



Rochester Hills Minutes City Council Budget Work Session

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*John L. Dalton, Bryan K. Barnett, Jim Duistermars, Melinda Hill,
Barbara L. Holder, Linda Raschke, Gerald Robbins*

Wednesday, September 1, 2004

8:00 PM

1000 Rochester Hills Drive

DRAFT

In accordance with the provisions of Act 267 of the Public Acts of 1976, as amended, the Open Meetings Act, notice was given that a Special Rochester Hills City Council Budget Work Session would commence at 8:00 p.m. on Wednesday, September 1, 2004 for City Council to continue discussing the proposed 2005 Budget.

CALL TO ORDER

President Dalton called the Special Rochester Hills City Council Budget Work Session Meeting to order at 8:03 p.m. Michigan Time.

ROLL CALL

Present: John Dalton, Bryan Barnett, Melinda Hill, Barbara Holder and Linda Raschke

Absent: Jim Duistermars and Gerald Robbins

Other Persons:

*Pat Somerville, Mayor
Bev Jasinski, City Clerk
Ed Anzek, Director of Planning/Development
Scott Cope, Director of Building/Ordinance Enforcement
Bob Grace, Director of MIS
Bruce Halliday, Fleet Supervisor
Julie Jenuwine, Interim Finance Director
Kevin Krajewski, Network Administrator/Deputy Director of MIS
Raymond Leafdale, General Superintendent
Roger Moore, Professional Surveyor
Roger Rousse, Director of DPS/Engineering*

PUBLIC COMMENTS

None.

ADMINISTRATION

2004-0714 Adoption of Older Persons Commission (OPC) 2005 Budget (800)

Attachments: 0714 Resolution.pdf

820 - OLDER PERSONS COMMISSION

Ms. Marye Miller, Director of the Older Persons Commission (OPC), reviewed the OPC Proposed Budget for 2005, specifically noting the following information:

- * The proposed 2005 budget is approximately \$3.4 million dollars.
- * The budget is stable.
- * As of March 1, 2004 the OPC is at full staff.
- * There has been no discernable reduction in membership following an increase in the non-resident fee structure.
- * A dedication ceremony will be held on October 13th.
- * Joint programs have been established with the Rochester Avon Recreation Authority (RARA).
- * The OPC will pursue an increase in the transportation budget for next year.
- * The budget for Travel & Seminars (860000) has increased, as these funds were rarely used while the new building was being constructed.
- * Rental Equipment (940000) increased due to the use of a rented Post Office bar coding machine that in turn saved money in other areas.
- * Maintenance (929001) increased because many aspects of the new building are no longer covered under warranties.

Ms. Miller also noted that the OPC Board had anticipated that the cost of the City to provide accounting services for the OPC would decrease, when in fact it increased to \$21,000.

Ms. Bev Jasinski, City Clerk, noted that the City's Accounting Department, in relation to the accounting services they provide to the OPC, purchases the OPC's checks as well as the W2s, the 1099s and pays for all of the storage at Iron Mountain.

President Dalton suggested sending a letter to the OPC Board explaining the increase in the accounting fees and itemizing all of the expenses associated with providing this service.

Discussed

Enactment No: RES0355-2004

2004-0727

Adoption of Special Revenue Funds 2005 Budget (200's)

Attachments: 0727 Resolution.pdf

265 - OLDER PERSONS COMMISSION MILLAGE FUND - REVENUES

TAXES

403000 Taxes - Current

* 2004 OPC Operating Levy (0.2441 Mills)

* 2004 OPC Transportation Levy (0.0224 Mills)

- Both levies have reached their Headlee maximums.

