record retention guidelines, and makes records management easier by saving time, space and cost.

One vacant position will remain unfilled, although there may be need for temporary help during election times.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel. Salary reductions are not applied to elected officials, as their compensation is governed by the Elected Officers Compensation Committee.

54-A DISTRICT COURT

Mission and Role

The mission of the 54-A District Court is to provide access to trial court services for all persons as needed, employing available resources and working in partnership with the community to afford efficient and courteous service. This mission is carried out through efficient case flow management from pre-adjudication to post-adjudication; conducting arraignments, preliminary felony exams, trials, sentencing, and probation; including operating full service divisions (Traffic, Civil, Criminal, and Probation).

The District Court handles four types of cases: (1) Criminal (misdemeanors and felonies reduced to misdemeanors); (2) Civil (small claims jurisdiction up to \$3,000, general civil jurisdiction up to \$25,000, and landlord-tenant disputes); (3) traffic violations (formal and informal hearings); and (4) City Ordinance violations.

For the majority of its cases, the District Court works with the Ingham County Prosecutor's Office, the Office of the City Attorney, the Lansing Police Department, and the Department of Planning & Neighborhood Development's Building Division. The Parking Bureau and the District Court have an integrated system for processing parking tickets. Additional support services provided by City of Lansing staff include finance, budgeting, personnel, information technology, operational services, and building maintenance.

The District Court Fund and budget are self-contained operations. The District Court budget expenditure and the Court-related revenue are accounted for in a separate fund during the fiscal year, and then both expenditures and revenues are returned to the General Fund at June 30. This accounting convention effectively makes the Court a General Fund agency, with special budget considerations attached to its status as the judicial branch of government.

CIRCUIT COURT

By State law, the City is obligated to provide a facility for the Circuit Court, which is operated by Ingham County. The City's budget for the Circuit Court is for facility rent only.

COURTS

54-A District Court & Probation

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	4,561,378	4,640,045	4,583,636	4,317,142	-7.0%
Operating	537,616	551,635	508,743	606,035	9.9%
Capital	-	2,100	-	-	-100.0%
Total	5,098,994	5,193,780	5,092,379	4,923,177	-5.2%

Summary of Significant Changes:

Department Reorganization: Management responsibilities will be reallocated in several departments, with the Traffic Manager taking on a significantly expanded list of responsibilities. In addition, a current deputy clerk position will be exchanged for a new Casework Coordinator position in one of the affected departments.

On-Line/Web Payments: The 54-A District Court has completed its full software conversion to JIS, and the new focus is on the utilization of several more programs that enhance efficiency and productivity. The District Court will implement on-line/web payments during the FY11 fiscal year. The Supreme Court Administrative Office supports its Judicial Information System (JIS) with this functionality for participating courts as part of their contracted service package. On-line/web payments will provide customers of the court an additional venue for paying fines and costs, as well as streamline case processing for staff by use of automatic default software to close cases upon full payment.

Treasury Debt Collections: The 54-A District Court will utilize services of the State of Michigan Department of Treasury for collection of monies owed to the court when cases are deemed uncollectable by the court after "in-house collections" effort. Treasury will conduct periodic tax "sweeps" to recoup funds owed to the court.

Check Writing Software Implementation: The District Court will implement a check writing software program in its Judicial Information Systems (JIS) during the FY11 fiscal year. The new software is integrated with the case management system, allowing staff to refund more easily any bond returns, overpayments and restitution to its customers. The check writing program is designed to reduce significantly the amount of "staff processing time" previously devoted to these necessary activities.

Document Imaging Implementation: The Court's adoption of electronic document imaging, a process piloted and implemented by a couple of other City departments over the last two years, will reduce the amount of time spent manually processing case information. Document imaging by the Court will facilitate electronic sharing of documents among related agencies such as the Office of City Attorney, the County prosecuting attorneys office, and local law enforcement agencies. The electronic process also eliminates the need to physically retrieve archived documents from storage locations.

(continued)

District Court continued

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel. Salary reductions are not applied to elected officials, as their compensation is governed by the Elected Officers Compensation Committee. As an independent branch of the government, the Court may choose alternatives to reduced work hours as described in other City departments.

COURTS
Circuit Court Building Rental

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	-	-	-	-	
Operating	114,184	163,000	132,660	142,250	-12.7%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	<u>114,184</u>	<u>163,000</u>	<u>132,660</u>	<u>142,250</u>	-12.7%

Summary of Significant Changes:

By State law, the City is obligated to provide a facility for the Circuit Court, which is operated by Ingham County. The budget for the Circuit Court is for facility rent only.

PLANNING & NEIGHBORHOOD DEVELOPMENT

Mission and Roles

The primary objective of the Planning and Neighborhood Development Department has been to stabilize the City's economic base, and, through continued planned and directed development, "grow" that base to a level capable of providing continuous support for the City's services and infrastructure. The direct service missions of the Department include Zoning, Building Safety (building, plumbing, electrical, mechanical, and plan review and inspections), Homeownership Assistance, Homeless Assistance, Rental Housing Inspection & Certification, and Nuisance Ordinance administration and enforcement.

Housing and neighborhood improvement activities and coordination are primarily handled under the City's Community Development Block Grant (CDBG) and various federal and state housing assistance programs. Planning functions include comprehensive planning, site plan review, flood plain review, zoning review, historic preservation, state-mandated studies and local neighborhood traffic studies, public improvement and economic development projects and activities. Neighborhood traffic and downtown development and transportation challenges are managed by the Transportation and Parking Office. The Principal Shopping District, which falls under the umbrella of the Department, is committed to creating a thriving world-class capital city through promotions, design, business development and organization. Placement of all of these functions within a single agency has helped to focus all City development efforts as a team.

The Department also provides intra-departmental assistance in the form of property acquisition and disposal, leasing, architectural review, and coordination of regulatory functions. Staff also works with other Departments on geographically relevant information, such as criminal law enforcement activities and demographic data maintenance and analysis. Finally, the Department supports the Planning Board, Zoning Board of Appeals, Traffic Board, Historic District Commission, and the Plumbing, Mechanical and Electrical Boards, the Building Board of Appeals, as well as numerous neighborhood organizations and nonprofit housing corporations. The Department also assists the Mayor and Council in policy-making roles.

In addition, the Department has worked very closely with the Ingham County Land Bank Fast Track Authority ("ICLBFTA") on the opportunity to bring non-contributing property back a productive use. An expansion of the Department's relationship with the ICLBFTA now includes the Neighborhood Stabilization Program, both I and II, in an effort to reclaim mortgage foreclosed properties.

Finally, the Department supports the Planning Board, Zoning Board of Appeals, Traffic Board, Historic District Commission, and the Plumbing, Mechanical and Electrical Boards, the Building Board of Appeals, as well as numerous neighborhood organizations and nonprofit housing corporations. The Department also assists the Mayor and Council in policy-making roles.

Organization

The Planning and Neighborhood Development Department consists of six separate divisions: Administration, Building Safety, Code Compliance, Planning, Transportation & Parking, and Development. Divisions that are primarily "non-General Fund" are the Building Safety, Development, and Transportation & Parking.

Building Safety is operated as a Special Revenue Fund, per State Law. The Community Development Block Grant Program, HOME, and the Emergency Shelter Grant Program are federally funded programs, administered by the Development division. The Transportation & Parking office encompasses the operation of the parking system, which is an enterprise fund, as well as a portion of Act 51 Major and Local Streets operations.

(continued)

Planning & Neighborhood Development continued

The Lansing Economic Development Corporation, the Lansing Brownfield Redevelopment Authority and the Tax Increment Finance Authority, all independent boards, also fall under the umbrella of the Department of Planning and Neighborhood Development. Its mission includes all brownfield projects as well as all other economic incentives, including PA 198s and PA 328s, Renaissance Zone, Neighborhood Enterprise Zones (NEZ), Obsolete Property Rehabilitation District (OPRA), SmartZone, Linking Lansing and U and all other forms of economic assistance. The Principal Shopping District has an independent board and is committed to creating a downtown Lansing that is united, vibrant, economically strong and culturally dynamic.

PLANNING & NEIGHBORHOOD DEVELOPMENT DEPARTMENT SUMMARY

Department Appropriation

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Planning & Neighborhood Development - General Fund	3,479,363	3,651,370	3,424,833	3,112,383	-14.8%
Building Safety Fund	1,990,742	2,046,500	2,005,897	1,956,400	-4.4%
CDBG Fund	2,548,399	2,189,858	2,189,858	2,195,131	0.2%
HOME Grant Fund	950,153	929,850	2,329,712	929,849	0.0%
Emergency Shelter Grant	126,433	96,357	114,000	96,357	0.0%
Parking Fund	13,528,130	18,941,260	13,229,017	11,833,900	-37.5%
Principal Shopping District	431,931	484,535	451,641	554,990	
Total P&ND	23,055,151	28,339,730	23,744,958	20,679,010	-27.0%

Summary of Significant Changes:

Neighborhood Stabilization Program 2 (NSP2) – The department will be working with the Ingham County Land Bank to administer a \$17.4 million grant from HUD and MSHDA to help address the oversupply of vacant, foreclosed homes in the City. The grant period is expected to start prior to the end of FY2010 and will extend for a three year period. Funds will be used to acquire, rehabilitate and deconstruct or demolish vacant foreclosed homes. Vacant lots may be maintained or redeveloped with grant funds. Up to 323 properties may be impacted by the grant.

Transportation Section - The Transportation Section of the Transportation and Parking Office, including Traffic Engineering and the Sign Shop, will move to the Public Service Department. All funding is shown in the Public Service Department's budget.

Parking Maintenance - The parking maintenance function of the Transportation and Parking Office would move to the Public Service Department, Operations and Maintenance Division. Due to efficiencies from combining the grounds maintenance functions of Operations and Maintenance, Parks and Recreation, and Parking, staffing requirements are lower and are reduced. Funding for this function is still shown in the Parking Fund.

Parking Administration and Operations - The move of the Transportation Section and parking maintenance function to Public Service would reduce the office staffing requirement. Additionally, the staffing of the entire Parking Section is being evaluated to determine the appropriateness of staffing levels. Changes in payment processing in the gated facilities have also reduced the need for field operations staffing.

Partnership with Lansing Neighborhood Council for Board-Ups - In 2009, PND entered into a contract with the Lansing Neighborhood Council (LNC) to provide emergency board-up services for code compliance. LNC works in cooperation with workers provided by Teen Challenge to complete the work. Services are timely, efficient and cost effective. The contract will be renewed for the coming fiscal year.

(continued)

Planning & Neighborhood Development continued

These budgets reflect anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

PLANNING & NEIGHBORHOOD DEVELOPMENT General Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	2,672,073	2,758,752	2,577,724	2,352,128	-14.7%
Operating	468,130	514,868	500,459	297,690	-42.2%
Economic Development					
Corporation Contract	339,160	377,750	346,650	462,565	22.5%
Capital	-	-	-	-	
Total	<u>3,479,363</u>	<u>3,651,370</u>	<u>3,424,833</u>	<u>3,112,383</u>	-14.8%

Summary of Significant Changes:

The department will be working with the Ingham County Land Bank to administer a \$17.4 million grant from HUD and MSHDA to help address the oversupply of vacant, foreclosed homes in the City. The grant period is expected to start prior to the end of FY2010 and will extend for a three year period. Funds will be used to acquire, rehabilitate and deconstruct or demolish vacant foreclosed homes. Vacant lots may be maintained or redeveloped with grant funds. Up to 323 properties may be impacted by the grant.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

PLANNING & NEIGHBORHOOD DEVELOPMENT
Building Safety Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	1,566,981	1,562,299	1,528,145	1,509,892	-3.4%
Operating	422,066	474,201	472,752	441,508	-6.9%
Capital	1,695	10,000	5,000	5,000	-50.0%
Transfers	-	-	-	-	
Total	<u>1,990,742</u>	<u>2,046,500</u>	<u>2,005,897</u>	<u>1,956,400</u>	-4.4%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

PLANNING & NEIGHBORHOOD DEVELOPMENT
Community Development Block Grant (CDBG)
Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	979,288	776,597	776,597	791,448	1.9%
Operating	1,569,111	1,413,261	1,413,261	1,403,683	-0.7%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	2,548,399	2,189,858	2,189,858	2,195,131	0.2%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

**PLANNING & NEIGHBORHOOD DEVELOPMENT
HOME Grant Special Revenue Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	69,496	71,182	80,104	72,672	2.1%
Operating	880,657	858,668	2,249,608	857,177	-0.2%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	950,153	929,850	2,329,712	929,849	0.0%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

PLANNING & NEIGHBORHOOD DEVELOPMENT
Emergency Shelter Grant Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	-	-	-	-	
Operating	126,433	96,357	114,000	96,357	0.0%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	<u>126,433</u>	<u>96,357</u>	<u>114,000</u>	<u>96,357</u>	0.0%

Summary of Significant Changes:

No significant changes for FY 2011.

PLANNING & NEIGHBORHOOD DEVELOPMENT
Parking Enterprise Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	2,542,631	2,978,140	2,591,121	2,187,158	-26.6%
Operating	1,837,363	1,699,954	1,623,371	1,763,242	3.7%
Capital	1,248,576	7,356,600	2,109,993	1,718,500	-76.6%
Debt Service	7,899,560	6,906,566	6,904,532	6,165,000	-10.7%
Transfers	-	-	-	-	
Total	<u>13,528,130</u>	<u>18,941,260</u>	<u>13,229,017</u>	<u>11,833,900</u>	-37.5%

Summary of Significant Changes:

Parking Maintenance - The parking maintenance function of the Transportation and Parking Office would move to the Public Service Department, Operations and Maintenance Division. Due to efficiencies from combining the grounds maintenance functions of Operations and Maintenance, Parks and Recreation, and Parking, staffing requirements are lower and are reduced. Funding for this function is still shown in the Parking Fund.

Parking Administration and Operations - The move of the Transportation Section and parking maintenance function to Public Service would reduce the office staffing requirement. Additionally, the staffing of the entire Parking Section is being evaluated to determine the appropriateness of staffing levels. Changes in payment processing in the gated facilities have also reduced the need for field operations staffing.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

PRINCIPAL SHOPPING DISTRICT

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	129,652	182,853	156,248	153,740	-15.9%
Operating	302,279	301,682	295,393	401,250	33.0%
Capital	-	-	-	-	
Transfers	-	-	-	-	
Total	431,931	484,535	451,641	554,990	14.5%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

FINANCE

Mission and Roles

The Finance Department consists of three divisions: Operations, Assessor, and Treasury - Income Tax. Operations includes accounting, Business Services, and Budget. The former Management Services Department was merged with the Finance Department in FY 2007. As such, the Finance Department is also responsible for information technology, property and facilities maintenance, and fleet maintenance.

The Finance Department's mission is to develop and control the financial management functions of the City. As outlined in Section 4.302 of the City Charter, this includes accounting, assessment, income tax, and treasury functions. The Department maintains multiple computerized financial management systems which are used to maintain records of assessments on real and personal property, to audit property and income tax collection, and to meet financial reporting requirements, in order to ensure fiscal stability and proper utilization of public monies.

Investment and management of City funds are also a major policy and operational activity through which the Finance Department maximizes City resources by maintaining the City's portfolios in the most advantageous positions. This includes ongoing analysis of both individual investments and general trends that impact the returns on investments, including analysis of City disbursement and collection activities to ensure sound and prudent fiscal management. Financial management responsibilities include risk management and management of Retirement System's assets, as well as the assets of the General Fund and enterprise or special revenue funds.

Budget responsibilities include the preparation of policy recommendations and coordination of budget development and budget monitoring to assure conformance with the state Uniform Budget and Accounting Act, and Article Seven of the City Charter. This process includes revenue and expenditure analysis, development of policy and budgetary alternatives, and coordination between the mayor and departments on budget development and financial and operational issues. Budget staff also assist in union contract negotiations, and provide cost benefit analyses on proposed projects for Mayoral review.

The Department is directly responsible to the public to maintain an efficient collection system for income and property taxes, as well as a process for equity in assessment of real and personal property. Interdepartmental support activities include providing accounting services, payroll, financial planning, deposit control, purchasing, and accounts payable functions. Additional support to the Mayor and Council comes from the Finance Department in the preparation of revenue and debt service requirements, as well as analyses of economic trends and business activity that may impact City fiscal resources and/or operational concerns.

