

CITY OF BERKLEY PUBLIC NOTICE
REGULAR CITY COUNCIL MEETING
Monday, May 20, 2024
7:00 P.M. – City Hall
248-658-3300

CALL 40th COUNCIL TO ORDER
APPROVAL OF AGENDA
MAYOR-LED MOMENT OF REFLECTION
PLEDGE OF ALLEGIANCE
PUBLIC COMMENT
ORDER OF BUSINESS

Consent Agenda

1. **APPROVAL OF THE MINUTES:** Matter of [approving the minutes](#) of the 40th Regular City Council meeting on Monday, May 6, 2024 and the City Council work session on Monday, May 6, 2024.
2. **WARRANT:** Matter of [approving Warrant No.1398](#).
3. **MOTION NO. M-46-24:** Matter of [appointing Public Works Director](#) Shawn Young as the City of Berkley's representative and Assistant Director of Public Works Adam Wozniak as the alternate representative to the Southeastern Oakland County Resource Recovery Authority (SOCRRA) Board of Trustees for the fiscal year ending on June 30, 2025; and instruct the City Clerk to send a copy of this motion to the SOCRRA Board.
4. **MOTION NO. M-47-24:** Matter of [appointing Public Works Director](#) Shawn Young as the City of Berkley's representative and Assistant Director of Public Works Adam Wozniak as the alternate representative to the Southeastern Oakland County Water Authority (SOCWA) Board of Trustees for the fiscal year ending on June 30, 2025; and instruct the City Clerk to send a copy of this motion to the SOCWA Board.
5. **MOTION NO. M-48-24:** Matter of [considering an update](#) to the Community Development fee schedule.
6. **RESOLUTION NO. R-12-24:** Matter of [approving a resolution](#) in support of House Bill 5696.
7. **PROCLAMATION NO. P-07-24:** Matter of [proclaiming the first Friday](#) in June to be National Gun Violence Awareness Day.
8. **PROCLAMATION NO. P-08-24:** Matter of [proclaiming May 12-18](#) as National Police Week.
9. **PROCLAMATION NO. P-09-24:** Matter of [proclaiming June 2024](#) as LGBTQIA+ Pride Month.
10. **PROCLAMATION NO. P-10-24:** Matter of [proclaiming June 2024](#) as Pet Preparedness Month.
11. **PROCLAMATION NO. P-11-24:** Matter of [proclaiming June 2024](#) as Summer Safety Month.

Regular Agenda

1. **RECOGNITIONS/PRESENTATIONS:** Matter of receiving any recognitions or presentations from the Consent Agenda.
2. **PRESENTATION:** Matter of [receiving a presentation](#) of the Community Development Department's new Homeowner's Guide to Permits.
3. **PRESENTATION:** Matter of receiving a presentation regarding the 2024-25 FY City of Berkley budget.
4. **PUBLIC HEARING:** Matter of [holding a public hearing regarding](#) the proposed operating budget for the fiscal year 2024/25 and supporting tax rates for the City of Berkley, Michigan.
5. **RESOLUTION NO. R-13-24:** Matter of [approving a resolution](#) of the Council of the City of Berkley, Michigan adopting the annual budget for the 2024/25 fiscal year and acknowledgment of the 2025/26 budget projections.

6. **RESOLUTION NO. R-14-24:** Matter of [approving a resolution](#) of the Council of the City of Berkley, Michigan approving the 2024/25 through 2029/2030 Capital Improvements Plan of the City of Berkley, Michigan.
7. **RESOLUTION NO. R-15-24:** Matter of [approving a resolution](#) of the Council of the City of Berkley, Michigan setting the residential and commercial service fee for the collection and disposal of solid waste, effective July 1, 2024.
8. **RESOLUTION NO. R-16-24:** Matter of [approving a resolution](#) of the Council of the City of Berkley, Michigan setting the various rates for water and sewer services, effective July 1, 2024.
9. **MOTION NO. M-49-24:** Matter of [awarding a five-year](#) (three-year contract with two one-year City renewal options) professional services contract for annual audit services to Andrews Hooper Pavlik beginning for the fiscal year ending June 30, 2024 through June 30, 2029. The total contract over the five years totals \$225,000 charged to the various funds and departments budgeted in account 807-000.
10. **RESOLUTION NO. R-17-24:** Matter of [considering a resolution](#) in support of and funding commitment of the application for the SEMCOG Planning Assistance Program.

COMMUNICATIONS

ADJOURN

Note: The City of Berkley will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon four working days' notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling: Victoria Mitchell, ADA Contact, Berkley City Hall, 3338 Coolidge Highway, Berkley, MI 48072 (1-248-658-3310).

Note: Official minutes of City Council Meetings and supporting documents for Council packets are available for public review in the City Clerk's Office during normal working hours. Anyone wishing to submit correspondence for the meeting may send an email to clerk@berkleymich.net or call 248-658-3310 by 5 p.m. on the day of the meeting.

THE REGULAR MEETING OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED TO ORDER AT 7:00 PM ON MONDAY, MAY 6, 2024 BY MAYOR DEAN

PRESENT: Councilmember Steve Baker
Councilmember Clarence Black, attending remotely from military duty
Mayor Pro Tem Ross Gavin
Councilmember Dennis Hennen
Councilmember Gregory Patterson
Councilmember Jessica Vilani
Mayor Bridget Dean

OTHER STAFF PRESENT:

Interim City Manager Nate Geinzer
City Attorney Ann Christ
City Clerk Victoria Mitchell
Chief Innovation Officer Stan Lisica
Parks & Recreation Director Dan McMinn
Community Development Director Kristen Kapelanski
Department of Public Works Department Shawn Young

APPROVAL OF AGENDA

Mayor Pro Tem Gavin moved to approve the Agenda
Seconded by Councilmember Patterson
Ayes: Black, Gavin, Hennen, Patterson, Vilani, Baker, and Dean
Nays: None
Motion Approved.

MAYOR-LED MOMENT OF REFLECTION

Mayor Dean read proclamation P-6-24 recognizing public servants.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Jason Benedict, Berkley, spoke in favor of non-motorized transportation. He said he is looking for volunteers to support an audit by the League of Michigan Bicyclists.

Bruce Pohl, via email, inquired about the solid waste fund within the proposed budget.

Consent Agenda

Councilmember Hennen moved to approve the following Consent Agenda, seconded by Councilmember Baker:

APPROVAL OF THE MINUTES: Matter of approving the minutes of the 40th Regular City Council meeting on Monday, April 15, 2024 and the Special City Council budget work session on Tuesday, April 16, 2024.

ORDINANCE NO. O-05-24: Matter of considering the Second Reading and Adoption of an Ordinance to amend Section 106-310.A of Article VIII, Parklets, of Chapter 106, Streets, Sidewalks and Other Public Places, of the Berkley City Code to allow parklets to occupy spaces in front of adjacent businesses when they cannot be located in front of the primary business.

PROCLAMATION NO. P-05-24: Matter of proclaiming May 14, 2024 as Apraxia Awareness Day.

Ayes: Gavin, Hennen, Patterson, Vilani, Baker, Black and Dean
Nays: None
Motion Approved.

Regular Agenda

RECOGNITIONS/PRESENTATIONS: Matter of any recognitions or presentations from the Consent Agenda.

None

RESOLUTION NO. R-10-24: Matter of approving a resolution of the Council of the City of Berkley, Michigan recognizing Eagle Scout Candidate Jack Elliott for a gift to Berkley Parks & Recreation. Councilmember Vilani moved to approve Resolution No. R-10-24
Seconded by Councilmember Baker
Ayes: Hennen, Patterson, Vilani, Baker, Black Gavin and Dean
Nays: None
Resolution No. R-10-24 Approved.

Councilmember Vilani read the resolution in its entirety.

MOTION NO. M-38-24: Matter of authorizing special land use approval from applicant Christina DelPizzo for the occupation of 1818 Mortenson to be used as a family day care home for seven-12 children in the R-1D Single-Family Residential District, on the east side of Mortenson, east of Princeton. Mayor Pro Tem Gavin moved to approve Motion No. M-38-24
Seconded by Councilmember Hennen
Ayes: None
Nays: Patterson, Vilani, Baker, Black, Gavin, Hennen and Dean
Motion No. M-38-24 Failed.

Public Comment

Richard Rassel, Birmingham, representative of the applicant, explained the project and its impact on the community.

Christina DelPizzo, Bloomfield Hills, shared how her business, Little Seedlings, came to be. She described her staffing process as well as the project as a whole.

Michaela Charfauros, Director of Little Seedlings, described the business model and enrollment process.

Jessica Garnett, Grosse Pointe, spoke regarding her positive experience working for Little Seedlings.

Robert Faust, Mortenson, spoke in opposition of M-38-24.

Olivia Hack, spoke in favor of M-38-24.

Don Carley, Berkley, spoke in opposition to M-38-24 and encouraged the business to relocate in a nonresidential area.

Christine Bivens, Bloomfield, spoke in favor of M-38-24.

Amanda Polk, Berkley, spoke in favor of M-38-24.

Maureen Stys, Berkley, spoke in favor of M-38-24.

Jennifer Baranski, Berkley, spoke in opposition to M-38-24.

Emily Smith, Berkley, spoke in opposition to M-38-24.

Shelby Matuski, Little Seedlings provider, spoke in favor of M-38-24.

Brad Davison, Berkley, spoke in opposition to M-38-24.

Evie Sonnenberg, Berkley, spoke in favor of M-38-24.

Amanda Bylant, Little Seedlings licensee in Livonia, spoke regarding her positive experience working for Little Seedlings.

MOTION NO. M-38-24 AMENDED: Matter of denying special land use approval from applicant Christina DelPizzo for the occupation of 1818 Mortenson to be used as a family day care home for seven-12 children in the R-1D Single-Family Residential District, on the east side of Mortenson, east of Princeton based on the finding of facts that there is no room for off-street loading and unloading and therefore Criteria 4 is not met.

Mayor Pro Tem Gavin moved to approve Motion No. M-38-24

Seconded by Councilmember Hennen

Ayes: Patterson, Vilani, Baker, Black, Gavin, Hennen and Dean

Nays: None

Motion No. M-38-24 as amended: Approved

MOTION NO. M-39-24: Matter of approving a one-year contract extension of the 2021-2024 bargaining agreement between the City of Berkley and the Michigan Association of Public Employees (MAPE).

Councilmember Patterson moved to approve Motion No. M-39-24

Seconded by Councilmember Vilani

Ayes: Vilani, Baker, Black, Gavin, Hennen, Patterson and Dean

Nays: None

Motion No. M-39-24 Approved.

MOTION NO. M-40-24: Matter of approving the Collective Bargaining Agreement between the City of Berkley and the Michigan Association of Police (MAP), Berkley Police Service Aide Association.

Councilmember Baker moved to approve Motion No. M-40-24

Seconded by Councilmember Vilani

Ayes: Baker, Black, Gavin, Hennen, Patterson, Vilani and Dean

Nays: None

Motion No. M-40-24 Approved.

MOTION NO. M-41-24: Matter of approving the Berkley Dads' Club Opening Day Parade on Saturday, June 1, 2024 at 10 a.m. beginning at Berkley High School and concluding at Community Field #1. Approval is conditional upon the submission of required items and documents before the event date.

Mayor Pro Tem Gavin moved to approve Motion No. M-41-24

Seconded by Councilmember Black

Ayes: Black, Gavin, Hennen, Patterson, Vilani, Baker and Dean

Nays: None

Motion No. M-41-24 Approved.

RESOLUTION NO. R-11-24: Matter of approving a resolution of the Council of the City of Berkley, Michigan accepting the Interlocal Agreement for Local Fiscal Recovery Fund Distribution between Oakland County and the City of Berkley.

Councilmember Patterson moved to approve Resolution No. R-11-24

Seconded by Councilmember Hennen

Ayes: Gavin, Hennen, Patterson, Vilani, Baker, Black and Dean

Nays: None

Resolution No. R-11-24 Approved.

MOTION NO. M-42-24: Matter of awarding the contract for the Coolidge Highway Crosswalk Pavement Marking Improvements to the lowest qualified bidder, P.K. Contracting LLC, of Troy, MI, in an amount of \$53,580.50. In addition, allocating an additional 10 percent construction contingency (\$5,358) and a not-to-exceed Construction Engineering amount of \$7,200 for a total not-to-exceed project cost of \$66,138.50. Projected costs of this project will be split with the Berkley Downtown Development Authority (account number 248-902-972-200) covering up to \$44,312.80 of the cost and the City of Berkley (account number 202-475-818-200) covering the remaining \$21,825.70.\

Councilmember Baker moved to approve Motion No. M-42-24

Seconded by Councilmember Vilani

Ayes: Hennen, Patterson, Vilani, Baker, Black, Gavin and Dean

Nays: None

Motion No. M-42-24 Approved.

MOTION NO. M-43-24: Matter of considering a license agreement for a municipal parking lot at parcel #04-25-07-478-042, Garden Central.

Councilmember Baker moved to approve Motion No. M-43-24

Seconded by Councilmember Hennen

Ayes: Patterson, Vilani, Baker, Black, Gavin, Hennen and Dean

Nays: None

Motion No. M-43-24 Approved.

MOTION NO. M-44-24: Matter of reaffirming the City of Berkley's participation in the WaterTowns grant initiative and providing related staff direction.

Mayor Pro Tem Gavin moved to approve Motion No. M-44-24

Seconded by Councilmember Patterson

Ayes: Vilani, Baker, Black, Black, Gavin, Hennen, Patterson and Dean

Nays: None

Motion No. M-44-24 Approved.

DISCUSSION: Matter of discussing, with possible staff direction, the FY 2024-25 and future City of Berkley budgets.

- Interim City Manager Nate Geinzer explained this type of agenda item allows Council to come to a consensus on an ongoing issue and direct staff on next steps.
- He said the goal of this discussion: to understand what Council needs from staff regarding the proposed budget. He emphasized the importance of consensus on issues to maintain sanity for staff and himself.
- Suggestions were made to improve budget communication, including visual representations like graphs and pie charts.
- Concerns were raised about understanding budget allocations and the need for clarity on decision-making processes. The discussion touched on the need for better storytelling in budgeting and integrating strategic plans for clearer direction.
- It was suggested to delay approval of the budget until more clarity is achieved, focusing on addressing concerns regarding internal services and the solid waste fund. The importance of taking time to do the budget right was emphasized, even if it means making changes over time.
- A plan was proposed to address concerns in two parts: first focusing on detailed examination of specific areas, then transitioning to a broader discussion on the why behind budget

decisions. Consensus was sought on this approach, with a focus on addressing high-level concerns efficiently while leaving room for further clarification if needed.

COMMUNICATIONS

COUNCILMEMBER BAKER

- Please hug someone you love as they need it more than you think they do.
- Expressed gratitude to our public servants, staff, leadership teams and the teams that do heroic work around the city in the dead of night and frozen winter.
- Wished everyone a Happy Teacher Appreciation Week.
- Downtown Development Authority meets on Wednesday. Hooray for the Leia's Day Out event, which was fantastically organized and tremendous fun. He said he loves the participation and interaction from the businesses and support from all the volunteers, that was terrific. If you'd like to learn more about other events coming up in our DDA, visit DowntownBerkley.com.
- Historical Committee wants to celebrate that May is Berkley History Month. Berkley days dates from 1926 when Coolidge was first paved, the celebration has continued ever since. Come check out the Museum; if you have stories, to share, they'd love to hear them and if you have any artifacts you'd like to share they would appreciate the opportunity to scan and return them. Berkleyhistory.com is a great place to get started with that.
- Christopher Avery said, "Trust is the residue of promises kept." Trust is earned; following through on commitments over time give you the confidence to say you have trust in somebody. There are enough residual promises that have been kept by staff and their predecessors for so many years that our City is on solid ground. We have a lot of work to do while resource-strapped; we're doing a fantastic job with what we have. He said he is proud of the staff and what we're doing. He looks forward to the next budget cycle and earning even more trust.

COUNCILMEMBER HENNER

- Tree Board met on Arbor Day to plant a new tree at Bacon Park with the DPW.
- For those of you wanting a tree this season from the City, ordering information will start coming out in the water bills soon and you'll be able to put your name on the list.
- The Zoning Board of Appeals has no meetings this month.

COUNCILMEMBER BLACK

- Looking forward to being a part of the Committee on Technology Engagement.
- May is Mental Health Awareness Month, encouraged everyone to make sure the old noodle is squared away so you can be your best and brightest self.

COUNCILMEMBER PATTERSON

- Thanked Councilmember Baker for expressing gratitude to our public servants. This week is Nurses Week, thanked the nurses as well as educators.
- Planning Commission held a special meeting regarding the Mortenson project discussed tonight. Please look at the Zoning Draft Ordinance Rewrite and leave your comments for that steering committee. The next meeting is May 28th.
- The Beautification Advisory Committee held its summer meeting and kicked off its summer events. They are exploring the idea of a mural on the Parks & Recreation sidewall and planting some greenery and a tree. Its next meeting is May 22nd at Public Safety.

COUNCILMEMBER VILANI

- Congratulated the last Boy Scout in the room, who came to celebrate and support one of his fellow Scouts and stayed for the whole meeting.
- For the Berkley Area Chamber of Commerce, 'Berkley has Heart' Month is starting; we are celebrating all things art. A commemorative book is going to be available at Art Bash on June 8th. Sponsorships are available for this book at almost any budget so check that out. The

Chamber is looking for both volunteers and sponsorships for the Art Bash in June as well as the Coolidge Street Art Festival in July. Head to the Chamber website to sign up for either of those opportunities.

- May Chamber Chat will be on May 17th at Chiropractic Lifestyle Studio at 30955 Woodward from 8:30-9:30 am.
- Environmental Advisory Committee: the Native Plant Sale is coming up on Sunday, May 19th 10 am-2 pm in the Community Center parking lot.
- Wished her mother and all mothers out there a Happy Mother's Day. Hugs to all those who are either not with their mother or hoping for motherhood in their journey.

MAYOR PRO TEM GAVIN

- Thanked Councilmember Baker for describing the incredible thanks that we have for City staff for everything they do on a day-to-day basis.
- The next Library Board meeting will be on Wednesday, May 15th at 7pm at the Library. Our library is a gem and focal point for the community: Library Director Matt Church and the staff have creative and innovative programming, they offer great services and are always looking for ways to improve. That constant drive and desire to elevate what the Library provides for the City, we're incredibly grateful for that.
- Parks & Recreation Advisory Board's next meeting will be on June 13th at 7pm in the Community Center. Thanked Interim Director McMinn and his staff for the programming services that they provide for residents of all ages. He said he knows the facility itself can sometimes be a hindrance but the programs they provide are of great value and importance to everyone and certainly contribute to the incredible quality of life that residents in Berkley deserve.

INTERIM CITY MANAGER NATE GEINZER

- Told the Boy Scout in the front row that if his Social Studies teacher gave him a call, he would do his best to get him some extra credit.
- Thanked Council for its patience with him during his first Council meeting with them, he said sometimes longer meetings are necessary but he was impressed that despite the length of the meeting the conversation was productive and constructive.
- The City's request for \$2 million of funding for our citywide lead service line replacement program was selected to move into the next round of consideration.
- Regarding the price of the HVAC project, through the diligence of staff and our consultant helping to administer the project, we have been able to negotiate the price even lower by roughly \$67,000. We never know what is going to happen later, but that's a good sign. They've been actively working with DTE and other utility providers to ensure that the City is best positioned to maximized rebates.

CITY ATTORNEY ANN CHRIST

- No updates.

MAYOR DEAN

- Well done to Nate on his first meeting in the books. Good job.
- Happy Fifth Anniversary to Chemistry Salon; mentioned the transformation of that space from a transmission shop into what it is now.
- Community Choice Awards: best burger, Vinsetta Garage; best doughnut shop, Donut Cutter; best market Westborn; and best specialty shop, Monger's Provisions.
- In anticipation of Berkley Days, it's been a longstanding tradition in our community. Some look at it as the official beginning of summer; it's homecoming of sorts, many people who used to live here come back. It really has been a special place and event for people to enjoy each other's company, the rides, the food and camaraderie. Said she was talking about Berkley Days with the barista at Coffee & Bark, who said she remembers all of the past Berkley Days and is excited about upcoming one and grateful for the added safety

measures. To Denise Downen and the Berkley Days team, she sees their hard work and effort.

ADJOURNMENT:

Councilmember Vilani moved to adjourn the Regular Meeting at 10:00 p.m.
Seconded by Councilmember Hennen
Ayes: Black, Gavin, Hennen, Patterson, Vilani, Baker and Dean
Nays: None.
Motion Approved.

Bridget Dean, Mayor

ATTEST:

Victoria Mitchell, City Clerk

THE SPECIAL WORK SESSION OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED TO ORDER AT 6:00 PM ON MONDAY, MAY 6, 2024 IN COUNCIL CHAMBERS BY MAYOR DEAN

PRESENT: Councilmember Steve Baker
Councilmember Clarence Black, attending remotely from military duty
Mayor Pro Tem Ross Gavin
Councilmember Dennis Hennen
Councilmember Gregory Patterson
Councilmember Jessica Vilani
Mayor Bridget Dean

OTHER STAFF PRESENT:

Interim City Manager Nate Geinzer
Labor Attorney Brandon Fournier
City Clerk Victoria Mitchell
Library Director Matt Church
Chief Innovation Officer Stan Lisica
Community Development Director Kristen Kapelanski

APPROVAL OF AGENDA

Councilmember Patterson moved to approve the Agenda
Seconded by Councilmember Hennen
Ayes: Black, Gavin, Hennen, Patterson, Vilani, Baker, and Dean
Nays: None
Motion Approved.

PUBLIC COMMENT

None

Regular Agenda

DISCUSSION: Matter of discussing the city manager search and next steps with Jaymes Vettrano of GovHR USA.

Jaymes Vettrano, GovHR USA, provided an update on where the search firm is in the process and outlined decisions to be made by Council to move forward with the process. He listed six questions which were followed by discussion and resolution.

Questions:

1. Position announcement – Position detail was provided and it was decided timeline would be discussed later in meeting. If approved, the job could be posted as early as tomorrow. A five-six page color brochure was discussed.
2. Advertisement – Advertising plan was discussed.

Mr. Vettrano asked for feedback on one and two together.

Consensus was both were well prepared.

Councilmember Black asked if there is a general posting Mr. Vettrano uses or are all postings customized. Mr. Vettrano said the size and length is pretty standard but content is always customized.

Mr. Vettrano said the City is in week two of the process and the total time is 10 weeks.

3. Posting – This was discussed after question five.

Interim City Manager Nate Geinzer said he has seen communities go through city manager transitions. He stated he wants council members to know they don't have to be rushed. He said there is flexibility. He said this is the biggest decision a city council will make.

Mr. Geinzer said as he's spent some time in Berkley, he has gained a decent idea of where Council would like to go. He questioned whether or not there is value to being more strategic about that and optimize some areas within the organization prior to a recruitment process. He put forward the argument of whether or not Council could find a better candidate if council members took a strategic pause and took time to improve upon some deficiencies and make the organization stronger. He said he would like to see the organization in alignment.

Councilmembers provided feedback regarding the idea of postponing the job posting. Discussed points of view/questions included:

- It would be a benefit to work on staff and Council relations
- Recruitment might reap a better candidate if the candidate feels he/she is going to a well-oiled machine
- If they take a strategic pause, could they still post the position
- When would the posting be ready
- Pause the decision for two weeks to gather more information
- Stabilization is good
- It's better to do things right than rushed
- It would be beneficial to create an attractive environment
- It would be beneficial to move forward as a unit
- It is a negative experience to go into a job thinking it will be great and then learn it is a rehab project

Mr. Geinzer informed Council no decisions need to be made at the work session and he would bring more information to Council if that is members' request. He did not recommend taking a strategic pause and then posting the position.

Mr. Vettrano said the job description is ready to post tomorrow. He let Council know the best times to post/advertise are:

- Early July-early August
- End of year-beginning of new year

He stated they could wait as right now city manager candidates are in the budgeting process and finishing the school year if they have families.

Mr. Vettrano said once you start, you should move forward with the intention of completing the process. He recommended not waiting too long because candidates could begin wondering why the position has been vacant so long. He stated a successful search is mostly dependent on the candidate pool. He said Berkley has a good reputation and would be attractive.

4. Salary Range – Mr. Vettrano explained the wage study he conducted. He discussed the tier Berkley is in is \$135-\$155,000. He said average is \$142,000 in our comparables.

Feedback was provided by Council on what the acceptable salary range would be and it was asked if increasing the pay by a certain amount would really increase the candidate pool.

Mr. Vettrano said really timing is the most important.

Following additional discussion regarding salary, a suggestion was made to increase the salary range to \$140-\$160,000. Mr. Vettraiño advised not going beyond that ceiling because then you are trying to attract managers from a larger cities, which generally doesn't happen. Mr. Vettraiño asked for a motion solidifying salary direction:

MOTION NO. M-45-24: Matter of authorizing Jaymes Vettraiño of GovHR USA to move forward with the agreed upon contract to conduct a city manager search utilizing the salary range of \$140-\$160,000 for the position.