265 - OLDER PERSONS COMMISSION MILLAGE FUND - EXPENSES

TRANSFER OUT

998820 Older Persons Commission
- "In and out" collector fund.

Discussed

Enactment No: RES0348-2004

2004-0713

Adoption of Rochester Avon Recreation Authority (RARA) 2005 Budget (800)

Attachments: 0713 Resolution.pdf

808 - Rochester Avon Recreation Authority (RARA)

Mr. John Anderson, Director of Rochester Avon Recreation Authority (RARA), reviewed the RARA Proposed Budget for 2005, specifically noting the following information:

- * The budget is approximately \$1.7 million dollars.
- * The majority of the budget is comprised of user fees.
- * The millage will expire in the fall of 2005.
- * The RARA Board is in the process of determining whether there will be a request to renew that millage.
- * The schools have increased their fees for the use of their facilities substantially.
- * Nineteen (19) of the highest revenue-generating RARA sports camps were offered at a reduced rate by the school system, thus impacting RARA attendance.
- * RARA is currently holding discussions with the school system regarding violations of the Interlocal Agreement.

Discussed

Enactment No: RES0354-2004

2004-0727

Adoption of Special Revenue Funds 2005 Budget (200's)

Attachments: 0727 Resolution.pdf

213 - RARA MILLAGE FUND - REVENUES

TAXES

403000 Taxes - Current
* 2004 RARA Millage Levy (0.1596 Mills)
- This millage rate is at its maximum.

213 - RARA MILLAGE FUND - EXPENSES

TRANSFER OUT

998808 RARA

- "In and out" collector fund.

Discussed

Enactment No: RES0348-2004

Ms. Julie Jenuwine, Interim Finance Director, distributed a memo addressing issues of concern raised during the two (2) previous budget meetings and reviewed the issues with Council members and staff:

1. *Transfer Out to Capital Improvement Fund/Capital Improvement Fund/
Facilities Fund*
 - a. *PK-05F - Borden Park / Soccer Field #4 Renovation (Withdrawn at the request of City Council)*
 - b. *PK-18 - Outdoor ADA Site Compliance (Withdrawn at the request of City Council)*
 - c. *FA-01C - City Hall Erosion Control (Withdrawn at the request of City Council)*
2. *SOCRRA usage by Rochester Hills Residents:*
 - a. *Average of 152 vehicles per week between April and December.*
 - b. *Substantial increase in expense due to Saturday operations.*
3. *Major Roads - Fees / Franchise Utilities (202.603003)*
 - a. *Added the description: Metro Act / ROW Maintenance*
4. *Major Roads - Tuition Refund (202.724000)*
 - a. *Increase to \$500 from \$0*
5. *Major Roads - Construction / Streets (202.970000)*
 - a. *MR-51 - Rochester Hills Dr. / Rehabilitation (Withdrawn)*
6. *Fire Fund - Rental / Cell Tower Lease (206.650001)*
 - a. *Fund decreased between 2002 and 2003 due to an initial lump sum payment by Nextel at the start of the contract agreement in 2002.*
7. *Fire / Dispatch - Worker's Compensation (343.721000)*
 - a. *Confirmed that it was correct to increase by 158% after applying the Michigan Municipal League formula for Worker's Compensation rates.*
8. *Dispatcher cost to the Water & Sewer Fund to be addressed by the Fire Department.*
9. *EMT versus Paramedic issue to be addressed by the Fire Department.*
10. *Community Alert System to be addressed by the Fire Department.*
11. *What the Fire Levy would equal should the City budget Fund Balance at the following proposed levels, per Ms. Hill's request:*
 - a. *15% Fund Balance - Millage required: 1.7350/Variance: \$530,276**
 - b. *17.5% Fund Balance - Millage required: 1.7843/Variance: \$371,956**
 - c. *20% Fund Balance - Millage required: 1.8335/Variance: \$213,637**
** Variance represents monies the City would no longer collect.*

Ms. Jenuwine presented a review of the following funds of the Proposed Year 2005 Budget and addressed questions posed by Council:

2004-0727

Adoption of Special Revenue Funds 2005 Budget (200's)

Attachments: 0727 Resolution.pdf

203 - LOCAL ROAD FUND - EXPENSES

PERSONNEL SERVICES

703000 Salaries & Wages

- Assumes the millage will not pass.