FINANCE DEPARTMENT SUMMARY

Department Appropriation

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted <u>FY11 Adopted</u>
Finance - General Fund	10,739,687	10,483,840	9,916,397	9,698,704	-7.5%
Fleet Maintenance Fund	<u>7,096,727</u>	<u>7,418,946</u>	<u>11,097,747</u>	<u>7,390,360</u>	-0.4%
 Total Finance	 <u>17,836,414</u>	 <u>17,902,786</u>	 <u>21,014,143</u>	 <u>17,089,063</u>	 -4.5%

Summary of Significant Changes:

The Finance Department will continue to provide City departments and employees with support in the areas of accounting, budgeting, payables, payroll, purchasing, and retirement administration; building maintenance and support services; fleet management; and information technology. The Treasurer and Assessing Divisions will continue to manage the City's assessing, property tax and income tax responsibilities, as well as cash management. There are current or anticipated vacancies in accounting, treasury, fleet, information technology, and building maintenance which will remain unfilled. As vacancies occur, internal operations are evaluated to reorganize, redistribute duties, and establish new priorities in order to assure that basic responsibilities are met.

Projects underway at this time which will extend into FY11 include restructuring the delivery of health insurance benefits to Medicare-eligible retirees; upgrading the integrated finance system; consolidating the City's two garages; and formalizing partnerships with BWL for shared maintenance activities. Continued improvement of the City's web page and expanded use of the City intranet for employee communication is expected, as is participation in the planning for a consolidated police and courts facility. Efforts will also continue to find a suitable location for consolidating the Treasurer and Assessors Office into a Tax Services Division/Customer Service Center where payments for all City services can be made, including parking tickets and trash bills.

These budgets reflect anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

FINANCE DEPARTMENT General Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted <u>FY11 Adopted</u>
<u>Department Appropriation</u>					
Personnel	7,931,752	7,780,774	7,493,487	7,250,395	-6.8%
Operating	2,780,779	2,678,066	2,397,910	2,423,309	-9.5%
Capital	27,156	25,000	25,000	25,000	0.0%
Total	<u>10,739,687</u>	<u>10,483,840</u>	<u>9,916,397</u>	<u>9,698,704</u>	-7.5%

Summary of Significant Changes:

The Department is a leader in the state's nine-county Region One Planning administration for homeland security and other emergency and disaster operations. The budget recognizes the magnitude of these responsibilities by transferring the financial accounting tasks and a grant-funded position from the Finance Department to the Fire Department Emergency Management program.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

FINANCE
Fleet Maintenance Internal Service Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	3,155,258	3,048,410	2,911,921	2,842,984	-6.7%
Operating	2,998,167	2,078,224	3,085,038	3,105,038	49.4%
Debt Service	-	-	-	-	0.0%
Capital	943,302	2,292,312	5,100,788	1,442,338	-37.1%
Transfers	-	-	-	-	0.0%
Total	<u>7,096,727</u>	<u>7,418,946</u>	<u>11,097,747</u>	<u>7,390,360</u>	-0.4%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

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DEPARTMENT OF HUMAN RESOURCES

The Department of Human Resources advises the Mayor on policy-related items concerning labor relations, equal employment opportunities, hiring practices, benefits and payroll, and health and safety issues. The Department develops and updates internal policies and procedures for the Department, and provides a wide range of activities and customer support services to all City Departments.

Within the Employee Services Division, there are three sections. The Hiring and Classification Section, which is responsible for recruitment, selection, hiring and retention of applicants and maintaining a computerized tracking system is also responsible for ensuring compliance with federal, state and local regulations governing hiring, employment, and safety practices. With the development of the new "Career Center" which provides a self-service, on-line/website application process on the first floor of City Hall, it allows easy access for walk-in applicants. While the need to hire new employees is less than in the past, there remain ongoing tasks to be accomplished.

The Payroll and Benefits Section provides services to City employees from the point of hire with an extensive orientation to Lansing, along with an enhanced orientation to our fringe benefits. This section also provides compensation for all City of Lansing employees, including administration and payment of payroll, sick leave reimbursement, health care waiver, longevity bonuses, special pays (e.g., retroactive pay), unemployment and the L-HOPE (employee home ownership incentive program). We continue to support all City operations through the establishment of hiring and training programs designed to ensure effective use of our human resources and benefit coordination and the reclassification system administration.

The Health and Safety Section administers the City's workers' compensation program. This program for injured workers ensures the best possible medical care for a prompt and expedient return to work. In addition, it administers the federally mandated Family Medical Leave Act (FMLA), Americans with Disabilities Act (ADA), and the Department of Transportation (DOT) drug and alcohol testing and safety tracking programs. The administration and supervisory referrals to the City's Employee Assistance Program (EAP) are also facilitated through the Health and Safety Section as well as all violence in the Workplace Prevention Policy investigations. Employee and community based initiatives/partnerships with the American Cancer Society, American Red Cross and Sparrow Health Systems, to name a few, are vital to the overall health and well being of our employees and residents as we provide education, support and vaccinations to those that we service.

The Employee & Labor Relations Division is charged with facilitating positive working relationships with the City's nine (9) bargaining units by resolving bargaining issues, the administration of the grievance procedure and matters of contract interpretation or changing circumstances in the mutual interest of the City and its employees. Additionally, this Division is responsible for development and training of all City employees and assisting in training supervisory personnel. The Division assists with the handling of matters related to Federal, State and City regulations/compliance. As designated by the Mayor, the Employee & Labor Relations Division collectively bargains on behalf of the City, assisted by Mayoral-designated bargaining teams. Division staff advises line supervisors in matters of contract interpretation and procedure, coordinates grievance processing and arbitration with delegated authority of the City Attorney, and administration of unemployment compensation claims.

HUMAN RESOURCES

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	1,304,266	1,228,708	1,193,272	1,151,428	-6.3%
Operating	545,239	587,612	569,581	536,342	-8.7%
Capital	-	-	-	-	0.0%
Total	1,849,505	1,816,320	1,762,853	1,687,770	-7.1%

Summary of Significant Changes:

The Human Resources Department will continue to provide City departments and employees with support for employment related matters. While the need to hire new employees is less than in the past, there remains ongoing tasks related to job reclassifications; internal promotions; employee dispute resolution; payroll, benefit and workers compensation administration; negotiation and administration of 9 labor contracts, employee training, and worker safety. A vacant full time position will remain vacant pending conduction of an evaluation of the distribution of duties between the Finance Department and HR.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

OFFICE OF THE CITY ATTORNEY

Mission Statement

The Office of the City Attorney (OCA) is dedicated to providing the highest quality legal service to the City of Lansing. The City Attorney's mission is to provide professional, knowledgeable, courteous, and dependable service to the City's elected, appointed, and administrative officials and its committees and boards. The City Attorney's goal is to equal or exceed the legal abilities of any respected private law firm in the State and to be the best possible "law firm" to the City.

Under the Charter, the City Attorney is responsible to both the Mayor and the City Council. The Office of the City Attorney provides legal services at the request of the Mayor, City Council, City Departments and Boards, and represents the City in civil litigation cases against the City, ordinance infraction cases, and administrative hearings. As the legal representative for the City, the City Attorney is involved in prosecution of violations that directly impact citizen and neighborhood safety and quality, including drug law enforcement, alcohol-related offenses, and housing code violations. The City Attorney drafts ordinances and issues written legal opinions to elected, appointed, and administrative officials. The City Attorney also reviews and approves all contracts for services and equipment, Council resolutions, and grants, and serves as the designated Freedom of Information Act (FOIA) coordinator for the City.

OFFICE OF THE CITY ATTORNEY

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted <u>FY11 Adopted</u>
<u>Department Appropriation</u>					
Personnel	1,257,687	1,249,000	1,201,452	1,172,697	-6.1%
Operating	119,136	102,000	90,502	96,223	-5.7%
Capital	-	-	-	-	
Total	1,376,823	1,351,000	1,291,954	1,268,920	-6.1%

Summary of Significant Changes:

The Office of the City Attorney (OCA) will continue to provide legal counsel to the City as provided by Charter. One position which has been vacant for most of the FY10 budget year will be held vacant for FY 2011.

In addition, the OCA anticipates redistribution of duties based on the external challenges imposed by the state and national financial climate, as well as the internal challenges imposed by the anticipated retirement of long-time Chief Deputy City Attorney, Jack Roberts. A redistribution of duties is anticipated, with a new Chief Deputy hired internally, and the resulting vacancy subsequently filled.

While the OCA continues to improve efficiencies, the reduced staffing and anticipated retirement, while not affecting the OCA's efficacy, will affect its efficiency, with notable service-level impacts in the following areas: negotiating, reviewing, and approving development deals; handling FOIA requests; formal and informal opinions; reviewing, revising, drafting, approving ordinances and resolutions; formal and informal training of OCA and FOIA Personnel; approving contracts; overseeing OCA Personnel, including BWL and LPD ACA's; assisting on HR/Labor matters; monitoring MDCR matters; prosecuting MTT matters; staffing Council, Board, and Commission matters.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

POLICE DEPARTMENT

Mission and Role

The mission of the Lansing Police Department is to minimize crime, maximize public safety, maintain order, and enforce the law. We pledge to maintain the trust and confidence of our citizens by partnering with them to: solve community problems, provide safety education, and enhance Lansing's quality of life, making it a great place to live, work and visit.

Goals of the Lansing Police Department:

- Reduce crime, reduce repeat calls for service, and increase citizen satisfaction by delivering quality police service in a lawful, sensitive, safe and professional manner in order to protect life, property and maintain the public peace.
- Prevent crime and maintain order through police action, targeting specific problems.
- Enhance organizational excellence through education, training and technology.
- Identify and analyze problems, explore alternative solutions, and encourage regional cooperation.
- Create and maintain open lines of communication to promote partnerships with our community.

Encourage and support citizen involvement and leadership to improve the quality of life at the neighborhood level.

- Employ personnel that meet standards of professional excellence and represent the diversity of our community.
- Promote job satisfaction, open communication, and team building through employee participation in decision making.
- Maximize the use of available resources.

Police Department operations involve logistical support from all Divisions. In addition to the Office of the Chief, the Department is divided into four Divisions, the North Precinct Division, including the Special Operations Section, the South Precinct Division, and the Staffing Services Division including the Training / Technical Services Section, the Records / Property Section, the Accounting Services Section, and the Detention Section; and the Communications Division including the Electronics Equipment Maintenance Unit.

Forfeiture Fund (drug law enforcement fund) consists of monies and other assets seized and forfeited in the process of enforcement of anti-drug laws. Specifically, the activities of the Ingham-Eaton-Clinton Counties Co-operative Enforcement Team (a multi-agency task force) and the Lansing Police Department Special Operations Section (SOS) generate the revenues credited to this fund. The drug law workload makes up the majority of the SOS activities.

(continued)

Police Department continued

The three counties in the IEC Cooperative (Ingham, Eaton, and Clinton) appropriate their respective shares of the total drug law enforcement task force budget (census population weighted) and, at year's end, are reimbursed to the extent that drug forfeitures were sufficient to pick up the costs. Forfeitures in excess of IEC Cooperative expenditures are returned first to the counties (first tier) and then to all the participating agencies (second tier, including Lansing Police and Michigan State Police). Some adjustments to this arrangement were necessary in FY04 as the 2000 Federal Census was implemented, effectively changing the population weighting scheme used by the Co-Op. In addition, a portion of the annual county returns are held back as a modified working fund balance should forfeitures hit a dry spell. The City acts as the fiduciary agent for the IEC Co-Op.

Any IEC Co-Op funds turned back to Lansing Police must be used for drug law enforcement purposes. By definition of the IEC Co-Op funding agreement, any extra monies for LPD used to become bonus dividends to the REACH (LPD) drug law enforcement program. Auditing standards now separate the two enforcement units and the Co-Operative funds are no longer interchangeable.

POLICE DEPARTMENT SUMMARY

Department Appropriation

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Police General Fund	34,027,251	34,319,970	33,874,492	33,112,100	-3.5%
911 Dispatch Center	5,158,398	5,505,400	5,448,905	5,444,640	-1.1%
Drug Law Enforcement	381,778	372,895	395,379	538,120	44.3%
Drug Enforcement - Tri-County Metro	998,755	435,655	281,253	772,805	77.4%
Grant Matches	279,843	121,811	203,134	60,649	-50.2%
Total Police	40,846,025	40,755,731	40,203,164	39,928,314	-2.0%

Summary of Significant Changes

The primary expectation is that this budget will provide for the deployment of between 18 and 20 patrol officers 24 hours per day at a minimum. This is more than the 14-16 patrol officer level traditionally provided to the citizens of Lansing. A change from 10-hour shifts to 12-hour shifts for police patrols and an internal reorganization of the Police Department made in collaboration with the Fraternal Order of Police (FOP) union will result in the deployment of more officers on patrol on a 24-hour basis than has been provided in past years, even though overall staffing is reduced.

Investigative services and special details, including investigations, drug law enforcement, school officers and neighborhood watch, will be provided at adequate levels.

POLICE DEPARTMENT General Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected <u>Projected</u>	FY 2011 Adopted <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	30,428,834	30,802,701	30,522,959	29,790,102	-3.3%
Operating	3,486,689	3,473,064	3,307,361	3,231,033	-7.0%
Capital	111,728	44,205	44,172	90,965	100.0%
Total	<u>34,027,251</u>	<u>34,319,970</u>	<u>33,874,492</u>	<u>33,112,100</u>	-3.5%

Summary of Significant Changes:

The primary expectation is that this budget will provide for the deployment of between 18 and 20 patrol officers 24 hours per day at a minimum. This is more than the 14-16 patrol officer level traditionally provided to the citizens of Lansing. A change from 10-hour shifts to 12-hour shifts for police patrols and an internal reorganization of the Police Department made in collaboration with the Fraternal Order of Police (FOP) union will result in the deployment of more officers on patrol on a 24-hour basis than has been provided in past years, even though overall staffing is reduced.

It is also anticipated that investigative services and special details, including investigations, drug law enforcement, school officers and neighborhood watch, will be provided at adequate levels.

PEACE Initiative

Making use of grant funding acquired in fiscal year 2010, the Police Enforcement and Community Engagement (PEACE) initiative is a results-oriented program which will target "hot spot" areas utilizing proactive police engagement, faith based and community based activities, and critical analyses by researchers at Michigan State University.

Precinct Consolidation Study

While the introduction of North and South Precincts in the 1990's has been popular with area communities, it is now deemed necessary to consider cost effectiveness, particularly in light of economic conditions and the ongoing lease payments for the facilities. This study is multi-phased and is aimed to be inclusive of all police functions and community needs. Its results will provide useful information from which police facility decisions can be made.

Resource Allocation Study

With the majority of Police Department expenses being personnel related, it is critical to achieving optimal efficiency within the organization to evaluate the allocation of our personnel. This study will include both patrol staffing and operations as well as those of support units. Its results will provide useful information from which staffing decisions can be made.

**POLICE DEPARTMENT
911 Dispatch Special Revenue Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	4,845,139	5,185,150	5,171,981	5,096,540	-1.7%
Operating	285,769	320,250	276,924	348,100	8.7%
Capital	27,490	-	-	-	0.0%
Total	<u>5,158,398</u>	<u>5,505,400</u>	<u>5,448,905</u>	<u>5,444,640</u>	-1.1%

Summary of Significant Changes:

The 911 Communications Center currently operated by the Lansing Police Department will be consolidated with the center operated by East Lansing. Ingham County will assume operation of the joint agency created by this consolidation, utilizing a new facility to be constructed. Consolidation of the two centers was recommended in a July, 2006 financial feasibility study by Plante and Moran consultants. The County has followed the study with its own action plan, implemented over the last two years by the Board of Commissioners county-wide Steering Committee and six operating committees. Construction of the new consolidated facility at the County owned site at Cedar and Jolly within the City is scheduled to begin later this year, with occupancy likely mid-year 2011.

POLICE DEPARTMENT
Drug Law Enforcement Special Revenue Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected	FY 2011 Adopted	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	233,026	230,765	264,022	303,805	31.7%
Operating	131,559	119,630	108,706	142,103	18.8%
Capital	17,193	22,500	22,651	19,500	-13.3%
Grant Match	-	-	-	72,712	100.0%
Total	<u>381,778</u>	<u>372,895</u>	<u>395,379</u>	<u>538,120</u>	44.3%

Summary of Significant Changes:

No significant changes. Due to anticipated receipt of drug forfeiture funds, there should be sufficient resources to maintain current level of investigation and enforcement.

POLICE DEPARTMENT
Drug Law Enforcement - Tri-County Metro Special Revenue
Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	128,941	76,205	48,066	76,205	0.0%
Operating	854,814	335,450	209,187	672,600	100.5%
Capital	-	9,000	9,000	9,000	0.0%
Grant Match	15,000	15,000	15,000	15,000	0.0%
Total	998,755	435,655	281,253	772,805	77.4%

Summary of Significant Changes:

No significant changes. Due to anticipated receipt of drug forfeiture funds, there will be sufficient resources to maintain current level of investigation and enforcement.

