

2021 Budget Workshop Agenda
May 13, 2020 at 6:30 PM
Zoom Online Meeting
Component Units, Housing, Historical, and Clerk

Topics

- Component Units
- Senior Apartment Housing Operations Fund
- Historical Commission and Museum Department
- City Clerk Department

Agenda

1. West and East Dearborn Downtown Development Authorities
Muhanad Almaliky, Accountant
Cristina Sheppard-Decius, POW Strategies
2. Dix-Vernor and Warren Business District Improvement Authorities
Muhanad Almaliky, Accountant
3. Brownfield Redevelopment Authority
Jenn Ryan, Accountant
4. Senior Apartments Housing Operating Fund
Carole Rochon, Accountant
Jeff Watson, ECD Director, Housing Operations
5. Historical Commission and Museum Department
Yassin Osman, Accountant
Paul Talpos, Assistant Chief Curator, Historical Museum Operations
6. City Clerk Department
Michael Kennedy, Deputy Director of Finance
George Darany, City Clerk

2021 Budget Workshop Agenda
May 13, 2020 at 6:30 PM
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Component Units, Housing, Historical, and Clerk

Meeting Documents

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City of Dearborn
West Dearborn Downtown Development Authority Fund
Revenue and Fund Balance Trend

Prepared by Finance Department
As of May 13, 2020

	Actual 2017-2018	Actual 2018-2019	Amended Budget 2019-2020	Projected Budget 2019-2020	Proposed Budget 2020-2021	Proposed Budget 2021-2022	Proposed Budget 2022-2023
<u>Revenue</u>							
Property Taxes	\$ 615,966	\$ 819,275	\$ 740,930	\$ 740,930	\$ 1,132,100	\$ 1,154,700	\$ 1,177,800
Intergovernmental Revenue							
Federal Sources	-	1,424	1,000	1,000	1,500	1,500	1,500
State, Local Community Stabilization Authority	12,332	25,313	25,320	25,320	25,000	25,000	25,000
Interest on Investments	9,786	19,928	20,698	18,177	15,755	16,746	18,036
Private Source Contributions	88,742	48,348	83,500	65,000	52,500	84,500	84,500
Miscellaneous Revenue	12,900	25,059	23,500	24,500	27,500	27,500	27,500
Transfers In							
General Fund	16,950	11,993	9,080	9,080	9,185	9,185	9,185
General Fund, Sanitation Millage	22,152	25,920	25,920	25,920	25,920	25,920	25,920
Workers' Compensation	-	-	11	11	-	-	-
Total financing sources	778,828	977,260	929,959	909,938	1,289,460	1,345,051	1,369,441
<u>Expenditures</u>							
Personnel Services	5,203	88	-	-	-	-	-
Professional & Contractual Services	259,035	416,118	557,226	557,226	542,940	433,440	433,440
Sanitation Contractual Services	22,152	25,920	25,920	25,920	25,920	25,920	25,920
Utilities, Communications	-	225	2,000	2,625	1,127	1,127	1,127
R&M Services, Copiers	-	362	375	375	375	375	375
Building Rental	-	10,935	11,010	11,010	9,000	7,500	7,500
Supplies	8,969	9,001	50,725	51,225	60,450	50,450	50,450
Other Operating Expenses	293,077	270,974	495,216	495,216	251,539	175,946	176,021
Capital Improvements & Infrastructure (projects)	-	-	-	-	-	-	-
Transfers Out							
Brownfield Redevelopment Authority	119,900	132,940	235,220	235,220	243,700	243,700	243,700
Total financing uses	708,336	866,563	1,377,692	1,378,817	1,135,051	938,458	938,533
Estimated Financing Sources Over (Under) Uses	70,492	110,697	(447,733)	(468,879)	154,409	406,593	430,908
<u>Fund Balance</u>							
Beginning Balance	637,021	517,491	717,795	717,795	349,341	503,750	910,343
Prior Year Encumbrances & Advances	10	190,032	100,425	100,425	-	-	-
Encumbrances at Fiscal Year End	(190,032)	(100,425)	-	-	-	-	-
Ending Fund Balance	\$ 517,491	\$ 717,795	\$ 370,487	\$ 349,341	\$ 503,750	\$ 910,343	\$ 1,341,251