OPERATING SUPPLIES

740000 Operating Supplies

- Based on historical trends.

781000 Material

- All materials were reclassified into this fund.

PROFESSIONAL SERVICES

801000 Professional Services

- * Geotechnical Consultant (Construction)
- Reduced.

- * Pavement Management System Analysis (Administration)
- Traffic and wetlands consulting reduced.

802000 Interfund Charges - Administration

- Fewer staff allocated to this fund.

802001 Interfund Charges - MIS

807000 Contractual Services

- Reduced through the elimination of outside contractors.

811000 Recording Fees

- Two (2) year average.

860000 Travel & Seminars

900000 Printing & Publishing

- No construction bid packets being sent out this budget year.

OTHER EXPENSES

940000 Rental Equipment

- Reduction of road patching and snow removal staff.

TRANSFER OUT

- Mr. Roger Rousse, Director of DPS/Engineering, explained that approximately ten (10) employees will be displaced within the DPS Department if the local road fund millage does not pass, noting that DPS employees are cross-trained to handle the various duties within the department. He stated that such services as ditching, cold patching, pothole patching, and snow plowing would be impacted.

214 - BIKE PATH FUND - REVENUES

TAXES

403000 Taxes - Current
 * 2004 Bike path Levy - (0.1888 Mills)
 - Levy is at maximum and expires in 2005.

214 - BIKE PATH FUND - EXPENSES

PERSONNEL SERVICES

Increase allocation for next year's maintenance.

OPERATING SUPPLIES

781000 Material
 * Salt, Asphalt, Crack Seal Material, Sod

PROFESSIONAL SERVICES

807000 Contractual Services
 * Mowing
 - Reduced.

OTHER EXPENSES

940000 Rental - Equipment

244 - PUBLIC IMPROVEMENT - DRAINS - REVENUES

FUND BALANCE TO BALANCE

401002 Fund Balance

TAXES

403000 Taxes - Current
 * 2004 Operating Levy (0.3980 Mills)
 - One (1) mill levy minus debt millage.

CHARGE FOR SERVICE - OTHER

607001 Administration Fees
 * Processing Plan Review / Permits
 - Based on six (6) month trend.

CHARGE FOR SERVICE - DPS

610003 City Engineering

MISCELLANEOUS REVENUE

698000 Bond Proceeds
 * SW-05A - Rewold Drain (Main Branch)
 - No anticipated bonding next year.

244 - PUBLIC IMPROVEMENT - DRAINS - EXPENSES

FUND BALANCE

*701001 Fund Balance to Balance**PERSONNEL SERVICES*

*703000 Salaries & Wages**- Anticipated shift in staff levels.**724000 Tuition Refund**OPERATING SUPPLIES*

*740000 Operating Supplies**- Due to increased staff levels.**PROFESSIONAL SERVICES*

*801000 Professional Services*** Storm Water Utility Funding**- Reduced.*** Flooding Studies**- Reduced.*** Clinton River Watershed - Public Education**- Reduced.**802000 Interfund Charges - Administration**- Increased staff.**802001 Interfund Charges - MIS**- Increase office staff and transfer staff.**807000 Contractual Services*** Wood Debris Management Services**- New service.**850000 Membership & Dues**- Watershed membership reclassified elsewhere in budget.**860000 Travel & Seminars*** NPDES / Storm Water*** MPDES / Communications**OTHER EXPENSES*

*940000 Rental - Equipment**- Increased activity.*** Fleet Fund Charges for Vehicles & Equipment**CAPITAL OUTLAY*

*971000 Land*** SW-06 - O'Malley Drain**ROW Acquisition (Carryover 2004)*** SW-08 - Major Waterway Preservation**ROW Acquisition (Carryover 2004)**974000 Land Improvement*** SW-04 - Stoney Creek (Fodera) Drain Construction*** SW-05A - Rewold Drain (Main Branch)**Construction (Carryover 2004)**Construction (\$3.6 mill minus advance)*** SW-05B - Rewold Drain (Phase B)**Preliminary Engineering (Carryover 2004)*

- * SW-06 - O'Malley Drain
Preliminary Engineering
- * SW-08 - Major Waterway Preservation
Preliminary Engineering (Carryover 2004)
Construction Engineering (Carryover 2004)
Construction (Carryover 2004)
- Transferred from CIP.