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FIRE DEPARTMENT

Mission Statement

The Lansing Fire Department is committed to serving the Lansing community with the highest levels of life and property protection. We will achieve this by providing excellent, compassionate service in an atmosphere that encourages innovation, professional development, and diversity.

The Department performs its mission through six organizational divisions, providing a wide range of services including fire prevention, emergency management and disaster preparation activities, Fire Code enforcement, public education, employee education and certification, as well as emergency response for fire and medical, hazardous materials, and technical rescue response.

Logistical support for the Fire Department comes from other City departments, and involves close cooperation with Police, Planning, and Public Service to assure citizen safety. The Fire Chief is the City Emergency Management Director. The Fire Department and Emergency Management receives significant support for its activities from staff departments and divisions, including Finance, Accounting, Law, Personnel, Computer & Communications Services, Budget, and Building Maintenance. Fire Department staff work closely with Central Garage personnel, who are responsible for maintaining all Fire fleet vehicles, from the fire engines and ambulance units to the "Red Cars" for the Battalion Chief on duty.

The Fire Chief is responsible to the Mayor, with advisory input from the Board of Fire Commissioners. The Fire Chief and the Board make recommendations to the Mayor on the Department budget, policies, and operations.

FIRE DEPARTMENT

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted <u>FY11 Adopted</u>
<u>Department Appropriation</u>					
Personnel	25,574,415	26,147,916	25,019,161	25,202,074	-3.6%
Operating	3,923,853	3,867,384	3,835,664	3,759,226	-2.8%
Capital	31,483	35,000	25,293	35,000	0.0%
Total	<u>29,529,751</u>	<u>30,050,300</u>	<u>28,880,118</u>	<u>28,996,300</u>	-3.5%

Summary of Significant Changes:

This budget anticipates the Department continuing to respond to fire and medical emergency calls within 4 to 6 minutes - as has been the case traditionally. The department's response time is well in compliance with national standards and traditional expectations.

In collaboration with the International Association of Firefighters (IAFF) union and employees at the Lansing Fire Department, minimum staffing requirements have been reduced, resulting in the ability, in conjunction with the closing of fire station #3 located at 629 Hillsdale, to reduce staffing and to reduce the need for overtime. The decision to close station #3 was made after careful studies of the effect on response times by the IAFF and the City. Due to the close proximity of stations #1, #5, and #7, the closure of station #3 will have a minimal impact on response times, as confirmed by the response capabilities analysis by the IAFF. Fire investigations, fire prevention, emergency management, and other services will also be provided at acceptable levels.

The City's new state-of-the-art 12 lead cardiac monitors have been placed into service along with our new Automated External Defibrillators (AED) after considerable training. These new monitors have capabilities beyond what the local hospitals are able to do with their "Bluetooth" capabilities.

A fifth ambulance was placed into service earlier this year in response to increasing number of calls for service. The new ambulance authorized in an earlier budget will be placed into service later this spring. This was purchased through a cooperative purchasing agreement with area municipalities, resulting in savings to the City.

While there are no new initiatives in this budget, our citizens can be assured that the Lansing Fire Department will continue to provide the same quality of service that the citizens of Lansing have come to expect. This budget anticipates the Department continuing to respond to fire and medical emergency calls within 5-6 minutes, as has been the case traditionally. The department's response time is well in compliance with national standards and traditional expectations.

PUBLIC SERVICE DEPARTMENT

GENERAL FUND
ACT 51 MAJOR & LOCAL STREETS
SEWAGE
REFUSE & RECYCLING
ENGINEERING

Missions and Roles: The Public Service Department is organized into three distinct Divisions (Engineering and Administration, Operations and Maintenance, and Waste Water Treatment) that are responsible for engineering, construction, regulation, and maintenance of all roads, bridges, sidewalks and storm sewers within the City of Lansing. The Department is also charged with the maintenance and operation of all sanitary sewer facilities, including the wastewater treatment plant, within the sanitary sewer service area. The Department also provides refuse, recycling, and yard waste services through its Waste Reduction Services program. The Department also provides general engineering support and oversight for other City Departments.

Activities of the Department are primarily supported through: General Fund, Act 51 Major and Local Streets Revenue (Gas Tax), Sewage Disposal System Enterprise Fund (sewer bills), Garbage and Refuse Collection fees, and the Recycling fee.

Additional funding may be utilized, as available, from bond proceeds and interest on existing bond issues, Federal E.P.A. and Transportation Funds, Michigan Department of Transportation and Michigan Department of Environmental Quality Grants, State Revolving Fund Loans, the Lansing Building Authority, Tax Increment Finance Authority, Special Assessments, and the City's Community Development Block Grant.

Engineering and Administration (Major supporting funds: General Fund, Act 51, Sewage)

This Division is responsible for the oversight of all infrastructure design and construction contracts in the City necessary to maintain, upgrade, expand and install new storm sewers, sanitary sewers, combined sewers, roads, sidewalks, and bridges. The right-of-way (ROW) is controlled by the department by issuance of all ROW permits taken out by private contractors and or other utility companies that need to perform work in this area.

Other major programs that are managed by the division include the CSO program, SSO Control program, Stormwater Phase II permit requirements, Soil Erosion and Sedimentation and Control Program, and the oversight and management of all City owned parcels requiring environmental remediation.

Administrative Staff

The administrative section is responsible for claims processing, all engineering accounting functions, and contract administration, among other duties. The section provides administrative support for the Engineering Division and coordinates selected aspects of departmental budget activity and other department wide projects.

Operations and Maintenance Division (O & M) (Major supporting funds: General Fund, Act 51, Sewage Fund)

The O & M Team is generally considered to be the backbone of the City. It is divided into six work units that provide the basic and necessary functions that allow for the continued public health of the Lansing Metropolitan Area. These units are: Surface, Streets, Sewer, Waste Reduction (Refuse, Recycling and Yardwaste), Grounds, and Administrative.

Public Service Department continued

The State of Michigan contracts with the City to maintain State 44 miles of State Trunklines and provides funding to the Major Streets Fund for maintenance and repairs to roadways, winter maintenance, right of way mowing, and traffic control systems on State Trunklines.

Surface Section

The Surface Section is responsible for maintaining city surface infrastructure, alleys, parking areas and trees. Funding sources include the parking fund, local street fund and major streets fund, and the general fund. Funded activities include operating the O&M yards and facilities, maintaining surface infrastructure (i.e. guard rail, signs), maintaining and planting trees in the right of way and on city property, graffiti abatement, street sweeping, gravel street maintenance, alley maintenance, fall leaf removal from the streets and winter maintenance activities.

The sign shop, forestry, and portions of parking maintenance are being combined in FY11 into this section to streamline services. With the addition of the sign shop to the section, the Surface Section now is the one stop source for traffic control and barrier placement, for routine and emergency support to Transportation, Lansing Fire and Lansing Police. The Surface Section provides basic maintenance for city parking ramps and surface lots and provides coordinated winter maintenance support to downtown parking areas. The new addition of the Forestry group will improve coordination of right of way tree trimming, sidewalk repair from city tree root damage, and will provide more drivers for snow clearing during the winter.

Waste Reduction Services

The Recycling Fund supports weekly curbside collection of a range of recyclable materials and organic yard waste for compost, serving residences with four or less living units. Under City ordinance, the Department also manages collection of recyclables from larger residential complexes and commercial and industrial operations.

The Garbage and Refuse Collection Fund also supports waste reduction service by funding the collection of bulk refuse items, which ensures the city-wide opportunity to properly dispose of large refuse items. Funding is also provided to support pick-up of bulk trash items for low income residents.

There is weekly refuse pick-up utilizing City imprinted trash bags ("Blue Bags") which are sold through local merchants, or utilizing refuse carts ("Blue Cart Program") which are billed on a quarterly basis and are available by calling the Department. The City's Blue Bags, a hallmark of the system that operates in the private market, provides for volume-based collection. The Blue Bag system complements Recycling efforts by making refuse disposal less expensive for residents who make regular use of the City's recycling program. Revenue is derived from fees for bags purchased, and from quarterly billing for container services.

Streets

The Street Section maintains city streets and sidewalks, using local and major street funds for street repairs and, utility cut fees and using the general fund for sidewalk maintenance. Funded activities include paving, skin patching, potholing, crack sealing, utility cut repairs, concrete curb repair, sidewalk repairs and winter maintenance. Maintenance work is coordinated closely with the Engineering Division Team.

Sewer

The Sewer Section maintains city sanitary and storm sewer collection systems, using sewer funds for sanitary sewer maintenance and using general funds for storm sewer maintenance. Funded activities include sewer cleaning and repair, structure repair, catch basin cleaning, bypass pumping, flood control, sewer televising, emergency response, inspection and winter maintenance.

Public Service Department continued

Administrative Staff

The administrative section is responsible for customer service, including more than 5,700 Blue Trash Cart customers, accounting functions (payroll and personnel issues), and performance tracking of all activities within the division. The section develops records, reports and (where applicable) secures proper reimbursements from other departments, agencies or individuals. The section provides a direct link (phone calls and office visits) between the public and the various services performed by the Operations and Maintenance Division, handling phone calls from the public, dispatches field staff to more than 3,500 locations to address citizen concerns, and responds to more than 3,900 requests for special services from the Waste Reduction Services section.

Grounds

The FY11 formation of a combined Public Service and Parks Grounds Unit establishes a coordinated set of standards and priorities and a streamlined chain of command. The newly-formed Grounds Unit will also maximize the use of existing equipment and facilities. For the first time in the City's history, Grounds will encompass primary maintenance activities such as mowing (for all city jurisdictional property-ROW, parks, cemetery, parking lots, and violation mowing), snow removal, and minor maintenance of all park land, cemeteries, and ornamental areas, right of way and trails, park infrastructure, and city green space. Funding sources include the general fund, unbilled charges, local street fund, major streets fund, and the parking fund.

Waste Water Treatment Plant (WWTP) (Major supporting funds: Sewage)

The City's activated sludge Waste Water Treatment Plant is the fifth largest in the State of Michigan. It is a high tech facility that over the past ten years has converted antiquated mechanized controls to a computerized Supervisory Control and Data Acquisition (SCADA) system. The SCADA system can remotely control many functions of outlying pump stations, and process controls and other on-campus functions. This system has allowed the WWTP to right-size the staffing and focus attention on maintaining the plant and its appurtenances necessary to serve our customers. The plant processes an average daily sewage flow of 18 million gallons.

The WWTP staff are responsible for operating and maintaining 28 sanitary sewer pump stations ranging in capacity from less than 100,000 gallons per day to more than 66,000,000 gallons per day. Other programs managed within this division include the Industrial Pretreatment Program (IPP) and the Residuals Management Plan (disposal of plant solid waste by belt filter press/landfilling or lime stabilization/land application) The WWTP and its environmental processes continue to be one of the most regulated programs in the State of Michigan.

The WWTP laboratory is responsible for daily testing of influent flows, evaluating the plants in-process removal of pollutants, and verifying plant effluent compliance with its National Pollution Discharge Elimination System (NPDES) limits.

PUBLIC SERVICE DEPARTMENT SUMMARY

Department Appropriation

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected	FY 2011 Adopted	% Change FY10 Adopted FY11 Adopted
Public Services - General Fund	5,626,945	6,092,090	5,982,242	6,232,000	2.3%
Major Streets Fund	11,781,174	9,622,000	18,357,615	9,119,050	-5.2%
Local Streets Fund	6,960,815	6,628,000	11,268,681	5,373,800	-18.9%
Sanitary Sewer Fund	29,333,220	31,332,100	32,995,555	32,264,100	3.0%
Garbage & Rubbish Fund	1,544,717	1,540,000	1,501,274	1,494,400	-3.0%
Recycling Fund	2,986,200	3,225,000	3,017,914	3,178,700	-1.4%
Engineering Internal Service Fund	2,472,006	2,483,768	2,432,788	3,241,095	30.5%
Total Public Services	60,705,077	60,922,958	75,556,069	60,903,146	0.0%

Summary of Significant Changes:

Transportation - The Transportation Office will return to the Public Service Department in Fiscal Year 2011 and will be integrated into the Engineering and Administration Division.

Grounds Maintenance

The need to create efficiencies and to work within limited resources has resulted in the decision to combine the grounds maintenance crews in Parks and Recreation, Planning and Neighborhood Development, and Public Service. The new Grounds Unit will create an efficient, streamlined, cost effective, and logistical approach to the grounds maintenance of City properties. Priority setting for maintenance activities will be made jointly by the Director of Public Service, Director of Parks, and the Chief of Staff. It is anticipated that the long term cost reductions achieved through consolidation will approach \$1 million across all funds. Anticipated retirements may make it possible to implement this in the short term without job loss.

The goal of the Grounds Unit will be to meet the following timelines with an acceptable level of service:

- Public recreation areas will be properly maintained with scheduled mowings every two weeks or as otherwise deemed necessary;
- Potholes will be filled within one business day of reporting;
- Sidewalk complaints will be investigated within three business days;
- Winter maintenance (i.e., salt application, snow removal) will be performed as necessary but within these traditional parameters: 2" snow accumulation = partial plow (144 miles of major streets); 4" snow accumulation = full plow (300 miles of major and local streets);
- Graffiti will be removed within three business days; and
- Storm or sanitary complaints will be responded to within one hour.

The administration will be working with the UAW, Teamsters 580, and Teamsters 214 over the next several months to assure that the consolidation is implemented in accordance with collective bargaining units and minimizes the impact on employees.

These budgets reflect anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

**PUBLIC SERVICE DEPARTMENT
General Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	690,053	871,630	823,752	780,125	-10.5%
Operating	4,936,892	5,219,460	5,157,490	5,450,875	4.4%
Capital	-	1,000	1,000	1,000	0.0%
Total	<u>5,626,945</u>	<u>6,092,090</u>	<u>5,982,242</u>	<u>6,232,000</u>	2.3%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

**PUBLIC SERVICE DEPARTMENT
Major Streets Special Revenue Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	2,455,510	2,976,535	2,566,649	2,680,082	-10.0%
Operating	2,783,116	3,085,869	3,034,168	3,496,101	13.3%
Capital	3,858,892	1,080,000	10,310,974	1,286,000	19.1%
Debt Service	470,490	579,596	545,824	566,868	-2.2%
Transfer to Local Streets	2,213,166	1,900,000	1,900,000	1,090,000	-42.6%
Total	<u>11,781,174</u>	<u>9,622,000</u>	<u>18,357,615</u>	<u>9,119,050</u>	-5.2%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

**PUBLIC SERVICE DEPARTMENT
Local Streets Special Revenue Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	2,214,114	2,503,094	2,492,793	2,160,362	-13.7%
Operating	1,597,780	2,006,655	1,737,151	1,969,278	-1.9%
Capital	2,232,874	856,700	5,885,214	24,000	-97.2%
Debt Service	916,047	1,261,551	1,153,523	1,220,160	100.0%
Total	<u>6,960,815</u>	<u>6,628,000</u>	<u>11,268,681</u>	<u>5,373,800</u>	-18.9%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

PUBLIC SERVICE DEPARTMENT
Sanitary Sewer (Wastewater) Enterprise Fund

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	6,053,752	6,085,968	5,894,606	5,837,301	-4.1%
Operating	7,239,350	8,105,387	7,410,793	8,007,403	-1.2%
Capital	2,037,100	1,265,000	3,814,411	713,500	-43.6%
Debt Service	13,703,018	15,575,745	15,575,745	17,405,896	11.8%
Transfers	300,000	300,000	300,000	300,000	0.0%
Total	<u>29,333,220</u>	<u>31,332,100</u>	<u>32,995,555</u>	<u>32,264,100</u>	3.0%

Summary of Significant Changes:

Wet Weather Program

The City is working with the Michigan Department of Natural Resources and the Environment to consolidate and streamline the three separate unfunded mandates required under the authority of the Clean Water Act. It is the goal of the Public Service Department to be the trailblazer in joining the Combined Sewer Overflow, Sanitary Sewer Overflow, and Stormwater Phase II programs under one watershed based program. Funds appropriated in this budget will continue to move this effort forward and allow for its implementation.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

**PUBLIC SERVICE DEPARTMENT
Garbage & Refuse Enterprise Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 Projected	FY 2011 Adopted	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	731,487	698,694	700,184	682,479	-2.3%
Operating	813,230	841,306	801,090	811,921	-3.5%
Capital	-	-	-	-	0.0%
Transfers	-	-	-	-	
Total	<u>1,544,717</u>	<u>1,540,000</u>	<u>1,501,274</u>	<u>1,494,400</u>	-3.0%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

**PUBLIC SERVICE DEPARTMENT
Recycling Enterprise Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	1,861,514	1,928,862	1,658,896	1,910,214	-1.0%
Operating	1,124,686	1,296,138	1,359,018	1,268,486	-2.1%
Capital	-	-	-	-	0.0%
Total	<u>2,986,200</u>	<u>3,225,000</u>	<u>3,017,914</u>	<u>3,178,700</u>	-1.4%

Summary of Significant Changes:

Single Stream Collection - During FY11, the City will transition to the collection of recyclables, from a seven (7)-stream curb side separated system, to a single stream collection method where all recyclables are collected in one container in the collection truck. Residents will be able to recycle more material at the curb with less material preparation, generally making it easier to recycle more products. The FY11 budget also will fund a pilot collection program for recyclables from small businesses and a second pilot collection program dealing with larger (65-95 gallon) residential recycling containers.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

**PUBLIC SERVICE DEPARTMENT
Engineering Internal Service Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	1,906,815	1,947,596	1,907,036	2,446,403	25.6%
Operating	374,260	345,532	335,112	601,274	74.0%
Capital	-	-	-	-	0.0%
Debt Service	190,931	190,640	190,640	193,418	1.5%
Transfers	-	-	-	-	0.0%
Total	<u>2,472,006</u>	<u>2,483,768</u>	<u>2,432,788</u>	<u>3,241,095</u>	30.5%

Summary of Significant Changes:

Transportation -The Transportation Office will return to the Public Service Department in Fiscal Year 2011 and be integrated into the Engineering and Administration Division. Transportation staff will be co-located in City Hall with other Engineering team members. This co-location will improve infrastructure management, programming, and communication. Service to permit customers will improve as permit holders will no longer have to visit two separate offices.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

HUMAN RELATIONS & COMMUNITY SERVICES

The mission of the Human Relations and Community Services (HRCS) Department is to foster a well-functioning and connected community through the provision of human services, upholding principles of equal opportunity, and addressing issues of diversity and social challenges.