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 PREPARED BY Osman, Yassin

BUDGET PREPARATION WORKSHEET - FUND NNN
 FOR FISCAL YEAR 2021
 W/S, REFB numbers for FY21/22/23

ACCOUNTING PERIOD 1 11/2020
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YMOREFB

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY18 ACTUAL	FY19 ACTUAL	FY20 ADOPTED BUDGET	FY20 ADJUSTED BUDGET	FY20 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2021 Budget Request	FY2022 Budget Request	FY2023 Budget Request
WEST DEN DOWNTOWN DEV AUT										
296-0000-311.40-00	DEVELOPMENT AUTHORITIES	615,966-	819,275-	740,930-	740,930-	1,018,201-	740,930-	1,132,100-	1,154,700-	1,177,800-
296-0000-330.05-14	LOC COMM STABIL SHARE APP	12,332-	25,313-	25,320-	25,320-	0	25,320-	25,000-	25,000-	25,000-
296-0000-361.10-05	INTEREST-CURRENT	9,786-	19,928-	20,698-	20,698-	14,219-	18,177-	15,755-	16,746-	18,036-
296-0000-369.90-00	OTHER	0	6,194-	0	0	0	0	0	0	0
296-0000-391.91-01	CONTRIB FROM GENERAL FUND	39,102-	37,913-	35,000-	35,000-	29,167-	35,000-	35,105-	35,105-	35,105-
296-0000-391.96-76	WORKERS COMPENSATION FUND	0	0	0	11-	11-	11-	0	0	0
296-6100-322.40-10	REGISTRATIONS	0	0	0	0	6,545-	1,000-	4,000-	4,000-	4,000-
296-6100-365.90-00	DONATIONS FROM PRIV SOURC	88,742-	48,348-	83,500-	83,500-	16,659-	65,000-	52,500-	84,500-	84,500-
296-6110-330.01-90	OTHER	0	1,424-	1,000-	1,000-	607-	1,000-	1,500-	1,500-	1,500-
296-6110-369.90-00	OTHER	12,900-	18,865-	23,500-	23,500-	2,265-	23,500-	23,500-	23,500-	23,500-
*		778,828-	977,260-	929,948-	929,959-	1,087,674-	909,938-	1,289,460-	1,345,051-	1,369,441-
**	REVENUE	778,828-	977,260-	929,948-	929,959-	1,087,674-	909,938-	1,289,460-	1,345,051-	1,369,441-
296-6100-911.10-20	WAGES, PART TIME/SEASONAL	4,830	81	0	0	0	0	0	0	0
*	Salary,Wages,Allowance	4,830	81	0	0	0	0	0	0	0
296-6100-911.22-00	FICA/MEDICARE, CITY SHARE	369	6	0	0	0	0	0	0	0
296-6100-911.26-00	WORKERS COMP CONTRIB.	3	0	0	0	0	0	0	0	0
*	Personnel Srvs-Benefits	372	6	0	0	0	0	0	0	0
296-2972-463.34-90	OTHER SERVICES	22,152	25,920	25,920	25,920	19,620	25,920	25,920	25,920	25,920
296-6100-911.30-40	AUDIT SERVICE	329	382	400	400	400	400	400	400	400
296-6100-911.34-90	OTHER SERVICES	253,616	399,227	499,826	534,826	331,309	534,826	522,540	413,040	413,040
296-6110-911.34-90	OTHER SERVICES	5,089	16,509	22,000	22,000	10,624	22,000	20,000	20,000	20,000
*	Services-Prof&Contractual	281,186	442,038	548,146	583,146	361,953	583,146	568,860	459,360	459,360
296-6100-911.41-75	WATER/SEWAGE	0	0	0	1,500	534	1,500	0	0	0
*	Utilities	0	0	0	1,500	534	1,500	0	0	0
296-6100-911.43-82	COPIERS R & M	0	362	375	375	0	375	375	375	375
*	Repair & Maint Services	0	362	375	375	0	375	375	375	375
296-6100-911.44-10	BUILDING RENTAL	0	10,935	11,010	11,010	9,025	11,010	9,000	7,500	7,500
*	Rentals	0	10,935	11,010	11,010	9,025	11,010	9,000	7,500	7,500
296-6100-911.51-00	COMMUNITY PROMOTION	137,110	264,955	341,345	485,796	167,764	485,796	241,225	165,560	165,560