Mayor Pro Tem Gavin moved to approve Motion No. M-45-24

Seconded by Councilmember Vilani

Ayes: Gavin, Hennen, Patterson, Vilani, Baker, Black and Dean

Nays: None

Motion No. M-45-24 Approved.

5. Timing – Mr. Vettraiño said he will provide Council with a deadline to approve a timeline for each component of the search process.
6. Input – Mr. Vettraiño discussed with Council the communication process to identify stakeholders for the community input portion of the search process. Aspects of this included:
 - GovHR sending out a specific survey to gather information
 - GovHR sending out a broader survey collecting more fundamental information from those without extensive governmental knowledge
 - GovHR sending out an employee survey. He said it is best to do it anonymously.

Mr. Vettraiño discussed creating a stakeholders list. He said he likes surveys because they don't filter. He said other formats are also available to gather input. He said Council's goal in this process is engagement.

CLOSED SESSION: Matter of meeting in closed session to discuss negotiations strategy in accordance with the Open Meetings Act, MCL 15.268(c).

Councilmember Vilani moved to approve entering into Closed Session.

Seconded by Mayor Pro Tem Gavin

Ayes: Hennen, Patterson, Vilani, Baker, Black, Gavin and Dean

Nays: None

Motion to enter into Closed Session Approved.

THE CLOSED SESSION OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED TO ORDER AT 6:45 PM ON MONDAY, MAY 6, 2024 IN THE CITY HALL CONFERENCE ROOM BY MAYOR DEAN

PRESENT: Councilmember Steve Baker
Councilmember Clarence Black, attending remotely from military duty
Mayor Pro Tem Ross Gavin
Councilmember Dennis Hennen
Councilmember Gregory Patterson
Councilmember Jessica Vilani
Mayor Bridget Dean

OTHER STAFF PRESENT:
Interim City Manager Nate Geinzer
Labor Attorney Brandon Fournier
City Clerk Victoria Mitchell

Negotiations strategy in accordance with the Open Meetings Act, MCL 15.268(c) was discussed.

CLOSED SESSION ADJOURNMENT:

Councilmember Baker moved to adjourn the Closed Session Meeting at 6:56 p.m.

Seconded by Councilmember Patterson

Ayes: Gavin, Hennen, Patterson, Vilani, Baker, Black and Dean

Nays: None

Motion Approved.

THE SPECIAL WORK SESSION OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED BACK TO ORDER AT 7:01 PM ON MONDAY, MAY 6, 2024 IN IN COUNCIL CHAMBERS BY MAYOR DEAN

PRESENT: Councilmember Steve Baker
Councilmember Clarence Black, attending remotely from military duty
Mayor Pro Tem Ross Gavin
Councilmember Dennis Hennen
Councilmember Gregory Patterson
Councilmember Jessica Vilani
Mayor Bridget Dean

OTHER STAFF PRESENT:

Interim City Manager Nate Geinzer

City Clerk Victoria Mitchell

ADJOURNMENT:

Councilmember Vilani moved to adjourn the Regular Meeting at 7:02 p.m.

Seconded by Councilmember Gavin

Ayes: Hennen, Patterson, Vilani, Baker, Black, Gavin and Dean

Nays: None

Motion Approved.

Bridget Dean, Mayor

ATTEST:

Victoria Mitchell, City Clerk



CITY OF BERKLEY
CHECK WARRANT
#1398
APRIL 2024

Check Date	Check #	Payee	Description	Account	Amount
04/11/2024	75206	MISDU	PAYROLL DEDUCTIONS	231-000	591.95
			PAYROLL DEDUCTIONS	231-000	82.99
			PAYROLL DEDUCTIONS	231-000	542.76
			CHECK GEN 75206 TOTAL FOR FUND 101:		1,217.70
04/11/2024	75207	MISSION SQUARE RETIREMENT-107930	ICMA 457 W/H	232-002	243.63
			401 ICMA DEFERRED	232-004	438.54
			CHECK GEN 75207 TOTAL FOR FUND 101:		682.17
04/11/2024	75208	MISSION SQUARE RETIREMENT-303792	ICMA 457 W/H	232-002	2,136.02
			ICMA 457 W/H	232-002	238.56
			CHECK GEN 75208 TOTAL FOR FUND 101:		2,374.58
04/11/2024	75209	NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE 457 W/H	232-003	4,892.87
			NATIONWIDE 457 W/H	232-003	1,493.24
			CHECK GEN 75209 TOTAL FOR FUND 101:		6,386.11
04/15/2024	75210	21ST CENTURY MEDIA - MICHIGAN	ADVERTISING	901-000	228.59
			ADVERTISING	901-000	576.00
			CHECK GEN 75210 TOTAL FOR FUND 101:		804.59
04/15/2024	75211	AIRGAS USA, LLC	VEHICLE SUPPLIES	781-000	53.16
04/15/2024	75212	ALICE'S ALTERATIONS	UNIFORMS-CLEANING & PURCHASES	744-000	25.00

04/15/2024	75213*#	AMAZON CAPITAL SERVICES	EQUIPMENT SUPPLIES	778-000	45.99
			EQUIPMENT SUPPLIES	778-000	24.58
			EQUIPMENT SUPPLIES	778-000	41.34
			MAINTENANCE SUPPLIES	776-000	19.99
			MAINTENANCE SUPPLIES	776-000	17.52
			SUPPLIES	728-000	88.19
			FIRE EQUIPMENT	979-000	244.70
			BUILDING MAINTENACE-ANIMAL CONTROL	931-000	164.45
			RADIO EQUIPMENT	984-000	10.00
			VEHICLE SUPPLIES	781-000	31.38
			VEHICLE SUPPLIES	781-000	34.84
			OFFICE SUPPLIES	728-000	19.22
			OFFICE SUPPLIES	728-000	53.89
			CHECK GEN 75213 TOTAL FOR FUND 101:		796.09
04/15/2024	75214	AMERICAN FENCE & SUPPLY CO INC	BUILDING MAINTENANCE	931-000	550.00
04/15/2024	75216	AMY LEIGH	FUEL & OIL	751-000	194.30
04/15/2024	75217	ARCHADECK OF SOUTHEAST MICHIGAN	BBA24-0001 - PB24-0001	283-000	100.00
04/15/2024	75218	AT&T	CONTRACTUAL SERVICES	818-000	164.41
04/15/2024	75220*#	AT&T	TELEPHONE	853-000	155.86
			TELEPHONE	853-000	410.17
			TELEPHONE	853-000	73.83
			TELEPHONE	853-000	73.83
			CHECK GEN 75220 TOTAL FOR FUND 101:		713.69
04/15/2024	75221	AT&T	DATA PROCESSING	814-000	95.00
04/15/2024	75222	AT&T	CONTRACTUAL SERVICES	818-000	12.95

04/15/2024	75223	BASIC	CONSULTANT	817-000	58.82
04/15/2024	75224	BELL EQUIPMENT COMPANY	VEHICLE SUPPLIES	781-000	1,607.28
			VEHICLE SUPPLIES	781-000	50.12
			CHECK GEN 75224 TOTAL FOR FUND 101:		1,657.40
04/15/2024	75226	BLUE CROSS BLUE SHIELD OF MICH	ACCRUED HEALTH CARE	259-000	126,981.73
04/15/2024	75228	CAMELOT CLEANERS	PRISONER BOARD	753-000	101.25
04/15/2024	75230#	CARLISLE / WORTMAN	BUILDING ESCROW-PLAN REVIEWS	283-372	660.00
			CONSULTANT	817-000	65.00
			CONTRACTUAL SERVICES	818-000	5,975.00
			CHECK GEN 75230 TOTAL FOR FUND 101:		6,700.00
04/15/2024	75232*#	CINTAS	MAINTENANCE SUPPLIES	776-000	62.32
			MEDICAL SUPPLIES	758-011	59.94
			CUSTODIAL SERVICES	811-000	148.45
			CHECK GEN 75232 TOTAL FOR FUND 101:		270.71
04/15/2024	75234	CMNTV	CABLE PRODUCTION	815-000	1,390.00
04/15/2024	75235*#	CONTRACTORS CLOTHING CO.	UNIFORMS	744-000	146.82
04/15/2024	75236*#	CONTRACTORS CONNECTION	UNIFORMS	744-000	420.45
			VEHICLE SUPPLIES	781-000	1,060.00
			VEHICLE SUPPLIES	781-000	358.40
			CHECK GEN 75236 TOTAL FOR FUND 101:		1,838.85
04/15/2024	75237	CRAIG & NATASKA STANTON	BBA19-0184 - PB19-0404	283-000	100.00

			BBD22-0008 - PB22-0182	283-000	500.00
			CHECK GEN 75237 TOTAL FOR FUND 101:		600.00
04/15/2024	75239	DEALER AUTO PARTS SALES	VEHICLE MAINTENANCE - DPW	939-002	222.21
04/15/2024	75240*#	DURST LUMBER CO	MAINTENANCE SUPPLIES	776-000	22.36
			MAINTENANCE SUPPLIES	776-000	25.15
			TOOLS	787-000	69.98
			VEHICLE SUPPLIES	781-000	48.45
			VEHICLE SUPPLIES	781-000	12.99
			CHECK GEN 75240 TOTAL FOR FUND 101:		178.93
04/15/2024	75241	ERC-LED, LLC	LAND IMPROVEMENTS	971-150	4,170.00
04/15/2024	75242	ERIC REICHELT	PROFESSIONAL DEVELOPMENT	960-000	35.73
04/15/2024	75244	FISHMAN STEWART PLLC	CITY ATTORNEY	825-000	229.60
			CITY ATTORNEY	825-000	362.85
			CHECK GEN 75244 TOTAL FOR FUND 101:		592.45
04/15/2024	75245	FOREMAN CONSTRUCTION CO.	BBA24-0009 - PRA24-0003	283-000	100.00
04/15/2024	75246	FORTRESS HOME IMPROVEMENT LLC	BBB23-0070 - PB23-0323	283-000	75.00
04/15/2024	75247	FOUNDATION SYSTEMS OF MICHIGAN	BBB24-0021 - PBRA24-0027	283-000	75.00
			BBB24-0019 - PBRA24-0021	283-000	75.00
			CHECK GEN 75247 TOTAL FOR FUND 101:		150.00
04/15/2024	75248	FREDERICK CHARLES WALTER	BBB23-0086 - PB23-0378	283-000	75.00
04/15/2024	75249	GALLAGHER BENEFIT SERVICES, INC.	CONTRACTUAL SERVICES	818-000	414.75

04/15/2024	75250	GMIS INTERNATIONAL	PROFESSIONAL DEVELOPMENT	960-000	250.00
04/15/2024	75253	HAFELI, STARAN, & CHRIST, P.C.	CITY ATTORNEY	825-000	5,877.50
04/15/2024	75254	HARRISON PORTER	PROFESSIONAL DEVELOPMENT	960-000	125.00
04/15/2024	75255	HENRY FORD HEALTH SYSTEM	CONSULTANT	817-000	725.00
04/15/2024	75256	HOME INSPECTION PLUS INC.	BBB24-0022 - PBRA24-0031	283-000	75.00
04/15/2024	75258	HUSKY HOMES LLC	BBA24-0005 - PB24-0010	283-000	100.00
04/15/2024	75260#	INTERSTATE BILLING SERVICE	FUEL & OIL	751-000	240.82
			VEHICLE SUPPLIES	781-000	242.96
			VEHICLE SUPPLIES	781-000	286.49
			CHECK GEN 75260 TOTAL FOR FUND 101:		770.27
04/15/2024	75262	JACK DOHENY COMPANIES, INC.	VEHICLE SUPPLIES	781-000	170.00
04/15/2024	75263	KANOPY, INC.	DOWNLOADABLE CONTENT	731-001	220.15
04/15/2024	75264	KARYN CARRICO	BOOKS / PERIODICALS	731-000	112.00
04/15/2024	75265	KEVIN O'MARA	BBA22-0240 - PB22-0478	283-000	50.00
04/15/2024	75267*#	KONICA MINOLTA BUSINESS SOLUTIONS	OFFICE EQUIPMENT RENTAL	946-000	9.10
			OFFICE EQUIPMENT RENTAL	946-000	28.38
			OFFICE EQUIPMENT MAINTENANCE	934-000	21.94

			CHECK GEN 75267 TOTAL FOR FUND 101:		59.42
04/15/2024	75268	LARRY'S WELDING SUPPLY	VEHICLE SUPPLIES	781-000	62.65
04/15/2024	75269	LIGHTING SUPPLY COMPANY	MAINTENANCE SUPPLIES	776-000	237.25
04/15/2024	75270	LUNGHAMER FORD OF OWOSSO	VEHICLES	985-000	50,035.00
04/15/2024	75273	MAJIC WINDOW COMPANY	BBA23-0172 - PB22-0167	283-000	100.00
04/15/2024	75274	MARATHON	FUEL & OIL	751-000	110.92
04/15/2024	75275	MCGRATH ELECTRIC, LLC	BUILDING IMPROVEMENTS	976-000	300.00
			BUILDING IMPROVEMENTS	976-000	450.00
			CHECK GEN 75275 TOTAL FOR FUND 101:		750.00
04/15/2024	75276	MCKENNA	INSPECTIONS - BUILDING	822-001	15,943.40
			HOUSE INSPECTIONS-RENTALS	822-002	2,256.00
			CONTRACTUAL INSPECTIONS	822-003	8,631.00
			BUSINESS LICENSE INSPECTION-ALL	822-006	160.00
			CHECK GEN 75276 TOTAL FOR FUND 101:		26,990.40
04/15/2024	75278	MIDWEST TAPE	DOWNLOADABLE CONTENT	731-001	444.55
04/15/2024	75279	MOTOR CITY FASTENER, LLC	VEHICLE SUPPLIES	781-000	7.61
			VEHICLE SUPPLIES	781-000	9.60
			CHECK GEN 75279 TOTAL FOR FUND 101:		17.21
04/15/2024	75280	MR. KABOB	SUPPLIES	728-000	29.99
			FUEL & OIL	751-000	18.18
			CHECK GEN 75280 TOTAL FOR FUND 101:		48.17

04/15/2024	75282#	NYE UNIFORM	UNIFORMS-CLEANING & PURCHASES	744-000	97.00
			UNIFORMS-CLEANING & PURCHASES	744-000	98.50
			UNIFORMS-CLEANING & PURCHASES	744-000	355.00
			UNIFORMS-CLEANING & PURCHASES	744-000	429.50
			CHECK GEN 75282 TOTAL FOR FUND 101:		980.00
04/15/2024	75283*#	O'REILLY AUTOMOTIVE, INC.	VEHICLE MAINTENANCE - DPW	939-002	8.40
			FUEL & OIL	751-000	101.94
			VEHICLE SUPPLIES	781-000	219.34
			TOOLS	787-000	11.99
			CHECK GEN 75283 TOTAL FOR FUND 101:		341.67
04/15/2024	75284	OAKLAND COUNTY	DATA PROCESSING	814-000	1,172.00
			DATA PROCESSING	814-000	7,623.25
			CHECK GEN 75284 TOTAL FOR FUND 101:		8,795.25
04/15/2024	75287	PERFORMANCE RESIDENTIAL REMODELING	BBA24-0025 - PBR24-0016	283-000	100.00
04/15/2024	75288	PLASTICARDS DBA RAINBOW PRINTING	OFFICE SUPPLIES	728-000	1,011.00
04/15/2024	75289	POWERDMS, INC.	DATA PROCESSING	814-000	3,539.34
04/15/2024	75290	PRIEST CONSTRUCTION	BBB24-0007 - PBR24-0004	283-000	75.00
04/15/2024	75292	QUANTUM SERVICES GROUP, LLC	SOFTWARE MAINT AND SUBSCRIPTIONS	760-000	4,059.00
			CONTRACTUAL SERVICES	818-000	1,442.00
			CHECK GEN 75292 TOTAL FOR FUND 101:		5,501.00
04/15/2024	75294	RKA PETROLEUM COS, INC	INVENTORY - FUEL & OIL	110-002	1,675.01

04/15/2024	75296	ROYAL OAK FORD	VEHICLE MAINTENANCE	939-000	38.92
04/15/2024	75299	SHIFMAN FOURNIER	LEGAL SERVICES	824-000	3,465.50
04/15/2024	75301#	STAPLES	EQUIPMENT SUPPLIES	778-000	35.09
			OFFICE SUPPLIES	728-000	445.92
			OFFICE SUPPLIES	728-000	222.33
			CHECK GEN 75301 TOTAL FOR FUND 101:		703.34
04/15/2024	75303	STEWART & SONS CONCRETE	BBA23-0215 - PB23-0403	283-000	50.00
04/15/2024	75304	SUZANNE KINNEN	RENTED MATERIALS	978-001	23.31
04/15/2024	75305	T-MOBILE	DOWNLOADABLE CONTENT	731-001	229.60
04/15/2024	75306	THE LIBRARY NETWORK	LIBRARY COOP	828-000	1,031.51
			LIBRARY COOP	828-000	9,111.56
			LIBRARY COOP	828-000	283.78
			LIBRARY COOP	828-000	1,247.05
			CHECK GEN 75306 TOTAL FOR FUND 101:		11,673.90
04/15/2024	75307	TITTLE BROTHERS CONSTRUCTION LLC	BBA23-0194 - PB23-0357	283-000	50.00
04/15/2024	75308	TRANSUNION RISK AND ALTERNATIVE	MEMBERSHIPS	803-000	224.00
04/15/2024	75309	TRESNAK CONSTRUCTION	BBA23-0183 - PB23-0333	283-000	100.00
04/15/2024	75311*#	TRUCK & TRAILER SPECIALTIES, INC.	VEHICLE MAINTENANCE	939-000	741.88
04/15/2024	75312	UNIQUE MANAGEMENT SERVICES, INC.	LIBRARY COOP	828-000	11.65

04/15/2024	75313*#	UNITED FACILITY SUPPLIES	MAINTENANCE SUPPLIES	776-000	126.66
			BUILDING MAINTENANCE	931-000	470.01
			VEHICLE SUPPLIES	781-000	136.00
			MAINTENANCE SUPPLIES	776-000	39.10
			MAINTENANCE SUPPLIES	776-000	121.40
			CHECK GEN 75313 TOTAL FOR FUND 101:		893.17
04/15/2024	75314	UNIVERSAL AMBULANCE SERVICE	BLOOD DRAWS	818-012	156.00
04/15/2024	75315	UNIVERSAL AMBULANCE SERVICE	BLOOD DRAWS	818-012	156.00
04/15/2024	75318	WEX BANK	FUEL & OIL	751-000	56.49
04/15/2024	75320	WINDSTREAM	CONTRACTUAL SERVICES	818-000	697.20
04/15/2024	75321	WOLVERINE TRUCK SALES	VEHICLE SUPPLIES	781-000	48.43
			VEHICLE SUPPLIES	781-000	168.71
			CHECK GEN 75321 TOTAL FOR FUND 101:		217.14
04/15/2024	75322	WOW! BUSINESS	CONTRACTUAL SERVICES	818-000	836.98
04/15/2024	75323	XEROX CORPORATION	OFFICE EQUIPMENT MAINTENANCE	934-000	126.26
04/25/2024	75324	DOUBLE HAUL SOLUTIONS	CONSULTANT	817-000	7,500.00
04/25/2024	75325	MISDU	PAYROLL DEDUCTIONS	231-000	591.95
			PAYROLL DEDUCTIONS	231-000	82.99
			PAYROLL DEDUCTIONS	231-000	542.76
			CHECK GEN 75325 TOTAL FOR FUND 101:		1,217.70

04/25/2024	75326	MISSION SQUARE RETIREMENT-107930	ICMA 457 W/H	232-002	243.63
			401 ICMA DEFERRED	232-004	438.54
			CHECK GEN 75326 TOTAL FOR FUND 101:		682.17
04/25/2024	75327	MISSION SQUARE RETIREMENT-303792	ICMA 457 W/H	232-002	2,153.18
			ICMA 457 W/H	232-002	238.56
			ICMA 457 W/H	232-002	103.51
			CHECK GEN 75327 TOTAL FOR FUND 101:		2,495.25
04/25/2024	75328	NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE 457 W/H	232-003	5,263.64
			NATIONWIDE 457 W/H	232-003	1,504.52
			CHECK GEN 75328 TOTAL FOR FUND 101:		6,768.16
04/25/2024	75329	SHAWN YOUNG	RETIREMENT-DB MERS	718-000	1,164.97
04/30/2024	75330#	21ST CENTURY MEDIA - MICHIGAN	ADVERTISING	901-000	107.15
			BOARD OF CANVASSERS	703-000	486.65
			CHECK GEN 75330 TOTAL FOR FUND 101:		593.80
04/30/2024	75331	4 TECH SIGNS INC.	BSB24-0002 - PS24-0002	283-371	50.00
04/30/2024	75332	ADN ADMINISTRATORS, INC.	CONSULTANT	817-000	989.00
04/30/2024	75333	ALPHA PSYCHOLOGICAL SERVICES	PUBLIC SAFETY MEDICAL EXPENSES	835-000	775.00
04/30/2024	75334*#	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	728-000	7.19
			FIRE EQUIPMENT	979-000	27.68
			BUILDING MAINTENANCE	931-000	129.99
			VEHICLE SUPPLIES	781-000	12.48
			VEHICLE SUPPLIES	781-000	10.99
			VEHICLE SUPPLIES	781-000	32.95
			VEHICLE SUPPLIES	781-000	197.98

			TOOLS	787-000	49.99
			CHECK GEN 75334 TOTAL FOR FUND 101:		469.25
04/30/2024	75335	AMY BESSLER	PROFESSIONAL DEVELOPMENT	960-000	34.06
			PROFESSIONAL DEVELOPMENT	960-000	162.40
			CHECK GEN 75335 TOTAL FOR FUND 101:		196.46
04/30/2024	75336	ANN ARBOR HANDS ON MUSEUM	PROGRAM SUPPLIES-CONTRIBUTIONS - LIBRARY	758-005	** VOIDED **
04/30/2024	75338*#	AT&T	TELEPHONE	853-000	151.70
			TELEPHONE	853-000	399.21
			TELEPHONE	853-000	71.86
			TELEPHONE	853-000	71.86
			CHECK GEN 75338 TOTAL FOR FUND 101:		694.63
04/30/2024	75339*#	AT&T	TELEPHONE	853-000	655.58
			TELEPHONE	853-000	93.65
			TELEPHONE	853-000	46.83
			TELEPHONE	853-000	46.83
			CHECK GEN 75339 TOTAL FOR FUND 101:		842.89
04/30/2024	75341	BERKLEY HIGH SCHOOL	BOOKS	978-000	50.00
04/30/2024	75343#	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE	716-600	11,755.40
04/30/2024	75343	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE	716-600	8,650.20
			CHECK GEN 75343 TOTAL FOR FUND 101:		20,405.60
04/30/2024	75344#	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE	716-600	(1,041.20)
			HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE	716-600	2,417.66
			CHECK GEN 75344 TOTAL FOR FUND 101:		1,376.46
04/30/2024	75346	BRUTTELL ROOFING COMPANY INC.	BBA24-0021 - PBR24-0012	283-000	100.00

04/30/2024	75348	CDW GOVERNMENT, INC.	CAR COMPUTERS	985-001	1,466.20
			CAR COMPUTERS	985-001	341.12
			CHECK GEN 75348 TOTAL FOR FUND 101:		1,807.32
04/30/2024	75349	CHARLES SAFIE CONSTRUCTION	BBE21-0022 - PB21-0430	283-000	465.00
04/30/2024	75350	CHRISTOPHER GREY REMODELING &	BUILDING IMPROVEMENTS	976-000	2,700.00
04/30/2024	75351#	CINTAS	MAINTENANCE SUPPLIES	776-000	65.52
			BUILDING MAINTENANCE	931-000	313.47
			MEDICAL SUPPLIES	758-011	73.25
			CHECK GEN 75351 TOTAL FOR FUND 101:		452.24
04/30/2024	75353#	CUMMINS SALES AND SERVICE	BUILDING MAINTENANCE	931-000	1,099.14
			VEHICLE SUPPLIES	781-000	1,741.17
			CHECK GEN 75353 TOTAL FOR FUND 101:		2,840.31
04/30/2024	75354#	DEALER AUTO PARTS SALES	VEHICLE MAINTENANCE - DPW	939-002	65.01
			VEHICLE MAINTENANCE - DPW	939-002	151.96
			VEHICLE MAINTENANCE - DPW	939-002	81.62
			VEHICLE MAINTENANCE - DPW	939-002	451.44
			VEHICLE MAINTENANCE - DPW	939-002	64.40
			VEHICLE SUPPLIES	781-000	71.76
			CHECK GEN 75354 TOTAL FOR FUND 101:		886.19
04/30/2024	75355	DEMOSS & SONS HOME IMPROVEMENT	BBA24-0049 - PBR24-0028	283-000	50.00
04/30/2024	75356	DISCOUNT OFFICE EQUIPMENT	OFFICE EQUIPMENT	983-000	2,817.00
04/30/2024	75357*#	DURST LUMBER CO	BUILDING MAINTENANCE	931-000	9.99