The demand for services continues to rise, particularly with the present state of Michigan's economy, the increased dislocation of workers from employment, and consequently their families and their homes. The sudden loss of income for Lansing families, inability to find substantial employment and the delayed ability to receive support services from governmental agencies, charged with meeting emerging social services needs, are all going trends that are more likely than not to increase exponentially in the next year.

In addition to funds that are provided to approximately 68 nonprofit agencies in our community, the demand exceeds the available services.

The Department accomplishes its mission and responsibilities through the following:

Identifying Funds -

The Department assists human service agencies to identify, apply and leverage funding from multiple sources, including the City, to provide City of Lansing residents with basic human service needs. Basic human services are classified as follows:

- Basic Needs: Food, clothing, transportation, child care, housing assistance and legal help for indigent persons.
- Life Skills: Mentoring, academic enhancement, social competency, literacy, conflict resolution, parenting skills development, structured recreation, and self sufficiency for disabled persons.
- Employability Development: Job readiness and retention, job seeking skills, vocational training, job site development, placement activities.
- Health/Mental Health: Health awareness promotion, counseling, substance abuse prevention, health care access, crisis intervention, dental care, prescription medication, safety promotion, hospice and respite care.

Assessing Needs -

The Department assesses human service needs within the community, develops priorities, and assures that the use of City funds is appropriate and consistent with identified priorities. The department is assisted in its tasks by a Human Relations and Community Services Advisory Board, which works to foster mutual understanding and respect among all groups in the city and promote essential human services to meet citizens' needs within the community.

Additionally, the Department is responsible in ensuring that City funds are disbursed in a coordinated and efficient manner to meet essential human service needs within the City.

(continued)

Human Relations and Community Services continued

The department promotes development of an agency clustering model, where agencies providing similar services look to partner on more projects, thereby saving money in areas where duplication is evident.

Upholding Principles of Non-Discrimination and Equal Opportunity - The Department is charged with the enforcement of Charter and ordinance mandates, which prohibit discrimination on the basis of protected characteristics against persons seeking employment, housing, and the use of a public facility.

The Department is also mandated to ensure compliance with Equal Employment Opportunity, the Americans with Disabilities Act, Child Labor Law standards.

Investigation -

In addition, the Department houses the Police Commission Investigator who provides independent intake and review of complaints that allege inappropriate and/or discourteous action of police personnel.

Community Supported Agencies and Events -

The City contracts with a variety of community agencies to support activities such as diversion for first time offenders, economic development, educational enhancement, and recreation. The Department serves as the City's agent in preparing and monitoring these contracts.

HUMAN RELATIONS & COMMUNITY SERVICES

<u>Department Appropriation</u>	FY 2009 <u>Actual</u>	FY 2010 <u>Adopted Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Personnel	686,640	599,854	586,354	599,912	0.0%
Operating	59,570	68,056	65,056	64,858	-4.7%
Capital	-	-	-	-	
Total	746,210	667,910	651,410	664,770	-0.5%
Human Services	1,330,169	1,481,250	1,481,250	1,435,000	-3.1%
City Supported					
Agencies	260,000	259,400	241,450	48,400 ⁽¹⁾	-81.3%

(1) Funding for Arts will now be administered by the Lansing Economic Development Corporation (EDC).

Summary of Significant Changes:

Human Services - The demand for human services continues to rise, particularly with the present state of Michigan's economy causing increased unemployment, higher poverty rates, and more home foreclosures. In Lansing, these measures of economic instability are much higher than state averages, causing increased pressure on the governmental agencies charged with addressing basic needs, who are already understaffed and under-funded. Delays in receiving governmental benefits have contributed to shortages at food banks, homelessness, and increased desperation. This year, every local service agency receiving City funding has reported a reduction in resources, generally due to reduced state or federal funding and/or a reduced ability to raise private funds from individual or corporate donors.

Human Services Agencies - City funds provided by ordinance (1.25% of general fund revenues) are currently provided to approximately 65 nonprofit agencies in the community. These agencies are experiencing increasing demands for their services. However, due to the overall reduction in general fund revenues, the amount of City funds are reduced as provided by ordinance.

Federal Stimulus Funding - The Federal ARRA stimulus dollars have provided much-needed prevention and early intervention dollars to our community, but are scheduled to be depleted by the end of 2010. These funds provide support services, homelessness prevention and assistance programs.

HRCS Administration - The General Fund budget for HRCS will be adequate to provide for administration of the human service funding provided by City ordinance. The department has been successful in obtaining several grants to enhance services to citizens and has been able to utilize the administrative cost component to enhance their administrative tasks.

(continued)

Human Relations & Community Services continued

Arts, Culture, and Economic Development Integration - This budget also anticipates that the administration of City-supported agencies for arts and culture be transferred to the Lansing Economic Development Corporation (LEDC). One impact is a lessening of HRCS administrative responsibilities not directly related to its core mission.

The ties between arts and culture, building a sense of place and the creation of jobs is well documented. In fact, the LEDC has already taken steps in this direction by working successfully to stabilize several arts organizations within the City, and by taking a leadership position with East Lansing, MSU and the State of Michigan to develop an action strategy for connecting arts and culture with urban economic development strategies. This proposal is a logical extension of that work.

This proposal will allow the City of Lansing to focus its arts and cultural funding on areas of specific interest to the City, in the same manner as East Lansing has done for several years. Lansing will still remain as a partner with the Greater Lansing Arts Council, who will continue to receive funding through Ingham County from Lansing based and other hotels who collect the hotel/motel tax.

This proposal also will enable the City to reduce its costs while continuing to invest in arts and cultural activities. By transferring administration of the City's arts and cultural funding to LEDC, and by the assumption of Silver Bells by the Principal Shopping District, there will be a reduction in City costs.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

PARKS & RECREATION

Mission and Roles

The Department of Parks and Recreation creates community through people, parks and programs. This is accomplished by enhancing the lifestyle opportunities for the citizens of Lansing through the provision of leisure time activities, and the preservation and maintenance of park lands and special recreation facilities. The Department implements this vision and mission in the following ways:

- organization of youth, adult, and senior citizen recreational programming in parks, community centers, schools, swimming pools and at our ice skating rinks;
- regular maintenance of all parks and natural areas owned by the City of Lansing, including maintenance of Lansing's urban forest areas through regular cycles of tree planting, fertilization, and trimming;
- providing burial services and cemetery maintenance at the City's three municipal cemeteries;
- providing public golfing opportunities at Groesbeck Golf Course which support recreational and league play in the area;
- supporting youth through the teaching of life-skills through The First Tee of Mid-Michigan program at Sycamore Creek Golf Academy

The Department receives advisory support from the citizens of Lansing by encouraging their involvement in the following citizen groups: City of Lansing Parks Board, Friends of Turner-Dodge, Inc., Friends of Fenner Arboretum, the individual Community Center boards and their youth advisory boards, as well as the Baseball and Softball advisory boards. The Department provides support in policy decisions regarding recreational options and facilities to the Mayor and City Council.

Organization

The Parks and Recreation Department consists of five separate divisions:

Administration

The Administration Division includes Management and Business Administration, Park Design, Planning and Research, and the staff support for park and pavilion rentals, event planning and support services for both the General Fund and the Enterprise Fund programs. The Management and Business Administration section is responsible for the salary, hourly, Temporary Employment Agreements and seasonal payroll and time cards. This section also processes procurement card reconciliations, accounts payables and receivables and processes paperwork for yearly employee evaluations and step increases.

Field Services

Sections: Forestry, Grounds, and Athletic Field and Pool Maintenance.

The Forestry Section of the Field Services Division is responsible for maintenance of safe and healthy trees in City parks and on City streets. Care includes trimming and removal of dead, damaged or diseased trees and limbs from these areas. They also maintain and stock a city nursery, which provides trees for residential streets, parks, cemeteries, and golf course plantings as needed. **Grounds & Landscape** Maintenance Section is responsible for care and maintenance of turf, shrubs, ornamental trees and flowers, as well as planting new growth for the next season. They also handle repair of tables, benches, signs and playground equipment, as well as ice and snow removal on trails, parking areas,

(continued)

Parks and Recreation Department continued

and park sidewalks during the winter season. A subgroup is concerned primarily with maintenance of City athletic fields and the public outdoor pools at Hunter and Moores Parks, as well as Cemetery burials and grounds maintenance (see Cemetery Fund). Beginning in FY11, the activities of this division will be incorporated into a new grounds maintenance division within the Public Service Department. Priority setting for maintenance activities will be made jointly by the Director of Public Service, Director of Parks, and the Chief of Staff.

Leisure Services

The Leisure Services Division operates recreation programs at four Community Centers (Gier, Foster, Letts, Southside), Special Recreation Services (Hunter and Moores Swimming Pools, Kids Camp and Therapeutic Recreation) and Lifetime Sports. This division also operates specialized facilities such as the Turner-Dodge House (historic home) and the Fenner Arboretum (nature center).

Golf Operations

The department operates Groesbeck Golf Course which is an 18 hole golf course located at 1600 Ormond. The department also operates the Sycamore Driving Range and Practice Facility located at 1526 E. Mount Hope Avenue. Also located at Sycamore facility is The First Tee of Mid-Michigan program. This program will provide quality instruction on the game of golf for youth and adults. The First Tee of Mid-Michigan will operate the driving range which is open to the public for practice.

Facilities

Programmed recreation sites are Letts, Gier, Southside and Foster Community Centers; Miller Road Senior Center; Groesbeck golf course; Sycamore Creek Golf Academy and Driving Range; Moore's Park and Hunter Park swimming pools; Fenner Nature Center; the Turner-Dodge House; Davis, Gier, Ranney, Sycamore, Davis and Kircher Park ballfields. The department has several neighborhood parks and athletic fields throughout the City.

PARKS AND RECREATION DEPARTMENT SUMMARY

Department Appropriation

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
Parks & Recreation					
General Fund	8,315,385	8,790,130	8,398,393	7,644,145	-13.0%
Cemeteries Fund	688,702	703,830	687,277	726,600	3.2%
Golf Fund	879,140	891,640	904,104	707,000	-20.7%
Parks Capital Improvements	1,200,000	1,424,606	1,390,606	1,185,000	-16.8%
Total Parks & Recreation	<u>11,083,227</u>	<u>11,810,206</u>	<u>11,380,380</u>	<u>10,262,746</u>	-13.1%

Summary of Significant Changes:

These budgets reflect anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

PARKS AND RECREATION DEPARTMENT General Fund

	FY 2009 <u>Actual</u>	FY 2010 <u>Adopted Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	6,173,996	6,358,214	6,129,617	5,587,381	-12.1%
Operating	2,141,389	2,431,916	2,268,776	2,056,764	-15.4%
Capital	-	-	-	-	
Total	8,315,385	8,790,130	8,398,393	7,644,145	-13.0%

Summary of Significant Changes:

Parks Administration - There currently are two vacancies in parks administration which will remain vacant.

Grounds Maintenance Activities - The need to create efficiencies and to work within limited resources has resulted in the decision to combine the grounds maintenance crews in Parks and Recreation, Planning and Neighborhood Development, and Public Service. The new Grounds Unit will create an efficient, streamlined, cost effective, and logistical approach to the grounds maintenance of City properties. Priority setting for maintenance activities will be made jointly by the Director of Public Service, Director of Parks, and the Chief of Staff. It is anticipated that the long term cost reductions achieved through consolidation will approach \$1 million across all funds. Anticipated retirements may make it possible to implement this decision in the short term without job loss.

Washington Park Ice Rink – Over the past several years, there have been other sites developed in the area for ice skating. One impact on the Washington Park Ice Rink has been a loss of team rentals, significantly increasing City costs. In light of decreased use and increased costs, this facility will not be open.

Scott House – This facility is in need of repair, and has relatively little use. In light of little use and long term costs, this facility will be closed. Parks staff will work with those who currently use the building to find alternative space, perhaps at some of the City's community centers.

Miller Road Senior Center - Senior activities at this center will be transferred to the South Side Community Center, and the building will be closed.

Kids Camps - To better serve the public, fifteen smaller drop-in playground programs will be combined into four larger camps with free busing, the Lansing School District Breakfast and Lunch Program, more staff, program on Fridays and offer the option of pre-and-post extended care. This programmatic changes focus on providing a quality camp experience to all Lansing youth instead of only reaching youth in those fifteen neighborhoods.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

**PARKS AND RECREATION
Municipal Cemeteries Enterprise Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	430,426	432,135	421,444	464,527	7.5%
Operating	238,196	259,695	254,383	262,073	0.9%
Capital	-	-	-	-	0.0%
Transfers	20,080	12,000	11,450	-	-100.0%
Total	<u>688,702</u>	<u>703,830</u>	<u>687,277</u>	<u>726,600</u>	3.2%

Summary of Significant Changes:

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

**PARKS AND RECREATION
Municipal Golf Courses Enterprise Fund**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Personnel	430,727	466,884	448,370	307,500	-34.1%
Operating	335,658	311,431	352,409	291,500	-6.4%
Capital	2,472	5,000	-	5,000	0.0%
Debt Service	110,283	108,325	103,325	103,000	-4.9%
Total	879,140	891,640	904,104	707,000	-20.7%

Summary of Significant Changes:

Sycamore Driving Range - This budget assumes that the license to First Tee of Mid-Michigan for operation of the driving range and teaching facilities will be approved, and that the arrangement will be mutually beneficial. The City's financial support of this property will be limited to \$45,000 for the season.

This budget reflects anticipated cost increases resulting from bargained salary increases and anticipated cost increases in health and pension benefits. Some reduction in the rate of increase is anticipated as a result of restructured administration of health benefits for Medicare-eligible retirees as well as recent contract negotiations. Total costs are also reduced as a result of a 208-work-hour reduction for non-Police and Fire personnel.

FY 2010/2011 Use of Parks Millage Funds

RESOURCES	
FY 2010/2011 Parks Millage (1 mill of City's operating levy)	\$ 2,304,500
Parks Millage Available Fund Balance	84,500
	<u>\$ 2,389,000</u>
 USES	
<u>Subsidies</u>	
Kids Camps (General Fund)	\$ 40,000
Parks Maintenance (General Fund)	889,000
Golf Fund Subsidy	275,000
Amount Used for General Fund Operations & Maintenance	<u>\$ 1,204,000</u>
 <u>Capital Projects</u>	
Burchard Park Silo Removal	50,000
City-wide Playgrounds & Park Amenties	210,000
Frances Park - Phase 3 Master Plan	50,000
City-wide Repair and Maintenance	80,000
RiverTrail Repair and Maintenance	160,000
Tree Plantings	30,000
St. Joe or Davis Park - Basketball Complex	150,000
Crego Park - MDNR Grant Match	250,000
Moore's Park Swimming Pool - Lockerrooms	75,000
Hunter Park Swimming Pool - Lockerrooms	75,000
Forestry Master Plan	30,000
Waverly Park Master Plan	25,000
	<u>\$ 1,185,000</u>
 Total Parks Millage Uses	 <u>\$ 2,389,000</u>

A description of the above-referenced capital projects is available in the Capital Improvements section of this budget document.