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BUDGET PREPARATION WORKSHEET - FUND NNN
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ACCOUNTING PERIOD 2 11/2020
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY18 ACTUAL	FY19 ACTUAL	FY20 ADOPTED BUDGET	FY20 ADJUSTED BUDGET	FY20 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2021 Budget Request	FY2022 Budget Request	FY2023 Budget Request
*	Community Promotion	137,110	264,955	341,345	485,796	167,764	485,796	241,225	165,560	165,560
296-6100-911.52-10	GENERAL INSURANCE	2,985	2,670	3,730	3,730	3,110	3,730	4,624	4,696	4,771
*	Insurance & Bonds	2,985	2,670	3,730	3,730	3,110	3,730	4,624	4,696	4,771
296-6100-911.53-00	COMMUNICATIONS, TELE SERV	0	225	0	500	914	1,125	1,127	1,127	1,127
*	Communications	0	225	0	500	914	1,125	1,127	1,127	1,127
296-6100-911.58-10	STAFF TRAINING & TRAN EXP	2,569	2,836	3,500	3,500	175	3,500	3,500	3,500	3,500
*	Training & Transportation	2,569	2,836	3,500	3,500	175	3,500	3,500	3,500	3,500
296-6100-911.60-10	OFFICE SUPPLIES	693	802	4,125	3,125	395	4,125	1,500	1,500	1,500
296-6100-911.60-20	POSTAGE	0	0	0	500	202	0	350	350	350
296-6100-911.61-90	EQUIPMENT - NON CAPITAL	0	0	18,600	17,100	0	17,100	18,600	18,600	18,600
296-6100-911.62-00	REPAIR & MAINT SUPPLIES	0	1,400	0	0	0	0	0	0	0
296-6100-911.62-40	PLANTING MATERIALS	8,276	6,798	30,000	30,000	577	30,000	40,000	30,000	30,000
*	Supplies & Materials	8,969	9,000	52,725	50,725	1,174	51,225	60,450	50,450	50,450
296-6100-911.65-00	MEMBERSHIPS	413	513	940	940	148	940	940	940	940
296-6100-911.68-90	OTHER OPERATING EXPENSE	150,000	0	1,250	1,250	0	1,250	1,250	1,250	1,250
*	Other Expenses	150,413	513	2,190	2,190	148	2,190	2,190	2,190	2,190
296-6100-980.92-75	BROWNFIELD FUND	119,900	132,940	235,220	235,220	387,665	235,220	243,700	243,700	243,700
*	Transfers Out	119,900	132,940	235,220	235,220	387,665	235,220	243,700	243,700	243,700
**	EXPENDITURE	708,334	866,561	1,198,241	1,377,692	932,462	1,378,817	1,135,051	938,458	938,533
***	WEST DEN DOWNTOWN DEV AUT	70,494	110,699	268,293	447,733	155,212	468,879	154,409	406,593	430,908
		70,494	110,699	268,293	447,733	155,212	468,879	154,409	406,593	430,908

City of Dearborn
East Dearborn Downtown Development Authority Fund
Revenue and Fund Balance Trend