Discussed

Enactment No: RES0348-2004

2004-0729

Adoption of Capital Funds 2005 Budget (400's)

Attachments: 0729 Resolution.pdf

403 - PATHWAY CONSTRUCTION FUND - REVENUES

TRANSFER IN

- 699214 Bike Path Fund
- Any remaining funds will be shifted.

403 - PATHWAY CONSTRUCTION FUND - EXPENSES

FUND BALANCE

701001 Fund Balance to Balance

CAPITAL OUTLAY

- 973000 Land
 - * PW-07A - Adams Pathway (Section 31)
ROW Acquisition
- 974000 Land Improvement
 - * PW-09 - Pathway Rehabilitation Program Construction
 - * PW-05 - Tienken Pathway (Section 3)
Preliminary Engineering
 - * PW-06 - Auburn Pathway (Section 28)
Preliminary Engineering

Discussed

Enactment No: RES0350-2004

2004-0711

Adoption of Water and Sewer 2005 Budget (500's)

Attachments: 0711 Resolution.pdf

510 - SEWER DEPARTMENT - REVENUES

FUND BALANCE TO BALANCE

401004 Retained Earnings to Balance

LICENSE & PERMITS - OTHER

- 452006 Sewer & Inspections
 - * Open Trench Inspections
 - Proposed to increase based on six (6) month trend.

CHARGE FOR SERVICE - OTHER

- 607001 Administrative Fees
 - Based on six (6) month trend.

CHARGE FOR SERVICE - DPS

- 610003 City Engineering
 - Based on six (6) month trend.
- 610005 Engineering Consultant
 - Based on six (6) month trend.
- 610006 Plan Review
 - Process will be done in-house.

FEES

- 630002 Fees - Bid Deposits
 - * Bid Specs and Bid Deposits
 - Utilizing MITN bid process.

WATER AND SEWER RATES

- 660000 Rates - Sewer
 - Based on 2004 budget; will likely decrease.

WATER / SEWER - CAPITAL & LATERAL

- 662001 Sewer - Capital & Lateral Charge
 - Based on historical trend.

INTEREST EARNINGS

- 664001 Interest & Dividend Earnings

SALES OF FIXED ASSETS

- 673001 Sales of Fixed Assets
 - Anticipated half of sale of Letica property.

MISCELLANEOUS REVENUE

- 698001 Bond Proceeds
 - * SS-10 - Sheldon, Mead, Hillwood, Rochester Road
 - Project is proceeding slowly.

510 - SEWER DEPARTMENT - EXPENSES

PERSONNEL SERVICES

- 703000 Salaries & Wages
- 724000 Tuition Refund

OPERATING SUPPLIES

- 727000 Office Supplies
- 740000 Operating Supplies
 - * Manholes, Block, Castings, Aggregates
 - Reclassification.
- 748000 Operating Equipment
 - * Meter Reading Equipment, Confined Space, Air Packs, Upgraded Detectors
 - Radio Read system to read water meters.
- 781000 Material
 - All materials were reclassified into this fund.
- 781001 Material - Road Maintenance - Pavement

PROFESSIONAL SERVICES

- 802206 Interfund Charges - Dispatch
 - Half of \$50,000 reclassified into Fire Fund.
- 805001 Legal Fees - City Attorney
 - Anticipated labor negotiations is shared with other departments.
- 807000 Contractual Services
 - * Sewer Backup Cleaning, Claims, Repairs
 - Reduced.
- 900000 Printing & Publishing
 - Based on actual numbers.