**GENERAL FUND
NON-DEPARTMENTAL EXPENDITURES & TRANSFERS**

	FY 2009 <u>Actual</u>	FY 2010 Adopted <u>Budget</u>	FY 2010 <u>Projected</u>	FY 2011 <u>Adopted</u>	% Change FY10 Adopted FY11 Adopted
<u>Department Appropriation</u>					
Operating Subsidies to Other Funds					
911 Dispatch Center	(115,000)	190,270	190,270	261,422	37.4%
Stadium Fund	875,000	800,000	800,000	609,200	-23.9%
Building Safety Fund	444,209	304,857	274,857	349,000	14.5%
Emergency Shelter Grant Matcl	95,772	-	-	-	0.0%
State & Federal Grant Matches	279,843	121,811	203,134	60,649	-50.2%
Principal Shopping District	42,075	42,075	32,975	39,180	-6.9%
Cemeteries Fund	327,787	467,480	463,180	451,334	-3.5%
Golf Fund	100,000	-	55,382	-	0.0%
LEPFA	1,116,821	1,098,027	1,098,027	1,087,467	-1.0%
	<u>3,166,507</u>	<u>3,024,520</u>	<u>3,117,825</u>	<u>2,858,252</u>	-5.5%
Transfers to Other Funds for Capital Improvements:					
Local Streets Fund	1,018,329	1,761,551	1,758,551	-	-100.0%
Capital Improvements Fund	743,000	1,380,000	1,142,486	740,000	-46.4%
Parks Millage Fund	1,008,200	1,200,000	1,066,529	1,375,500	14.6%
Fleet Fund	547,000	-	-	-	0.0%
	<u>3,316,529</u>	<u>4,341,551</u>	<u>3,967,566</u>	<u>2,115,500</u>	-51.3%
Debt Service					
General Fund Debt Service	1,441,405	1,787,515	1,753,080	1,765,260	-1.2%
Transfers to Other Funds For Debt Service:					
Major Streets Fund	357,893	398,384	389,384	385,156	-3.3%
Local Streets Fund	1,018,329	1,761,551	1,758,551	1,219,660	-30.8%
Sewer Fund	-	1,400,000	1,314,000	815,000	-41.8%
Debt Service Funds	176,376	172,350	172,350	176,600	2.5%
	<u>2,994,003</u>	<u>5,519,800</u>	<u>5,387,365</u>	<u>4,361,676</u>	-21.0%
Library Lease	155,060	160,000	155,060	160,000	0.0%
Total Non-Departmental	<u>9,632,099</u>	<u>13,045,871</u>	<u>12,627,816</u>	<u>9,495,428</u>	-27.2%

Other Budgets

Lansing Entertainment & Public Facilities Authority (LEPFA)

- City Market
- Lansing Center
- Thomas Cooley Law School Stadium

Economic Development Corporation (EDC)

Lansing Brownfield Redevelopment Authority (LBRA)

Tax Increment Financing Authority (TIFA)

**L.E.P.F.A. BUDGET PROJECTIONS
LANSING CITY MARKET**

REVENUES

	2010-11 Budget
Building Rental	112,000
Equipment Rental	
Labor/Service	
Parking/Miscellaneous	3,796

Total Operating Revenues	115,796

EXPENSES

Salaries/Wages	65,000
Fringes/Related Costs	18,224
Communications	2,800
Rents/Leases	
Professional Services	1,350
Utilities	48,976
Marketing	10,000
Repairs/Maintenance	5,420
Supplies/Materials	4,582
Insurance/Bonding	2,000
Depreciation	756
Miscellaneous	630

Total Operating Expense	159,738

Income/(Loss)	(43,942)

Less Depreciation	0
Interest on Bank Accts	0

Income/(Loss)	(43,942)

Projected City Contribution	43,942

Proposed Net City Contribution	43,942 =====

**L.E.P.F.A. BUDGET PROJECTIONS
LANSING CENTER**

REVENUES	2010-2011 Proposed Budget
Building Rental	855,021
Food Services	2,599,999
Food Services-Merch	3,000
Food Services-Vend	12,000
Equipment Rental	570,001
Utilities	166,000
Signage/Promotions	40,000
Sponsorships	
Security	50,001
Box Office	17,199
Pay Phone Receipts	
Labor/Service	183,003
Parking	9,000
Miscellaneous	19,000

Total Operating Revenues	4,524,223

EXPENSES	
Salaries/Wages	
Full-time	1,540,000
Events	310,000
Allocation to Olds Park	
Subtotal	1,850,000
Fringes/Related Costs	511,537
Communications	23,331
Leases	69,980
Professional Services	227,743
Utilities	641,110
Marketing	88,000
Repairs/Maintenance	78,295
Supplies/Materials	95,040
Events	50,875
Security	42,407
Insurance/Bonding	80,373
Bad Debt	
Depreciation	38,021
Catering	
F/B Expense	1,641,998
F/B Equipment/Depreciation	
Vending	622
Contingency	
Miscellaneous	67,383

Total Operating Expense	5,506,715

Income/(Loss)	(982,492)

Interest of Bank Accts	5,608
Sales/Marketing Reimbur	230,000

Income/(Loss)	(976,884)

Less Depreciation (inc F/B)	0
Loss on Sales of Asset	

Income/(Loss)	(746,884)

Non-Operating Income	
City Contribution-Proposed	746,884
Less Allocation/Plus	
Operating Transfer	

Proposed Net City Contribution	746,884 =====

**L.E.P.F.A BUDGET PROJECTIONS
THOMAS COOLEY LAW SCHOOL STADIUM**

	2010-11 Proposed Budget
REVENUES	
Equipment Rental	
Vending (In-house)	
Misc	8,000
Labor Service	
 Total Operating Revenue	 8,000
EXPENSES	
Salaries/Wages	50,992
Allocation	
Total	
Fringes/Related Costs	20,412
Allocation	
Total	
Communications	1,100
Professional Services	5,000
Utilities	97,000
Marketing	5,000
Repairs/Maintenance	66,272
Supplies/Materials	4,915
Concessions/Catering	
Insurance/Bonding	27,801
Depreciation	1,200
Miscellaneous	24,950

Total Operating Expense	304,641

Less Depreciation	0

Income/(Loss)	296,641
Interest Income	0

Income/(Loss)	296,641

From Stadium Fund	
1. Projected City Contribution	296,641
2. Allocation-City Contribution (Projected)	
Operating Transfer	

Proposed Net City	296,641
Contribution-Total	=====
 3. City Contribution for	
Diamond Classic	

LANSING ECONOMIC DEVELOPMENT CORPORATION BUDGET

	<u>FY 2009 Actual</u>	<u>FY 2010 Adopted Budget</u>	<u>FY 2010 Year-End Projection</u>	<u>FY 2011 Budget</u>
Revenues				
COOL CITIES GRANT	-	-	-	-
PARKING SYSTEM REVENUE	18,723	12,000	12,000	12,000
APPLICATION FEES	18,650	10,000	14,400	5,000
BROWNFIELD APPLICATION FEES	3,000	3,000	15,500	7,500
CONTRACT SERV LBRA	68,487	60,921	88,094	78,500
EPA ADMIN REV FROM BROWNFIELD	900	100	770	-
CONT SERV CITY	339,160	377,750	346,401	462,565
SMART ZONE ADMIN	6,304	12,500	-	-
INTEREST INCOME	22,379	12,000	2,427	2,000
LOAN INTEREST	34,539	32,390	41,706	33,504
FROM FUND BALANCE (Façade/EIMM Loan Gty.)	-	17,949	33,315	79,196
MISCELLANEOUS REVENUE	3,911	100	16	50
ANNUAL ISSUER'S FEES	4,600	4,600	39,600	39,600
OP TRFR TIFA	280,638	273,295	252,181	225,044
	801,291	816,605	846,410	944,959
Expenditures				
SALARIES	394,672	409,500	396,104	413,000
FRINGE BENEFITS	48,942	184,080	183,319	186,362
FR BEN EDC CAFETERIA PLAN	115,438	-	-	-
CHANGE IN ACCRD COMPENSATED AB	3,130	-	-	-
MISCELLANEOUS OPERATING	14,273	15,000	15,000	10,000
BUSINESS INCUBATOR	-	-	-	20,000
PROMOTION	116,783	102,243	85,051	21,507
DUES & SUBSCRIPTIONS	1,770	1,780	1,780	1,780
LOAN DEFAULT	-	4,196	-	79,196
CONTRACTUAL SERVICES	22,817	25,300	25,300	25,300
IT & FACADE GRANT	40,437	13,753	33,315	-
COOL CITIES GRANT	-	-	-	-
UTILITIES	11,678	12,560	12,560	12,560
TELEPHONE	32	-	-	-
BUILDING RENTAL	20,028	20,600	20,600	21,061
TRAINING	3,322	25,000	25,000	5,600
INSURANCE & BONDS	2,508	2,593	2,593	2,593
ASSET IMPAIRMENT	671,253	-	-	-
ARTS & CULTURE GRANTS	-	-	-	136,000
PSD (Silver Bells Administrative Fees)	-	-	-	10,000
	1,467,083	816,605	800,622	944,959
				-
Beginning Fund Balance	3,761,800	3,096,008	3,096,008	3,108,481
Surplus/(Deficit)	(665,792)	(17,949)	12,473	(79,196)
Ending Fund Balance	3,096,008	3,078,059	3,108,481	3,029,285
Less: EDC Loans Receivable	(816,908)	(980,619)	(980,619)	(798,037)
Less: Land	(350,000)	(350,000)	(350,000)	(350,000)
Available Fund Balance	1,929,100	1,747,440	1,777,863	1,881,249

LANSING BROWNFIELD REDEVELOPMENT AUTHORITY BUDGET

Description	FY 2010		FY 2010 Year-	FY 2011 Budget
	FY 2009 Actual	Adopted Budget	End Projection	
Revenues				
TAX REVENUE FOR RLF	55,299	53,107	171,783	156,275
PLAN 2 MOTOR WHEEL	208,969	197,659	408,368	353,843
PLAN 5 BTS	259,573	251,425	237,873	216,007
PLAN 7 CAP LABS	18,250	16,612	-	-
PLAN 8 DAVID NICKLESON	27,806	25,580	-	-
PLAN 9 SCHAFFER BAKERY	356	353	357	355
PLAN 10 NEOGEN	20,123	18,993	19,132	16,344
PLAN 11 NEOPHASE	10,649	10,584	11,387	9,085
PLAN 12 PERCY BEAN	7,014	6,852	6,927	5,888
PLAN 14 PRUDDEN	72,600	72,772	71,971	64,365
PLAN 16 METRO FORD	17,221	19,141	19,535	13,490
PLAN 17 BUILDERS PLUMBING	41,938	38,718	43,028	32,792
PLAN 19 STYLELINE	10,639	10,071	10,606	8,509
PLAN 20 LORANN OILS	6,040	5,740	6,326	4,319
PLAN 21 WOLHERT	53,532	50,590	51,101	39,484
LBRA ADMIN	68,487	60,921	88,094	78,500
PLANN 22 SCHULTZ INC	999	942	1,052	948
PLAN 30 BROWNFIELD DEV SPEC	12,432	10,637	10,948	9,655
PLAN 23 STADIUM DISTRICT PARTNERS	35,742	104,424	132,802	121,203
PLAN 32 DON WALKER	23	-	-	-
PLAN 37 CEDAR ST SCHOOL	-	5,606	4,535	11,501
PLAN 40 POINT NORTH	-	12,385	12,642	13,782
FEDERAL GRANTS	370,490	2,249,370	2,827,480	-
FEDERAL GRANTS	-	1,000,000	-	1,000,000
BCRLF-BROWNFIELD EPA	243,552	220,000	262,364	-
HAZ SUB-BROWNFIELD EPA	14,639	-	523	-
PETRO-BROWNFIELD EPA	11,308	-	105	-
EPA REV FOR EDC	1,051	-	618	-
INTEREST INCOME	2,715	100	482	200
FROM FUND BALANCE (FOR BTS PMT)	-	253,365	267,017	293,708
	1,571,447	4,695,947	4,667,057	2,450,253

LANSING BROWNFIELD REDEVELOPMENT AUTHORITY BUDGET

<u>Description</u>	<u>FY 2010</u>		<u>FY 2010 Year-</u>	<u>FY 2011 Budget</u>
	<u>FY 2009 Actual</u>	<u>Adopted Budget</u>	<u>End Projection</u>	
Expenditures				
SALARIES	6,570	27,040	4,882	7,040
FRINGE BENEFITS	2,760	11,360	1,465	2,960
MISCELLANEOUS OPERATING	-	1,970	-	-
CONTRACTUAL SERVICES	283,733	69,000	35,214	50,000
CAPITAL OUTLAY/CONSTRUCTION	77,427	3,140,000	2,785,919	940,000
ADMINISTRATION EXPENSES TO EDC	68,487	60,921	88,094	78,500
EPA ADMIN EXP TO EDC	900	-	770	-
BCRLF-BROWNFIELD EPA	243,862	220,000	261,417	-
REVOLVING FUND	2,738	53,107	171,783	156,275
REVOLVING ASSESSMENT	6,415	35,595	1,450	-
PROJ COSTS PLAN 2 MOTOR WHEEL	208,969	197,659	408,368	353,843
PROJ COSTS PLAN 8 DAVID NICLES	27,806	25,580	-	-
PROJ COSTS PLAN 9 SCHAFER BAKE	356	353	357	355
PROJ COSTS PLAN 10 NEOGEN	20,123	18,993	19,132	16,344
PROJ COSTS PLAN 11 NEOPHASE	10,649	10,584	11,387	9,085
PROJ COSTS PLAN 12 PERCY BEAN	7,014	6,852	6,927	5,888
PROJ COSTS PLAN 14 PRUDDEN	72,600	72,772	71,971	64,365
PROJ COSTS PLAN 16 METRO FORD	17,221	19,141	19,535	13,490
PROJ COSTS PLAN 17 BUILDERS PL	41,938	38,718	43,028	32,792
PROJ COSTS PLAN 19 STYLELINE	10,639	10,071	10,606	8,509
PROJ COSTS PLAN 20 LORANN OILS	6,040	5,740	6,326	4,319
PROJ COSTS PLAN 21 WOLHERT	53,532	50,590	51,101	39,484
PROJ COSTS PLAN 7 CAP-LABS	18,250	16,612	-	-
PROJ COSTS PLAN 22 SCHULTZ INC	999	942	1,052	948
PROJ COSTS PLAN 23 STADIUM PTR	35,742	68,829	132,802	121,203
PROJ COSTS PLAN 30 BRWNFLD DEV	12,432	10,637	10,948	9,655
PROJ COSTS PLAN 32 DON WALKER	23	-	-	-
PLAN 37 CEDAR ST SCHOOL	-	5,606	4,535	11,501
PLAN 40 POINT NORTH	-	12,385	12,642	13,782
DEBT SERVICE BROWNFIELD BTS	462,045	504,890	504,890	509,915
	1,699,270	4,695,947	4,666,601	2,450,253
Beginning Fund Balance	400,962	273,139	273,139	6,577
Surplus/(Deficit)	(127,823)	(253,365)	(266,562)	(293,708)
Ending Fund Balance	273,139	19,774	6,577	(287,131)

TAX INCREMENT FINANCE AUTHORITY (TIFA) BUDGET

<u>Description</u>	<u>FY 2009</u> <u>Actuals</u>	<u>FY 2010</u> <u>Adopted Budget</u>	<u>FY 2010</u> <u>Year-End</u> <u>Projection</u>	<u>FY 2011</u> <u>Budget</u>
Revenues				
PROPERTY TAX LEVY	5,786,998	5,465,908	5,441,034	4,500,885
PROPERTY TAX LEVY-SCHOOL	19,834	-	7,876	-
PROPERTY TAX PENALTY AND INT	5,932	-	3,518	-
INTEREST INCOME	52,262	10,000	5,792	2,000
FROM FUND BALANCE	-	(49,995)	(186,031)	372,783
PROCEEDS FROM SALE OF BOND	-	-	142,710	-
	<u>5,865,026</u>	<u>5,425,913</u>	<u>5,414,898</u>	<u>4,875,668</u>
Expenditures				
MISCELLANEOUS OPERATING	342,138	273,295	272,446	225,044
BOND ISSUE COSTS	-	-	139,535	-
LEASES	4,140,000	4,140,000	3,990,000	3,120,000
DEBT SERVICE-TIFA COURTS	574,551	572,618	572,918	575,624
DEBT SERVICE-TIFA CONV CNTR	320,000	440,000	440,000	555,000
ICE SKATE RINK MATCH	-	-	-	400,000
	<u>5,376,689</u>	<u>5,425,913</u>	<u>5,414,898</u>	<u>4,875,668</u>
Beginning Fund Balance	618,551	1,106,888	1,106,888	1,292,919
Surplus/(Deficit)	488,337	49,995	186,031	(372,783)
Ending Fund Balance	1,106,888	1,156,883	1,292,919	920,135