Prepared by Finance Department
As of May 13, 2020

	Actual 2017-2018	Actual 2018-2019	Amended Budget 2019-2020	Projected Budget 2019-2020	Proposed Budget 2020-2021	Proposed Budget 2021-2022	Proposed Budget 2022-2023
<u>Revenue</u>							
Property Taxes	\$ 796,145	\$ 807,995	\$ 829,990	\$ 829,990	\$ 843,600	\$ 860,500	\$ 877,700
Intergovernmental Revenue							
Federal Sources	-	(142,029)	-	-	-	-	-
State, Local Community Stabilization Authority	-	23,733	23,740	23,740	26,000	26,000	26,000
Interest on Investments	18,257	27,156	31,218	20,997	18,200	19,344	20,835
Private Source Contributions	22,965	41,850	115,000	50,000	46,000	85,500	85,500
Miscellaneous Revenue	-	-	14,205	15,205	17,205	63,205	63,205
Transfers In							
General Fund	2,078	-	-	(2,400)	6,810	-	-
General Fund, Sanitation Millage	33,603	11,794	11,310	13,710	15,810	22,620	22,620
Workers' Compensation	-	-	155	155	-	-	-
Total financing sources	873,048	770,499	1,025,618	951,397	973,625	1,077,169	1,095,860
<u>Expenditures</u>							
Personnel Services	55,572	543	-	5,068	2,200	-	-
Professional & Contractual Services	133,967	266,290	402,997	418,322	427,410	403,340	403,340
Sanitation Contractual Services	33,603	11,794	11,310	13,710	15,810	22,620	22,620
Utilities, Communications	720	281	500	1,125	1,128	1,128	1,128
R&M Services, Copiers	58	362	375	375	375	375	375
Building Rental	25,000	10,935	11,010	11,010	9,000	7,500	7,500
Supplies	9,423	20,812	37,225	37,975	35,350	35,350	35,350
Other Operating Expenses	698,916	197,829	448,727	448,427	310,604	284,689	284,776
Capital Improvements & Infrastructure (projects)	29,430	-	202,980	-	-	-	-
Transfers Out							
Brownfield Redevelopment Authority	464,566	464,099	475,240	475,240	456,900	456,900	456,900
Total financing uses	1,451,255	972,945	1,590,364	1,411,252	1,258,777	1,211,902	1,211,989
Estimated Financing Sources Over (Under) Uses	(578,207)	(202,446)	(564,746)	(459,855)	(285,152)	(134,733)	(116,129)
<u>Fund Balance</u>							
Beginning Balance	1,585,266	982,269	813,436	813,436	570,846	285,694	150,961
Prior Year Encumbrances & Advances	226,088	250,878	217,265	217,265	-	-	-
Encumbrances at Fiscal Year End	(250,878)	(217,265)	-	-	-	-	-
Ending Fund Balance	\$ 982,269	\$ 813,436	\$ 465,955	\$ 570,846	\$ 285,694	\$ 150,961	\$ 34,832