04/30/2024	75358	E.L. APREA SERVICES	BSW24-0008 - PUT24-0022	283-000	500.00
04/30/2024	75360	ELIZABETH CARNEGIE	PROGRAM SUPPLIES-CONTRIBUTIONS - LIBRARY	758-005	100.00
04/30/2024	75361	FLETCHER LIVERANCE & KAREN DOYLE	BBE21-0015 - PB21-0198	283-000	640.00
04/30/2024	75362	FOUNDATION SYSTEMS OF MICHIGAN	BBA23-0173 - PB23-0306	283-000	65.00
04/30/2024	75364*#	GREAT LAKES PEST CONTROL CO	BUILDING MAINTENANCE	931-000	60.00
			BUILDING MAINTENANCE	931-000	75.00
			CHECK GEN 75364 TOTAL FOR FUND 101:		135.00
04/30/2024	75367*#	HENRY FORD @ WORK	PUBLIC SAFETY MEDICAL EXPENSES	835-000	904.00
			MEDICAL EXPENSES	835-000	36.00
			CHECK GEN 75367 TOTAL FOR FUND 101:		940.00
04/30/2024	75369	HUBBELL, ROTH & CLARK	PROJECT ESCROW ENGIN-2400 GREENFIELD	283-325	59.36
04/30/2024	75370	HUNT SIGN CO LTD	TOOLS	787-000	280.00
			TOOLS	787-000	60.00
			CHECK GEN 75370 TOTAL FOR FUND 101:		340.00
04/30/2024	75371	INTEGRATED SUPPLY NETWORK	VEHICLE SUPPLIES	781-000	938.15
04/30/2024	75372	J E DIXON INC.	BBA24-0034 - PBR24-0020	283-000	100.00
04/30/2024	75374*#	JACK DOHENY COMPANIES, INC.	VEHICLE SUPPLIES	781-000	488.70
			VEHICLE SUPPLIES	781-000	145.80
			VEHICLE SUPPLIES	781-000	370.70
			CHECK GEN 75374 TOTAL FOR FUND 101:		1,005.20

04/30/2024	75377#	KONICA MINOLTA BUSINESS SOLUTIONS	OFFICE EQUIPMENT RENTAL	946-000	581.63
			OFFICE EQUIPMENT MAINTENANCE	934-000	8.64
			CHECK GEN 75377 TOTAL FOR FUND 101:		590.27
04/30/2024	75378*#	LGC GLOBAL ENERGY FM, LLC	CUSTODIAL SERVICES	811-000	919.40
			CUSTODIAL SERVICES	811-000	919.40
			CUSTODIAL	811-000	1,711.71
			CUSTODIAL	811-000	1,711.71
			CUSTODIAL SERVICES	811-000	141.41
			CUSTODIAL SERVICES	811-000	141.41
			CUSTODIAL SERVICES	811-000	2,268.85
			CUSTODIAL SERVICES	811-000	2,268.85
			CHECK GEN 75378 TOTAL FOR FUND 101:		10,082.74
04/30/2024	75379	LORENZO LO PICCOLO	PROGRAM SUPPLIES-CONTRIBUTIONS - LIBRARY	758-005	75.00
04/30/2024	75381	MACQUEEN EMERGENCY	VEHICLE SUPPLIES	781-000	4,121.31
04/30/2024	75382	MAJIK GRAPHICS, INC.	VEHICLES	985-000	265.00
04/30/2024	75385	MI CUSTOM SIGNS	BSB23-0025 - PS23-0025	283-371	50.00
04/30/2024	75386	MICHIGAN ASSOC. OF MUNICIPAL CLERKS	PROFESSIONAL DEVELOPMENT	960-000	655.00
04/30/2024	75387	MICHIGAN CAT	VEHICLE SUPPLIES	781-000	118.59
			VEHICLE SUPPLIES	781-000	136.24
			CHECK GEN 75387 TOTAL FOR FUND 101:		254.83
04/30/2024	75388	MICHIGAN PETROLEUM	FUEL & OIL	751-000	699.40
			FUEL & OIL	751-000	993.76
			CHECK GEN 75388 TOTAL FOR FUND 101:		1,693.16

04/30/2024	75390	MNC & ANC PROFESSIONAL SERVICES	BUILDING MAINTENANCE	931-000	2,295.00
04/30/2024	75392	NETSPEND COPORATION	DATA PROCESSING	814-000	22.00
04/30/2024	75393#	NYE UNIFORM	UNIFORMS	744-000	434.50
			UNIFORMS-CLEANING & PURCHASES	744-000	260.00
			UNIFORMS-CLEANING & PURCHASES	744-000	145.50
			UNIFORMS-CLEANING & PURCHASES	744-000	18.00
			UNIFORMS-CLEANING & PURCHASES	744-000	188.50
			CHECK GEN 75393 TOTAL FOR FUND 101:		1,046.50
04/30/2024	75394	OAKLAND COMMUNITY COLLEGE/CREST	PROFESSIONAL DEVELOPMENT	960-000	350.00
04/30/2024	75395	OAKLAND COUNTY CLERKS ASSOC	PROFESSIONAL DEVELOPMENT	960-000	120.00
04/30/2024	75396	OAKLAND COUNTY TREASURER	CONTRACTUAL SERVICES	818-000	648.00
04/30/2024	75397	OAKLAND COUNTY TREASURER	CONTRACTUAL SERVICES	818-000	132.42
04/30/2024	75399	POWERDMS, INC.	DATA PROCESSING	814-000	8,073.42
04/30/2024	75400	PROFESSIONAL CONTRACTING & CONSULT	BBE23-0014 - PB23-0175	283-000	800.00
04/30/2024	75401	RC TELCOM LLC	BUILDING IMPROVEMENTS	976-000	2,109.47
04/30/2024	75403	RENNER BROS CONSTRUCTION INC	BBA24-0036 - PBRA24-0033	283-000	100.00
04/30/2024	75405	ROCKET ENTERPRISE INC.	MAINTENANCE SUPPLIES	776-000	75.00

04/30/2024	75406	ROOF RITE INC.	BBA24-0038 - PBR24-0021	283-000	100.00
04/30/2024	75407	ROSE PEST SOLUTIONS	BUILDING MAINTENANCE	931-000	158.00
04/30/2024	75409	ROYAL OAK FORD	VEHICLE MAINTENANCE - DPW	939-002	76.36
			VEHICLE MAINTENANCE - DPW	939-002	58.89
			CHECK GEN 75409 TOTAL FOR FUND 101:		135.25
04/30/2024	75411	SAMANTHA KELLER	BBA23-0114 - PB23-0214	283-000	50.00
04/30/2024	75412	SCHOLASTIC INC.	PROGRAM SUPPLIES-CONTRIBUTIONS - LIBRARY	758-005	750.50
04/30/2024	75415	SOS NOW BUILDING AND CONTRACTING	BBB24-0023 - PBRA24-0028	283-000	75.00
04/30/2024	75417	STACHED LLC	PUBLIC SAFETY FIRE/MEDICAL TRAINING	962-000	3,200.00
04/30/2024	75418	STATE WIRE & TERMINAL INC.	VEHICLE SUPPLIES	781-000	312.16
04/30/2024	75419	SUPERIOR MATERIALS, LLC	BUILDING IMPROVEMENTS	976-000	3,147.50
04/30/2024	75421	T&R CONTRACTING SERVICES	BBB23-0061 - PB23-0280	283-000	75.00
04/30/2024	75422*#	THE LIBRARY NETWORK	BOOKS	978-000	2,514.13
			RENTED MATERIALS	978-001	292.93
			CHECK GEN 75422 TOTAL FOR FUND 101:		2,807.06
04/30/2024	75423	THE RAPID GROUP, LLC	CONSULTANT	817-000	33.00

04/30/2024	75424	TRESNAK CONSTRUCTION	BBA24-0050 - PBR24-0031	283-000	100.00
04/30/2024	75425	TRI-CITY BUILDERS LLC	BBA24-0030 - PBR24-0019	283-000	50.00
04/30/2024	75426	UNITED FACILITY SUPPLIES	MAINTENANCE SUPPLIES	776-000	148.16
04/30/2024	75427*#	VERIZON WIRELESS	TELEPHONE	853-000	131.93
			TELEPHONE	853-000	45.44
			TELEPHONE	853-000	80.95
			SOFTWARE MAINT AND SUBSCRIPTIONS	760-000	126.00
			TELEPHONE	853-000	150.91
			TELEPHONE	853-000	80.88
			TELEPHONE	853-000	289.07
			CAR COMPUTERS	985-001	30.06
			TELEPHONE	853-000	40.44
			TELEPHONE	853-000	110.90
			TELEPHONE	853-000	87.10
			TELEPHONE	853-000	45.51
			CHECK GEN 75427 TOTAL FOR FUND 101:		1,219.19
04/30/2024	75428	WADE & CASSIE PRESSEL	BBB23-0004 - PB23-0026	283-000	75.00
			Total for fund 101 GENERAL FUND		398,946.54
04/15/2024	75236*#	CONTRACTORS CONNECTION	PROGRAM SUPPLIES	758-000	59.97
04/15/2024	75261*	J.H. HART URBAN FORESTRY	CONTRACTUAL SERVICES	818-000	2,911.47
			CONTRACTUAL SERVICES	818-000	4,067.96
			CONTRACTUAL SERVICES	818-000	4,080.74
			CHECK GEN 75261 TOTAL FOR FUND 202:		11,060.17
04/15/2024	75272*	MAIN'S LANDSCAPE SUPPLY	CONTRACTUAL SERVICES	818-000	71.38
04/15/2024	75295*	ROAD COMMISSION OF OAKLAND CO	ROAD SUPPLIES	782-000	1,126.16

04/30/2024	75342*#	BILLINGS LAWN EQUIPMENT	PROGRAM SUPPLIES	758-000	4.72
04/30/2024	75347*	CARLESIMO PRODUCTS, INC.	PROGRAM SUPPLIES	758-000	2,971.68
04/30/2024	75373*	J.H. HART URBAN FORESTRY	CONTRACTUAL SERVICES	818-000	693.35
			CONTRACTUAL SERVICES	818-000	3,070.55
			CHECK GEN 75373 TOTAL FOR FUND 202:		<u>3,763.90</u>
04/30/2024	75384*	MARINE CITY NURSERY CO	PROGRAM SUPPLIES	758-000	88.50
04/30/2024	75404*	ROAD COMMISSION OF OAKLAND CO	EQUIPMENT MAINTENANCE	933-000	649.62
			Total for fund 202 MAJOR STREET		19,796.10
04/15/2024	75236*#	CONTRACTORS CONNECTION	PROGRAM SUPPLIES	758-000	139.93
04/15/2024	75261*	J.H. HART URBAN FORESTRY	CONTRACTUAL SERVICES	818-000	1,247.78
			CONTRACTUAL SERVICES	818-000	1,743.42
			CONTRACTUAL SERVICES	818-000	1,748.89
			CHECK GEN 75261 TOTAL FOR FUND 203:		<u>4,740.09</u>
04/15/2024	75272*	MAIN'S LANDSCAPE SUPPLY	CONTRACTUAL SERVICES	818-000	166.54
04/15/2024	75295*	ROAD COMMISSION OF OAKLAND CO	ROAD SUPPLIES	782-000	482.64
04/15/2024	75310	TROY ORNAMENTAL IRON & FENCE	PROGRAM SUPPLIES	758-000	1,675.00
04/30/2024	75342*#	BILLINGS LAWN EQUIPMENT	PROGRAM SUPPLIES	758-000	2.03

04/30/2024	75347*	CARLESIMO PRODUCTS, INC.	PROGRAM SUPPLIES	758-000	6,933.92
04/30/2024	75368	HOME DEPOT CREDIT SERVICES	ROAD SUPPLIES	782-000	8.98
04/30/2024	75373*	J.H. HART URBAN FORESTRY	CONTRACTUAL SERVICES	818-000	297.15
			CONTRACTUAL SERVICES	818-000	1,315.95
			CHECK GEN 75373 TOTAL FOR FUND 203:		1,613.10
04/30/2024	75384*	MARINE CITY NURSERY CO	PROGRAM SUPPLIES	758-000	206.50
04/30/2024	75404*	ROAD COMMISSION OF OAKLAND CO	EQUIPMENT MAINTENANCE	933-000	72.19
			Total for fund 203 LOCAL STREETS		16,040.92
04/15/2024	75215	AMY BROWN	RECREATION CLASSES	626-950	33.00
04/15/2024	75219	AT&T	TELEPHONE	853-000	155.13
04/15/2024	75220*#	AT&T	TELEPHONE	853-000	106.64
04/15/2024	75225	BILLINGS LAWN EQUIPMENT	VEHICLE MAINTENANCE	939-000	120.68
04/15/2024	75227	BRENDEL'S SEPTIC TANK SERVICE, LLC	CONTRACTUAL SERVICES	818-000	730.71
			CONTRACTUAL SERVICES	818-000	188.21
			CHECK GEN 75227 TOTAL FOR FUND 208:		918.92
04/15/2024	75229	CARDCONNECT	CONTRACTUAL SERVICES	818-000	25.00
04/15/2024	75231	CHARLAINE STEVENSON	CASH - IMPREST PAYROLL	004-000	30.00

04/15/2024	75233	CINTAS	CONTRACTUAL SERVICES	818-000	157.84
04/15/2024	75240*#	DURST LUMBER CO	MAINTENANCE SUPPLIES	776-000	101.06
			MAINTENANCE SUPPLIES	776-000	23.96
			MAINTENANCE SUPPLIES	776-000	67.74
			MAINTENANCE SUPPLIES	776-000	75.70
			EQUIPMENT SUPPLIES	778-000	14.37
			CHECK GEN 75240 TOTAL FOR FUND 208:		282.83
04/15/2024	75257	HUNT SIGN CO LTD	EQUIPMENT SUPPLIES	778-000	120.00
04/15/2024	75266	KIMBERLY'S CRITTER CARE, LLC	RECREATION CLASSES	626-950	33.00
04/15/2024	75267*#	KONICA MINOLTA BUSINESS SOLUTIONS	OFFICE EQUIPMENT RENTAL	946-000	119.80
04/15/2024	75281	MUSCO SPORTS LIGHTING, LLC	EQUIPMENT MAINTENANCE	933-000	1,425.00
04/15/2024	75283*#	O'REILLY AUTOMOTIVE, INC.	VEHICLE MAINTENANCE	939-000	153.20
04/15/2024	75302	STATE OF MICHIGAN	CONTRACTUAL SERVICES	818-000	200.00
04/15/2024	75313*#	UNITED FACILITY SUPPLIES	MAINTENANCE SUPPLIES	776-000	70.22
04/15/2024	75317	USA SOFTBALL OF METRO DETROIT	PROGRAM SUPPLIES	758-000	540.00
04/30/2024	75338*#	AT&T	TELEPHONE	853-000	103.80
04/30/2024	75339*#	AT&T	TELEPHONE	853-000	93.65

04/30/2024	75340	AT&T	TELEPHONE	853-000	153.99
04/30/2024	75342*#	BILLINGS LAWN EQUIPMENT	VEHICLE MAINTENANCE	939-000	15.88
04/30/2024	75345	BRENDEL'S SEPTIC TANK SERVICE, LLC	CONTRACTUAL SERVICES	818-000	155.00
			CONTRACTUAL SERVICES	818-000	620.00
			CHECK GEN 75345 TOTAL FOR FUND 208:		775.00
04/30/2024	75375	JULIA APSEY	CONTRACTUAL SERVICES	818-000	275.80
04/30/2024	75376	JUMP-A-RAMA, INC.	CONTRACTUAL SERVICES	818-000	2,201.50
04/30/2024	75378*#	LGC GLOBAL ENERGY FM, LLC	CUSTODIAL SERVICES	811-000	1,386.49
			CUSTODIAL SERVICES	811-000	123.97
			CUSTODIAL SERVICES	811-000	1,386.49
			CHECK GEN 75378 TOTAL FOR FUND 208:		2,896.95
04/30/2024	75391	MTD CONSTRUCTION INC.	BUILDING IMPROVEMENTS - PARKS	976-208	82,200.00
04/30/2024	75398	PKPERFORMANCE	PROGRAM SUPPLIES	758-000	540.00
04/30/2024	75408	ROSE PEST SOLUTIONS	BUILDING MAINTENANCE	931-000	150.00
04/30/2024	75413	SCOTT JENNEX	RETIREMENT-DB MERS	718-000	672.20
04/30/2024	75416	SOUTHERN MICH DOG OBEDIENCE TRAIN.	CONTRACTUAL SERVICES	818-000	714.00
04/30/2024	75420	SWANK MOTION PICTURES, INC.	CONTRACTUAL SERVICES	818-000	490.00

04/30/2024	75427*#	VERIZON WIRELESS	CONTRACTUAL SERVICES	818-000	45.44
			TELEPHONE	853-000	200.05
			TELEPHONE	853-000	264.47
			CHECK GEN 75427 TOTAL FOR FUND 208:		509.96
			Total for fund 208 RECREATION REVOLVING FUND		95,923.99
04/15/2024	75251	GORDON FOOD SERVICE INC.	CONTRACTUAL SERVICES	818-000	115.51
04/15/2024	75298	SHEILA MURPHY	SENIOR PROGRAMS	651-000	15.00
04/30/2024	75363	GORDON FOOD SERVICE INC.	CONTRACTUAL SERVICES	818-000	125.98
04/30/2024	75427*#	VERIZON WIRELESS	TELEPHONE	853-000	41.05
			Total for fund 211 SENIOR ACTIVITIES		297.54
04/15/2024	75300	SOCRRA	RUBBISH COLLECTION	818-001	33,381.88
			TRASH DISPOSAL	818-003	22,013.12
			TRASH DISPOSAL	818-003	955.07
			CHECK GEN 75300 TOTAL FOR FUND 226:		56,350.07
04/15/2024	75311*#	TRUCK & TRAILER SPECIALTIES, INC.	VEHICLE	985-000	12,150.00
04/30/2024	75402	REHRIG PACIFIC COMPANY	RUBBISH CARTS/RECYCLE BINS	110-004	12,765.60
04/30/2024	75414	SOCRRA	RUBBISH COLLECTION	818-001	33,381.88
			TRASH DISPOSAL	818-003	955.07
			TRASH DISPOSAL	818-003	15,709.12
			CHECK GEN 75414 TOTAL FOR FUND 226:		50,046.07
			Total for fund 226 SOLID WASTE		131,311.74
04/15/2024	75277	MICHIGAN RED SOX, INC.	CONTRACTUAL SERVICES	818-000	3,500.00

04/15/2024	75286	P. A. MORRIS COMPANY	SECRETARIAL SERVICES	818-205	150.00
04/15/2024	75293	RAD HATTER MARKETING	CONTRACTUAL SERVICES	818-000	4,200.00
04/30/2024	75364*#	GREAT LAKES PEST CONTROL CO	PEST CONTROL	818-207	40.00
04/30/2024	75427*#	VERIZON WIRELESS	TELEPHONE	853-000	40.44
			Total for fund 248 DOWNTOWN DEVELOPMENT AUTHORITY		7,930.44
04/15/2024	75271	LUXURY LAWN AND SNOW LLC	CDBG EXPENSES-PROGRAM YEAR 2023-2024	818-046	1,280.00
04/30/2024	75422*#	THE LIBRARY NETWORK	CDBG EXPENSES-PROGRAM YEAR 2023-2024	818-046	540.62
			Total for fund 275 CDBG		1,820.62
04/15/2024	75213*#	AMAZON CAPITAL SERVICES	VEHICLE MAINTENANCE	939-000	9.99
			RADIO EQUIPMENT	984-000	9.99
			CHECK GEN 75213 TOTAL FOR FUND 592:		19.98
04/15/2024	75232*#	CINTAS	CUSTODIAL	811-000	148.45
04/15/2024	75235*#	CONTRACTORS CLOTHING CO.	UNIFORMS	744-000	117.97
04/15/2024	75238	CUMMINS SALES AND SERVICE	VEHICLE MAINTENANCE	939-000	160.44
04/15/2024	75240*#	DURST LUMBER CO	TOOLS	787-000	14.99
			EQUIPMENT	982-592	128.09
			EQUIPMENT	982-592	139.92
			EQUIPMENT	982-592	40.36
			EQUIPMENT	982-592	22.99
			EQUIPMENT	982-592	99.41

			CHECK GEN 75240 TOTAL FOR FUND 592:		445.76
04/15/2024	75243	FERGUSON WATERWORKS #3386	EQUIPMENT	982-592	88,000.00
			EQUIPMENT	982-592	89.35
			EQUIPMENT	982-592	358.77
			EQUIPMENT	982-592	13,250.00
			EQUIPMENT	982-592	6,116.85
			CHECK GEN 75243 TOTAL FOR FUND 592:		107,814.97
04/15/2024	75252	H.D. EDWARDS & CO.	EQUIPMENT	982-592	376.45
			EQUIPMENT	982-592	168.99
			EQUIPMENT	982-592	224.50
			CHECK GEN 75252 TOTAL FOR FUND 592:		769.94
04/15/2024	75259	HYDROCORP	CROSS CONNECTIONS	822-000	1,658.00
04/15/2024	75267*#	KONICA MINOLTA BUSINESS SOLUTIONS	OFFICE EQUIPMENT RENTAL	946-000	28.38
04/15/2024	75283*#	O'REILLY AUTOMOTIVE, INC.	VEHICLE MAINTENANCE	939-000	89.86
04/15/2024	75285#	OAKLAND COUNTY TREASURER	BULK SEWAGE	927-000	96,015.16
			STORM FLOW	927-000	163,485.27
			CHECK GEN 75285 TOTAL FOR FUND 592:		259,500.43
04/15/2024	75291	PRINTING SYSTEMS	STATIONARY	729-000	1,475.36
04/15/2024	75297	S/E OAK. CTY WATER AUTHORITY	BULK WATER	926-000	66,320.60
04/15/2024	75316	UNIVERSAL PLUMBING SUPPLY	EQUIPMENT	982-592	146.34
			EQUIPMENT	982-592	7.41
			CHECK GEN 75316 TOTAL FOR FUND 592:		153.75

04/15/2024	75319	WINDER POLICE EQUIPMENT	RADIO MAINTENANCE	851-000	529.00
04/30/2024	75334*#	AMAZON CAPITAL SERVICES	TOOLS	787-000	49.90
04/30/2024	75352	CINTAS	EQUIPMENT	982-592	46.91
04/30/2024	75357*#	DURST LUMBER CO	EQUIPMENT	982-592	86.91
04/30/2024	75359	EJ USA, INC.	EQUIPMENT	982-592	584.36
04/30/2024	75365	GREAT LAKES WATER AUTHORITY	NONRESIDENTIAL SURCHARGE	928-000	3,235.96
04/30/2024	75366	GUNNERS METERS & PARTS INC.	EQUIPMENT	982-592	445.00
04/30/2024	75367*#	HENRY FORD @ WORK	MEDICAL EXPENSES	835-000	691.00
04/30/2024	75374*#	JACK DOHENY COMPANIES, INC.	VEHICLE MAINTENANCE	939-000	326.42
04/30/2024	75378*#	LGC GLOBAL ENERGY FM, LLC	CUSTODIAL	811-000	141.40
			CUSTODIAL	811-000	141.40
			CHECK GEN 75378 TOTAL FOR FUND 592:		282.80
04/30/2024	75383	MALONEY TRUCKING	DPW CONTRACTUAL	830-000	1,090.00
04/30/2024	75389	MICHIGAN RURAL WATER ASSOCIATION	PROFESSIONAL DEVELOPMENT	960-000	250.00
04/30/2024	75410	S/E OAK. CTY WATER AUTHORITY	CONTRACTUAL SERVICES	818-000	21,856.00

04/30/2024	75427*#	VERIZON WIRELESS	TELEPHONE	853-000	210.98
04/30/2024	75429	MICHIGAN RURAL WATER ASSOCIATION	PROFESSIONAL DEVELOPMENT	960-000	1,000.00
			PROFESSIONAL DEVELOPMENT	960-000	1,000.00
			CHECK GEN 75429 TOTAL FOR FUND 592:		2,000.00
			Total for fund 592 WATER AND SEWER		470,389.13
04/30/2024	75337	ASHERKELLY	LEGAL SERVICES - GENERAL LIABILITY	826-000	918.00
			Total for fund 732 PUBLIC SAFETY PENSION		918.00
04/30/2024	75380	LUIGI FERNINANDI & SON CEMENT	CONSTRUCTION - SIDEWALKS	975-001	24,026.73
			Total for fund 809 SIDEWALKS		24,026.73
TOTAL - ALL FUNDS					1,167,761.75

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

**CITY OF BERKLEY
ACH TRANSACTIONS**

DATE	VENDOR	AMOUNT
4/1/2024	INTERNAL REVENUE SERVICE	57,707.27
4/2/2024	DTE	208.31
4/3/2024	ALERUS	9,685.71
4/3/2024	DTE	30.82
4/3/2024	CONSUMERS ENERGY	6,055.80
4/3/2024	INTERNAL REVENUE SERVICE	15,927.42
4/3/2024	THE HARTFORD	4,305.17
4/4/2024	DTE	7,580.40
4/5/2024	CARDMEMBER SERVICE-CITY CREDIT CARD	9,095.04
4/11/2024	STATE OF MICHIGAN - PAYROLL TAXES	19,442.73
4/11/2024	UNION DUES	1,300.00

4/11/2024	DTE	20,458.58
4/11/2024	ALERUS	8,859.15
4/15/2024	INTERNAL REVENUE SERVICE	49,319.74
4/16/2024	DTE	62.84
4/17/2024	A D N - DENTAL REIMBURSEMENT	25,000.00
4/23/2024	MERS	100,366.34
4/25/2024	UNION DUES	1,000.00
4/25/2024	ALERUS	13,429.15
4/26/2024	PITNEY BOWES POSTAGE	4,000.00
4/30/2024	INTERNAL REVENUE SERVICE	105,833.94

TOTAL ACH PAYMENTS

459,668.41

We hereby certify that the foregoing is a true and correct list of bills and that they have been approved by the City Council and this is the authority to issue checks in the amounts stated and charge them in the various accounts.