Fiscal Year 2011 Capital Improvement Plan

FY 2011 Capital Improvement Program

Project	FY 2011 Appropriation	Funding Sources								
		General Fund	Garage Fund	Parking Fund	Street Funds	Sewer Fund	Parks Millage	Special Assessments	Grants/ Trusts	Bonds/ Loans
<u>Facilities</u>										
Cooley Stadium Improvements	110,000	110,000								
Police Precinct Consolidation - Phase II	150,000	150,000								
Facility Capital Improvements	200,000	200,000								
Subtotal	460,000	460,000	-	-	-	-	-	-	-	-
<u>Technology</u>										
Technology Improvements/Computer Replacements	100,000	100,000								
Public Education & Gov't (PEG) Television Capital Improvmts	600,000							600,000		
Subtotal	700,000	100,000	-	-	-	-	-	600,000	-	-
<u>Planning & Neighborhood Development</u>										
City Master Plan Project	35,000	35,000	-	-	-	-	-	-	-	-
<u>Parking Fund</u>										
Parking Ramp Restoration	1,500,000			1,500,000						
Lot #1 Building Demolition/Lot Replacement	200,000			200,000						
Parking Scooter Replacement	16,000			16,000						
Subtotal	1,716,000	-	-	1,716,000	-	-	-	-	-	-
<u>Parks & Recreation</u>										
Burchard Park Silo Removal	50,000					50,000				
City-wide Playgrounds & Park Amenties	210,000					210,000				
Frances Park - Phase 3 Master Plan	50,000					50,000				
City-wide Repair and Maintenance	80,000					80,000				
RiverTrail Repair and Maintenance	160,000					160,000				
Tree Plantings	30,000					30,000				
St. Joe or Davis Park - Basketball Complex	150,000					150,000				
Crego Park - MDNR Grant Match	250,000					250,000				
Moore's Park Swimming Pool - Lockerrooms	75,000					75,000				
Hunter Park Swimming Pool - Lockerrooms	75,000					75,000				
Forestry Master Plan	30,000					30,000				
Waverly Park Master Plan	25,000					25,000				
Subtotal	1,185,000	-	-	-	-	1,185,000	-	-	-	-
<u>Public Services/Transportation</u>										
NPDES Phase II Stormwater Permit	25,000	25,000								
Sidewalk Repair Program	220,000	155,000					65,000			
Road/STP Federal Aid Project (Major Streets)	1,000,000			1,000,000						
Bridge Rehabilitation	50,000			50,000						
City Share of Sanitary Sewers	500,000				500,000					
City Share Delhi & Delta Sewers	10,000				10,000					
Wastewater Energy Efficiency Program	100,000				100,000					
Wet Weather Program	100,000				100,000					
Subtotal	2,005,000	180,000	-	-	1,050,000	710,000	-	65,000	-	-

(continued)

FY 2011 Capital Improvement Program

Project	FY 2011 Appropriation	Funding Sources								
		General Fund	Garage Fund	Parking Fund	Street Funds	Sewer Fund	Parks Millage	Special Assessments	Grants/ Trusts	Bonds/ Loans
Fleet Services										
Vehicle & Equipment Purchases	1,417,800		1,417,800							
Consolidated Garage Facility	3,000,000									3,000,000
	4,417,800	-	1,417,800	-	-	-	-	-	-	3,000,000
Total Capital Projects - FY 2010/2011	10,518,800	775,000	1,417,800	1,716,000	1,050,000	710,000	1,185,000	65,000	600,000	3,000,000
Less: Available Fund Balance in the Capital Projects Fund										(35,000)
Net General Fund Cost										<u>740,000</u>

FISCAL YEAR 2010/2011 CAPITAL IMPROVEMENT PROJECTS

FACILITIES

Cooley Law School Stadium Improvements

As a stipulation of the present operating agreement with the Lansing Lugnuts, the City of Lansing is obligated to spend between \$100,000 and \$200,000 annually for capital repairs at Cooley Law School Stadium. This year various improvements are planned, including restroom improvements, lobby tile replacement, parking lot improvements, replacement of the suite front scoring board, renovations of the grounds recycle area, elevator interior improvements, and Point of Sale software enhancements.

Police Precinct Consolidation Study

While the introduction of North and South Precincts in the 90's has been popular with area communities, it is now deemed necessary to consider cost effectiveness, particularly in light of economic conditions and the ongoing lease payments for the facilities. This study is multi-phased and is aimed to be inclusive of all police functions and community needs. Its results will provide useful information from which a police facility decisions can be made.

Facility Improvements

Several improvements to heating, air handling, and air-conditioning systems; electrical systems; plumbing; and drain and water supply systems have been identified for the City Hall and other facilities. Several million dollars could easily be spent on needed maintenance, but the Administration intends to first evaluate the cost/ benefit of continuing to make significant expenditures on current buildings, City Hall in particular. Some of these funds will be spent on energy-saving improvements identified in a recent energy audit of City Hall.

TECHNOLOGY

Technology Improvements

Funding for computer replacements and technological improvements.

Public Education & Government (PEG) Television Capital Improvements

Restricted funds from the 2% fee remitted to the City by video service franchisees will support the acquisition of new equipment and the upgrade of existing equipment utilized by the City's Public, Educational and Government (PEG) cable television network.

PLANNING & NEIGHBORHOOD DEVELOPMENT

Master Plan

The *Design Lansing* Master Plan project started with a special area study of the Saginaw-Oakland corridor and some start-up planning work. The first two phases, Data Collection/Analysis and Shared Community Vision, respectively, are both 90% completed. The next phase, Planning & Design Exploration is currently in process. The last two phases, Comprehensive Plan Preparation and Cluster & Action Plans, still remain. Completion is scheduled for the winter of 2010-2011. For FY11, \$35,000 is requested for the completion of the project. The final result will be the first large-scale comprehensive plan since the four area plans in 1978-84, and the first citywide comprehensive plan since 1958.

PARKING

Parking Ramp Restoration

Many of our parking ramps are now reaching, or have exceeded, their design life; a significant commitment to ongoing major maintenance is necessary to extend the life of these facilities.

Lot #1 Building Demolition and Lot Construction

The building at 425 Grand will soon be vacant. Due to a high demand for parking at the State Police building, the building will be demolished and paved as a parking lot.

Scooter Replacement

Purchase of one parking scooters used for parking operations.

PARKS AND RECREATION

Burchard Park Silo Removal

Below is a picture of the deteriorated coal silos that sit between the Brenke Fish Ladder and Burchard Park. The silos, once the property of the Lansing Board of Water and Light, have deteriorated to the point where the coal chutes have rusted to the point of falling off their hinges. The wooden structure on the top of the silos is rotten. These silos are a liability to the City of Lansing.



City-wide Playgrounds & Park Amenities

Each year 5 – 6 playgrounds and parks are selected for renovation and/or upgrades to the equipment. Old playground equipment that has exceeded its life span of 15 years is removed and replaced. Park amenities such as benches, grills, and shelters/pavilions will also be evaluated. Playgrounds to be considered for FY 11 include: Graves Park (west playground - 1996), Frances Park (1995), Attwood (north playground - 1994), Caesar-Donora Park (1996), Georgetown Park (1996), Walsh Park (1996), and Reasoner Park (1996). Dates indicate purchase date of current playground equipment.

Frances Park – Phase 3 Master Plan

These funds would provide for the continuation of the renovation of Frances Park. Funding last fiscal year, \$100,000, was dedicated to providing new entrances to the park as well as signage, landscaping and a perennial garden. Projects for this year's funding has not been determined at this time.

City Wide Repair and Maintenance

These funds are used to provide unanticipated and/or emergency repairs and maintenance needs throughout the park system.

RiverTrail Repair and Maintenance

This funding will provide necessary repairs to the stairway at the Michigan Avenue Bridge. Any residual funds remaining will be used for asphalt and boardwalk repairs specifically the section between Kalamazoo/Clippert and Potter Park Zoo.

Tree Plantings

This funding will be used to continue to replenish our tree nursery stock. Forestry crews plant two times per year, fall and spring. Crews continue to remove trees that were killed by the Emerald Ash Borer beetle. On the average, our Forestry crews remove approximately 150 trees per month.

Basketball Complex

Basketball continues to be a very popular activity that draws large crowds of youth and young adults. Placement of these courts is very important and we have seen a number of courts located close to residential neighborhoods close because of the noise and sometimes rowdy behavior. By strategically placing a battery of 4 or more courts in a park that is not located too closely to residential neighborhoods would increase the likelihood of the success of the activity. We are looking at the possibility of either Davis or St. Joe parks.

Crego Park – MDNRE Grant Match

Crego Park, the largest park within the Lansing Parks and Recreation Department, has been cleared by the MDNRE to re-open after it was closed for nearly 25 years from a chemical spill. The department is planning to submit a grant request to the Michigan Natural Resources Trust Fund this year to provide funding (\$500,000) to fund improvements to re-open the park. Improvements include an accessible boat launch, impervious roadway, boardwalks to connect to the Lansing RiverTrail, fishing piers and landscaping. Activities

will include “quiet water” boating (canoeing, kayaking, non-gas motorized boats), fishing, and nature interpretation. The grant requires a local match of \$250,000.

Moore's Park Swimming Pool – Locker Room Renovation

This funding is required to bring this locker room into compliance with the ADA and provide funding to address various mechanical issues and new floor coverings.

Hunter Park Swimming Pool – Locker Room Renovation

This funding is required to bring this locker room into compliance with the ADA and provide funding to address various mechanical issues and new floor coverings.

Forestry Master Plan

With the devastation of our urban forest by the Emerald Ash Borer beetle, there is a need to re-evaluate our management strategy for future tree plantings, removals and land use where large areas of ash trees once stood. This plan will assist in identifying gaps in the City's tree canopy which improves air quality by removing from the atmosphere gaseous pollutants and toxic chemicals.

Waverly Park Master Plan

Since the closing of the Waverly Golf Course in 2008, the 88 acre site has been used for disc golf, cross-country track and skiing, a dog park and mountain biking. While all of these activities are acceptable forms of recreation, a professional study to determine the best use of this land is required.

PUBLIC SERVICE

Road/STP Federal Aid Project Match

This request (\$1,000,000) will fund the engineering and match requirements for the Federal Aid Surface Transportation Program (STP) approved projects. These projects are funded typically with 80% Federal funds and 20% City funds.

Bridge Rehabilitation

This project covers emergency bridge rehabilitation and possible cost overruns for existing purchase orders on two bridge projects commencing this Spring. (Pennsylvania bridge over the Red Cedar/Kalamazoo bridge over the Grand River).

Sidewalk Repair Program

This request will fund a basic repair program that allows the City to repair the worst sidewalk in terms of condition and safety. This project could help to reduce the City's liability due to trip and fall incidents on our sidewalks. This funding level (\$155,000) will be coupled with approximately \$60,000 in special assessments.

City Share of Sanitary Sewers

This provides annual funding to make the necessary repairs to the City's sewage system to improve operations and to make emergency repairs on an as needed basis.

City Share of Delhi and Delta Sewers

As part of the sanitary sewer agreement with these townships, the City is required to set aside a portion of the funding.

Wastewater Energy Efficiency Program

This green program is meant to implement electrical energy savings projects around the plant and at the administration building. Projects include the installation of compact fluorescent light bulbs, motion activated lighting, process efficiency improvements, and HVAC improvements. The projects included in this program are meant to have an immediate and long lasting effect to plant operations, safety and our energy bills.

Wet Weather Program

The City has begun a process that brings together three important federally required environmental programs; the Combined Sewer Overflow (CSO) Program, the Sanitary Sewer Overflow (SSO) Program, and the Stormwater Phase II permit program. These unfunded federal mandates have important environmental implications that assist us in “Working Toward a Cleaner Greener Lansing.”

As rules, regulations, and technology have changed over the years, it has become apparent that there is significant overlap in these programs. This overlap exists not only in the objective of reducing pollutants to the river, but in the scope of how this objective will be achieved. In addition, the schedules for implementation, relative costs, and the level of funding all need to be considered and coordinated. We believe that there are many benefits of combining these programs. Consequently, we will be integrating these three programs into one Wet Weather Management Program.

The Wet Weather Program being developed will be the vehicle on which we will receive approval from the Michigan Department of Natural Resources and the Environment. It will be our singular platform that will allow the City to meet all of our regulatory requirements in a coordinated manner.

FLEET SERVICES

Vehicle and Equipment Purchases

Replace old and worn equipment. Frequency of replacement for each type of equipment is determined by calculations utilizing maintenance records, critical component failure, and resale value

Consolidated Garage

The City’s fleet is currently maintained in two garage operation locations. Consolidating the garages onto one site, in proximity to the consolidated grounds maintenance staff location, will allow for efficiency of operations and fleet costs. The consolidated garage will be funded by bonds.

**Fiscal Year 2011
Budget Resolution
and
Fee Changes**

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RESOLUTION #2010-159

**BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING**

WHEREAS, in conformance with Article 7, Section 7-101 of the City Charter, on March 22, 2010, the Mayor submitted a proposed budget for the 2010/2011 fiscal year, which spans from July 1, 2010 through June 30, 2011; and

WHEREAS, the City Council held a series of televised public hearings to review the Mayor's budget recommendations; and

WHEREAS, the City Council held special Committee of the Whole meetings during evening hours at the Gier Community Center on April 15, 2010 and the South Side Community Center on April 22, 2010, and as part of the Council meetings, citizens were provided opportunities to comment on the proposed City budget; and

WHEREAS, in accordance with City Charter and the State Uniform Budgeting and Accounting Act, notice was published and a public hearing was held on April 26, 2010, for the fiscal year 2010/2011 budget and capital improvements program; and

WHEREAS, in light of the present economy, the City Council maintains that essential services such as police, fire, 911, and other public services remain strong; and

WHEREAS, the City Council wholeheartedly recognizes the importance of adopting a plan to allow essential services to be maintained during difficult budget times; and

WHEREAS, the City Council desires to establish certain budget policies for the fiscal year 2010/2011, and

WHEREAS, Public Act 2 of 1968 of the State of Michigan, as amended, provides that the budget resolution of the City shall set forth the total number of mills to be levied under the General Property Tax Act, the estimated revenues, by source, and amounts appropriated to defray expenditures and meet the liabilities of the City for the ensuing fiscal year;

NOW, THEREFORE, BE IT RESOLVED that 15.70 mills be levied under the General Property Tax Act for fiscal year 2010/2011 as follows:

City Operating: 15.44
City Debt: .26

BE IT FURTHER RESOLVED that the City's sewage rate shall be increased by 4% for FY 2011; and

BE IT FURTHER RESOLVED that the following changes to the City's fee and charges be adopted:

General Fund (101)		<u>Fee</u>
Planning & Neighborhood Development Department		
Rental Registration Fee - Code Compliance	New Registration	375.00
Rental Registration Fee - Code Compliance	Change of Ownership	200.00
Rental Registration Fee - Code Compliance	Certified Mail Fee	35.00
Public Service Department		
Trash Abatement	\$/Work Unit (Table)	305.93
Temporary Sidewalk	Per square foot	7.28
Sidewalk Permit Fee	Owner-Initiated-Repair Waiver	(120.00)
	71.04 Admin + 45.29/20	
Sidewalk Snow Removal	Minutes	116.33
Sidewalk Snow Removal	20 Minute Added Segment	48.79
Parks Department		
Rent - Athletic Field	Per hour	5.00
Adult Baseball Team	Season	1,249.00
Youth Baseball Individual - Resident	Season	20.00
Youth Baseball Individual w/Shirts - Resident	Season	25.00
Youth Baseball Individual - Non-Resident	Season	31.00
Youth Baseball Individual w/Shirts - Non-Resident	Season	36.00
Adult Basketball Team - Resident	Season (Individual Only)	10.00
Adult Basketball Team - Non-Resident	Season (Individual Only)	15.00
Floor Hockey Team	Season	199.00
Youth Softball Team	Season	300.00
Senior Softball Team	Season	200.00
Youth Soccer Individual - Resident	Season - Age Group 3-4	20.00
Youth Soccer Individual - Resident	Season - Age Group 5-6	20.00
Youth Soccer Individual - Resident	Season - Age Group 7-8	20.00
Youth Soccer Individual w/Shirts - Resident	Season - Age Group 3-4	24.00
Youth Soccer Individual w/Shirts - Resident	Season - Age Group 5-6	24.00
Youth Soccer Individual w/Shirts - Resident	Season - Age Group 7-8	24.00
Youth Soccer Individual - Non-Resident	Season - Age Group 3-4	30.00
Youth Soccer Individual - Non-Resident	Season - Age Group 5-6	30.00
Youth Soccer Individual - Non-Resident	Season - Age Group 7-8	30.00
Youth Soccer Individual w/Shirts - Non-	Season - Age Group 3-4	34.00