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY18 ACTUAL	FY19 ACTUAL	FY20 ADOPTED BUDGET	FY20 ADJUSTED BUDGET	FY20 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2021 Budget Request	FY2022 Budget Request	FY2023 Budget Request
EAST DEN DOWNTOWN DEV AUT										
297-0000-311.40-00	DEVELOPMENT AUTHORITIES	796,145-	807,995-	829,990-	829,990-	815,148-	829,990-	843,600-	860,500-	877,700-
297-0000-330.05-14	LOC COMM STABIL SHARE APP	0	23,733-	23,740-	23,740-	26,223-	23,740-	26,000-	26,000-	26,000-
297-0000-361.10-05	INTEREST-CURRENT	18,257-	27,156-	31,218-	31,218-	16,682-	20,997-	18,200-	19,344-	20,835-
297-0000-391.91-01	CONTR FROM GENERAL FUND	35,681-	11,794-	11,310-	11,310-	9,425-	11,310-	22,620-	22,620-	22,620-
297-0000-391.96-76	WORKERS COMPENSATION FUND	0	0	0	155-	155-	155-	0	0	0
297-6100-322.40-10	REGISTRATIONS	0	0	0	0	6,350-	1,000-	3,000-	3,000-	3,000-
297-6100-330.01-99	CONTRA REV - NON-CDBG FED	0	142,029	0	0	0	0	0	0	0
297-6100-365.90-00	DONATIONS FROM PRIV SOURC	22,965-	41,850-	115,000-	115,000-	7,849-	50,000-	46,000-	85,500-	85,500-
297-6100-369.90-00	OTHER	0	0	14,205-	14,205-	14,203-	14,205-	14,205-	60,205-	60,205-
*		873,048-	770,499-	1,025,463-	1,025,618-	896,035-	951,397-	973,625-	1,077,169-	1,095,860-
**	REVENUE	873,048-	770,499-	1,025,463-	1,025,618-	896,035-	951,397-	973,625-	1,077,169-	1,095,860-
297-6100-911.10-20	WAGES, PART TIME/SEASONAL	51,593	505	0	0	0	0	0	0	0
*	Salary,Wages,Allowance	51,593	505	0	0	0	0	0	0	0
297-6100-911.22-00	FICA/MEDICARE, CITY SHARE	3,947	39	0	0	0	0	0	0	0
297-6100-911.25-00	UNEMPLOYMENT COMPENSATION	0	0	0	0	5,068	5,068	2,200	0	0
297-6100-911.26-00	WORKERS COMP CONTRIB.	33	0	0	0	0	0	0	0	0
*	Personnel Srvs-Benefits	3,980	39	0	0	5,068	5,068	2,200	0	0
297-2972-463.34-90	OTHER SERVICES	33,603	11,794	11,310	11,310	2,600	13,710	15,810	22,620	22,620
297-6100-911.30-40	AUDIT SERVICE	772	763	800	800	800	800	800	800	800
297-6100-911.30-90	OTHER PROF. SERVICES	150	0	0	0	0	0	0	0	0
297-6100-911.34-90	OTHER SERVICES	133,045	265,527	359,856	402,197	255,985	417,522	426,610	402,540	402,540
*	Services-Prof&Contractual	167,570	278,084	371,966	414,307	259,385	432,032	443,220	425,960	425,960
297-6100-911.43-82	COPIERS R & M	58	362	375	375	0	375	375	375	375
*	Repair & Maint Services	58	362	375	375	0	375	375	375	375
297-6100-911.44-10	BUILDING RENTAL	25,000	10,935	11,010	11,010	9,025	11,010	9,000	7,500	7,500
*	Rentals	25,000	10,935	11,010	11,010	9,025	11,010	9,000	7,500	7,500
297-6100-435.45-10	ARCHITECT/ENGINEER SVC	4,250	0	0	59,501	0	0	0	0	0
297-6100-435.45-20	CONSTRUCTION CONTRACTOR	25,180	0	0	137,785	0	0	0	0	0
*	Construction Expenses	29,430	0	0	197,286	0	0	0	0	0
297-6100-911.51-00	COMMUNITY PROMOTION	154,922	190,668	339,980	422,022	105,344	422,022	270,860	244,860	244,860

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY18 ACTUAL	FY19 ACTUAL	FY20 ADOPTED BUDGET	FY20 ADJUSTED BUDGET	FY20 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2021 Budget Request	FY2022 Budget Request	FY2023 Budget Request
*	Community Promotion	154,922	190,668	339,980	422,022	105,344	422,022	270,860	244,860	244,860
	297-6100-911.52-10 GENERAL INSURANCE	3,255	4,110	6,260	6,260	5,210	6,260	5,394	5,479	5,566
*	Insurance & Bonds	3,255	4,110	6,260	6,260	5,210	6,260	5,394	5,479	5,566
	297-6100-911.53-00 COMMUNICATIONS, TELE SERV	720	281	0	500	1,103	1,125	1,128	1,128	1,128
*	Communications	720	281	0	500	1,103	1,125	1,128	1,128	1,128
	297-6100-911.58-10 STAFF TRAINING & TRAN EXP	3,310	2,539	3,500	3,500	2,247	3,500	3,500	3,500	3,500
*	Training & Transportation	3,310	2,539	3,500	3,500	2,247	3,500	3,500	3,500	3,500
	297-6100-911.60-10 OFFICE SUPPLIES	642	802	4,125	3,125	401	4,125	1,500	1,500	1,500
	297-6100-911.60-20 POSTAGE	4	154	100	600	213	350	350	350	350
	297-6100-911.61-90 EQUIPMENT - NON CAPITAL	1,720	0	3,500	3,500	0	3,500	3,500	3,500	3,500
	297-6100-911.62-00 REPAIR & MAINT SUPPLIES	0	1,400	0	0	0	0	0	0	0
	297-6100-911.62-40 PLANTING MATERIALS	7,057	18,455	30,000	30,000	17,825	30,000	30,000	30,000	30,000
*	Supplies & Materials	9,423	20,811	37,725	37,225	18,439	37,975	35,350	35,350	35,350
	297-6100-911.65-00 MEMBERSHIPS	413	513	1,190	1,190	148	1,190	1,190	1,190	1,190
	297-6100-911.66-00 REFERENCE MATERIALS	28	0	0	0	0	0	0	0	0
	297-6100-911.68-80 LICENSES, FEES & PERMITS	0	0	300	300	0	0	0	0	0
	297-6100-911.68-90 OTHER OPERATING EXPENSE	536,989	0	15,455	15,455	14,203	15,455	29,660	29,660	29,660
*	Other Expenses	537,430	513	16,945	16,945	14,351	16,645	30,850	30,850	30,850
	297-6100-980.92-75 BROWNFIELD FUND	464,566	464,099	475,240	475,240	448,590	475,240	456,900	456,900	456,900
*	Transfers Out	464,566	464,099	475,240	475,240	448,590	475,240	456,900	456,900	456,900
	297-6100-435.98-00 UNDISTRIBUTED APPROP	0	0	0	5,694	0	0	0	0	0
*	Undistributed Appropriat	0	0	0	5,694	0	0	0	0	0
**	EXPENDITURE	1,451,257	972,946	1,263,001	1,590,364	868,762	1,411,252	1,258,777	1,211,902	1,211,989
***	EAST DEN DOWNTOWN DEV AUT	578,209	202,447	237,538	564,746	27,273	459,855	285,152	134,733	116,129
		578,209	202,447	237,538	564,746	27,273	459,855	285,152	134,733	116,129