Bridget Dean, Mayor

Victoria Mitchell, City Clerk

May 20, 2024 City Council Meeting

Moved by Councilmember _____ and seconded by Councilmember _____ to appoint Public Works Director Shawn Young as the City of Berkley's representative and Assistant Director of Public Works Adam Wozniak as the alternate representative to the Southeastern Oakland County Resource Recovery Authority (SOCRRA) Board of Trustees for the fiscal year ending on June 30, 2025; and instruct the City Clerk to send a copy of this motion to the SOCRRA Board.

Ayes:

Nays:

Motion:



Berkley • Beverly Hills • Birmingham • Clawson • Ferndale • Hazel Park • Huntington Woods • Lathrup Village • Oak Park • Pleasant Ridge • Royal Oak • Troy

May 2, 2024

Victoria Mitchell
City Clerk
City of Berkley
3338 Coolidge Highway
Berkley, MI 48072

Subject: Appointment of Representative & Alternate

Dear Ms. Mitchell:

Article VII of the Articles of Incorporation of SOCRRA provides that each municipality shall annually appoint a representative and an alternate to the Board of Trustees. This representative shall serve during the next fiscal year following his appointment and/or until his successor is appointed.

The present representative and alternate representative for the City of Berkley are as follows:

Representative

Alternate

S. Young

R. Chalmers

It is requested that the City Council, by resolution, appoint a representative and alternate representative to represent the City of Berkley on the Board of Trustees of SOCRRA for the fiscal year beginning July 1, 2024.

Please forward a certified copy of this resolution to SOCRRA, 3910 W. Webster Road, Royal Oak, MI 48073-6764.

Very truly yours,

A handwritten signature in black ink, appearing to read "Eric L. Griffin", is written over a faint, larger version of the signature.

Eric L. Griffin
General Manager

ELG/cf

May 20, 2024 City Council Meeting

Moved by Councilmember _____ and seconded by Councilmember _____ to appoint Public Works Director Shawn Young as the City of Berkley's representative and Assistant Director of Public Works Adam Wozniak as the alternate representative to the Southeastern Oakland County Water Authority (SOCWA) Board of Trustees for the fiscal year ending on June 30, 2025; and instruct the City Clerk to send a copy of this motion to the SOCWA Board.

Ayes:

Nays:

Motion:



* Berkley * Beverly Hills * Bingham Farms * Birmingham
* Clawson * Huntington Woods * Lathrup Village * Pleasant Ridge
* Royal Oak * Southfield * Southfield Township

May 3, 2024

Victoria Mitchell
City Clerk
City of Berkley
3338 Coolidge Highway
Berkley, MI 48072

Subject: Appointment of Representative & Alternate

Dear Ms. Mitchell:

Article VII of the Articles of Incorporation of the Southeastern Oakland County Water Authority provides that each municipality shall annually appoint a representative and an alternate to the Board of Trustees. This representative shall serve during the next fiscal year following his appointment and/or until his successor is appointed.

The present representative and alternate representative for the City of Berkley are as follows:

Representative

Alternate

S. Young

R. Chalmers

It is requested that the City Council, by resolution, appoint a representative and alternate representative to represent the City of Berkley on the Board of Trustees of the Southeastern Oakland County Water Authority for the fiscal year beginning July 1, 2024.

Please forward a certified copy of this resolution to the Southeastern Oakland County Water Authority, 3910 W. Webster Road, Royal Oak, MI 48073-6764.

Very truly yours,

Eric L. Griffin
General Manager

ELG/cf

May 20, 2024 City Council Meeting

Moved by Councilmember _____ and seconded by Councilmember
_____ to consider an update to the Community Development fee schedule.

Ayes:

Nays:

Motion:



MEMORANDUM

To: Mayor Dean and City Council
From: Emily Loomis, Building Official
Date: *May 20th, 2024*
Subject: Update to the City of Berkley's Fee Schedule for Bond Retention on Permitted Work

Madam Mayor and Members of City Council,

Background

- The City of Berkley currently collects bonds on building permits, sign permits, and pool permits. The permits with collected fees in the current fee schedule are: building permits with a construction value of \$1,000 or more; business signs; above ground and inground swimming pools; work in the right of way (sidewalks, driveway aprons).
- The intent of the bonds is to cover the cost of additional inspections in the case of missed appointments, or for failed inspections.
- The City's fee schedule allows for reinspection fees for missed appointments, and is currently applied to trade inspections (plumbing, electrical, HVAC), when warranted.
- Bonds for signs, swimming pools, and building permits valued below \$50,001 have been determined by Berkley's Community Development staff to not be necessary for the guaranteed completion of work, or for the City to complete the work itself, which serves as the two principals for retaining bonds.
- All right of way bonds, and bonds for permits with a construction value of \$50,001 or more fulfill the intended principal and need for being retained.

Summary

- Community Development staff's review and discussion of current bonds in the fee schedule led to the determination to update the threshold and type of permitted work requiring a bond.
- The bonds for work valued at \$50,001 or more, and work completed in the public right of way serve as intended, to ensure the completion of projects and within the standards of the City of Berkley's Code of Ordinances and the State of Michigan's Residential and Building Codes.

Recommendation

Approval of an amendment to the City of Berkley's Fee Schedule to remove the requirement of bonds for inground swimming pools, above ground swimming pools, signs, and construction projects valued \$50,000 or less.

COMMUNITY DEVELOPMENT FEES

Construction Permits	
Registration	
Residential Builder	\$ 35.00
Residential Maintenance and Alteration	\$ 35.00

Building Permit Fee		
Based on Construction Value	\$ 1.00 - \$ 1,000.00	\$ 50.00
	Each Additional \$ 1,000.00	\$ 20.00
	First Inspection	\$ 50.00
	Each Additional Inspection	\$ 45.00
	Re-Inspection Fee	\$ 35.00
	Reinstatement	\$50.00

Cash Builders Bond	
\$ 1,000.00 - \$ 5,000.00	\$ 50.00
\$ 5,001.00 - \$ 10,000.00	\$ 75.00
\$ 10,001.00 - \$ 50,000.00	\$ 100.00
\$ 50,001.00 - \$ 100,000.00	\$ 500.00
\$ 100,001 - up	\$ 800.00

Concrete Certificates		
When no additional permit is obtained	Registration of Cement Contractor	\$ 35.00
	Sidewalk	\$ 65.00
	Sidewalk Bond	\$ 200.00
	Driveway Approach	\$ 65.00
	Pavement Break Permit (saw cut only)	\$ 40.00
	Refundable Bond (required)	\$ 1,500.00
	Curb Cut – per lineal foot	\$ 8.00
	First Inspection	\$ 50.00
	Each Additional Inspection	\$ 45.00
	Initial Concrete Certificate and Inspection Fee NOT TO EXCEED	\$ 200.00

Driveway Permit Certificate (new or replaced)/Service Walk	\$ 70.00
Fence Permit	\$ 60.00

Liability Insurance Requirements for all contractors	
One Person	\$ 100,000.00
Each Occurrence	\$ 300,000.00
Property damage, each occurrence	\$ 10,000.00

Swimming Pools	
Swimming Pool Contractor Registration	\$ 35.00
Above Ground Pool	\$ 30.00

	One Inspection	\$ 50.00
	Electrical Permit (<i>one inspection</i>)	\$ 45.00
	Bond	\$ 50.00
	Total	\$ 175.00

\$125

Inground Pool		\$ 40.00
	Two Inspections	\$ 95.00
	Electrical Permit (two inspections)	\$ 80.00
	Bond	\$ 50.00
	Total	\$ 265.00

\$215

Wrecking		
Registration of Wrecking Contractor		\$ 35.00
Accessory Structure		\$ 40.00
Single Family Detached Dwelling		\$ 100.00
Multiple Family and Non – Residential Construction		\$ 150.00
Concrete Cost Due to Sewer Retirement	Sidewalk	\$500.00 / \$2,500.00 / \$5,000.00
Concrete Cost Due to Sewer Retirement	Sidewalk	\$500.00
	Half Road	\$2,500
	Full Road	\$5,000

Cash Bond	
Cash Bond	\$ 1,000.00
Two Inspections Required	\$ 95.00

Shed	
Shed – 36 sq. ft. or larger	\$ 20.00
Two Inspections Required	\$ 95.00
Total Shed Permit	\$ 115.00

Housing Moving		
Housing Moving	Registration of House Moving Contractor	\$ 35.00
	House Moving Permit	\$ 200
	Inspection (<i>in city before moving</i>)	\$ 100
	Inspection (<i>out of city before moving</i>)	\$ 100
	Housing Moving Bond (<i>site to site</i>)	\$ 5,000
	House Finishing Bond	\$ 1,500.00

Generators	New of Extended Circuit	\$ 55.00
	Generators (whole house)	\$ 80.00
Electric Car Charging Stations	First Station	\$ 65.00
	Each Additional	\$ 20.00
Solar Panels	Solar Panel	\$ 75.00
Wind Turbines	First Turbine	\$ 75.00
	Each Additional	\$ 15.00
Feeder Main, Buss Ducts, Floor Raceway	First 100 feet	\$ 30.00
	Additional 50 Feet	\$ 20.00
Public Safety Alarms	First alarm system panel	\$ 40.00
	Each additional panel	\$ 15.00
	Each horn, strobe, etc.	\$ 10.00
Special Inspections	Circus, carnival shows	\$ 250.00
	Temporary Light Display (per circuit)	\$ 55.00
	Motion Picture Apparatus	\$ 35.00
	Referral Inspection	\$ 80.00
Low Voltage	1-20 devices	\$45.00
	21-100 devices	\$75.00
	101-200 devices	\$105.00
	200+ devices	\$135.00

Heating Permits	
Registration	
Registration	\$ 15.00
Minimum Fee	\$ 45.00
Re-Inspection Fee	\$ 30.00

Furnace		
Oil or Gas Fired/ Air Handler	100,00 BTU and under	\$ 55.00
	Over 100,00 BTU	\$ 70.00
	Each additional unit at same address	\$ 50.00
	Rooftop unit (per unit) ** additional to BTU's	\$ 30.00

Other		
Other Permits	Chimney Liner	\$ 25.00
	Condensation Pumps	\$ 35.00
	Conversion of Furnace	\$ 30.00
	Damper	\$ 25.00
	Duct Work – alteration of existing system	\$ 35.00
	Duct Work – new construction	\$ 75.00
	Electronic Air Cleaner	\$ 30.00
	Exhaust Fans or Stove Hoods	\$ 35.00
	Fireplace	\$ 65.00
	Gas Dryer	\$ 20.00
	Gas Line	\$ 35.00
	Gas Range	\$ 20.00
	Gas Pressure Test	\$ 25.00
	Humidifier	\$ 20.00
	Hydronic Heat	\$ 40.00
	Incinerator	\$ 25.00
	Pool Heater	\$ 30.00
	Space Heating	\$ 25.00
	Thermal Expansion Tanks	\$ 20.00
	Welded Exhaust Vents (commercial)	\$ 50.00
Water Heater	\$ 40.00	
Energy Recovering Ventilator (ERV)	\$50.00	

Fire Suppression (per head)		\$ 30.00 + \$1.00 per head
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Heat Pumps	First One	\$ 60.00
	Each additional unit at same address	\$ 20.00

Hood Suppression (per unit)	First One	\$ 100.00
	Each additional unit at same address	\$ 20.00

Liability Insurance Requirements for all Contractors	One Person	\$ 1,000,000.00
	Each Occurrence	\$ 2,000,000.00
	Property damage, each occurrence	\$ 1,000,000.00

Special Inspections	
Referral Inspections	\$ 80.00
Plumbing Permits	
Registration	
Contractor	\$ 25.00
Minimum Fee	\$ 45.00
Re-Inspection	\$ 30.00

Permit Fees		
Permit Fees	Backflow Preventer	\$ 30.00
	Backwater Valve	\$ 25.00
	Bath Tub	\$ 15.00
	Catch Basin	\$ 50.00
	Crock to Iron	\$ 30.00
	Cross Connection Initial Inspection	\$ 35.00
	Cross Connection Re-Inspection	\$ 25.00
	Dishwasher Machine	\$ 15.00
	Distribution	\$ 60.00
	Domestic Laundry Machine	\$ 15.00
	Floor Drain	\$ 15.00
	Fountain (drinking)	\$ 15.00
	Garbage Disposal	\$ 15.00
	Grease Trap	\$ 30.00
	Hose Bibbs	\$ 15.00
	Ice Maker	\$ 20.00
	Indirect Waste Sink	\$ 15.00
	Humidifier	\$ 15.00
	Inside Drain	\$ 50.00
	Laundry Tray	\$ 15.00
	Lavatory	\$ 15.00
	Manhole	\$ 30.00
	Medical Gas (per outlet)	\$ 15.00
	Pump or Water Lift	\$ 25.00
	Shower Trap	\$ 15.00
	Sink (any description)	\$ 20.00
	Special Inspection (including FHA and VA)	\$ 70.00
	Sprinkler Systems for Lawns	\$ 60.00
	Stacks – new, alter, soil, etc.	\$ 20.00
	Sump or Interceptor	\$ 50.00
Surgical Cuspidor - each	\$ 25.00	

	Urinal	\$ 15.00
	Water Closet	\$ 15.00
	Water Heater	\$ 40.00
	Water Tank	\$25.00
	Water Treatment Device - each	\$ 20.00
	Storage Tanks	\$45.00

Liability Insurance Requirements for all Contractors	One Person	\$ 1,000,000.00
	Each Occurrence	\$ 2,000,000.00
	Property damage, each occurrence	\$ 1,000,000

Special Inspections

Referral Inspections	\$ 80.00
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Sewer and Storm Drain Permits

Registration

Excavation and Sewer Contractor	\$ 35.00
Minimum Fee	\$ 45.00

Permit Fees

Permit Fees	Lines not exceeding 4 inches in diameter	\$ 40.00
	Lines not exceeding 6 inches in diameter	\$ 40.00
	Lines not exceeding 8 inches in diameter	\$ 40.00
	Lines not exceeding 10 inches in diameter	\$ 40.00
	Lines not exceeding 12 inches in diameter	\$ 40.00
	Lines not exceeding 14 inches in diameter	\$ 45.00
	Lines not exceeding 16 inches in diameter	\$ 50.00
	Lines not exceeding 18 inches in diameter	\$ 55.00
	Lines not exceeding 20 inches in diameter	\$ 60.00
	Lines over 20 inches in diameter	\$ 65.00

Water/Sewer Excavating Bond (Private Property)	\$ 500.00
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Water Tap

Water Tap and Service to Valve (DPW Install – New Construction)	1 inch service	\$ 3,000.00
	1 ½ inch service	\$ 3,000.00
	2 inch service	\$ 3,000.00
	3 inch service	\$ 1,700.00
	4 inch service	\$ 1,900.00

Water Service

Private (Valve to Point in Use)	¾ inch service	\$ 30.00
	1 inch service	\$ 40.00
	1 ½ inch service	\$ 50.00
	2 inch service	\$ 60.00
	3 inch service	\$ 90.00

	4 inch service	\$ 100.00
Minimum Pavement Restoration Fee	Walk	\$500.00
	Half Road	\$2,500.00
	Full Road	\$5,000.00

Right-of-Way Excavating Bond (between property line and street)	\$ 5,000.00
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Liability Insurance Requirements for all Contractors	One Person	\$ 1,000,000.00
	Each Occurrence	\$ 2,000,000.00
	Property damage, each occurrence	\$ 1,000,000.00

Refrigeration Permits

Registration

Registration	\$ 15.00
Minimum Fee	\$ 45.00
Re-Inspection Fee	\$ 30.00

Permit Fees

Permit Fees	Under 5 tons	\$ 50.00
	Over 5 tons	\$ 70.00
	Over 1 hp but not more than 5 hp	\$ 50.00
	6 hp but not more than 50 hp	\$ 70.00
	51 hp and over	\$ 75.00
	Rooftop unit (per unit) **additional to tons or hp	\$ 30.00
	Refrigerator Line Pressure Test (Remote Condenser)	\$25.00

Mini-Split Units (in addition to condenser fees)	\$ 20.00 per head
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Liability Insurance Requirements for all Contractors	One Person	\$ 1,000,000.00
	Each Occurrence	\$ 2,000,000.00
	Property damage, each occurrence	\$ 1,000,000.00

Rental Structures	
Residential	
Single Family (Biennial)	\$ 180.00
Multiple Family – First Unit	\$ 180.00
Each Additional Multiple Family Unit	\$ 35.00
Second Re-Inspection (billed only when required)	\$ 30.00
Registration Fee (Biennial)	\$ 60.00
Late Fee	\$25.00 per month
NOT TO EXCEED	\$ 8,500.00

Commercial	
Commercial Building (Biennial)	\$ 180.00
Registration (Biennial)	\$ 60.00
Second Re-Inspection (billed only when required)	\$ 30.00
NOT TO EXCEED	\$ 8,260.00

Sign Permits: If sign is illuminated Electrical Permit required in addition	
Registration	
Sign Specialty Contractors	\$ 35.00

Sign		
Permanent	Permit	\$ 50.00
	Inspection	\$ 50.00
	Total Permit Fee	\$ 100.00
	Refundable Bond	\$ 50.00

Electrical for Illuminated Sign	
First Sign	\$ 50.00
Additional Sign or Connection (each)	\$ 40.00

Liability Insurance Requirements for all Contractors	One Person	\$ 1,000,000.00
	Each Occurrence	\$ 2,000,000.00
	Property damage, each occurrence	\$ 1,000,000.00

A RESOLUTION

of the Council of the City of Berkley, Michigan
Supporting House Bill 5696

Whereas, noise pollution from motor vehicles is generating deafening noise and seriously eroding the most basic and fundamental right of residents in the city to the peaceful enjoyment of their homes and neighborhoods; and

Whereas, motor vehicles include, but are not limited to cars, trucks, and motorcycles; and

Whereas, Woodward Avenue is an iconic roadway in Michigan that attracts millions of drivers every year; and

Whereas, Woodward Avenue is frequently being misused by drivers who have illegally altered or modified their vehicle exhaust systems with the intention of creating excessive and unusual noise; and

Whereas, noise pollution is correlated to increased stress and lack of sleep that can cause or exacerbate cardiovascular disease, mental health disorders, type 2 diabetes, and memory, attention, and concentration issues; and

Whereas, noise disturbances are particularly problematic for vulnerable populations including young children, seniors, veterans suffering from PTSD, and those undergoing at-home healing. Excessive noise can also be very difficult for pets; and

Whereas, excessive noise is one of the most significant factors that decreases the value of residential property; and

Whereas, a city, county, village, or township shall not adopt or enforce vehicle noise rules unless the rules are identical to the requirements of the Motor Vehicle Code, Public Act 300 of 1949; and

Whereas, under the Motor Vehicle Code, a motor vehicle is already prohibited from operation on a highway or street if the vehicle's exhaust system is equipped with a cutout, bypass, amplifier, or a similar device or if the exhaust system is not in good working order to prevent excessive or unusual noise; and

Whereas, current law also prescribes vehicle decibel limits and imposes civil and criminal penalties for non-compliance; and

Whereas, current law contains contradictory provisions, unenforceable sections, and penalties insufficient that require the law to be updated; and

Whereas, House Bill 5696, introduced by State Representative Natalie Price, amends the Motor Vehicle Code, and eliminates legal ambiguities, increases penalties, and gives local law enforcement the authority and tools needed to crack down on drivers who deliberately and intentionally make excessive and unusual noise which unduly disrupts the peaceful enjoyment of our community; and

Now therefore be it resolved, by the Berkley City Council, on May 20, 2024, that the City of Berkley supports House Bill 5696 of 2024, introduced by State Representative Natalie Price, and urges the Michigan Legislature and Governor to enact HB 5696 of 2024 into law.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk

A PROCLAMATION
of the Council of the City of Berkley, Michigan
Declaring the first Friday in June to be National Gun Violence Awareness Day

- WHEREAS,** The United States has witnessed an alarming rate of gun violence incidents, affecting countless individuals and communities across the nation; and
- WHEREAS,** Every day, 327 people are shot in the United States and of those 117 are killed by gun violence; and
- WHEREAS,** In an average year there 43,375 gun homicides and Americans are 25 times more likely to die from gun homicide than people in other high-income countries; and
- WHEREAS,** Michigan has an average of 1,406 gun deaths per year, with a rate of 14.0 deaths per 100,000 people. Michigan has the 28th highest rate of gun deaths in the US; and
- WHEREAS,** Guns are the leading cause of death among children and teens in the United States. In the United States, an average of 3,963 children and teens die by guns every year, of which 33% of these deaths are suicides and 62% are homicides; and
- WHEREAS,** Cities across the nation, including Berkley, are working to end the senseless violence with evidence-based solutions; and
- WHEREAS,** Protecting public safety in the communities they serve is the mayors' high responsibility; and
- WHEREAS,** Support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people with dangerous histories; and
- WHEREAS,** Mayors and law enforcement officers know their communities best, are the most familiar with local criminal activity and how to address it and are best positioned to understand how to keep their citizens safe; and
- WHEREAS,** National Gun Violence Awareness Day, which is observed annually on the first Friday of June, was established to honor and remember all victims and survivors of gun violence and to raise awareness about the urgent need for comprehensive solutions;
- WHEREAS,** wearing the color orange has become a symbol of solidarity and a call to action against gun violence, inspired by the friends of Hadiya Pendleton, a 15-year-old who was tragically shot and killed in Chicago just one week after performing at President Obama's second inaugural parade;
- WHEREAS,** individuals, organizations, and communities across the country come together on this day to advocate for stronger gun laws, promote community safety initiatives, and support survivors and families of victims;
- WHEREAS,** education and awareness are critical components in reducing gun violence and fostering a culture of safety and responsibility;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF BERKLEY HEREBY PROCLAIMS

- SECTION 1:** That the first Friday in June, June 7, 2024, is hereby declared to be *National Gun Violence Awareness Day* in the City of Berkley, and by wearing orange on this day citizens will help to raise awareness about gun violence and honor the lives of gun violence victims and survivors.
- SECTION 2:** The City of Berkley renews our commitment to reducing gun violence and pledges to do all we can to keep firearms out of the wrong hands, and encourage responsible gun ownership to help keep our children safe.
- SECTION 3:** The City of Berkley further encourages all citizens to support their communities' efforts and renew their commitment to preventing the tragic effects of gun violence and honor and value human lives.

Proclaimed this 20th day of May 2024 at a Regular Meeting of the Berkley City Council.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk

A PROCLAMATION
of the Council of the City of Berkley, Michigan
Proclaiming May 12-18, 2024 as National Police Week

WHEREAS, There are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Berkley Public Safety Department; and

WHEREAS, Since the first recorded death in 1786, more than 23,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty; and

WHEREAS, 282 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 118 officers killed in 2023 and 164 officers killed in previous years; and

WHEREAS, The members of the law enforcement agency of the City of Berkley play an essential role in safeguarding the rights and freedoms of the City of Berkley; and

WHEREAS, The dedication, professionalism, and commitment of law enforcement officers often go above and beyond the call of duty, involving personal sacrifice and courage; and

WHEREAS, The work of law enforcement officers extends beyond traditional policing roles to include community outreach, education, and building relationships with citizens to foster trust and collaboration; and

WHEREAS, The men and women of the City of Berkley Public Safety Department unceasingly provide this vital public service; and

WHEREAS, It is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

NOW, THEREFORE, THE CITY OF BERKLEY HEREBY PROCLAIMS

SECTION 1: That the week of May 12-18, 2024 is hereby recognized as *National Police Week* in the City of Berkley and publicly we salute the service of law enforcement officers in our community and in communities across the nation.