Resident		
Youth Soccer Individual w/Shirts - Non-Resident	Season - Age Group 5-6	34.00
Youth Soccer Individual w/Shirts - Non-Resident	Season - Age Group 7-8	34.00
Adult Tennis Individual Resident	Season	20.00
Adult Tennis Individual Non-Resident	Season	25.00
Kids Camp Pre-Camp	Camp Rate	10.00/wk
Kids Camp Day-Camp	Camp Rate	10.00/wk
Kids Camp Post-Camp	Camp Rate	20.00/wk

Public Service - Major Streets Fund (202)

Utility Cut - PASER condition rating 10	Per square foot - street	63.51
Utility Cut - PASER condition rating 9	Per square foot - street	63.51
Utility Cut - PASER condition rating 8	Per square foot - street	63.51
Utility Cut - PASER condition rating 7 or less	Per square foot - street	21.17
ROW Permit Fee - 1 Day	Flat Base	0.00
ROW Permit Fee - 2-7 Days	Flat Base	0.00
ROW Permit Fee - 8-21 Days	Flat Base	0.00
ROW Permit Fee - 22-30 days	Flat Base	0.00
ROW Permit Fee - Up to One Year	Flat Base	0.00
ROW Application Fee	Flat Base	100.00
ROW Daily Permit Fee	Per Day	7.00
Sidewalk Replacement	Per square foot - 4 inch	10.92
Sidewalk Replacement	Per square foot - 6 inch	11.44
Sidewalk Replacement	Per square foot - 8 inch	11.96
Special Transportation Permit	Annual - 1 Power Unit + Load	100.00
Special Transportation Permit	Single Trip - 1 Power Unit + Load	50.00
Traffic Control Plan - Review & Oversight Fee	Permitted ROW - Standard Plan	30.00
Traffic Control Plan - Review & Oversight Fee	Permitted ROW - Complex Plan	95.00

Public Service - Local Streets Fund (203)

Utility Cut - PASER condition rating 10	Per square foot - street	33.69
Utility Cut - PASER condition rating 9	Per square foot - street	33.69
Utility Cut - PASER condition rating 8	Per square foot - street	33.69
Utility Cut - PASER condition rating 7 or less	Per square foot - street	11.23
Sidewalk Replacement	Per square foot - 4 inch	10.92
Sidewalk Replacement	Per square foot - 6 inch	11.44
Sidewalk Replacement	Per square foot - 8 inch	11.96

Code Compliance Mowing	Minimum 1-Hour, then Prorata	114.24
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PND - Building Safety Fund (249)

Sign Permit Fee	Base Fee per Sign	60.00
Building Permit Fee	Re-Roof Residential	70.00
Building Permit Fee	Siding Residential	60.00
Building Permit Fee	Demolition Residential	60.00
Building Permit Fee	Calculation Table Revision	varies
Plan Review Fee	55% of Bldg Permit Fee	same %

Principal Shopping District Fund (298)

Business Extension Permit Fee	Per Linear Foot	10.00
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Municipal Cemeteries Fund (516)

Adult Plot Sales - Evergreen - Resident	Single Adult Plot	600.00
Adult Plot Sales - Evergreen - Resident	Two-Grave Monument Plot	1,600.00
Adult Plot Sales - Evergreen - Non-Resident	Single Adult Plot	900.00
Adult Plot Sales - Evergreen - Non-Resident	Two-Grave Monument Plot	2,400.00

PND - Municipal Parking System Fund (585)

Parking Permits:

Monthly Permit - Lot #1 (Grand & Lenawee)	Monthly	69.00
Monthly Permit - Lot #2 (Capitol & Shiawassee)	Monthly	82.00
Monthly Permit - Lot #44 (Old City Market)	Monthly	44.00
Monthly Permit - Lot #49 (Kalamazoo & Cedar)	Monthly	48.00
Monthly Permit - Lot #52 (Stadium SW)	Monthly	55.00
Monthly Permit - Lot #53 (Stadium SE)	Monthly	52.00
Monthly Permit - Lot #55 (Cedar & Michigan)	Monthly	55.00
Monthly Permit - Outlying Lots Daytime (7am-6pm)	Monthly	22.00
Monthly Permit - Outlying Lots Evening (6pm-7am)	Monthly	7.00
Monthly Permit - Outlying Lots - 24/7 & Reserved	Monthly	25.00
Monthly Permit - Ramp Roof - South Capital & North Grand	Monthly	82.00
Monthly Permit - Ramp Roof - North Capitol	Monthly	71.00
Monthly Permit - Ramp Basement - South Capitol	Monthly	108.00
Monthly Permit - Ramp Covered - South Capitol	Monthly	106.00

Monthly Permit - Ramp Covered - North Grand	Monthly	118.00
Monthly Permit - Ramp Covered - North Capitol	Monthly	89.00
Monthly Permit - Ramp Reserved - South Capitol & North Capitol	Monthly	135.00
Monthly Permit - Ramp Reserved - North Grand	Monthly	138.00
Monthly Permit - Ramp Reserved - Townsend B/1	Monthly	165.00
Monthly Permit - Ramp General - North Capitol	Monthly	89.00
Monthly Permit - Ramp General - Townsend 6-8	Monthly	125.00
Monthly Permit - Ramp General - Townsend 2-6	Monthly	135.00
Monthly Permit - Motorcycle - All Ramps	Monthly	26.00

Parking - Other:

Lot Rental - Downtown Lots	Daily	Sp Event Max
Lot Rental - Outlying Lots	Daily	5.00
All Ramps - \$/ Half Hour	First 30 Minutes - effective min.	1.00
All Ramps - \$/ Half Hour	First 60 Minutes - actual	1.00
All Ramps - \$/ Half Hour	Daily Maximum	10.00
All Ramps - \$/ Half Hour	Debit Card (VIP)	0.70
Special Event Parking	Minimum	6.00
Special Event Parking	Maximum	12.00
		2x
Lost Entry Ticket Fee	Same Day, Varies by Daily Max.	Daily Max

Parking Fines - Regulation Level 1 and 2

Improper Parking - Level 1	Paid Within 14 Days	10.00
	Paid After 14 Days	20.00
	Paid After 28 Days	30.00
Pay Within 2 Hours of Ticket - Expired Meter	Additional Time NA	7.00

Parking Fines - Safety Level 3 and 4

Snow Emergency - No Parking 2-5am - Lvl 3	Paid Within 14 Days	25.00
	Paid After 14 Days	35.00
	Paid After 28 Days	45.00
Improper Parking - Level 3	Paid Within 14 Days	25.00

	Paid After 14 Days	35.00
	Paid After 28 Days	45.00
No Parking Zone - Level 3	Paid Within 14 Days	25.00
	Paid After 14 Days	35.00
	Paid After 28 Days	45.00
No Parking in Alley - Level 3	Paid Within 14 Days	25.00
	Paid After 14 Days	35.00
	Paid After 28 Days	45.00
All Other Violations - Level 3	Paid Within 14 Days	25.00
	Paid After 14 Days	35.00
	Paid After 28 Days	45.00
Blocking Drive or Sidewalk - Level 4	Paid Within 14 Days	40.00
	Paid After 14 Days	50.00
	Paid After 28 Days	60.00
Blocking Traffic Lane - Level 4	Paid Within 14 Days	40.00
	Paid After 14 Days	50.00
	Paid After 28 Days	60.00
Fire Lane - Level 4	Paid Within 14 Days	40.00
	Paid After 14 Days	50.00
	Paid After 28 Days	60.00
No Stopping, Standing, or Parking - Level 4	Paid Within 14 Days	40.00
	Paid After 14 Days	50.00
	Paid After 28 Days	60.00
	Paid Within 14 Days - No	
Parking Fines - Handicap Parking - Level 5	Chg	75.00
	Paid After 14 Days - No Chg	85.00
	Paid After 28 Days	95.00
Public Service - Refuse Fund (596)		
Refuse Cart - 30-Yard Dumpster Fee	Daily Special Event	540.00
Public Service - Recycling Fund (597)		
Recycling Bin w/Wheels	Nominal One-Time Fee	10.00

BE IT FURTHER RESOLVED that the following appropriations and revenue projections are adopted as the City's budget for the FY 2010/2011 fiscal year:

I.	GENERAL FUND		
	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Estimated Revenues		-	
Property Taxes	37,038,845		37,038,845
Income Taxes	29,700,000		29,700,000
State Shared Revenues	15,114,127		15,114,127
Licenses and Permits	1,601,840		1,601,840
Charges for Services	8,819,788		8,819,788
Fines and Forfeitures	3,764,100		3,764,100
Interest and Rents	583,000		583,000
Other Revenue	12,499,300		12,499,300
Transfers	300,000		300,000
	<hr/>		<hr/>
Total Revenue	109,421,000	-	109,421,000
	<hr/>		<hr/>
Appropriations			
City Council			
Personnel	469,983		469,983
Operating	121,700		121,700
Capital	10,000		10,000
Debt Service	-		-
Transfers	-		-
	<hr/>		<hr/>
Total	601,683	-	601,683
	<hr/>		<hr/>

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Internal Audit			
Personnel	136,161		136,161
Operating	8,049		8,049
Capital	1,500		1,500
Debt Service	-		-
Transfers	-		-
Total	145,710	-	145,710
Courts			
Personnel	4,317,142		4,317,142
Operating	748,285		748,285
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total	5,065,427	-	5,065,427
Mayor's Office			
Personnel	610,352		610,352
Operating	94,690		94,690
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total	705,042	-	705,042

	FY 2011 Proposed	Council Changes	FY 2011 Adopted
Office of Community Media			
Personnel	177,406		177,406
Operating	10,000		10,000
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total	<u>187,406</u>	-	<u>187,406</u>
City Clerk' Office			
Personnel	674,856		674,856
Operating	134,956		134,956
Capital	10,000		10,000
Debt Service	-		-
Transfers	-		-
Total	<u>819,812</u>	-	<u>819,812</u>
Planning & Neighborhood Development			
Personnel	2,352,128		2,352,128
Operating	760,255		760,255
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total	<u>3,112,383</u>	-	<u>3,112,383</u>

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Finance			
Personnel	7,250,395		7,250,395
Operating	2,423,309		2,423,309
Capital	25,000		25,000
Debt Service	-		-
Transfers	-		-
Total	<u>9,698,704</u>	-	<u>9,698,704</u>
Human Resources			
Personnel	1,151,428		1,151,428
Operating	536,342		536,342
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total	<u>1,687,770</u>	-	<u>1,687,770</u>
City Attorney			
Personnel	1,172,697		1,172,697
Operating	96,223		96,223
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total	<u>1,268,920</u>	-	<u>1,268,920</u>

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Police			
Personnel	29,790,102		29,790,102
Operating	3,231,033		3,231,033
Capital	90,965		90,965
Debt Service	-		-
Transfers	-		-
Total	33,112,100	-	33,112,100
Fire			
Personnel	25,199,143		25,199,143
Operating	3,762,157		3,762,157
Capital	35,000		35,000
Debt Service	-		-
Transfers	-		-
Total	28,996,300	-	28,996,300
Public Service			
Personnel	780,125		780,125
Operating	5,450,875		5,450,875
Capital	1,000		1,000
Debt Service			-
Transfers	-		-
Total	6,232,000	-	6,232,000

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Human Relations & Community Service			
Personnel	599,912		599,912
Operating	64,858		64,858
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total	<u>664,770</u>	-	<u>664,770</u>
Parks & Recreation			
Personnel	5,587,381		5,587,381
Operating	2,056,764		2,056,764
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total	<u>7,644,145</u>	-	<u>7,644,145</u>
Human Services			
Operating	<u>1,435,000</u>		<u>1,435,000</u>
Total	<u>1,435,000</u>	-	<u>1,435,000</u>
City-Supported Agencies			
Operating	<u>48,400</u>		<u>48,400</u>
Total	<u>48,400</u>	-	<u>48,400</u>

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Non-Departmental			
Vacancy Factor	(1,500,000)		(1,500,000)
Library Lease	160,000		160,000
Debt Service	4,361,676		4,361,676
Transfers	4,973,752		4,973,752
Total	7,995,428 -		7,995,428
Total Appropriations	<u>109,421,000 -</u>		<u>109,421,000</u>

II. SPECIAL REVENUE FUNDS

MAJOR STREETS FUND

Estimated Revenues

Gas & Weight Tax Receipts	6,030,000		6,030,000
Utility Permit Fees (Metro Act)	398,000		398,000
Reimbursements	1,137,331		1,137,331
Interest Income	25,000		25,000
Miscellaneous Revenue	66,040		66,040
Use of Fund Balance	1,077,523		1,077,523
Transfer from General Fund	385,156		385,156
Total Revenue	<u>9,119,050 -</u>		<u>9,119,050</u>

Appropriations

Personnel	2,680,082		2,680,082
Operating	3,496,100		3,496,100

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Capital	1,286,000		1,286,000
Debt Service	566,868		566,868
Transfers	1,090,000		1,090,000
Total Appropriations	<u>9,119,050</u>	-	<u>9,119,050</u>

LOCAL STREETS FUND

Estimated Revenues

Gas & Weight Tax Receipts	1,705,000		1,705,000
Reimbursements	712,837		712,837
Interest Income	22,000		22,000
Transfers	2,309,660		2,309,660
Use of Fund Balance	624,303		624,303
Total Revenue	<u>5,373,800</u>	-	<u>5,373,800</u>

Appropriations

Personnel	2,160,362		2,160,362
Operating	1,969,278		1,969,278
Capital	24,000		24,000
Debt Service	1,220,160		1,220,160
Transfers	-		-
Total Appropriations	<u>5,373,800</u>	-	<u>5,373,800</u>

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
911 DISPATCH FUND			
Estimated Revenues			
Grants	-		
Cost-Sharing - Ingham County	5,183,218		5,183,218
Transfer from General Fund	261,422		261,422
Use of Fund Balance	-		-
Total Revenue	<u>5,444,640</u>	-	<u>5,444,640</u>

Appropriations			
Personnel	5,096,540		5,096,540
Operating	348,100		348,100
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total Appropriations	<u>5,444,640</u>	-	<u>5,444,640</u>

STADIUM FUND

Estimated Revenues			
Operating Revenues	280,500		280,500
Olds Park Stadium Naming Rights	115,000		115,000
Interest Income	300		300
Transfer from General Fund	609,200		609,200
Use of Fund Balance	-		-

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Total Revenue	1,005,000	-	1,005,000
Appropriations			
Personnel	-		-
Operating	60,000		60,000
Capital	-		-
Debt Service	945,000		945,000
Transfers	-		-
Total Appropriations	1,005,000	-	1,005,000

BUILDING DEPARTMENT FUND

Estimated Revenues			
Licenses & Permits	1,599,500		1,599,500
Charges for Services	7,900		7,900
Miscellaneous	-		-
Transfer from General Fund	349,000		349,000
Use of Fund Balance	-		-
Total Revenue	1,956,400	-	1,956,400
Appropriations			
Personnel	1,509,892		1,509,892
Operating	441,508		441,508
Capital	5,000		5,000
Debt Service	-		-

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Transfers	-		-
Total Appropriations	<u>1,956,400</u>	-	<u>1,956,400</u>

CDBG FUND

Estimated Revenues

Federal Grants	<u>2,195,131</u>		<u>2,195,131</u>
Total Revenue	<u>2,195,131</u>	-	<u>2,195,131</u>

Appropriations

Personnel	791,448		791,448
Operating	1,403,683		1,403,683
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total Appropriations	<u>2,195,131</u>	-	<u>2,195,131</u>

HOME GRANT FUND

Estimated Revenues

Federal Grants	929,849		929,849
Program Income	-		-
Total Revenue	<u>929,849</u>	-	<u>929,849</u>

Appropriations

Personnel	72,672		72,672
Operating	857,177		857,177

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total Appropriations	<u>929,849</u>	-	<u>929,849</u>

EMERGENCY SHELTER GRANT FUND

Estimated Revenues

Federal Grants	<u>96,357</u>		<u>96,357</u>
Total Revenue	<u>96,357</u>	-	<u>96,357</u>