Tab 8

City of Dearborn
Dix-Vernor District Improvement Authority Fund
Revenue and Fund Balance Trend

Prepared by Finance Department
As of May 13, 2020

	Actual 2017-2018	Actual 2018-2019	Amended Budget 2019-2020	Projected Budget 2019-2020	Proposed Budget 2020-2021	Proposed Budget 2021-2022	Proposed Budget 2022-2023
<u>Revenue</u>							
Property Taxes	\$ 11,583	\$ 19,237	\$ 19,700	\$ 19,700	\$ 28,000	\$ 28,600	\$ 29,200
Intergovernmental Revenue							
Federal Sources	-	-	-	-	-	-	-
State Sources	4,397	-	-	-	-	-	-
Interest on Investments	542	1,522	1,488	1,494	1,295	1,377	1,483
Private Source Contributions	1,500	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-
Transfers In							
General Fund	14,955	6,170	-	5,375	-	-	-
General Fund, Sanitation Millage	26,029	24,441	30,375	25,000	30,375	30,375	30,375
Total financing sources	59,006	51,370	51,563	51,569	59,670	60,352	61,058
<u>Expenditures</u>							
Personnel Services	-	-	-	-	-	-	-
Professional & Contractual Services	6,445	4,840	68,075	68,075	17,075	17,075	17,075
Sanitation Contractual Services	26,029	24,441	30,375	25,000	30,375	30,375	30,375
Utilities	-	-	-	-	-	-	-
Repair & Maintenance Services	-	-	-	-	-	-	-
Rentals	-	-	-	-	-	-	-
Supplies, Planting Materials	-	-	1,000	1,000	1,000	1,000	1,000
Other Operating Expenses	-	-	-	-	-	-	-
Capital Improvements & Infrastructure (projects)	-	-	-	-	-	-	-
Transfers Out							
Brownfield Redevelopment Authority	-	-	-	-	-	-	-
Total financing uses	32,474	29,281	99,450	94,075	48,450	48,450	48,450
Estimated Financing Sources Over (Under) Uses	26,532	22,089	(47,887)	(42,506)	11,220	11,902	12,608
<u>Fund Balance</u>							
Beginning Balance	25,146	51,443	71,767	71,767	31,261	42,481	54,383
Prior Year Encumbrances & Advances	-	235	2,000	2,000	-	-	-
Encumbrances at Fiscal Year End	(235)	(2,000)	-	-	-	-	-
Ending Fund Balance	\$ 51,443	\$ 71,767	\$ 25,880	\$ 31,261	\$ 42,481	\$ 54,383	\$ 66,991