PUBLIC UTILITIES

- 924000 Sewer Charges
 - Only increasing 5%; six (6) month trend is not a true reflection based on consumption figures.

OTHER EXPENSES

- 932000 Maintenance - Equipment
- 940000 Rental - Equipment
 - Shift in staff; previous budget was over-estimated.
- 947000 Rental - Lease / Land & Building
 - * Storage at Star Batt

CAPITAL OUTLAY

- 972000 Equipment - Mains & Services
 - * SS-02A - Sanitary Sewer Evaluation Study Preliminary Engineering
 - * SS-10 - Sheldon, Mead, Hillwood, Rochester Road (Section 2) - Construction
 - * SS-17 - Harding Sewer to City Limit
- 976000 Building Improvement
 - * FA-04 - DPS Facility (50% of Total Cost)
- 977000 Equipment - Capitalized
 - * WS-30 Radio Read System
 - Council members questioned why the Radio Read System was not included in the Mayor's proposed budget and insisted that it be added to the 2005 City Council budget.

TRANSFER OUT

- 999206 Fire Department
 - Reclassified to another fund.

(RECESS 9:41 p.m. - 9:52 p.m.)

530 - WATER DEPARTMENT - REVENUES

FUND BALANCE TO BALANCE

401004 Retained Earnings to Balance

LICENSE & PERMITS - OTHER

451005 Engineering Department
- Temporary construction trailers that will not be needed next year.

CHARGE FOR SERVICE - OTHER

607001 Administrative Fees
- Based on six (6) month trend.
609001 Inspection
- Based on six (6) month trend.

CHARGE FOR SERVICE - DPS

610001 Water Taps
- Based on six (6) month trend.
610003 City Engineering
- Based on six (6) month trend.
610006 Plan Review
- This process will be brought in-house.

FEES

632001 Water Meter
- Based on anticipated new homes.

RENTALS

650006 Hydrant
- Based on six (6) month trend.

WATER AND SEWER RATES

659000 Rates - Water
- 2004 budget appears too high.

WATER / SEWER - CAPITAL & LATERAL

661001 Water - Capital & Lateral Charge
- Based on actual numbers.

INTEREST EARNINGS

664001 Interest & Dividend Earnings
- Taken from retained earnings.

SALES OF FIXED ASSETS

- 673001 - Sales of Fixed Assets
 - * 50% proceeds from Hamlin Road Property

MISCELLANEOUS REVENUE

- 698001 Bond Proceeds
 - * WS-09A - Crooks Rd. (M-59 - Auburn)
 - * WS-15 - Crooks Rd. (South Blvd. - Auburn)
 - * FA-04 - DPS Facility (50% of Total Bond Sale)
 - * WS-11 - Sheldon, Mead, Hillwood, Rochester Rd. (Section 2)
 - Bonding may not occur.

PERSONNEL SERVICES

- 703000 Salaries & Wages
 - Due to personnel shift.
- 716000 Health & Optical Insurance
 - 2004 actual numbers were too low.

OPERATING SUPPLIES

- 740000 Operating Supplies
 - Based on six (6) month trend.
- 740005 Meters Only
 - Price increase from vendors.
- 740006 Water Taps Only
 - Price increase from vendors
- 781000 Materials
 - All materials were reclassified into this fund.

PROFESSIONAL SERVICES

- 801000 Professional Services
 - One time charge for a feasibility study.
- 802206 Interfund Charges - Dispatch
 - Reclassification of funds.
- 802592 Interfund Charges - Cross Connection
 - Reclassification for Building Department inspector.
- 805001 Legal Fees - City Attorney
 - Labor negotiations.
- 807000 Contractual Services
- 860000 Travel & Seminars
 - Based on historical trend.

PUBLIC UTILITIES

- 927000 Water Charges
 - 2004 budget was too high.

OTHER EXPENSES

- 932000 Maintenance - Equipment
 - SCADA maintenance added.
- 940000 Rental - Equipment
 - Shift in personnel.