Appropriations

Personnel	-		-
Operating	96,357		96,357
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total Appropriations	<u>96,357</u>	-	<u>96,357</u>

DRUG LAW ENFORCEMENT FUND

Estimated Revenues

Drug Forfeiture Revenues	900,000		900,000
Contributions from Local Units	-		-
Private Donations	-		-
Interest Income	4,000		4,000

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Use of Fund Balance	(365,880)		(365,880)
Total Revenue	<u>538,120</u>	-	<u>538,120</u>
Appropriations			
Personnel	303,805	-	303,805
Operating	142,103	-	142,103
Capital	19,500	-	19,500
Debt Service	-	-	-
Transfers	72,712	-	72,712
Total Appropriations	<u>538,120</u>	-	<u>538,120</u>

DRUG LAW ENFORCEMENT FUND - TRI-COUNTY METRO

Estimated Revenues

Drug Forfeiture Revenues	335,000		335,000
Contributions from Local Units	435,000		435,000
Private Donations	-		-
Interest Income	2,805		2,805
Use of Fund Balance	-		-
Total Revenue	<u>772,805</u>	-	<u>772,805</u>

Appropriations

Personnel	76,205	-	76,205
Operating	672,600	-	672,600
Capital	9,000	-	9,000

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Debt Service		-	-
Transfers	15,000	-	15,000
Total Appropriations	<u>772,805</u>	-	<u>772,805</u>

PRINCIPAL SHOPPING DISTRICT

Estimated Revenues

Special Assessments	403,000		403,000
Grants	10,000		10,000
Miscellaneous	102,810		102,810
Transfer from General Fund	39,180		39,180
Total Revenue	<u>554,990</u>	-	<u>554,990</u>

Appropriations

Personnel	153,740		153,740
Operating	401,250		401,250
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total Appropriations	<u>554,990</u>	-	<u>554,990</u>

III. ENTERPRISE FUNDS

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
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CEMETERIES FUND**Estimated Revenues**

Cemetery Service Revenue	145,366		145,366
Sale of Lots	112,100		112,100
Other	1,500		1,500
Transfer from Perpetual Care	16,300		16,300
Transfer from General Fund	451,334		451,334
Total Revenue	<u>726,600</u>	-	<u>726,600</u>

Appropriations

Personnel	464,527		464,527
Operating	262,073		262,073
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total Appropriations	<u>726,600</u>	-	<u>726,600</u>

GOLF FUND**Estimated Revenues**

Greens Fees	311,000		311,000
Equipment Rentals	107,000		107,000
Concessions	14,000		14,000

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Transfers In - General Fund	-		-
Transfers In - Parks Millage	275,000		275,000
Total Revenue	<u>707,000</u>	-	<u>707,000</u>

Appropriations

Personnel	307,500		307,500
Operating	291,500		291,500
Capital	5,000		5,000
Debt Service	103,000		103,000
Transfers	-		-
Total Appropriations	<u>707,000</u>	-	<u>707,000</u>

PARKING FUND

Estimated Revenues

Parking Revenue	6,373,340		6,373,340
Baseball Revenue	20,000		20,000
Parking Fines	570,000		570,000
Interest	100,000		100,000
Capital Lease Payment	4,140,000		4,140,000
Use of Fund Equity	630,560		630,560
Other Revenue	-		-
Total Revenue	<u>11,833,900</u>	-	<u>11,833,900</u>

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Appropriations			
Personnel	2,187,158		2,187,158
Operating	1,763,242		1,763,242
Capital	1,718,500		1,718,500
Debt Service	6,165,000		6,165,000
Transfers	-		-
Total Appropriations	<u>11,833,900</u>	-	<u>11,833,900</u>

WASTEWATER FUND

Estimated Revenues

Sewer Charges	27,140,000		27,140,000
Interest Income	50,000		50,000
Low Income Credit	(5,000)		(5,000)
Miscellaneous Income	10,000		10,000
Transfer from General Fund	815,000		815,000
Existing Bond Proceeds	4,254,100		4,254,100
Use of Fund Balance	-		-
Total Revenue	<u>32,264,100</u>	-	<u>32,264,100</u>

Appropriations

Personnel	5,837,301		5,837,301
Operating	8,007,403		8,007,403
Capital	713,500		713,500

Debt Service	17,405,896		17,405,896
Transfers	300,000		300,000
Total Appropriations	<u>32,264,100</u>	-	<u>32,264,100</u>

REFUSE FUND

Estimated Revenues

Operating Income	1,492,240		1,492,240
Interest Income	2,160		2,160
Transfer from General Fund	-		-
Use of Fund Balance	-		-
Total Revenue	<u>1,494,400</u>	-	<u>1,494,400</u>

Appropriations

Personnel	682,479		682,479
Operating	811,921		811,921
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total Appropriations	<u>1,494,400</u>	-	<u>1,494,400</u>

RECYCLING FUND

Estimated Revenues

Operating Income	2,591,292		2,591,292
Sale of Recycled Materials	60,945		60,945
Interest Income	2,000		2,000
Transfer from General Fund	-		-

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Use of Fund Balance	524,463		524,463
Total Revenue	<u>3,178,700</u>	-	<u>3,178,700</u>
Appropriations			
Personnel	1,910,214		1,910,214
Operating	1,268,486		1,268,486
Capital	-		-
Debt Service	-		-
Transfers	-		-
Total Appropriations	<u>3,178,700</u>	-	<u>3,178,700</u>

IV. CAPITAL PROJECT FUNDS

CAPITAL IMPROVEMENT (CIP) FUND

Estimated Revenues

Transfer from the General Fund	740,000		740,000
PEG (Cable Capital) Revenues	600,000		600,000
Use of Fund Balance	35,000		35,000
Total Revenue	<u>1,375,000</u>	-	<u>1,375,000</u>

Appropriations

Facilities	460,000		460,000
Public Safety Equipment	-		-
Technology Improvements	100,000		100,000
Public Cable Access (PEG)	600,000		600,000

	<u>FY 2011 Proposed</u>	<u>Council Changes</u>	<u>FY 2011 Adopted</u>
Master Planning	35,000		35,000
Infrastructure Improvements	180,000		180,000
Total Appropriations	<u>1,375,000</u>	-	<u>1,375,000</u>

PARKS MILLAGE FUND

Estimated Revenues

Transfer from the General Fund	1,375,500		1,375,500
Use of Fund Balance	84,500		84,500
Total Revenue	<u>1,460,000</u>	-	<u>1,460,000</u>

Appropriations

Park Improvements	795,000		795,000
Park Facility Improvements	150,000		150,000
Parks Maintenance & Repair	80,000		80,000
Rivertrail Improvements & Repairs	160,000		160,000
Transfer to Golf Fund	275,000		275,000
Total Appropriations	<u>1,460,000</u>	-	<u>1,460,000</u>

BE IT FURTHER RESOLVED that within the Human Service Agency allocation as proposed by the Mayor, the Discretionary allocation is changed to \$19,150 and an allocation of \$1,500 for the LPD Youth Explorers program is included; and

BE IT FURTHER RESOLVED that the Administration is encouraged to maintain a forty hour work week, preserve public services, achieve necessary cost savings and efficiencies through the implementation of a maximum of 208 furlough hours for non-emergency personnel, and allow city employees the utmost flexibility in scheduling these furlough hours; and

BE IT FINALLY RESOLVED that the following policies are, hereby, established for the 2010/2011 fiscal year:

BUDGET POLICIES

1. Encumbrances

Authority is provided to re-appropriate available capital project balances as of June 30, 2010, into the FY 2010-11 budget. All non-capital, unencumbered balances require Council approval for re-appropriation.

Authority is provided to re-appropriate outstanding encumbered obligations which are less than \$5,000 into the FY 2010-11 budget, and the Administration is requested to present Council with a detailed report listing each encumbrance and its corresponding amount by September 2010. Notwithstanding, the above encumbrances which are less than \$5,000 and more than 8 months old shall require Council approval.

2. Residency Incentive

In the event that funds advanced for home purchases are returned from employees, such funds shall be administratively re-appropriated to the City's Residency Incentive Program. Any amounts remaining in the City's Residency Incentive Program at the end of FY 2009-10 will be carried forward to FY 2010-11 and placed into the Residency Incentive Program account. The Administration is requested to identify other potential funding sources to be used for the City's Residency Incentive Program and report its findings to Council by January 1, 2011.

3. Labor Relations

Authority is included to transfer wage reserves and fringes to Departmental line items upon contract settlements.

4. Vacant and Unfunded Positions and Position Eliminations

Positions shown in the various Departmental budgets as eliminated in the FY 2010-11 budget are removed from Departmental Tables of Organization. The Administration is requested to present to Council on or before July 1, 2010, a City wide organizational chart reflecting all FY 2010-11 budgeted positions (funded-filled or vacant) and provide a list, by Department, of each position including position title, FTE, wages and fringes, and whether the position is filled or vacant.

5. Vacancy factor/funded and unfilled Positions

The budget includes an attrition vacancy allowance of \$1,000,000. The Administration is requested to provide Council on July 1, 2010, and every month, thereafter, a list of vacant positions by department. The Administration is also

requested to provide, on a quarterly basis, a detailed list by Department of all positions by title, FTE, wages and fringes, and impact programs and/or services which are included within this allowance. The personnel wages and fringes associated with all positions identified above as of July 1, 2010, and any such position vacated, thereafter, shall be placed in a budget control account, and will require City Council approval for expenditure.

6. Infrastructure / Sewage / CSO

Sewage rates shall be maintained at the scheduled 4% increase. Authorization is provided to transfer Sewage funding and State Revolving Loan Fund proceeds to expenditure accounts within the 592 Capital Projects Fund Series and recover residual funding from completed project segments in CSO funds to the Sewage Fund. Authority is provided for the administrative appropriation of 2003 Sewer Bond proceeds for the ineligible share of Combined Sewer Overflow projects and for such other Sewage Fund projects as are within the provisions of the bond covenant. This authority includes re-appropriation of residual funds for the design phase of succeeding project segments. Authority is provided to administratively appropriate funding from the Lansing Board of Water and Light when the Board chooses to participate in infrastructure repairs which may be accomplished during the CSO project by the City contractor. The Administration is requested to submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

7. Public Service

Authority is provided to administratively transfer funding for flood control and storm sewer purposes if such funding is necessary to address flooding or unanticipated storm sewer maintenance needs. Administrative transfer authority is authorized for expenditure of 1990-II Environmental Bond Fund proceeds and to transfer Technical Equipment Replacement funding to the Service Garage fund and to create appropriate expenditure accounts. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

8. Act 51 Major and Local Streets

Transfer authority is not limited by departmental allocation. Administrative authority is included for appropriation of MDOT special authorization funding. Authorization is included to carry forward residual appropriations from FY 2009/2010 Traffic Maintenance accounts for matching the ITS Signal Pre-emption Grant. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

9. Parking System Fund

Authority is provided to administratively transfer to Capital Project accounts from Operating Cost accounts to meet bid or unforeseen major maintenance cost requirements. The Administration shall submit to Council detailed quarterly reports

and funding activity on a budget basis beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

10. Fees

Approval is herein given to charge fees as listed in the budget fee schedules.

11. Grants

The Administration shall present to Council every application for any grant and, upon notification of the award of a grant, shall submit the grant to Council for acceptance. Administrative authority is given to create the necessary accounts and transfers in accordance with the requirements of the grantor. Any grant that can be applied for administratively should be submitted for Council review within 10 days of the application.

12. Debt Service

Authority is provided to transfer residual balances between General Obligation Bond Funds, upon completion of repayment, to meet funding needs in other General Obligation issues and to close funds. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

13. Civil Actions, Claims, and Damages

Whenever a claim is made or any civil action is commenced against the Mayor, a City Council member, a non-bargaining unit employee, or a Lansing retirement board trustee (collectively in this provision “the Employee”) for damages caused by an act or acts of the Employee within the scope of his or her authority and while in the course of his or her employment with the City or his or her duties on behalf of the retirement board, the City will pay for, engage, or furnish the services of an attorney to advise the Employee as to the claim and to appear for and represent the Employees in the action. If the City Attorney does not provide the attorney services, the attorney selection shall be made by the City in the manner the City determines. The City may compromise, settle, and pay a claim before or after the commencement of any civil action. Whenever any judgment for damages caused by the act or acts of the Employee covered under this provision is awarded against the Employee as the result of a civil action, the City will indemnify the Employee or will pay, settle, or compromise the judgment. The City’s obligations under this provision, however, is contingent upon the Employee giving prompt notice of the commencement of the action and upon the Employee cooperating in the preparation, defense, and settlement of the action. The term “scope of authority” under this provision does not include any act or acts of Employee (i) fraud, (ii) dishonesty, (iii) willful, intentional, or deliberate violation of the law or breach of fiduciary duty, (iv) criminal act, or (v) traffic violation; nor does this provision abrogate or diminish governmental immunity.

14. Consolidated Law Enforcement Building

The Administration is requested to submit to Council a detailed analysis and business plan for Consolidated Law Enforcement Building to include the centralization of all police facilities and operations, 911 Center, and 54A District Court. This analysis should be submitted by January 1st and include the efficiencies that will be achieved, detail analysis of cost savings, and the elimination of redundancies.

15. Capital Improvement Projects

The Internal Auditor will provide an annual report to Council on all projects completed in the prior fiscal year regarding the Capital Improvement Project budgets and all cost overruns or under expenditures. This report will be submitted by January 31st each year for consideration by Council.

16. City's Road Maintenance/Construction Capital Improvement Plan

The Administration is requested to update on an annual basis and submit to Council by January 1st each year.

17. 425 Agreements/Project Labor Agreements

Council will review language to be incorporated in all future City 425 Agreements and Project Labor Agreements that addresses employment opportunities for City of Lansing residents and other issues that will protect the interests of the City.

18. Contracts

The Administration is requested to submit to Council by September 15, 2010, a detailed analysis and recommendations as to which contractual services above \$50,000, which were previously identified, could be brought "in-house", either in part or in total. The analysis should include projected costs and efficiencies.

19. Community Resource Officers

The Chief of Police provided four officers to assigned schools; the City Council strongly suggests that the Lansing School District reimburse the City for half the officers' wages and fringes.

20. Human Services and Community Supported Agencies Funding

The plan for funding Agencies submitted to Council designate particular Agencies. If any agency does not apply for or use their funding, all funds will remain in their respective account(s) for additional appropriation and approval by Council for Human Services and Community Supported Agencies use pursuant to the Charter transfer authority. The Administration/Human Relations Community Services Department is requested to submit to Council a quarterly report on the status of the Human Services and Community Supported Agencies' funding. This report should include the accounting level detail appropriation; amount spent, balance, and a notation as to whether the balance of funds is expected to be spent by the end of the Fiscal Year; if not, why?

21. Personnel and Fringe Accounts

Administrative transfer authority shall be as set forth in Section 7-107.3 of the City Charter.

22. Event Costs

The Administration is requested to present Council with a detailed analysis by January 1, 2011, of the costs spent by the City on all public events which occurred from July 1, 2010, through December 31, 2011. This analysis is to include a breakdown, by event, the related City costs such as police, public service time, parks, etc. The Administration is to collect this data on a continuous basis and report its findings to Council on January 1st of the calendar year.

23. Pedway

The Administration is requested to submit to Council by October 1, 2010, a detailed plan and budget for the renovation the Pedway.

24. City Capital Improvement and Maintenance

The City's Capital Improvement and Maintenance Plan is referred to Committee of the Whole for review and consideration by January 1, 2011.

25. Wood Street Sidewalk

Administration is requested to review whether a sidewalk on Wood Street is needed.

26. Light on Fairview and Saginaw

Administration is requested to work with MDOT on changing the caution light at Fairview and Saginaw to a full phase traffic signal light and installing a full phase traffic signal light and pedestrian crossway at Marshall and Grand River.

27. Davis Park

The Parks Department is requested to review with Council the Master Plan for Davis Park by September 1, 2010, to determine the priority of the ball diamond and the modular skate park.

28. Sidewalks

The Council supports installation of sidewalks to fill gaps on all streets as outlined in the Public Service Department's 2005 Sidewalk Analysis.

29. Surveillance Cameras

The Mayor has raised sufficient private funds to lease and maintain all surveillance cameras for fiscal year 2010-2011. The Mayor may until he is able to privately fund the remaining cameras, shift camera locations to provide for the widest possible coverage until such time that additional cameras may be procured through private funding.

30. AMBULANCE SERVICES

Administration is to submit a plan on administering an annual rate Subscription Ambulance Service program to City Council by June 1, 2010.

31. Council's Budget Policy Statement

It is Council's intent and understanding that adoption of the FY 2010-11 budget constitutes the City's official budget priorities and policy.