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 PROGRAM GM601L
 PREPARED BY Osman, Yassin

BUDGET PREPARATION WORKSHEET - FUND NNN
 FOR FISCAL YEAR 2021
 W/S, REFB numbers for FY21/22/23

ACCOUNTING PERIOD 1 11/2020
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YMOREFB

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY18 ACTUAL	FY19 ACTUAL	FY20 ADOPTED BUDGET	FY20 ADJUSTED BUDGET	FY20 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2021 Budget Request	FY2022 Budget Request	FY2023 Budget Request
DIX-VERNOR DIST IMPR AUTH										
250-0000-311.40-00	DEVELOPMENT AUTHORITIES	11,583-	19,237-	19,700-	19,700-	24,867-	19,700-	28,000-	28,600-	29,200-
250-0000-330.04-90	OTHER	4,397-	0	0	0	0	0	0	0	0
250-0000-361.10-05	INTEREST-CURRENT	542-	1,522-	1,488-	1,488-	1,187-	1,494-	1,295-	1,377-	1,483-
250-0000-391.91-01	CONTR FROM GENERAL FUND	40,984-	30,611-	30,375-	30,375-	25,313-	30,375-	30,375-	30,375-	30,375-
250-6100-365.90-00	DONATIONS FROM PRIV SOURC	1,500-	0	0	0	0	0	0	0	0
*		59,006-	51,370-	51,563-	51,563-	51,367-	51,569-	59,670-	60,352-	61,058-
**	REVENUE	59,006-	51,370-	51,563-	51,563-	51,367-	51,569-	59,670-	60,352-	61,058-
250-2972-463.34-90	OTHER SERVICES	26,029	24,441	30,375	30,375	13,778	25,000	30,375	30,375	30,375
250-6100-911.30-40	AUDIT SERVICE	19	20	75	75	75	75	75	75	75
250-6100-911.34-90	OTHER SERVICES	6,426	4,819	68,000	68,000	0	68,000	17,000	17,000	17,000
*	Services-Prof&Contractual	32,474	29,280	98,450	98,450	13,853	93,075	47,450	47,450	47,450
250-6100-911.62-40	PLANTING MATERIALS	0	0	1,000	1,000	0	1,000	1,000	1,000	1,000
*	Supplies & Materials	0	0	1,000	1,000	0	1,000	1,000	1,000	1,000
**	EXPENDITURE	32,474	29,280	99,450	99,450	13,853	94,075	48,450	48,450	48,450
***	DIX-VERNOR DIST IMPR AUTH	26,532-	22,090-	47,887	47,887	37,514-	42,506	11,220-	11,902-	12,608-
		26,532-	22,090-	47,887	47,887	37,514-	42,506	11,220-	11,902-	12,608-

City of Dearborn
Warren Business District Improvement Authority Fund
Revenue and Fund Balance Trend