CAPITAL OUTLAY

-
- 972000 Equipment - Mains & Services
 - * WS-09A - Crooks Rd. (M-59 - Auburn)
 - Construction
 - * WS-32 - Water System Security Enhancements
 - Construction
 - * WS-08 - Hamlin Rd. (Crooks - Livernois)
 - Preliminary Engineering
 - * WS-15 - Crooks Rd. (South Blvd. - Auburn) Construction
 - * WS-11 - Sheldon, Mead, Hillwood, Rochester Rd. (Sect. 2)
 - Construction
 - * WS-24 - Vardon Rd. Watermain Extension
 - Preliminary Engineering
 - Construction
 - * WS-21 - Harding Rd. to City Limits
 - Preliminary Engineering
 - Construction Engineering
 - Construction
- 975000 Building
 - * FA-04 - DPS Facility (50% of Total Cost)
 - Received a preferable estimated projection.
- 977000 Equipment - Capitalized

- Council members insisted that the Reservoir project be included in the City Council's 2005 budget.

Discussed

Enactment No: RES0351-2004

2004-0728 Adoption of Debt Funds 2005 Budget (300's)

Attachments: 0728 Resolution.pdf

There was no review of Debt Funds.

Discussed

Enactment No: RES0349-2004

2004-0712 Adoption of Internal Service Funds 2005 Budget (600's)

Attachments: 0712 Resolution.pdf

661 - FLEET FUND - REVENUES

FUND BALANCE TO BALANCE

401004 Retained Earnings

INTERFUND CHARGES

606203 Local Road Fund
606206 Fire Fund

661 - FLEET FUND - EXPENSES

OPERATING SUPPLIES

727000 Office Supplies

PROFESSIONAL SERVICES

- 860000 Travel & Seminars
 - * Hydraulics Training
 - * Transmission Training
 - * RTA - Fleet Maintenance Users Training

OTHER EXPENSES

- 932000 Maintenance - Equipment
 - * Hoist Repair (Old DPS Facility)
 - Some purchases on hold in anticipation of new facility.
 - * Fuel System Management Upgrade
 - Required purchase of fueling cards due to JD Edwards system requirements.
- 938000 Maintenance - Vehicle
 - Anticipated increase in repairs due to extended lives of vehicles and increased fuel costs.

CAPITAL OUTLAY

- 977000 Equipment Capitalized
 - * 39-121 Flail Mower (Carryover from 2004)
 - * Stump Grinder - Forestry
 - * 39-35 Loader
 - * 39-100 Excavator
 - * Lawn Mowing Equipment
- 981000 Capital - Vehicles

677 - INSURANCE FUND - REVENUES

677 - INSURANCE FUND - EXPENSES

631 - FACILITIES DIVISION - REVENUES

FUND BALANCE TO BALANCE

401004 - Retained Earnings

INTERFUND CHARGES

TRANSFER IN

- 699101 General Fund
 - * City Hall - Common Area Charge
 - Received furniture allocation not included in previous budget.

- 699206 *Fire Fund*
 - *Repairs of entranceway.*
- 699207 *Special Police Fund*
 - * *Substation Debt Payment (Principal & Interest)*
- 699211 *Stoney Creek Perpetual Care*
 - * *FA-03C - VH Jones Cemetery / Development*
 - * *FA-03D - VH Jones Cemetery / Building Addition*
- 699420 *Capital Improvement Fund*
 - * *PK-05F - Borden Park / Soccer Field #4*
 - *To be removed from budget.*
 - * *PK-18 - Outdoor ADA Site Compliance*
 - *To be removed from budget.*
 - * *FA-01C - City Hall / Erosion Control*
 - *To be removed from budget.*

631 - FACILITIES DIVISION - EXPENSES

PERSONNEL SERVICES

- 703000 *Salaries & Wages*
 - *Elimination of two (2) positions.*

OPERATING SUPPLIES

- 748000 *Operating Equipment*
 - * *General Maintenance*
 - * *Custodial Maintenance Equipment*
- 750000 *Custodial Supplies*
 - *The Museum will not be purchasing supplies directly.*
 - * *Parks*
 - * *City Hall*