Proclaimed this 20th day of May 2024 at a Regular Meeting of the Berkley City Council.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk

A PROCLAMATION
of the Council of the City of Berkley, Michigan
Proclaiming June 2024 as LGBTQIA+ Pride Month

- WHEREAS,** The City of Berkley strives to be an exceptional place to live, work, play, learn, grow a business, raise a family; and
- WHEREAS,** The City of Berkley accepts and welcomes all people of diverse backgrounds and believes a diverse population leads to a more vibrant community; and
- WHEREAS,** The City of Berkley supports the rights of every citizen to experience equality and freedom from discrimination; and
- WHEREAS,** The City of Berkley is dedicated to fostering acceptance of all of its residents and further preventing discrimination, harassment, and bullying based on sexual orientation, gender identity, and the expression of both facets of an individual; and
- WHEREAS,** While we as a society-at-large are slowly embracing new definitions of sexuality and gender we must also acknowledge that the need for education and awareness remains vital to end discrimination and prejudice; and
- WHEREAS,** It is imperative that young people in our community, regardless of sexual orientation, gender identity, and expression, feel valued, safe, and supported by their peers and community leaders; and
- WHEREAS,** The City of Berkley’s Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, and nonbinary identifying (LGBTQIA+) community members are a vital part of our overall community and contribute to making it a stronger one.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF BERKLEY HEREBY PROCLAIMS

SECTION 1: That June 2024 shall be recognized as *LGBTQIA+ Pride Month* in the City of Berkley.

SECTION 2: The City of Berkley urges the citizens, government agencies, public and private institutions, businesses, and schools in the City of Berkley to recommit to increasing our support and recognition of the contributions made by members of the LGBTQIA+ community and to actively promote the principles of equality, liberty, and justice.

Proclaimed this 20th day of May 2024 at a Regular Meeting of the Berkley City Council.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk

A PROCLAMATION
of the Council of the City of Berkley, Michigan
Proclaiming June 2024 as Pet Preparedness Month

- WHEREAS,** Through the year's pets have provided a sense of safety and companionship to individuals and families throughout the City of Berkley; and
- WHEREAS,** Ensuring that emergency plans are in place for our furry family members is an essential responsibility of all Berkley pet owners. When disaster strikes it is up to pet owners to ensure that their pets are out of harm's way; and
- WHEREAS,** All residents need to make an emergency plan that includes pets and prepare a pet disaster-preparedness kit with essentials such as food, water, favorite toys, and extra items including medication; and
- WHEREAS,** Knowing where the nearest pet-friendly hotels and/or shelters are ahead of a potential evacuation can influence which routes we take; and
- WHEREAS,** It is critical that effective public education campaigns concerning pet safety and preparedness procedures continue for the benefit of all Berkley animals.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF BERKLEY HEREBY PROCLAIMS

- SECTION 1:** That June 2024 shall be recognized as *Pet Preparedness Month* in the City of Berkley.
- SECTION 2:** The City Council encourages all citizens to educate themselves and others about preparing pets for all emergencies, and further urges residents to ensure that their pet disaster-preparedness plans and kits are in place for the safety of their furry family members.

Proclaimed this 20th day of May 2024 at a Regular Meeting of the Berkley City Council.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk

A PROCLAMATION
of the Council of the City of Berkley, Michigan
Proclaiming June 2024 as Summer Safety Month

- WHEREAS,** In 1996, the National Safety Council established June as National Safety Month in the United States to increase public awareness of the leading safety and health risks that are increased during the summer season; and
- WHEREAS,** Since the late 19th Century the planet’s average surface temperature has risen 2.12 degrees Fahrenheit, which scientists indicate has been and will continue to alter our climate and weather patterns; and
- WHEREAS,** During the summer season every year the risk of heat-related illnesses such as heatstroke increases as the outside temperature climbs; and
- WHEREAS,** It is estimated from 2005-2014 that there were approximately 10 deaths per day related to unintentional drowning, underscoring the importance of taking proper precautions before entering water activities such as swimming during the summer season; and
- WHEREAS,** Increased exposure to heat and the sun’s ultraviolet (UV) light can impact our health detrimentally without proper protection including, sunglass eyewear to protect eye health, sunscreen, and coverings to protect skin health, and water to keep hydrated.

NOW, THEREFORE, THE CITY OF BERKLEY HEREBY PROCLAIMS

- SECTION 1:** That June 2024 is hereby recognized as *Summer Safety Month* in the City of Berkley and urges all citizens, government agencies, public and private institutions, businesses, and schools to commit to learning and sharing proper safety and emergency procedures.
- SECTION 2:** That the City Council directs the City administration to actively share and communicate summer safety and preparedness materials helping to educate our community on the importance of staying cool, staying hydrated, and staying safe during the summer season.

Proclaimed this 20th day of May 2024 at a Regular Meeting of the Berkley City Council.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk



MEMORANDUM

To: Mayor Dean and City Council
From: Emily Loomis, Building Official
Date: *May 20th, 2024*
Subject: The Homeowner's Guide to Permits

Madam Mayor and Members of City Council,

Background

- The Homeowner's Guide to Permits (the Guide) is intended to be an inclusive handout that provides common examples of home improvement projects that require permits, and the process of permits, plan review, and inspections.
- The Guide can additionally serve as a tool for insight on the home improvement process when hiring contractors.

Summary

- Berkley's Community Development Staff created the Homeowner's Guide to Permits with a goal to provide common examples and anecdotes to homeowners for the purpose of fostering an understanding of the permit and inspection process, utilizing common examples through clear instructions.

Recommendation

N/A



HOMEOWNERS' GUIDE TO PERMITS



**BERKLEY COMMUNITY DEVELOPMENT
DEPARTMENT**

3338 Coolidge Highway | Berkley, MI. 48072
248-658-3320 | building@berkleymich.org
www.berkleymich.org

INTRODUCTION

The State of Michigan requires its cities, townships, and villages to enforce the most current version of the building and residential construction codes. As of 2024, the code for residential structures is the 2015 Michigan Residential Code (2015 MRC), and the 2015 Michigan Building Code (2015 MBC) for commercial structures.

At the beginning of a home project, understanding what steps are needed, and what the required inspections will be is integral to the project's success. If you are unsure what inspections will be required, we are here to help you understand the project's expectations and the needs of the code.

PERMITS

Below are the most common types of permits homeowners apply for when working on their homes.

ROOFING

GARAGE

KITCHEN REMODEL

BATHROOM REMODEL

DRIVEWAY AND SIDEWALK

DECK AND PORCH

SHED

EGRESS WINDOW

FINISHED BASEMENT

HOME ADDITION

WATER HEATER

ELECTRICAL CIRCUITS



248-658-3320; building@berkleymich.org

APPLICATION AND PLANS

➤ STEP 1

Permit applications are available online at: www.berkleymich.org/permits, or in person at City Hall. Submit your application along with any required plans (not all projects will require plans). Not sure what application you need or if plans are required? Give us a call at 248-658-3320.

➤ STEP 2

This is the phase called 'Plan Review'. At this step, we examine the applicable building and zoning codes that your project entails. Sometimes at this stage we will call you to ask for additional information, clarifications, or to let you know that changes are required before the permit can be granted.

➤ STEP 3

Once the plans have been reviewed and approved, a member of the Community Development Department will reach out and notify you of approval, and provide the final permit cost totals. Now the fun part begins, you can begin your project!

INSPECTIONS

Not all projects are going to require the same number or type of inspections; some may only have two, and some may have 10 or more. If you have questions about what inspections are needed for your project and when they should be scheduled, the Berkley Community Development Department will assist you in making that determination.

Below are a few of the most common required inspections and the reason(s) they are needed.

➤ **Rough:** A rough inspection can be for building, plumbing, electrical, or HVAC/Mechanical. The purpose of this inspection is to ensure the basic items have been installed correctly and meet the plans and code minimums.

➤ **Insulation:** If the project requires insulation, the location of the work will require different R-Values. The higher the number after the R, the higher its thermal performance is. Example, R-13 will not perform as strongly as R-38 but, the higher the R the thicker the insulation.

➤ **Footing/Post Hole:** The frost line in Michigan is 42" inches below the surface. Anytime a structure is being supported by the ground, its needs to be held up from a post, pier, or footing that is at least 42" deep.

➤ **Final:** After a project has been completed, the final inspection is the last walkthrough for the required inspectors to observe the work, and to ensure it has been completed to the minimum standards of the code.

INSPECTION EXAMPLES



There is not a 'one size fits all' explanation for every project type; each one might include or exclude certain steps that are required in a very similar project. The following examples are to help illustrate the general required framework for project organization and the corresponding inspection schedule.

Please give the Community Development Department a call at 248-658-3320 with any questions you might have.

www.berkleymich.org

NEW DECK

Inspection 1: A post hole inspection confirms that holes are dug a minimum of 42" below the ground.

Inspection 2: The deck is framed and the posts have been set; this inspection checks that the framing meets code standards, and that items like galvanized brackets, flashing at the home (if required), and proper fasteners have been used to build the project.

Inspection 3: The final inspection is where the project has been completed and all items have been installed. If handrails, guardrails, and steps are required, they are inspected to ensure rigidity and dimensions. Deck boards and steps are inspected to verify a securely fastened and predictable walking surface.

KITCHEN REMODEL

Inspection 1: Rough inspection for all plumbing, electrical, HVAC, and framing items. Again, your project might not have these items, but if they are being replaced, or modified, they need to be inspected before they are closed inside the walls.

Inspection 2: If exterior walls are exposed, insulation will need to be updated if not meeting current code standards, and an insulation inspection is required.

Inspection 3: The final inspection for the plumbing, electrical, and HVAC.

Inspection 4: The final inspection from the building inspector. The inspection will include the use of adequate fasteners for cabinets, silicone sealing at seams near wet locations, required clearance from combustible surfaces.

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ROOF

Inspection 1: The 'open roof' is the first roof inspection required on a new, or replacement of a roof. On this inspection, the condition of the roof decking, and the placement of water and ice shield will be examined.

Inspection 2: On the final roof inspection, the inspector is looking at whether the roof has the proper amount and placement of venting, drip edge is installed, flashing is in place and installed correctly, all exposed nail heads and screws are sealed with tar or silicone, and that any manufacture specific requirements have been met.



MEMORANDUM

To: Mayor Dean and City Council
From: Carl Johnson, Finance Director

Date: *May 20, 2024*
Subject: Public Hearing

Madam Mayor and Members of City Council,

Background

The State of Michigan through PA 43 of 1963 and PA 5 of 1982 require a public hearing be held to specifically receive public input on the proposed budget and proposed millage rates to be levied in the budget.

Summary

- The City Manager prepared a proposed budget which was made available to the Mayor, City Council and the public on April 1, 2024 which included proposed millage rates
- April 15, 2024 the Mayor and City Council set a public hearing date of May 20, 2024 to discuss the proposed budget and related millage rates
- April 17, 2024 a budget workshop was conducted with the Mayor and City Council to discuss in detail the proposed budget
- The changes recommended by the Mayor and City Council at the budget workshop have been incorporated into the final recommended budget
- The overall millage for city operating millages dropped from 15.7398 to 15.6443 specifically due to the “Headlee” millage reduction factor of .9907
- The overall millage for the DDA operating millage dropped from 1.8184 to 1.8014 specifically due to the “Headlee” millage reduction factor of .9907

Recommendation

A public hearing should be held specifically to receive public input on the final proposed budget and applicable millage rates.

**CITY OF BERKLEY, MICHIGAN
NOTICE OF PUBLIC HEARING REGARDING
THE PROPOSED 2024/25 CITY OPERATING BUDGET**

The City Council of the City of Berkley, Michigan will hold a public hearing during their regularly scheduled Meeting of the City Council on May 20, 2024 at 7:00 pm in the City Council Chambers within City Hall, 3338 Coolidge Highway, Berkley, Michigan. **The property tax millage rate proposed to be levied to support the proposed operating budget of the City will also be a subject of this hearing.** The maximum millage rates proposed to be levied for operating purposes is as follows net of tax increment capture:

Purpose:	Rate Per \$1,000 Taxable Assessed Value	Estimated Net Tax Levy Revenues
General Operation	5.3247	\$4,115,000
General Operation – Voted	2.5314	1,956,000
Public Safety Operation	1.5970	1,234,000
Sanitation Operation	1.5970	1,234,000
Community Promotion	0.0608	50,000
Public Safety Pension	2.7000	2,068,000
2019 Capital Improvement Projects	1.8334	1,421,000
Total Proposed City Operating Levy	15.6443	\$12,078,000
Downtown Development Authority	1.8014	\$36,000

Copies of the proposed operating budget will be available for public inspection on-line on the City of Berkley website at www.berkleymich.org and via email request through the office of the Berkley City Clerk at clerk@berkleymich.net starting on May 6, 2024.

Published Friday, April 12, 2024

A RESOLUTION
OF THE CITY COUNCIL OF THE CITY OF BERKLEY, MICHIGAN
ADOPTING THE FISCAL-YEAR 2024-2025 BUDGET AND ACKNOWLEDGING THE MULTI-
YEAR BUDGET INCLUDING PROJECTIONS OF FUTURE FISCAL-YEAR 2025-2026

WHEREAS, the City Manager has submitted a balance proposed budget for fiscal year 2024-2025 and

WHEREAS, the budget takes into consideration the City's multi-year budget and financial planning through fiscal year 2025-2026, and

WHEREAS, the budget takes into consideration property tax revenue from the proposed 2024 millage rates, and

WHEREAS, a public hearing was held on May 20, 2024 on the proposed 2024-2025 budget,

NOW, THEREFOR, BE IT RESOLVED, that the fiscal year 2024-2025 attached budget is adopted and that the City Council acknowledges the Multi-Year Budget, including projections of future-year 2025-2026 as part of this resolution.

Resolution of Adoption 2024 Millage Rates

WHEREAS, the City's total millage was reduced by a Headlee reduction for the 2024 tax year to a total of 15.6443 mills, and

WHEREAS, that the City will continue to charge a 1% tax administrative fee on all property taxes levied in the 2024 tax year, and

WHEREAS, that these levies are being placed on a diversified tax base that has decreased slightly as anticipated in the financial plan, and

WHEREAS, a public hearing was held on May 20, 2024 on the 2024 millage rates and the 2024-2025 budget,

NOW, THEREFOR, BE IT RESOLVED, that to finance the level of services established in the 2024-2025 fiscal year, and to meet specific debt obligations of the City that the following millages are authorized to be spread:

General Operating	5.3247
General Operating - Voted	2.5314
Public Safety Operating	1.5970
Sanitation Operating	1.5970
Community Promotion	0.0608
Public Safety Pension	2.7000
Capital Improvement	<u>1.8334</u>
Total Mills	<u>15.6443</u>
DDA	1.8014

Introduced and Passed at the City Council Meeting held on Monday, May 20, 2024.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk



MEMORANDUM

To: Mayor Dean and City Council
From: Carl Johnson, Finance Director
Date: *May 20, 2024*
Subject: Annual Budget June 30, 2025 and Acknowledgment of June 30, 2026 Projections

Madam Mayor and Members of City Council,

Background

The State of Michigan requires the City to prepare and approve an annual budget for many funds of the City but also recommends a budget be prepared for all funds. The final budget for all funds for the fiscal year ending June 30, 2025, including Mayor and City Council recommended changes, has been prepared along with projections for fiscal year 2025/26.

Summary

- The City Manager prepared a proposed budget which was made available to the Mayor, City Council and the public on April 1, 2024 which included proposed millage rates
- April 15, 2024 the Mayor and City Council set a public hearing date of May 20, 2024 to discuss the proposed budget and related millage rates
- April 17, 2024 a budget workshop was conducted with the Mayor and City Council to discuss in detail the proposed budget
- The change recommended by the Mayor and City Council at the budget workshop has been incorporated into the final budget (increase in the City Manager's total compensation by \$50,000 and reduction of \$50,000 contribution to the Parks and Recreation Revolving Fund)
- The overall millage for city operating millages dropped from 15.7398 to 15.6443 specifically due to the "Headlee" millage reduction factor of .9907
- The overall millage for the DDA operating millage dropped from 1.8184 to 1.8014 specifically due to the "Headlee" millage reduction factor of .9907
- The six-year CIP plan included in the June 30, 2023 was updated for the fiscal year June 30, 2024 budget and was incorporated into the proposed budget dated April 1, 2024
- The items included in the updated CIP plan were discussed at the budget study session with the Mayor and City Council on April 17, 2024
- The CIP plan was submitted to the planning commission and discussed at their meeting on April 23, 2024
- A public hearing was held on May 20, 2024 to solicit public input on the proposed budget and related millage rates

Recommendation

Approval of the two resolutions included in the budget document; the first is the adoption of the millage rates (pages 36) and the second the adoption of the budget including acknowledgement of the 2025-2026 projections (page 37).



ANNUAL BUDGET

2024 - 2025



Table of Contents

City Manager's Budget Message	
Budget Message	1
Financial Structure, Policy, and Process	
Fund Structure	7
Significant Budget and Accounting Policies	8
Financial Policies	11
Budget Policies and Procedures	14
Budget Process and Budget Amendment Process	15
Financial Summaries	
General Fund	17
Special Revenue Funds	
202 Major Street Fund	20
203 Local Street Fund	21
208 Recreation Revolving Fund	22
226 Solid Waste Fund	23
252 CDBG Fund	24
211 Senior Activities Fund	25
Debt Service Funds	
311 Eleven Mile Road Fund	26
Capital Project Fund	
469 Court Building Fund	27
443 Infrastructure Millage Fund	28
811 Sidewalk Fund	29
Enterprise Funds	
592 Water and Sewer Fund	30
Fiduciary Fund	
732 Public Safety Pension Fund	31
248 DDA Fund	32
Fund Balance Policy	33
Resolutions	
Resolution of Adoption 2024 Millage Rates	35
Resolution of Adoption Fiscal Year 2024-2025 Budget and Acknowledging the Multi-Year Budget Including Projection of Future Fiscal Year 2025-2026	36



Budget Message

April 1, 2024

Madam Mayor, Members of City Council, and Residents of the Berkley Community,

As City Manager, I proudly present to you the draft budget for Fiscal Years (FY) 2024-25 and 2025-26. As you will see in this draft, staff and administration have worked diligently to make the most of the resources available to our local government. In total, the proposed budget invests more than \$35.5 Million into our community through the City of Berkley's various funds.

The plan for investing resources outlined in this draft budget strikes a delicate balance between continuing the City's delivery of excellent services to our residents and maintaining our sound financial standing. I, along with our elected officials, and concerned residents, have discussed at length the challenges faced by our City. Each challenge is largely out of our control but still impacts our day-to-day operations and ability to invest further into services and publicly owned assets for our residents. These lingering challenges are outlined below.

Four years later, we have nearly recovered from the effects of the coronavirus pandemic and the measures taken to slow its spread. The pandemic significantly impacted the economies of our State and our City. The lengthy shutdown of businesses and the stay-at-home orders resulted in significant loss of revenues and increased costs across multiple fiscal years. Under the State of Michigan's formula, we estimate the City has lost about \$2.2 million in revenue. In response to these losses, the Federal Government passed the American Rescue Plan Act of 2021, which included a \$1.652 million allocation for the City of Berkley. These funds have been used to offset losses across three fiscal years, and they no longer will be available for FY 2025-26. The expenditure budget for FY 2025-26 shows a \$259,000 reduction in investment to reflect this overall decrease in revenues.

The other significant issue facing the City – like so many other employers – is the challenge of retaining and recruiting employees. Economic pressures and worker shortages are the primary drivers of this challenge. For example, a shortage of public safety officers is significantly driving up salaries in law enforcement agencies across our region, and we will need to be competitive to continue to maintain our outstanding public safety team. This is true for other departments across our organization as we work to fill vacancies in several key positions.

High inflation and supply chain issues continue to impact our ability to purchase critical equipment and vehicles and have resulted in months or years delays in receiving delivery of these items. The reduction in capital expenses has been the largest driver in the decrease in spending to balance the proposed budgets. As with previous years' budgets, limited revenue growth and increased operating costs have resulted in the delay of purchasing critical items as the need continues to increase. This is



Budget Message

noted in our annual Capital Improvement Plan (CIP) and Capital Equipment Replacement Plan (CERP) summary documents. While it is necessary to operate within our revenues, these delays are often costly since these projects are subject to higher-than-average rates of inflation. Additionally, aging assets and buildings cost more to maintain on a year-to-year basis. Berkley proudly does not carry any bond debt and does not plan to take on debt to finance large capital projects, as is common in other communities.

Berkley, like many other Michigan communities that lack open space for new construction and development, has significant financial constraints as overall operating revenues historically do not keep pace with inflation. Under the laws that govern how Michigan municipalities fund themselves (primarily the 1978 Headlee Amendment and Proposal A of 1994), inflation is used to reduce the millage rates and limit taxable value growth in cities, villages, and townships. In Berkley, the General Operating, Public Safety, Sanitation, and Infrastructure millages are subject to the Headlee Amendment and have "rolled back" at various rates. Today, the difference between the original intended millage rates and those levied for this upcoming fiscal year is 4.9954 mills, or less than three-quarters of what our founders and past voters intended. You can see the effect on these individual rates below:

Millages Subject to Headlee Reductions	Original Intended Amount	FY 24-25 Projected Millage Rates	Total Reduction	% Reduction
Operating	10.00	7.9299	2.07	20.70%
Public Safety	3.00	1.6120	1.39	46.27%
Sanitation	3.00	1.6120	1.39	46.27%
Infrastructure	2.00	1.8507	0.15	7.47%
Total	18.0000	13.0046	4.9954	27.75%

The budget document also includes projections for FY 2025-26. The following are some of the significant items addressed in the budget:

Solid Waste

The Solid Waste Fund was of particular focus in this fiscal year. This fund provides monies for the collection of refuse, recycling, yard waste, curbside leaves, and, until recently, brush chipping. Because these valuable services are important to our residents, maintaining them required us to transfer labor costs, equipment replacements, vehicle purchases, etc. to the General Fund over many fiscal years. This provided funding to these vital services but made it difficult to easily communicate the



Budget Message

true cost of them. The draft budget for this fiscal year returns all expenditures related to solid waste to the fund. For this reason, there is a significant increase in expenditures.

During FY 2023-24, the City began charging a commercial trash fee along with a residential yard waste tag fee. These fees were necessary to address the annual operating shortfall, and they have been sufficient to balance the annual operating budget. Overall property tax revenue, including the solid waste levy, has seen a significant increase due to the high rates of inflation over the past two years. The proposed budget utilizes the new revenue and reinstates the full curbside leaf pickup program, which will cost approximately \$145,000 annually.

In subsequent fiscal years, if the cost of services increases faster than revenues or yard waste tags are eliminated, the City Council may want to consider a transfer from the General Fund to the Solid Waste Fund as needed.

Recreation

We continue to provide a wide variety of parks and recreation programs to residents. In previous years, we have actively implemented our five-year Parks Plan – created based on community feedback and listening sessions. This work has been successful with updates to Oxford, Bacon, Tot-Lot, and Community parks over the past three years. Since this planned work is now mostly completed, the proposed budget focuses less on capital improvements and more on events and programming.

Parks and recreation programs historically do not cover their costs and require a dedicated property tax millage or a subsidy from the General Fund to make up the shortfall. The proposed budget has approximate costs of \$1.3 million annually (including capital), program revenues of approximately \$500,000 and a General Fund subsidy of approximately \$800,000. The City will continue to pursue grants and outside funding for additional improvements to our public parks.

Water and Sewer

We continue to invest in our aging infrastructure to ensure safe, clean water for all residents. In addition to annual operating costs for maintaining municipal water and sewer services, we have been burdened by unfunded mandates from the State that include the replacement of lead lines for almost all households in Berkley. The estimated cost of this lead line replacement project is in excess of \$30 million, and the City had \$0 cash available to run the entire system, according to a June 30, 2023 audit. We have been unable to secure loans and grants for this work, resulting in the use of part of the infrastructure tax levy and significant annual water and sewer rate increases for property owners to pay for these replacements. Additionally, the high inflation rate and State mandates have driven up the costs to 30%-40% higher than originally projected just in the past year, with no end in sight. We will continue to comply with the mandate while actively trying to minimize the cost to Berkley residents.



Roads/Infrastructure

We also continue to invest in our aging infrastructure to ensure the highest quality roads for all residents. We are minimizing costs by replacing roads connected with water projects so we are not ripping up and redoing recently repaired streets. The proposed budgets for both the Road Fund and Infrastructure Fund over the next two years use almost all of the available fund balances, as expected when voters approved the Infrastructure millage several years ago.

Revenues

Despite the City's sound financial condition, annual revenues continue to increase at a rate less than inflation and make it difficult to continue to invest in both our staff and badly needed operating equipment. General Fund revenue has decreased from the previous year by \$1.2 million, primarily due to a one-time \$1.8 million grant for HVAC replacement, which was included in FY 2024. Overall, excluding the one-time grant, revenues increased 3.9% in the FY 2024-25 budget. Property taxes, which make up more than 63% of the overall revenues, are projected to increase 5%. Revenue sharing from the State, which makes up approximately 12% of the annual revenues, is projected to increase approximately 2.4%. Most of the other revenues are expected to remain consistent with the previous year or see slight increases. The City also received its first marijuana revenue-sharing payment from the State, which was approximately \$118,000 plus related annual license fees. These fees will continue into the future.

We will continue to explore the need to restore the millage rates back to the original City Charter-approved level, which can only be done by a vote of the residents. Discussions on possibly bringing operating and public safety millage proposals to voters in November 2024 are underway. These two millages are projected to be levied at a total rate of 9.5419 this fiscal year, which is much lower than the original total rate of 13.0000 set by the City Charter. Restoring these mills to their intended rates would enable us to fund the restoration, expansion, and creation of new services as well as fund capital needs. While the allocation of funds is ultimately the City Council's decision, here are investments for consideration should funding be made available by Berkley voters:

Restoration of monthly chipping service for private residential branches. This previously available service was discontinued due to necessary cuts in the FY 2023-24 budget. If a restoration millage were approved by Berkley voters, funds would be available in the General Fund to transfer to the Solid Waste Fund to again offer this program.

Elimination of yard waste tags. As of FY 2023-24, yard waste tags were required again after a five-year hiatus. These tags cost between \$2.50 and \$3.00 and required for each bag or



Budget Message

container for collection. The revenue generated from these tags could be replaced by a General Fund transfer if a restoration millage were approved by Berkley voters.

Funding for senior home chore program. The City is fortunate to have a large number of senior residents. However, with Berkley's housing stock, many live in single-family homes that can be difficult to maintain. The City has been able to provide assistance through a home chore program – funded through grants – that covers the cost of contractors providing lawn maintenance and snow and ice removal at seniors' homes. Unfortunately, these grant dollars have been declining and becoming more challenging to use because of federal restrictions. We had to discontinue the lawn care portion of the service in 2017 due to lack of funding and, in advance of winter 2023-24, were able to enroll only 40 senior households in the snow and ice removal program compared to NUMBER in previous years. As with other services mentioned in this section, annual funding from a restored millage could be dedicated to expanding this program and making it available to more seniors, helping them remain in their homes and in the community they love.

Funding for fire engine replacement. Berkley Public Safety's Engine 4 will reach the end of its useful life and need to be replaced in FY 2027-28. As of now, we would not be able to fund this purchase within that timeframe. With a restored millage, we could fund and purchase the new fire truck in a timely manner with annual contributions reserved only for this specific purpose. This would only be possible through a restoration millage approval by Berkley voters.

Funding for sidewalk maintenance and replacement program. Berkley residents tout the walkability of our community, and it was a frequent point of pride in community feedback collected during the master planning process. To meet this expectation of walkability, the City has administered an annual sidewalk replacement program since 2016. This program divides the City into five sections, gathers a list of potential trip hazards and unsafe surfaces, repairs those sections of sidewalks, and then bills the resident for the repairs to the public sidewalk in front of their home through a special assessment fee. As of 2024, the program has been through all five sections of the City and residents are being billed for the last two sections of this program. The special assessment portion of this program has been unpopular with residents and, even though a multiyear payment option is available, it is difficult for some households to pay. If a restoration millage were approved by Berkley voters, the program could be funded through an annual General Fund contribution to the Sidewalks Fund, eliminating the need for the special assessment. Similar to the program in place now, the City would make repairs to public sidewalks in one to two sections annually on a continuous rotating basis.



Budget Message

Restoration of Berkley Public Library hours of operation. The Berkley Public Library had to greatly reduce its hours of operation during summer 2023 and operated on a slightly reduced schedule during fall and winter. The Public Library is a cultural hub and provides a wide array of services to residents of all ages. The reduction in operating hours was a budget-based decision that coincided with a decrease in full-time staff and the postponement of improvements and capital projects for the building itself. If Berkley voters approved a restoration millage, the library's restored hours of operation and improvements such as small group work spaces for students could be funded.

Employee recruitment and retention initiatives for Public Works and Public Safety. Our residents frequently tout the safety and services they enjoy in Berkley – and often say they do not want these benefits placed in jeopardy from budget cuts. Efforts to recruit and retain quality staff in the Public Works and Public Safety professions have become increasingly difficult, and this is expected to continue for the foreseeable future. This puts the City of Berkley in an increasingly difficult position of competing with state and local agencies for employees who will meet the standards of our community and remain dedicated to keeping Berkley safe. If voters approved a restoration millage, revenues from that millage would fund competitive wage and benefit structures as well as updates to the physical environment where our employees work every day.

The City of Berkley remains committed to providing our residents with the best services available in the most efficient and effective manner possible. As former Treasury Secretary Jacob Lew once said, "The budget is not just a collection of numbers, but an expression of our values and aspirations." Despite our many challenges, the proposed budget for FY 2024-25 is balanced and continues to provide residents with the wide variety of City services and programs they have come to expect, including community priorities outlined in the City's 2021 Master Plan and the 2023 Strategic Plan. This would not have been accomplished without a joint effort with the Mayor, City Council and all the residents and volunteers within the City.

Thank you for your consideration of the draft FY 2024-25 budget,

Matthew Baumgarten
Berkley City Manager



Fund Structure

Governmental Funds

*# 101 General Fund

Capital Projects Funds

- # 443 – Infrastructure
- 469 – Court Building
- 811 – Sidewalk

* Debt Service Fund

- 311 – Eleven Mile Road

* Special Revenue Funds

- # 202 - Major Street
- 203 - Local Street
- 208 – Recreation Revolving
- 211 – Senior Activities
- 226 – Solid Waste
- 252 – Community Development Block Grant

Proprietary (Enterprise) Funds

- 592 - Water and Sewer

Trust and Agency (Fiduciary) Funds

- 703 - Property Tax Collection
- 732 – Public Safety Retirement System
- 735 – Other Post-Employment Benefits OPEB

Component Unit

- 248 - Downtown Development Authority

* Requires Budget
 # Major Fund



Significant Budget and Accounting Policies

The budgeting and accounting policies of the City of Berkley conform to (GAAP) as applicable to governmental units. The following is a summary of the significant budget and accounting policies:

Basis of Budgeting

All Governmental Funds, including the legally adopted General Fund, Special Revenue Funds, Debt Service and Capital Projects are budgeted for on a modified accrual basis. As an example, employee wages are budgeted to account for the number of days scheduled for each fiscal year. The basis of budgeting is the same as the basis of accounting.

Basis of Accounting

The accrual basis of accounting is used by the Enterprise Funds. All Governmental Funds and Agency Funds use the modified-accrual basis of accounting. Modifications in such methods from the accrual basis are as follows:

Property tax revenue that is both measurable and available for use to finance operations is recorded as revenue when earned. Other revenue is recorded when received. Properties are assessed as of December 31 and become a lien then. The related property taxes are billed on July 1 of the following year. These taxes are due without a penalty during the period July 1 through the first business day in September with a penalty added after that date. After February 28, they are added to the County tax rolls. The County Tax Revolving Fund reimburses the City for the real property portion of these taxes and assumes collection responsibilities for both real and personal property taxes.

- Interest on bonded indebtedness and other long-term debt are not recorded as expenditures until the due date.
- Payments for inventory type of supplies are recorded as expenditures at the time of purchase.
- Normally, expenditures are not divided between years by the recording of prepaid expenses.
- The non-current portion of accumulated employee benefits is reflected in the government-wide financial statements.

Fund Structure of Approved Budget

Annual budgets are legally adopted for the General Fund, Special Revenue, and Debt Service Funds as required by the State's Uniform Budgeting and Accounting Act. In addition, although not required by law, budgets are prepared for the Capital Project, Enterprise Fund, and Fiduciary Funds. These budgets are prepared for financial management and project control purposes.

Major Funds

The City of Berkley reports on three major governmental funds which are the General, Major Streets, and Infrastructure Funds.



Fund Accounting

The accounts of the City are organized by funds and account groups, each of which is considered a separate accounting entity. Funds are established to segregate specific activities or objectives of a government in accordance with special regulations, restrictions or limitations. The various funds are grouped into generic fund types in three broad fund categories as follows:

Governmental Funds

General Fund: The General Fund contains the records of the ordinary activities of the City that are not accounted for in another fund. General Fund activities are financed by revenue from general property taxes, state-shared revenue and other sources.

Special Revenue Funds: Special Revenue Funds are used to account for the proceeds of earmarked revenue from financing activities requiring separate accounting because of legal or regulatory provisions.

Debt Service Fund: Debt Service Funds are used to record the accumulation of resources and payment of principal and interest on general long-term obligations.

Capital Projects Funds: Capital Project Funds are used to account for the development of capital facilities or capital related items other than those financed by the operations of the enterprise funds.

Proprietary Funds

Enterprise Funds: The Water and Sewer Fund is used to account for the results of operations that provide a service to citizens financed by a user charge for the provision of that service.

Trust and Agency Funds

Fiduciary Funds: Fiduciary Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, organizations, other governments or other funds. These include the Public Safety Retirement System, OPEB Fund and the Tax Collection Fund. The OPEB Fund is an expendable trust fund and is accounted for in the same manner as governmental funds. The Tax Collection Fund and Agency Fund are custodial in nature and do not involve the measurement of results of operations.

Fixed Assets and Long-Term Liabilities

Fixed assets used in governmental fund type operations are accounted for in the government-wide financial statements, rather than in the governmental funds. Depreciation is reported on a straight-line basis for such fixed assets. All fixed assets are recorded at cost or, if donated, at their estimated fair value on the date donated. Long-term liabilities expected to be financed from governmental funds are accounted for in the government-wide financial statements, not in the governmental funds.

Fixed assets and long-term liabilities relating to the Water and Sewer Fund are accounted for in those funds. Depreciation on such fixed assets is charged as an expense against the operations of the fund on a straight-line basis.



Cash Equivalents

For purposes of the statement of cash flow, the Enterprise funds consider all highly liquid investments with an original maturity of three months or less to be cash equivalents. In addition, the statements of cash flow include both restricted and unrestricted cash and cash equivalents.

Inventories

Inventories in the Enterprise funds are valued at cost, on a first in, first out basis, which approximates market value.

Deposits and Investments

The City believes that due to the dollar amounts of cash deposits and the limits of Federal Deposit Insurance Corporation, insuring all bank deposits is impractical. The City evaluates every financial institution it deposits City funds into, assessing the level of risk.

Investments

The City is authorized by Michigan Public Act 20 of 1943 (as amended) to invest surplus monies in U.S. bonds and notes, certain commercial paper, U.S. government repurchase agreements, government agencies, Bankers' acceptances and mutual funds and investment pools that are composed of authorized vehicles.

To the extent that cash from various funds has been pooled, related investment income is allocated to each fund based on relative participation in the pool, except that investment earnings by the Agency Funds are allocated to the General Fund.



Financial Policies

The City of Berkley's financial policies, as compiled below, set forth the basic framework for the overall fiscal management of the City. Operating independently of changing economic circumstances and conditions, these policies help the decision making process of the Mayor, City Council and City Manager. These policies provide guidelines for evaluating both current activities and proposals for future programs.

Most of the policies represent long-standing principles (i.e. traditions and practices) that have guided the City in the past and have helped maintain financial stability.

The City's financial policies serve the administration in the preparation of a balanced operating budget and management of the City's financial affairs.

Operating Budget Policies

The City will attempt to maintain its present service level for all priority and essential services within the existing property tax millage limits.

- The City will maintain a budgetary control system to ensure adherence to the budget and will prepare periodic reports comparing actual revenues and expenditures with budgeted amounts.
- The City will emphasize efforts to reduce expenditures in major cost centers (i.e. energy, medical insurance premiums, street lighting, pension cost, and Worker's Compensation payments).
- The Water and Sewer funds will be self-supporting.
- The City will protect against catastrophic losses through a combination of insurance and maintaining appropriate fund balance levels.

Fund Balance/Reserve Policies

The Mayor and City Council follow the following fund balance/reserve policies:

- The General Fund has a minimum fund balance of 20%, a targeted fund balance of 25-35% and a maximum fund balance of 40%. If fund balance falls below the minimum the City will fully replenish to the minimum within two years.
- The Major and Local Street funds have a targeted fund balance of 50-75% without a minimum or maximum.
- The Solid Waste Fund funds has a targeted fund balance of 20-40%.
- The Water and Sewer Fund has a targeted working capital range of \$2 to \$3 million.
- The fund balance policy for all funds not specifically listed above there is no minimum, maximum or targeted balances.
- The City will establish reserves to comply with the terms and conditions of the debt instruments used to finance capital improvement projects.
- The City will review fund balance/reserves annually during the budget process.



Revenue Policies

The City will estimate its annual revenue by a conservative, objective and analytical process.

The City will review fees and charges annually. It will attempt to design and/or modify revenue systems to include provisions that automatically allow charges to grow at a rate that keeps pace with the cost of providing the service.

Non-recurring revenue will be used only to fund non-recurring expenditures.

Capital Improvements Policies

The City will develop a multi-year plan for capital improvements

The City will maintain its physical assets at a level adequate to protect the City's capital investment and to reduce future maintenance and replacement costs. The budget will provide for the adequate maintenance and the orderly replacement of the capital plant and equipment from current revenues where possible.

The City will use the following criteria to evaluate the relative merit of each capital project:

- Projects specifically included in an approved replacement schedule will receive priority consideration.
- Projects will be evaluated as to the impact on the operating budget; those that reduce the cost of operations or energy consumption will receive priority consideration.

Debt Policies

City of Berkley, as a home rule unit, presently has a statutory limit on the amount of general obligation debt outstanding. The limit on the outstanding indebtedness cannot exceed 10% of the equalized assessed valuation. Using 2023 values (the most recent available information), this limitation would allow for approximately \$92.2 million in debt.

Investment Policies

The City's investment objectives in priority order are: Safety, Liquidity, and Yield.

Disbursement, collection, and deposit of all funds will be managed to insure that all cash is invested promptly until needed.

The City will strive to maximize the return on the portfolio, with the primary objective of preserving capital by prudent investment practices.

For the City's complete investment policies please contact the Finance Department.



Accounting, Auditing and Financial Reporting Policies

An independent audit will be performed annually.

The City will produce annual financial reports following Generally Accepted Accounting Principles (GAAP) as outlined by the Governmental Accounting Standards Board (GASB).

The City will maintain strong internal audit controls.

Purchasing Policies

The Purchasing Division is responsible for the administration of the procurement process for the supplies, materials and equipment required for the operation and maintenance of the City's departments and facilities.

Purchases will be made in accordance with federal, state and municipal requirements.

Purchases will be made in an impartial, economical, competitive, and efficient manner.

Purchases under \$3,000: Department's responsibility to obtain best price possible and to foster competition.

Purchases \$3000 - \$7,499: Department's responsibility to obtain complete quotes in writing and then to obtain best price possible.

Purchases over \$7,500: Formal sealed bids must be obtained. All bids and/or written quotations and request for proposals are awarded by the Mayor and City Council.

Grant Policies

The City Manager reviews and approves department requests to pursue grants.

Completed applications requiring a local match are presented for approval to the Mayor and City Council. The approval includes financing mechanism and required matching funds.

Upon notice of grant award Mayor and City Council approves budget and formal acceptance.

The Finance Department works with the initiating department for proper reporting and program monitoring.



Budget Policies and Procedures

Role of the Budget

The budget provides the annual financial plan for the management of the City's affairs. The document compiles the financial data needed to support Berkley's comprehensive decision making/policy development process. This Budget is based on the Mayor and City Council Goals, the Capital Improvements needs, and the City's financial policies, past Mayor and City Council direction, and City Manager and departmental review of operations.

Budget Strategy

The current financial plan is based upon Mayor and Council direction and current revenue constraints. These factors govern the stewardship of public funds and reflect the following principles:

- Basic services will be maintained at least at current levels and will be funded adequately.
- Program costs will reflect a true picture of the cost of operations. Depreciation will not be included in program costs and some City-wide expenses will be separated from program expenditures for ease of administration.
- Program services will be provided in the most efficient method while meeting the needs of the public.
- Necessary infrastructure improvements will be undertaken to meet needs.
- Revenue will be estimated at realistic levels.
- Reserves will be programmed at appropriate levels to protect the City from future uncertainties.
- The budget will comply with provisions of the State Constitution, City Charter, Municipal Code and sound fiscal policy.

Balanced Operating Budget

A balanced budget is a basic budgetary constraint intended to ensure that the City does not spend beyond its means. The City must function within the limits of the financial resources available and under normal circumstances, requires commitment to a balanced budget. The appropriated budget cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior years. Any deviation from a balanced operating budget requires disclosure when it occurs.

Impact of Capital Budget on the Operating Budget

As new policies and programs are approved, both the operating and capital budgets are impacted. For example, an increase in service levels approved as part of the operating budget would have long-term effects on the Capital Improvements Program. Conversely, a restrictive change to the use of long-term debt would slow capital programs.



Financial Structure, Policy, and Process

Regardless of the difference between the operating and capital budgets, the two are interdependent. Budgetary policy states that all foreseeable operating costs related to capital projects be estimated and provided for as part of the review process associated with the Capital Improvements Program. In addition, departments are required to include costs associated with operating and maintaining capital projects that are requested for the upcoming year.

Budgetary Internal Controls

The annual adopted budget provides a basis of control over financial operations. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the approved budget. Activities of the General Fund, Special Revenue and Debt Service Funds are included in the annual approved budget. The level of budgetary control (that is the level at which expenditures cannot exceed the appropriated amount) is established by function for the General Fund and at the fund level for the Special Revenue and Debt Service Funds.

Independent Audit

State statutes and the City Charter require an annual audit of all accounts of the City by certified public accountants selected by the Mayor and City Council. PSLZ, PLLC has fulfilled this requirement. The auditor's report is included in the City's Annual Financial Report with supplemental information and is available to the public.

Budget Process

The City's annual budget covers a twelve-month period beginning July 1 and ending June 30. The budget is an ongoing process that includes phases of development, adoption, implementation and oversight throughout the year.

Several goals are associated with the preparation and development of the City's annual budget document. First, the budget is a policy document. The document should help foster comprehensive community problem-solving and policy making. Second, the budget is a financial plan and management tool. The document should help staff in monitoring revenue and expenditures and in evaluating the effectiveness of City programs and services. Third, the budget serves as an important reference document. It should provide the Mayor and City Council, the public and staff with extensive information on the nature and scope of municipal operations and services.

Building the Recommended Budget

Under the direction of the City Manager, and with the assistance of the City Assessor and other Department Heads and staff, the Finance Director prepares an initial projection of revenue for the next fiscal year. This projection is based on reasonable assumptions of revenue generated by estimated property values and current user fees, and the best available information from the State of Michigan.

Spending priorities are based on the City's financial policies and mandated requirements, and focus on maintaining services, covering insurance and bond requirements, and the balancing of labor, supplies, and equipment.



City Manager Review

The City Manager makes the final adjustments and works with the Finance Director and staff to prepare the draft of the Proposed Budget.

Mayor and City Council Adoption

After receiving the Proposed Budget, a public hearing is conducted to assure that all persons and organizations are provided an opportunity to be heard. The Mayor and City Council then makes its revisions and adopts the budget for the next fiscal year no later than June 30.

Budget Amendment Process

After the budget is adopted, the primary responsibility for managing it falls to the individual departments. The Finance Department reviews the monthly budget reports concurrently with the departments. Management flexibility is given to each department of exceeding a line item within a function if it can be compensated for within that same function.

If a function must be adjusted, a formal budget amendment must be requested. The Finance Department prepares a formal budget amendment which is presented to the Mayor and City Council along with a report on the status of the contingency balance for approval.



Long-Range Financial Plan – Multi-Year Budget 2025-2026

The City of Berkley has recognized the need for planning to provide quality services to its residents. The City has prepared a two-year budget, going beyond the requirement for adoption of an annual budget. The multi-year budget is prepared using projections based on the best information/data available at the time. The research includes obtaining data from the County and State of Michigan. This future outlook allows the City to plan rather than react to anticipated financial conditions.

General Fund

General Fund

The General Fund is used to account for all financial resources traditionally associated with City government, except those required to be accounted for in another fund. The General Fund includes police, fire, city manager, building inspection, senior and recreation services, public works, assessing, and internal services such as legal and finance among others. The two primary sources of revenue for this fund are general property taxes and state shared revenue. In addition, the General Fund also receives revenue from licenses and permits, grants, fines and forfeitures and interest on investments.



GENERAL FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ESTIMATED REVENUES				
PROPERTY TAXES	\$ 8,868,129	\$ 9,337,839	\$ 9,815,000	\$ 10,107,000
FEDERAL GRANTS	617,528	2,250,500	501,500	1,500
STATE SOURCES	1,983,685	2,048,540	2,063,991	2,049,731
CHARGES FOR SERVICES	1,114,547	1,271,525	1,297,775	1,301,875
FINES AND FORFEITURES	169,488	152,000	178,000	178,000
LICENSES AND PERMITS	792,932	872,300	901,300	901,300
INVESTMENT INCOME	212,463	210,000	213,834	211,994
OTHER REVENUE	780,803	488,663	598,500	559,500
TOTAL ESTIMATED REVENUES	14,539,575	16,631,367	15,569,900	15,310,900
APPROPRIATIONS				
CITY COUNCIL	35,229	18,925	28,100	20,900
MANAGER	320,994	306,553	358,500	367,000
CITY CLERK/ELECTIONS	241,095	309,794	329,600	316,000
FINANCE	573,382	387,203	461,500	461,500
LEGAL	115,219	141,000	135,000	140,000
TREASURER	134,049	171,199	176,300	179,600
CITYWIDE PROJECTS	456,659	2,039,135	140,200	141,600
FACILITIES	-	-	503,400	413,000
PLANNING	156,969	230,137	236,700	240,900
BUILDING	619,431	310,402	411,000	422,700
COMMUNITY PROMOTION	66,028	58,060	55,300	55,300
RETIREE BENEFITS	1,167,968	1,293,712	1,293,000	1,300,000
ACTIVE EMPLOYEE BENEFITS	1,190,363	1,446,146	1,469,200	1,609,200
CORONAVIRUS	11,084	-	-	-



GENERAL FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
APPROPRIATIONS (CONTINUED)				
PUBLIC SAFETY:				
ADMINISTRATION	\$ 183,312	\$ 209,981	\$ 248,900	\$ 255,300
DISPATCH	526,688	578,790	517,000	530,100
OPERATIONS	3,878,559	3,919,274	4,372,300	4,091,700
RETIREE BENEFITS	1,666,400	1,691,678	1,702,700	1,748,200
ANIMAL CONTROL	72,555	84,025	84,400	85,900
TOTAL PUBLIC SAFETY	6,327,514	6,483,748	6,925,300	6,711,200
PUBLIC WORKS:				
OPERATIONS	773,436	542,472	540,800	498,400
STREET PROGRAMS	208,791	214,609	231,000	238,000
GARAGE	242,803	331,939	309,700	311,400
TOTAL PUBLIC WORKS	1,225,030	1,089,020	1,081,500	1,047,800
RECREATION AND CULTURE:				
LIBRARY	747,794	684,666	683,600	675,200
INFORMATION TECHNOLOGY	260,822	295,809	299,700	302,000
COMMUNICATIONS	197,011	193,406	194,000	187,000
TOTAL RECREATION AND CULTURE	1,205,627	1,173,881	1,177,300	1,164,200
TOTAL APPROPRIATIONS	13,846,641	15,458,915	14,781,900	14,590,900
OTHER FINANCING SOURCES (USES)				
OPERATING TRANSFER IN	85,000	100,000	-	-
OPERATING TRANSFER OUT	(1,470,000)	(1,050,000)	(788,000)	(720,000)
SALE OF CAPITAL ASSETS	53,398	-	-	-
TOTAL OTHER FINANCING SOURCES	(1,331,602)	(950,000)	(788,000)	(720,000)
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	(638,668)	222,452	-	-
BEGINNING FUND BALANCE	4,706,698	4,068,030	4,290,482	4,290,482
ENDING FUND BALANCE	\$ 4,068,030	\$ 4,290,482	\$ 4,290,482	\$ 4,290,482
FUND BALANCE AS A % OF EXPENDITURES	26.56%	25.99%	27.56%	28.02%



Special Revenue Funds

Major Street Fund

The Major Street Fund's purpose is to account for expenditures associated with the construction and maintenance needs of the Major Street portion of the City's street network. Of the 51.58 total centerline miles that make up the City of Berkley road network, the City has 15.63 centerline miles of Major streets. Financing is primarily provided by the City's share of State gas and weight taxes.