PROFESSIONAL SERVICES

- 801000 *Professional Services*
 - * *Consulting for Maintenance Projects*
 - *Eliminated.*
- 807000 *Contractual Service*
 - * *Snow Removal*
 - *Increased.*
 - * *HVAC Maintenance*
 - * *Irrigation System Maintenance*
 - * *Janitorial Services Contractor*
 - *No substation operating costs were budgeted.*
- 860000 *Travel & Seminars*
 - * *HVAC Training*
 - *One-time fee.*

OTHER EXPENSES

- 923000 *Electric Utility*
 - *Based on 2003 actual number and 2004 six (6) month trend.*
- 925000 *Propane and Fuel Oil*
 - *Increase in use.*
- 926000 *Gas Utility*
 - *Inflationary increase.*

- 927000 *Water and Sewer*
 - *Inflationary increase.*
- 929000 *Repairs & Maintenance*
 - * *Maintenance - ID's in 2001 Architect Study*
 - * *Parking Lot Maintenance*
 - *New item.*
 - * *Irrigation System*
 - *New item.*
 - * *Security System*
 - *New item.*
- 929001 *Repairs & Maintenance - B/G*
- 932000 *Maintenance - Equipment*
- 941000 *Rental Uniform*

CAPITAL OUTLAY

- 974000 *Land Improvements*
 - * *PK-05F - Borden Park / Soccer Field #4*
 - *Removed by City Council.*
 - * *PK-18 - Outdoor ADA Site Compliance*
 - *Removed by City Council.*
 - * *FA-01C - City Hall / Erosion Control*
 - *Removed by City Council.*
- 976000 *Building Additions & Improvements*
- 977000 *Equipment Capitalized*

INTEREST

- 995000 *Interest Payments*

636 - MIS FUND - REVENUES

FUND BALANCE TO BALANCE

- 401004 *Retained Earnings*

INTERFUND CHARGES

SALES

- 620001 *Sales - GIS Data / Maps*
 - *Based on six (6) month trend.*

636 - MIS FUND - EXPENSES

PERSONNEL SERVICES

- 703000 *Salaries & Wages*
 - *Elimination of Computer Publishing Specialist and staff upgrades; 2% increase for department directors.*

OPERATING SUPPLIES

- 740000 Operating Supplies
 - Microsoft Office license elimination.
- 748000 Operating Equipment
 - * Laptops (7) [Council (3), Pool (2), Facilities (1), Building Dept. (1)]
 - Computer replacement reduction schedule.

PROFESSIONAL SERVICES

- 801000 Professional Services
 - * Internet Hosting
 - * List Service and Volume Per Group
- 807000 Contractual Service
 - * Internet Web Hosting & Functionality
 - Reclassification
 - * Hostable Internet Connection
 - New budget item
- 860000 Travel & Seminars

OTHER EXPENSES

- 934000 Maintenance - Software

CAPITAL OUTLAY

- 980000 Office Equipment & Furniture
 - * IS-10D - Microsoft Office Upgrade
 - Removed by City Council; will work longer with current version.

Discussed

Enactment No: RES0352-2004

ANY OTHER BUSINESS

None.

NEXT MEETING DATE

Special City Council Budget Work Session Meeting - Wednesday, September 8, 2004

ADJOURNMENT

There being no further business before Council, President Dalton adjourned the meeting at 10:58 p.m.

*JOHN L. DALTON, President
Rochester Hills City Council*

*BEVERLY A. JASINSKI, Clerk
City of Rochester Hills*

MARGARET A. STRATE
Administrative Secretary
City Clerk's Office

Approved as presented at the (insert date, or dates) Regular City Council Meeting.

Complete proceedings recorded in the Official Minutes Book on file in the office of the City Clerk and by this reference is made a part hereof.