MAJOR STREETS FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ESTIMATED REVENUES				
STATE SOURCES	\$ 1,355,743	\$ 1,376,910	\$ 1,474,000	\$ 1,532,000
CHARGES FOR SERVICES	12,539	32,210	44,000	46,000
INVESTMENT INCOME	76,089	70,000	54,194	45,378
OTHER REVENUE	25,185	-	-	-
TOTAL ESTIMATED REVENUES	1,469,556	1,479,120	1,572,194	1,623,378
APPROPRIATIONS				
PUBLIC WORKS	706,183	840,924	735,694	746,878
CAPITAL OUTLAY	-	1,687,417	1,339,500	1,602,500
TOTAL APPROPRIATIONS	706,183	2,528,341	2,075,194	2,349,378
OTHER FINANCING SOURCES (USES)				
OPERATING TRANSFER OUT	(200,000)	(200,000)	(697,000)	(390,000)
TOTAL OTHER FINANCING SOURCES	(200,000)	(200,000)	(697,000)	(390,000)
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	563,373	(1,249,221)	(1,200,000)	(1,116,000)
BEGINNING FUND BALANCE	3,002,051	3,565,424	2,316,203	1,116,203
ENDING FUND BALANCE	\$ 3,565,424	\$ 2,316,203	\$ 1,116,203	\$ 203
FUND BALANCE AS A % OF EXPENDITURES	393.46%	84.89%	40.26%	0.01%



Local Street Fu

The Local Street Fund's purpose is to account for expenditures associated with the construction and maintenance needs of the City's 35.95 centerline miles of Local Streets. Financing is provided by the City's share of State gas and weight taxes and transfers from other funds.

LOCAL STREETS FUND				
	ACTUAL	ESTIMATED	BUDGET	PROJECTED
	2022-23	2023-24	2024-25	2025-26
ESTIMATED REVENUES				
STATE SOURCES	\$ 482,628	\$ 545,154	\$ 526,800	\$ 547,900
LICENSES AND PERMITS	-	38,452	-	-
INVESTMENT INCOME	21,438	20,000	20,227	14,660
OTHER REVENUE	35,346	26,200	35,000	35,000
TOTAL ESTIMATED REVENUES	539,412	629,806	582,027	597,560
APPROPRIATIONS				
PUBLIC WORKS	683,611	733,994	682,027	686,560
CAPITAL OUTLAY	32,161	216,000	277,000	1,555,000
TOTAL APPROPRIATIONS	715,772	949,994	959,027	2,241,560
OTHER FINANCING SOURCES (USES)				
OPERATING TRANSFER IN	200,000	200,000	697,000	390,000
TOTAL OTHER FINANCING SOURCES	200,000	200,000	697,000	390,000
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	23,640	(120,188)	320,000	(1,254,000)
BEGINNING FUND BALANCE	1,030,787	1,054,427	934,239	1,254,239
ENDING FUND BALANCE	\$ 1,054,427	\$ 934,239	\$ 1,254,239	\$ 239
FUND BALANCE AS A % OF EXPENDITURES	204.44%	124.57%	478.67%	0.01%



Recreation Revolving Fund

The Recreation Revolving Fund is used to account for all revenue and expenditures associated with parks and recreation youth and adult programs. The fund also accounts for all dream cruise activity. User fees are the main revenue source for this fund.

RECREATION REVOLVING FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ESTIMATED REVENUES				
CHARGES FOR SERVICES	\$ 528,471	\$ 523,515	\$ 525,500	\$ 575,500
STATE SOURCES	-	300,000	-	-
INVESTMENT INCOME	179	2,200	1,343	1,260
OTHER REVENUE	27,973	12,400	7,300	7,300
TOTAL ESTIMATED REVENUES	556,623	838,115	534,143	584,060
APPROPRIATIONS				
RECREATION AND CULTURE	1,178,012	1,204,343	1,222,643	1,239,060
CAPITAL OUTLAY	577,429	391,000	149,500	65,000
TOTAL APPROPRIATIONS	1,755,441	1,595,343	1,372,143	1,304,060
OTHER FINANCING SOURCES (USES)				
OPERATING TRANSFER IN	1,370,000	900,000	788,000	720,000
TOTAL OTHER FINANCING SOURCES	1,370,000	900,000	788,000	720,000
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	171,182	142,772	(50,000)	-
BEGINNING FUND BALANCE	17,577	188,759	331,531	281,531
ENDING FUND BALANCE	\$ 188,759	\$ 331,531	\$ 281,531	\$ 281,531
FUND BALANCE AS A % OF EXPENDITURES	48.97%	47.68%	48.20%	48.20%



Solid Waste Fund

The Solid Waste Fund records the activity related to the City trash collection program. Financing for the annual service is provided by a dedicated property tax millage.

SOLID WASTE FUND				
	<u>ACTUAL</u> 2022-23	<u>ESTIMATED</u> 2023-24	<u>BUDGET</u> 2024-25	<u>PROJECTED</u> 2025-26
ESTIMATED REVENUES				
PROPERTY TAXES	\$ 1,113,587	\$ 1,176,291	\$ 1,234,000	\$ 1,271,000
STATE SOURCES	-	-	6,000	6,000
CHARGES FOR SERVICES	421,677	546,224	762,000	762,000
INVESTMENT INCOME	13,551	15,000	15,292	15,814
OTHER REVENUE	6,167	11,000	10,000	10,000
TOTAL ESTIMATED REVENUES	<u>1,554,982</u>	<u>1,748,515</u>	<u>2,027,292</u>	<u>2,064,814</u>
APPROPRIATIONS				
PUBLIC WORKS	1,488,852	1,743,118	1,808,392	1,881,314
CAPITAL OUTLAY	-	-	192,000	-
TOTAL APPROPRIATIONS	<u>1,488,852</u>	<u>1,743,118</u>	<u>2,000,392</u>	<u>1,881,314</u>
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	<u>66,130</u>	<u>5,397</u>	<u>26,900</u>	<u>183,500</u>
BEGINNING FUND BALANCE	237,337	303,467	308,864	335,764
ENDING FUND BALANCE	<u>\$ 303,467</u>	<u>\$ 308,864</u>	<u>\$ 335,764</u>	<u>\$ 519,264</u>
FUND BALANCE AS A % OF EXPENDITURES	19.52%	17.66%	18.29%	25.15%



Community Development Block Grant Fund

This fund records federal grant monies passed through to the City from Oakland County to assist economically disadvantaged areas within the community and those citizens who are also economically disadvantaged.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ESTIMATED REVENUES				
FEDERAL GRANTS	\$ -	\$ 35,000	\$ 35,000	\$ 35,000
INVESTMENT INCOME	26	-	-	-
TOTAL ESTIMATED REVENUES	26	35,000	35,000	35,000
APPROPRIATIONS				
COMMUNITY & ECONOMIC DEVELOP	6,821	35,000	35,000	35,000
TOTAL APPROPRIATIONS	6,821	35,000	35,000	35,000
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	(6,795)	-	-	-
BEGINNING FUND BALANCE	17,237	10,442	10,442	10,442
ENDING FUND BALANCE	\$ 10,442	\$ 10,442	\$ 10,442	\$ 10,442



Senior Activities Fund

The Senior Activities Fund is used to account for all senior recreation revenue and expenditures associated with senior programs planned in the parks and recreation department. The fund also accounts for all SMART senior transportation activity. User fees and grants are the main revenue source for this fund.

SENIOR ACTIVITIES FUND				
	<u>ACTUAL</u> 2022-23	<u>ESTIMATED</u> 2023-24	<u>BUDGET</u> 2024-25	<u>PROJECTED</u> 2025-26
ESTIMATED REVENUES				
STATE SOURCES	\$ 18,736	\$ 22,880	\$ 19,000	\$ 19,000
CHARGES FOR SERVICES	67,393	66,759	65,000	65,000
INVESTMENT INCOME	760	1,000	829	982
TOTAL ESTIMATED REVENUES	<u>86,889</u>	<u>90,639</u>	<u>84,829</u>	<u>84,982</u>
APPROPRIATIONS				
HEATH AND WELFARE	<u>71,249</u>	<u>88,171</u>	<u>84,829</u>	<u>84,982</u>
TOTAL APPROPRIATIONS	<u>71,249</u>	<u>88,171</u>	<u>84,829</u>	<u>84,982</u>
NET OF REVENUE/APPROPRIATIONS	15,640	2,468	-	-
BEGINNING FUND BALANCE	<u>13,302</u>	<u>28,942</u>	<u>31,410</u>	<u>31,410</u>
ENDING FUND BALANCE	<u>\$ 28,942</u>	<u>\$ 31,410</u>	<u>\$ 31,410</u>	<u>\$ 31,410</u>



Debt Service Fund

11 Mile Road Bond Fund

The fund is used to account for the 2006 voter approved debt issuance and related property tax levy for the reconstruction of Eleven Mile Road. The bonds were paid off in a previous year and the fund is considered closed at June 30, 2024.

ELEVEN MILE ROAD BOND FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ESTIMATED REVENUES				
INVESTMENT INCOME	\$ -	\$ -	\$ -	\$ -
TOTAL ESTIMATED REVENUES	-	-	-	-
APPROPRIATIONS				
DEBT SERVICE	-	-	-	-
TOTAL APPROPRIATIONS	-	-	-	-
OTHER FINANCING SOURCES (USES)				
OPERATING TRANSFER OUT	-	(12,666)	-	-
TOTAL OTHER FINANCING SOURCES	-	(12,666)	-	-
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	-	(12,666)	-	-
BEGINNING FUND BALANCE	12,666	12,666	-	-
ENDING FUND BALANCE	\$ 12,666	\$ -	\$ -	\$ -



Capital Project Funds

Court Building Fund

This fund is used to account for capital activity of the district court building. In July, 2015 the court was consolidated with the City of Royal Oak. Upon dissolution of the court, the capital improvement funds remaining are permissible to be transferred to the General Fund for allowable purposes. The fund is considered closed as of June 30, 2024.

COURT PROJECTS FUND				
	ACTUAL	ESTIMATED	BUDGET	PROJECTED
	2022-23	2023-24	2024-25	2025-26
ESTIMATED REVENUES				
INVESTMENT INCOME	\$ 3,520	\$ 3,500	\$ -	\$ -
TOTAL ESTIMATED REVENUES	3,520	3,500	-	-
APPROPRIATIONS				
CAPITAL OUTLAY	-	-	-	-
TOTAL APPROPRIATIONS	-	-	-	-
OTHER FINANCING SOURCES (USES)				
OPERATING TRANSFER OUT	(85,000)	(280,210)	-	-
TOTAL OTHER FINANCING SOURCES	(85,000)	(280,210)	-	-
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	(81,480)	(276,710)	-	-
BEGINNING FUND BALANCE	358,190	276,710	-	-
ENDING FUND BALANCE	\$ 276,710	\$ -	\$ -	\$ -



Infrastructure Fund

This fund is used to account for capital activity and related tax revenue of the 2018 voter approved millage of not to exceed 2 mills.

INFRASTRUCTURE MILLAGE FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ESTIMATED REVENUES				
PROPERTY TAXES	\$ 1,278,487	\$ 1,350,477	\$ 1,421,000	\$ 1,477,000
STATE SOURCES	-	6,393	-	-
INVESTMENT INCOME	51,464	50,089	29,000	23,000
TOTAL ESTIMATED REVENUES	1,329,951	1,406,959	1,450,000	1,500,000
APPROPRIATIONS				
CAPITAL OUTLAY	2,542,030	2,608,000	750,000	2,200,000
TOTAL APPROPRIATIONS	2,542,030	2,608,000	750,000	2,200,000
OTHER FINANCING SOURCES (USES)				
OPERATING TRANSFER IN	-	-	-	-
TOTAL OTHER FINANCING SOURCES	-	-	-	-
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	(1,212,079)	(1,201,041)	700,000	(700,000)
BEGINNING FUND BALANCE	2,413,120	1,201,041	-	700,000
ENDING FUND BALANCE	\$ 1,201,041	\$ -	\$ 700,000	\$ -



Sidewalk Fund

This fund is used to account for any special assessment sidewalk projects within the City. Special assessment revenue will be collected to offset the actual construction expenditures of sidewalk projects. Engineering costs for the sidewalks will be paid from the Major and Local Street Funds.

SIDEWALK FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ESTIMATED REVENUES				
SPECIAL ASSESSMENTS	\$ 108,173	\$ 201,100	\$ -	\$ -
INVESTMENT INCOME	674	991	-	-
TOTAL ESTIMATED REVENUES	108,847	202,091	-	-
APPROPRIATIONS				
CAPITAL OUTLAY	204,041	305,408	7,500	-
TOTAL APPROPRIATIONS	204,041	305,408	7,500	-
OTHER FINANCING SOURCES (USES)				
OPERATING TRANSFER IN	100,000	93,900	-	-
TOTAL OTHER FINANCING SOURCES	100,000	93,900	-	-
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	4,806	(9,417)	(7,500)	-
BEGINNING FUND BALANCE	12,111	16,917	7,500	-
ENDING FUND BALANCE	\$ 16,917	\$ 7,500	\$ -	\$ -



Enterprise Fund

Water and Sewer Fund

The fund provides water to customers and disposes of sanitary sewage in exchange for user fees. In addition to covering the operating costs of the system, the fund also charges user fees to cover any related debt and capital expenditures.

WATER AND SEWER FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ESTIMATED REVENUES				
STATE SOURCES	\$ -	101,920	-	-
CHARGES FOR SERVICES	6,595,343	8,573,009	8,946,517	9,799,723
INVESTMENT INCOME	6,012	7,000	7,652	7,674
RENTAL INCOME	18,704	15,400	20,000	20,000
OTHER REVENUE	107,953	412,134	181,000	207,000
TOTAL ESTIMATED REVENUES	6,728,012	9,109,463	9,155,169	10,034,397
APPROPRIATIONS				
OPERATING AND MAINTENANCE	6,968,663	5,945,450	6,090,343	6,303,454
DEPRECIATION	747,739	-	-	-
CAPITAL OUTLAY	-	1,722,790	3,020,900	3,687,000
DEBT SERVICE	23,833	418,060	43,926	43,943
TOTAL APPROPRIATIONS	7,740,235	8,086,300	9,155,169	10,034,397
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	(1,012,223)	1,023,163	-	-
BEGINNING NET POSITION	20,205,413	19,193,190	20,216,353	20,216,353
ENDING NET POSITION	\$ 19,193,190	\$ 20,216,353	\$ 20,216,353	\$ 20,216,353



Fiduciary Fund

Public Safety Pension Fund

The Public Safety Pension Fund accumulates resources for pension benefit payments to qualified public safety employees.

PUBLIC SAFETY PENSION FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ADDITIONS				
EMPLOYER CONTRIBUTIONS	\$ 1,315,000	\$ 1,380,750	\$ 1,449,788	\$ 1,500,000
EMPLOYEE CONTRIBUTIONS	16,393	39,000	35,000	35,000
INVESTMENT INCOME	2,112,947	475,000	1,264,000	1,303,000
TOTAL ADDITIONS	3,444,340	1,894,750	2,748,788	2,838,000
DEDUCTIONS				
BENEFIT PAYMENTS	2,033,055	2,216,000	2,100,000	2,200,000
ADMINISTRATIVE EXPENSES	169,268	75,736	83,788	85,000
TOTAL DEDUCTIONS	2,202,323	2,291,736	2,183,788	2,285,000
NET INCREASE IN FIDUCIARY NET POSITION	1,242,017	(396,986)	565,000	553,000
NET POSITION - BEGINNING OF YEAR	19,072,555	20,314,572	19,917,586	20,482,586
NET POSITION - END OF YEAR	\$ 20,314,572	\$ 19,917,586	\$ 20,482,586	\$ 21,035,586



Component Unit

Downtown Development Authority Fund

The Downtown Development Authority Fund accounts for the activity to correct and prevent deterioration, encourage historical preservation, and promote economic growth within the downtown district. The fund is primarily funded by property tax revenue captures and a millage.

DOWNTOWN DEVELOPMENT AUTHORITY FUND				
	ACTUAL 2022-23	ESTIMATED 2023-24	BUDGET 2024-25	PROJECTED 2025-26
ESTIMATED REVENUES				
PROPERTY TAXES	\$ 394,365	\$ 398,000	\$ 424,000	\$ 436,700
STATE SOURCES	-	24,000	10,000	10,000
INVESTMENT INCOME	10,397	11,000	10,234	9,995
OTHER REVENUE	20,115	30,000	15,000	15,000
TOTAL ESTIMATED REVENUES	424,877	463,000	459,234	471,695
APPROPRIATIONS				
COMMUNITY & ECONOMIC DEVELOP	394,473	503,149	454,234	457,695
CAPITAL OUTLAY	55,407	160,000	70,000	-
TOTAL APPROPRIATIONS	449,880	663,149	524,234	457,695
NET REVENUE, APPROPRIATIONS AND OTHER FINANCING SOURCES	(25,003)	(200,149)	(65,000)	14,000
BEGINNING FUND BALANCE	314,861	289,858	89,709	24,709
ENDING FUND BALANCE	\$ 289,858	\$ 89,709	\$ 24,709	\$ 38,709



Fund Balance

Fund Balance is the difference between assets and liabilities in a governmental fund. The governmental funds account for the City's bread-and-butter, are typically tax-supported activities of a government (as opposed to enterprise funds, which are self-supporting, business-like activities), and include the following:

- General Fund – where a government accounts for everything not reported in another fund
- Special Revenue Funds – for reporting specific sources that are limited to being used for a particular purpose
- Debt Service Funds – which track the accumulation and use of resources for repayment of principal and interest on long-term debt
- Capital Project Funds – which track the accumulation and use of resources for construction, acquiring, and rehabilitating capital assets (such as buildings and roads)

GASB 54

GASB Statement No. 54 creates five components of fund balance, though not every government or governmental fund will report all components. This approach is intended to provide users consistent and understandable information about a fund's net resources. The five components are:

Nonspendable Fund Balance

**cannot be spent (legally restricted or in unspendable form)*

- Amounts that cannot be spent due to form; for example, inventories and prepaid amounts. Also, long-term loan and notes receivables, and property held for resale would be reported here unless the proceeds are restricted, committed or assigned.
- Amounts that must be maintained intact legally or contractually (corpus or principal of a permanent fund)

Restricted Fund Balance

**externally imposed (law, creditor, bond covenant)*

- Amounts constrained for a specific purpose by external parties, constitutional provision or enabling legislation. This is the same definition used by GASB Statement No. 34, *Basic Financial Statements— and Management's Discussion and Analysis—for State and Local Governments*, for restricted net assets.

Committed Fund Balance

**constraints approved by Council*

- Amounts constrained for a specific purpose by a government using its highest level of decision-making authority. It would require action by the same group to remove or change the constraints placed on the resources.
- Action to constrain resources must occur prior to year-end; however, the amount can be determined in the subsequent period.



Assigned Fund Balance

**constrained by intent by Mayor and City Council, or by the City Manager, or by a body/person to which City Council designates the authority*

- For all governmental funds other than the general fund, any remaining positive amounts not classified as nonspendable, restricted or committed.
- For the general fund, amounts constrained for the intent to be used for a specific purpose by a governing board or a body or official that has been delegated authority to assign amounts. Amount reported as assigned should not result in a deficit in unassigned fund balance.

Unassigned Fund Balance

**available to spend, unrestricted*

- For the general fund, amounts not classified as nonspendable, restricted, committed or assigned. The general fund is the only fund that would report a positive amount in unassigned fund balance.
- For all governmental funds other than the general fund, amount expended in excess of resources that are nonspendable, restricted, committed or assigned (a residual deficit). In determining a residual deficit, no amount should be reported as assigned.

Resolution of Adoption 2024 Millage Rates

WHEREAS, the City’s total millage was reduced by a Headlee reduction for the 2024 tax year to a total of 15.6443 mills, and

WHEREAS, that the City will continue to charge a 1% tax administrative fee on all property taxes levied in the 2024 tax year, and

WHEREAS, that these levies are being placed on a diversified tax base that has decreased slightly as anticipated in the financial plan, and

WHEREAS, a public hearing was held on May 20, 2024 on the 2024 millage rates and the 2024-2025 budget,

NOW, THEREFOR, BE IT RESOLVED, that to finance the level of services established in the 2024-2025 fiscal year, and to meet specific debt obligations of the City that the following millages are authorized to be spread:

General Operating	5.3247
General Operating - Voted	2.5314
Public Safety Operating	1.5970
Sanitation Operating	1.5970
Community Promotion	0.0608
Public Safety Pension	2.7000
Capital Improvement	<u>1.8334</u>
Total Mills	<u>15.6443</u>
DDA	1.8014

Resolution of Adoption Fiscal-Year 2024-2025 Budget and Acknowledging the Multi-Year Budget Including Projections of Future Fiscal-Year 2025-2026

WHEREAS, the City Manager has submitted a balance proposed budget for fiscal year 2024-2025 and

WHEREAS, the budget takes into consideration the City's multi-year budget and financial planning through fiscal year 2025-2026, and

WHEREAS, the budget takes into consideration property tax revenue from the proposed 2024 millage rates, and

WHEREAS, a public hearing was held on May 20, 2024 on the proposed 2024-2025 budget,

NOW, THEREFOR, BE IT RESOLVED, that the fiscal year 2024-2025 attached budget is adopted and that the City Council acknowledges the Multi-Year Budget, including projections of future-year 2025-2026 as part of this resolution.

A RESOLUTION
OF THE CITY COUNCIL OF THE CITY OF BERKLEY, MICHIGAN
APPROVING THE 2024/2025 THROUGH 2029/2030
CAPITAL IMPROVMENTS PLAN OF THE CITY OF BERKLEY, MICHIGAN

WHEREAS: Michigan Compiled Law (MCL) Section 125.3865 requires that a Planning Commission annually prepare a capital improvements program for the ensuing six (6) years, which program shall show those public structures and improvements, in general order of priority, which in the Commission’s judgment will be needed or desirable and can be undertaken within a six (6) year period; and

WHEREAS: City of Berkley staff has developed a six (6) year program based upon the requirements of the City of Berkley highlighting those public structures and improvements in general order of priority including time tables and costs; and

WHEREAS: The proposed Capital Improvement Plan amounts to a total of \$42,969,600 for fiscal year 2024/2025 through fiscal year 2029/2030 with \$4,593,300 of capital improvements being appropriated in 2024/2025 across all City operating funds and component units.

WHEREAS: The Planning Commission recommended the proposed Capital Improvements Plan to the City Council at their April 23, 2024, Planning Commission meeting.

NOW THEREFORE BE IT RESOLVED:

SECTION 1: The Berkley City Council hereby approves the 2024/2025 through 2029/2030 Capital Improvements Plan in the amount of \$42,969,600

Introduced and Passed at a regular City Council Meeting on Monday, May 20, 2024.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk



MEMORANDUM

To: Mayor Dean and City Council
From: Carl Johnson, Finance Director
Date: *May 20, 2024*
Subject: Six-Year Capital Improvement Program (CIP)

Madam Mayor and Members of City Council,

Background

The Planning and Enabling Act of the State of Michigan requires the City to prepare and approve a six-year CIP plan as part of the annual budget.

Summary

- The six-year CIP plan included in the June 30, 2023 was updated for the fiscal year June 30, 2024 budget and was incorporated into the proposed budget dated April 1, 2024
- The items included in the updated CIP plan were discussed at the budget study session with the mayor and city council on April 17, 2024
- The CIP plan was submitted to the planning commission and discussed at their meeting on April 23, 2024
- The items in the CIP plan for the fiscal year 2024/2025 are all incorporated into the proposed budget
- The City has discussed at all the above meetings that based on the current financial projections many of the items proposed in the CIP plan listed in future years may not be possible to complete but are needed

Recommendation

Approval of the six-year CIP for the fiscal years 2024/2025 through 2029/2030 totaling \$42,969,600.

CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN: 2024 to 2030

Parks & Recreation Department			Fiscal Year					
General Projects	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Light Poles at ALL Parks	208-845-971-150	General Fund				\$300,000		
Community Center								
Community Center	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Parking Lot Patching	208-845-971.150	GF/Rec Revolving	\$5,000					
Repair South East Wall Separation	208-845-971.150	Rec Revolving Fund				\$45,000		
Oxford Park								
Oxford Park	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Drainage	208-845-971-150	GF/Rec Revolving			\$100,000			
Pavillion/Concrete Pad and Shade	208-845-971-150	GF/Rec Revolving			\$80,000			
Parking Lot Construction (Street Spaces)	208-845-971-150	GF/Rec Revolving				\$150,000		
Walking Trails	208-845-971-150	GF/Rec Revolving					\$100,000	
Kiwanis Tot Lot								
Kiwanis Tot Lot	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Additional Play Equipment and Soft Surfacing	208-845-971-150	Rec Revolving Fund					\$150,000	
Lazenby Field								
Lazenby Field	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Ballfield Surface Material	208-845-971-150	General Fund/Grants/CDBG/Recreation Revolving Fund	\$5,000					
Engineering at Lazenby and Oxford	208-845-971-150	General Fund/Grants/CDBG/Recreation Revolving Fund			\$35,000			
Landscaping	208-845-971-150	Rec Revolving Fund			\$50,000			
Drainage	208-845-971-150	Rec Revolving Fund			\$100,000			
Lights	Multiple G/L #'s	General Fund/Grants/CDBG/Recreation Revolving Fund					\$40,000	
Poles for Netting	Multiple G/L #'s	General Fund/Grants/CDBG/Recreation Revolving Fund					\$50,000	
Netting	Multiple G/L #'s	General Fund/Grants/CDBG/Recreation Revolving Fund					\$15,000	
Friends Park								
Friends Park	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Bacon Park								
Bacon Park	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Pavilion Repair/Restore	208-845-971.150	General Fund/Grants/Recreation Revolving Fund	\$80,000					
Drainage	208-845-971-150	General Fund/Recreation Revolving Fund			\$100,000			
Community Park								
Community Park	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Tennis Court Total Repair/Add Gate	208-845-971-150	General Fund/Recreation Revolving Fund			\$100,000			
Ballfield Surface Material		General Fund/Recreation Revolving Fund			\$5,000			
Turf for Community 1		General Fund/Recreation Revolving Fund				\$60,000		
Fencing		General Fund/Recreation Revolving Fund				\$50,000		
Landscaping	208-845-971-150	General Fund/Recreation Revolving Fund					\$50,000	
Soft surface for play area		General Fund/Recreation Revolving Fund					\$85,000	
Sprinkler System Repair	208-845-971-150	General Fund/Grants/Recreation Revolving Fund					\$60,000	
Pattengill Park (In partnership with School District)								
Pattengill Park (In partnership with School District)	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Ballfield Surface and fence - repair	208-845-971.150	General Fund/Recreation Revolving Fund			\$5,000			

CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN: 2024 to 2030

Fence Repair	208-845-971.150	General Fund/Recreation Revolving Fund			\$30,000				
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Angell Park (In partnership with School District)	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Refurbish Tennis Courts	Multiple G/L #'s	General Fund/Grants/Recreation Revolving Fund					\$75,000	

Parks & Recreation Totals			\$90,000	\$0	\$605,000	\$605,000	\$625,000	\$0
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Berkley Public Library			Fiscal Year					
Department Wide	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Repair and Sealcoat Parking Lot	101-267-976-271	General Fund	\$100,000					
Recarpet library	101-267-976-271	General Fund		\$125,000				
Build and furnish 4 study rooms	101-267-976-271	General Fund			\$95,000			
Repaint Exterior & Interior	101-267-976-271	General Fund					\$28,000	

Berkley Public Library Total			\$100,000	\$125,000	\$95,000	\$0	\$28,000	\$0
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City Hall & Citywide Projects			Fiscal Year					
Energy Revolving Loan Fund Contribution	101-267-976-101	General Fund	\$20,000					
Wayfinding	101-265-821-030	General Fund (part DDA)			\$50,000			
Cummings Parking lot	101-265-976-001	General Fund				\$800,000		

City Hall & Citywide Total			\$20,000	\$0	\$50,000	\$800,000	\$0	\$0
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Public Works			Fiscal Year					
General Fund	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Garage Loft Stairwell Railing	101-267-976-441	General Fund	\$5,000					
Salt Dome Replacement - DPW	101-267-976-441/202-464-982-000	General Fund & Major Streets		\$175,000				
Roof Repairs/Improvements - DPW	101-267-976-441	General Fund	\$25,000		\$22,000		\$24,000	
Perimeter Wall Additions & Repairs-DPW	101-267-976-441	General Fund	\$10,000		\$120,000			
Overhead Door Replacement - DPW	101-267-976-441	General Fund			\$12,000		\$13,000	

Infrastructure & Sidewalk Funds	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Sidewalk Replacement Program (Estimate)	470-938-975-001	Sidewalks Fund-SAD	\$5,000		\$200,000	\$200,000	\$200,000	\$200,000
Sidewalk Replacement Program (Estimate) - Surveys & Eng.	470-938-821-000	Sidewalks Fund-SAD	\$2,500		\$40,000	\$40,000	\$40,000	\$40,000
Infrastructure Millage Project (Includes Engineering)	443-901-975-000, 443-901-821-000	Road Millage Fund	\$750,000	\$2,200,000	\$1,300,000	\$1,333,000	\$1,375,000	\$1,415,000

Major & Local Street Funds	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
WM and Road Work (Includes Engineering)	202-464-975-100, 202-464-821-010	Major Street Funds	\$740,000	\$1,990,000				
WM and Road Work (Includes Engineering)	203-464-975-100, 203-464-821-010	Local Street Funds	\$70,000	\$1,335,000				
City Wide Road Patches	202/203-464-818-000	Major & Local Street Funds	\$225,000	\$235,000	\$155,000	\$165,000	\$165,000	\$175,000
Spray Patch/Crack Sealing/Overband/Mastic (Includes Engineering)	202/203-464-818-000, 202/203-464-821-	Major & Local Street Funds	\$130,000	\$140,000	\$140,000	\$150,000	\$150,000	\$160,000
Sidewalk Ramps - ADA	202/203-464-818-000	Major & Local Street Funds	\$50,000	\$50,000	\$35,000	\$40,000	\$40,000	\$45,000
PASER Road Rankings & FAC Funding Applications (Eng. Only)	202/203-464-821-010	Major & Local Street Funds	\$24,000	\$30,000	\$15,000	\$17,000	\$17,000	\$18,000

CITY OF BERKLEY CAPITAL IMPROVEMENT PLAN: 2024 to 2030

Water & Sewer Street Funds	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Underground Fuel Tank Replacement - DPW	592-536-976-000	Water & Sewer Fund			\$175,000			
Concrete Slab Replacements - DPW	592-536-976-000	Water & Sewer Fund			\$60,000			
Lead Service Line Verifications	592-536-818-000	Water & Sewer Fund			\$350,000	\$350,000	\$350,000	\$350,000
Water Main Replace. Project (Includes Engineering)	592-536-975-000, 592-536-821-000	Water & Sewer Fund	\$50,000	\$1,400,000	\$2,200,000	\$2,300,000	\$2,400,000	\$2,500,000
Lead Service Line Replacements	592-536-818-000	Water & Sewer Fund	\$972,000	\$972,000	\$972,000	\$972,000	\$972,000	\$972,000
Annual Sewer Lining Program	592-902-971-150	Water & Sewer Fund	\$800,000	\$500,000	\$525,000	\$550,000	\$575,000	\$600,000
Water Main Asset Management Plan Updates	592-536-821-000	Water & Sewer Fund	\$5,400	\$6,000	\$5,800	\$6,000	\$6,200	\$6,400
Concrete Repairs from Underground Utility Work	592-536-982-000	Water & Sewer Fund	\$200,000	\$215,000	\$120,000	\$125,000	\$130,000	\$135,000
WM Cross Connection Control Services	592-536-822-000	Water & Sewer Fund	\$24,400	\$26,000	\$27,000	\$28,000	\$29,000	\$30,000
ArcGIS Programs & Assistance (Eng. Only)	592-536-821-000	Water & Sewer Fund	\$25,000	\$32,500	\$35,000	\$37,500	\$40,000	\$42,500
City Wide Road & WM Improvements - Planning & Estimates	592-536-821-000	Water & Sewer Fund	\$50,000	\$25,000	\$5,800	\$6,000	\$6,200	\$6,400

Total for Public Works			\$4,163,300	\$9,331,500	\$6,514,600	\$6,319,500	\$6,532,400	\$6,695,300
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Public Safety			Fiscal Year					
Department Wide	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
North basement/fitness room repairs/renovation	101-267-976-345	General Fund	\$50,000					
Male/female locker rooms renovations	101-267-976-345	General Fund	\$100,000					
Carports for marked and unmarked vehicles	101-267-976-345	General Fund		\$50,000				

Total for Public Safety			\$150,000	\$50,000	\$0	\$0	\$0	\$0
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Downtown Development Authority			Fiscal Year					
Department Wide	Account Number (if Known)	Funding Source	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Wayfinding	248-902-972-500	DDA Tax Increment Capture Fund	\$10,000					
Streetscape-bike racks, benches, crosswalk enhancements, Robina	248-902-972-200	DDA Tax Increment Capture Fund	\$60,000					
Berkley Plaza Project	814-940-974-007	DDA Tax Increment Capture Fund						
Coolidge Lighting- Catalpa to Edgewood		DDA Tax Increment Capture Fund						
Streetscape (Sidewalk) Improvement	814-940-974-002	DDA Tax Increment Capture Fund						

Total Downtown Development Authority			\$70,000	\$0	\$0	\$0	\$0	\$0
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Department	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Parks & Recreation	\$90,000	\$0	\$605,000	\$605,000	\$625,000	\$0
Berkley Public Library	\$100,000	\$125,000	\$95,000	\$0	\$28,000	\$0
City Hall & Citywide Projects	\$20,000	\$0	\$50,000	\$800,000	\$0	\$0
Public Works	\$4,163,300	\$9,331,500	\$6,514,600	\$6,319,500	\$6,532,400	\$6,695,300
Public Safety	\$150,000	\$50,000	\$0	\$0	\$0	\$0
Downtown Development Authority	\$70,000	\$0	\$0	\$0	\$0	\$0
TOTAL by Fiscal Year	\$4,593,300	\$9,506,500	\$7,264,600	\$7,724,500	\$7,185,400	\$6,695,300

Full Cost of Plan **\$42,969,600**

A RESOLUTION
OF THE CITY COUNCIL OF THE CITY OF BERKLEY
ESTABLISHING A RESIDENTIAL AND COMMERCIAL SERVICE FEES FOR
THE COLLECTION AND DISPOSAL OF SOLID WASTE
EFFECTIVE JULY 1, 2024

WHEREAS, The City of Berkley provides a broad range of residential and commercial services in the area of solid waste collection, recycle and disposal; and

WHEREAS, The Southeastern Oakland County Resource Recovery Authority (SOCRRA) is establishing a single stream recycling program; and

WHEREAS: The City of Berkley contracts with a third-party vendor in the area of residential and commercial solid waste collection, recycle and disposal via membership in SOCRRA, and

WHEREAS, The cost to the City of providing solid waste services has diminished its ability to keep pace with expenses in other areas of city services, and threatens the ability of the city to continue these services which contribute to the quality of life of persons living here, and

WHEREAS, This resolution updates fees adopted by resolution no. R-27-23 as approved by the Berkley City Council on December 18, 2023.

NOW, THEREFORE, THE CITY OF BERKLEY RESOLVES:

SECTION 1: An annual residential solid waste collection and disposal fee of \$68.84 per year, per residential dwelling unit in the City is hereby established.

SECTION 2: The fee herein established shall be collected in quarterly installments of \$17.21 which the City Manager be and hereby is, authorized and directed to cause to appear on the water billing of each residence as each is issued. The same penalty shall apply to unpaid balances of the service fee as apply to unpaid water bills.

SECTION 3: The fee shall be collected from all residential dwelling units in the city which receive refuse collection and disposal services through the city and its appointed contractors with the exception of those multiple dwelling unit locations which currently are, or in the future may be billed as commercial accounts.

SECTION 4: An annual commercial solid waste collection and disposal fee is hereby established.

SECTION 5: All units labeled a commercial or industrial business or multiple dwelling units in the City of Berkley will be billed for a commercial service from the City. The City shall charge the following rates per month:

Level of Service	Collection Interval	Monthly Fee
Hand Stop Only	Once Weekly	\$20.60
Up to 2cy Dumpster	Once Weekly	\$41.05
Up to 2cy Dumpster	Twice Weekly	\$82.10

SECTION 6: The fee herein established shall be collected in quarterly installments which the City Manager be and hereby is, authorized and directed to cause to appear on the water billing of each commercial or industrial parcel as each is issued. The same penalty shall apply to unpaid balances of the service fee as apply to unpaid water bills.

SECTION 7: The annual residential and commercial solid waste collection and disposal service fee shall take effect July 1, 2024 and shall end June 30, 2025 unless readopted, extended or revised by resolution of the Council.

SECTION 8: If total revenues from fees significantly exceed revenue requirements of the Solid Waste Fund it shall be applied to a future year total fee requirement and the cost to residents and commercial customers reduced accordingly.

Introduced and Passed at the City Council Meeting held on Monday, May 20, 2024.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk



MEMORANDUM

To: Mayor Dean and City Council
From: Carl Johnson, Finance Director
Date: *May 20, 2024*
Subject: Residential and Commercial Service Fee for Solid Waste Collections and Disposal

Madam Mayor and Members of City Council,

Background

The current service fee established by City Council for residential and commercial collection and disposal of solid waste in December 2023 is set to expire on June 30, 2024. The service fee requires a resolution to be readopted, extended or revised.

Summary

- On December 18, 2023, resolution R-27-23 revised both the residential and commercial solid waste service fees effective January 1, 2024 through June 30, 2024
- The proposed budget for fiscal year 2024/25 **does not propose any increase in the current solid waste service fees**
- The current service fees continue to be needed over and above the citywide property tax millage to cover the projected annual costs of the Solid Waste Fund
- The proposed service fee is set only for the period July 1, 2024 through June 30, 2025 and will require a resolution from council to continue and can also be amended at anytime using the same method

Recommendation

Approval of the attached resolution setting the residential and commercial service fees for solid waste collection and disposal at the same level currently in place for the period July 1, 2024 through June 30, 2025.

A RESOLUTION
OF THE COUNCIL OF THE CITY OF BERKLEY, MICHIGAN
SETTING THE CHARGES FOR WATER AND SEWER SERVICES
EFFECTIVE JULY 1, 2024

WHEREAS, City Council has determined that, in order to provide safe, adequate water to the users of the system, and to assure safe transportation and treatment of sewage discharged into the system by all users of the system, the system must receive sufficient total annual revenue to ensure the proper operation and maintenance of the system, the development and perpetuation of the system, and the preservation of the financial integrity of the system. The city council has also determined that the system shall be self-sustaining, supported solely by the revenues of the system and not dependent upon the property tax payers of the city. To meet those ends, City Council shall fix the rates and charges to be imposed on all users of each component of the system in accordance with the principles and standards set forth in the Berkley City Code; and

WHEREAS, the purpose of water and sewer rates is to produce sufficient revenues each year to pay the costs of water and sewer service utilized by the rate payers of the city. The city council has found that annual revenues and expenditures of the system can fluctuate substantially from year to year. City council has determined that, in order to provide adequate, but not excessive, annual adjustments in revenue levels in a timely manner, the city shall develop the estimated costs of service and shall base rates each year on those estimated costs; and

WHEREAS, City Council has received a cost of service study commissioned for the purpose to establish or confirm the current and future cost of providing water, sanitary sewer, and storm water disposal based upon guidelines consistent with the tests for distinguishing a fee from a tax prescribed by the decision in Bolt v City of Lansing; and

WHEREAS, City Council wishes to revise current water rates both to continue to provide sufficient revenue for the water fund and to meet the guidelines prescribed in the Bolt v City of Lansing, decision in a manner consistent with the recommendations of the cost of service study; and

WHEREAS, Charges established pursuant to Sections 126-18, 19, 68, and 70 of the Berkley City Code have been addressed in other resolutions adopted by City Council.

NOW, THEREFORE, THE CITY OF BERKLEY RESOLVES:

Section 1.00: That pursuant to the Berkley City Code, the City Council does hereby determine that the following rate schedule for water and sewer service shall be in effect for all bills due and payable on or after July 1, 2024.

1.10: CONSUMPTION CHARGE:

Per 100 Cubic Feet		
Water Service	Sewer Service	TOTAL
\$5.30	\$5.93	\$11.23

1.20: READY TO SERVE FIXED CHARGE:

Per Meter, Per Quarter			
Meter Size	Water Service	Sewer Service	TOTAL
0.75"	\$13.74	\$13.19	\$26.93
1.00"	\$22.94	\$22.02	\$44.96
1.50"	\$45.77	\$43.98	\$89.75
2.00"	\$73.24	\$70.36	\$143.60
3.00"	\$160.20	\$153.92	\$314.12
4.00"	\$266.63	\$256.18	\$522.81

1.30: STORM WATER SERVICE FIXED CHARGE:

Per Equivalent Residential Unit, Per Quarter
\$82.95

Section 2.00: As required by the Great Lakes Water Authority, a high strength surcharge shall be levied against industrial and commercial customers of the Berkley sewer system who contribute sewage to the system with concentrations of pollutants in excess of the levels which are described as follows:

Pollutant Source	Maximum Allowable Pollutant Concentration (mg/l.)	Surcharge Per Pound of Excess Pollutant*
Biochemical Oxygen Demand	275	\$0.362
Total Suspended Solids	350	\$0.496
Phosphorous	12	\$6.641
Fats, Oils, and Grease	100	\$0.115

2.10: It is assumed that normal domestic customers do not contribute sewage with concentrations of pollutants exceeding the levels specified in Section 2.0 above, therefore, the high strength surcharge will not apply to domestic customers.

2.11: Further, the high strength surcharge will not apply to restaurants pursuant to the order of the U.S. District Court dated July 10, 1981, (C.A. No. 77-71100).

2.13: Amounts due for the high strength surcharge shall be calculated either by the Great Lakes Water Authority or by the Oakland County Drain Commissioner's staff. Customers who believe the charges have been improperly assessed shall bring their objections to the agency performing the calculations.

2.14: When the City is presented with an invoice or similar document by the Oakland County Water Resources Commissioner or the Great Lakes Water Authority for a high strength surcharge for a customer of the Berkley sewage system, the City shall add the amount of the high strength surcharge to that customer's next regular bill for water and sewer services, and it shall be collected in the same manner as the regular charges for water and sewer services.

2.20: As further required by the Great Lakes Water Authority/Oakland County Water Resources Commissioner, a non-residential flow surcharge which shall be added as a flat rate charge to each regular quarterly invoice for water and sewer charges issued by the City to customers that are liable for the charge shall be charged according to the schedule below.

Meter Size In Inches	Flat Rate Non-Residential Flow Surcharge Per Regular Water Bill
0.75	\$16.59
1.00	\$27.35
1.50	\$60.16
2.00	\$87.51
3.00	\$158.61
4.00	\$218.78

Section 3.00: The rates described herein shall be effective with all bills rendered by the City of Berkley which are due and payable on or after July 1, 2024. **Please note that occasionally due to the timing of rate approvals by other bodies, if any of the previous identified rates should need to change prior to 7/1/2024, the Berkley City Council will adopt a new resolution with the corrected rates.**

Section 4.00: Whenever an overdue amount is transferred to the City tax roll for collection, an overdue administration fee of \$20.00 shall be added to the amount due. The fee shall be waived for property owners who have received a reduction in taxable property value by the Berkley Board of Review for reasons of economic hardship.

Introduced and Passed at a City Council Meeting held on Monday, May 20, 2024.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk



MEMORANDUM

To: Mayor Dean and City Council
From: Carl Johnson, Finance Director
Date: *May 20, 2024*
Subject: Water and Sewer Service Rates

Madam Mayor and Members of City Council,

Background

The water and sewer rates are set annually by the Mayor and City Council. As part of the multi-year plan discussed in prior year, the variable rates will be increased to pass along cost increases from the Southeast Oakland County Water Authority for water and Oakland County for sewage and stormwater and to cover some of the costs related to the unfunded mandate of lead water line replacement.

Summary

- The City on an annual bases prepares the annual water and sewer budget based on cash-flow and determines the annual costs along with the revenue needed to cover the projected costs
- The budget includes significant capital costs related to unfunded mandates by the State of Michigan to replace lead water lines in the amount of \$2-3 million annually
- The budget assumes a 4-5% increase in cost increases for water purchases and sewage/stormwater disposal and processing
- The proposed rates are unchanged for all fees except the consumption charges which were increased 10% therefor the average used will see an overall increase less that the 10%
- The proposed rates are the minimum amounts needed to just break even in the Water and Sewer Fund for the fiscal year 2024/2025
- The Water and Sewer Fund is estimated to have as cash balance of \$0 at June 30, 2024 and June 30, 2025 with \$0 of negative working capital

Recommendation

Approval of the attached resolution setting the water and sewer service fees beginning July 1, 2024 in conjunction with the amounts assumed in the proposed June 30, 2024/2025 Water and Sewer Fund budget.

May 20, 2024 City Council Meeting

Moved by Councilmember _____ and seconded by Councilmember _____ to award a five-year (three-year contract with two one-year City renewal options) professional services contract for annual audit services to Andrews Hooper Pavlik PLC beginning for the fiscal year ending June 30, 2024 through June 30, 2029. The total contract over the five years totals \$225,000 charged to the various funds and departments budgeted in account 807-000.

Ayes:

Nays:

Motion:



MEMORANDUM

To: Mayor Dean and City Council
From: Carl Johnson, Finance Director
Date: *May 20, 2024*
Subject: Professional Services Contract for Annual Audit Services FY 2024-2028

Madam Mayor and Members of City Council,

Background

The State of Michigan requires the City of Berkley to hire a professional services firm to perform an annual audit of the city's financial statements at the end of each fiscal year. The firm is hired by the Mayor and City Council and reports their findings directly to them along with the State.

Summary

- On March 8, 2024 the City issued an RFP for professional audit services for the years-ending June 30, 2024-June 30, 2028
- The deadline for receipt of proposals related to the audit RFP was March 29, 2024
- The City received five proposals which are summarized and attached to this memo
- The finance director reviewed all five proposals and found all five to be high quality, qualified firms that could perform the annual audit
- The finance director has worked directly with four of the five firms that have proposed on audits of other communities
- The audit fee paid for the fiscal year-ended June 30, 2023 was \$30,000
- The three lowest bidders are smaller regional firms with the two highest bidders being larger national firms

Recommendation

Awarding of a five-year professional services contract (three-year contract with two one-year city renewal options) for annual audit services to the lowest qualified bidder Andrews Hooper Pavlik for the fiscal years ending June 30, 2024 through June 30, 2028.

City of Berkley
Summary of Auditor RFP Responses
May 20, 2024

<u>Firm</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>Total</u>
Gabridge & Company	55,360	57,000	58,500	60,000	61,500	292,360
Maner Costerisan	55,000	58,000	61,000	64,000	67,000	305,000
Yeo & Yeo	70,000	73,500	77,000	80,800	84,800	386,100
Rehmann Robson	60,000	63,000	66,100	69,400	72,800	331,300
Andrews Hooper Pavlik	43,000	44,000	45,000	46,000	47,000	225,000

A RESOLUTION

IN SUPPORT OF AND FUNDING COMMITMENT OF APPLICATION TO THE SEMCOG PLANNING ASSISTANCE PROGRAM

- WHEREAS** SEMCOG is providing grant funding to support projects in transportation and infrastructure equity planning, complete streets and corridor safety planning, trails and greenways planning, stormwater management planning and placemaking along corridors and active transportation planning; and
- WHEREAS** The City of Berkley is exploring the possibility of creating a public gathering space in the Dorthea Road right-of-way, east of Coolidge Highway; and
- WHEREAS** Berkley’s Downtown Master Plan notes “A downtown public space is needed to activate the downtown and bring more vibrancy and investment...and create more pockets of activity.”; and
- WHEREAS** Public engagement conducted for the Downtown Master Plan showed an urban plaza and pocket park as high priorities; and
- WHEREAS** The creation of a public gathering space will contribute significantly to increasing the vibrancy of downtown Berkley and help meet the goals and objectives of the Downtown Master Plan.

BE IT HEREBY RESOLVED

Section 1. That the City Council of the City of Berkley, Michigan does hereby support the application to the SEMCOG Planning Assistance Program and commit to the funding for the City of Berkley grant match fund in conjunction with the Downtown Development Authority.

Section 2: The Council of the City of Berkley supports this effort to create a public gathering space in downtown Berkley.

Introduced and passed at a Regular City Council Meeting on Monday, May 20, 2024.

Bridget Dean, Mayor

Attest:

Victoria Mitchell, City Clerk



MEMORANDUM

To: Mayor Dean and City Council
From: Kristen Kapelanski, Community Development Director
Date: *May 20, 2024*
Subject: SEMCOG Planning Assistance Program Grant

Madam Mayor and Members of City Council,

Background

- The Downtown Master Plan calls for the creation of a public gathering space downtown.
- The Dorthea Road stub east of Coolidge does not have any access drives and dead ends in the municipal lot bordering the future location of the Berkley School District field house and associated athletic fields. The municipal parking connecting to this stub can be accessed off of Catalpa and Franklin.
- Given its location in the center of Downtown, this is an ideal place to consider closing this stub to create a public gathering space.

Summary

- SEMCOG is accepting applications for its Planning Assistance Program which funds conceptual planning projects related to several topics. In this case, a public gathering space on the Dorthea Road stub would fall under complete streets and corridor safety planning and placemaking along corridors.
- HRC is currently preparing a cost estimate for the project that will be available for Council at the meeting. As a point of comparison, the DDA had a similar concept design prepared for a refresh of the Robina Road gathering area. That concept cost approximately \$13,000.
- This grant opportunity requires an 18.5% local match. The DDA has agreed to contribute to this match requirement as well.

Recommendation

Council is asked to approve a resolution in support of the grant application and commitment to providing the required local match in conjunction with the DDA.