Prepared by Finance Department
As of May 13, 2020

	Actual 2017-2018	Actual 2018-2019	Amended Budget 2019-2020	Projected Budget 2019-2020	Proposed Budget 2020-2021	Proposed Budget 2021-2022	Proposed Budget 2022-2023
<u>Revenue</u>							
Property Taxes	\$ 47,116	\$ 93,566	\$ 95,820	\$ 95,820	\$ 213,500	\$ 217,800	\$ 222,200
Intergovernmental Revenue							
Federal Sources	-	-	-	-	-	-	-
State Sources	-	-	-	-	-	-	-
Interest on Investments	1,035	3,669	3,809	4,885	4,235	4,501	4,848
Private Source Contributions	-	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-
Transfers In							
General Fund	29,792	-	(4,000)	10,210	-	-	-
General Fund, Sanitation Millage	77,138	78,570	94,210	80,000	90,210	90,210	90,210
Total financing sources	155,081	175,805	189,839	190,915	307,945	312,511	317,258
<u>Expenditures</u>							
Personnel Services	-	-	-	-	-	-	-
Professional & Contractual Services	24,828	11,107	126,595	130,595	33,595	33,595	33,595
Sanitation Contractual Services	77,138	78,570	94,210	80,000	90,210	90,210	90,210
Utilities	-	-	-	-	-	-	-
Repair & Maintenance Services	-	-	-	-	-	-	-
Rentals	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-
Other Operating Expenses	-	-	-	-	-	-	-
Capital Improvements & Infrastructure (projects)	-	-	-	-	-	-	-
Transfers Out							
Brownfield Redevelopment Authority	-	-	-	-	-	-	-
Total financing uses	101,966	89,677	220,805	210,595	123,805	123,805	123,805
Estimated Financing Sources Over (Under) Uses	53,115	86,128	(30,966)	(19,680)	184,140	188,706	193,453
<u>Fund Balance</u>							
Beginning Balance	44,136	95,589	183,379	183,379	163,699	347,839	536,545
Prior Year Encumbrances & Advances	-	1,662	-	-	-	-	-
Encumbrances at Fiscal Year End	(1,662)	-	-	-	-	-	-
Ending Fund Balance	\$ 95,589	\$ 183,379	\$ 152,413	\$ 163,699	\$ 347,839	\$ 536,545	\$ 729,998

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 PROGRAM 0M601L
 PREPARED BY Osman, Yassin

BUDGET PREPARATION WORKSHEET - FUND NNN
 FOR FISCAL YEAR 2021
 W/S, REFB numbers for FY21/22/23

ACCOUNTING PERIOD 1 11/2020
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YMOREFB

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY18 ACTUAL	FY19 ACTUAL	FY20 ADOPTED BUDGET	FY20 ADJUSTED BUDGET	FY20 Y-T-D ACTUAL	FINANCE PROJ THIS YEAR	FY2021 Budget Request	FY2022 Budget Request	FY2023 Budget Request
WARREN BUS DIST IMPR AUTH										
251-0000-311.40-00	DEVELOPMENT AUTHORITIES	47,116-	93,566-	95,820-	95,820-	159,486-	95,820-	213,500-	217,800-	222,200-
251-0000-361.10-05	INTEREST-CURRENT	1,035-	3,669-	3,809-	3,809-	3,490-	4,885-	4,235-	4,501-	4,848-
251-0000-391.91-01	CONTR FROM GENERAL FUND	106,930-	78,570-	90,210-	90,210-	75,175-	90,210-	90,210-	90,210-	90,210-
*		155,081-	175,805-	189,839-	189,839-	238,151-	190,915-	307,945-	312,511-	317,258-
**	REVENUE	155,081-	175,805-	189,839-	189,839-	238,151-	190,915-	307,945-	312,511-	317,258-
251-2972-463.34-90	OTHER SERVICES	77,138	78,570	90,210	94,210	45,176	80,000	90,210	90,210	90,210
251-6100-911.30-40	AUDIT SERVICE	45	44	75	75	75	75	75	75	75
251-6100-911.34-90	OTHER SERVICES	24,782	11,062	130,520	126,520	4,794	130,520	33,520	33,520	33,520
*	Services-Prof&Contractual	101,965	89,676	220,805	220,805	50,045	210,595	123,805	123,805	123,805
**	EXPENDITURE	101,965	89,676	220,805	220,805	50,045	210,595	123,805	123,805	123,805
***	WARREN BUS DIST IMPR AUTH	53,116-	86,129-	30,966	30,966	188,106-	19,680	184,140-	188,706-	193,453-
		53,116-	86,129-	30,966	30,966	188,106-	19,680	184,140-	188,706-	193,453-

Tab 9

City of Dearborn
Brownfield Redevelopment Fund
Revenue and Fund Balance Trend

Prepared by Finance Department
As of May 13, 2020

	Actual 2017-2018	Actual 2018-2019	Amended Budget 2019-2020	Projected Budget 2019-2020	Proposed Budget 2020-2021	Proposed Budget 2021-2022	Proposed Budget 2022-2023
<u>Revenue</u>							
Property Taxes	\$ 2,538,378	\$ 2,159,271	\$ 2,537,795	\$ 2,537,795	\$ 1,831,500	\$ 1,831,500	\$ 1,831,500
Intergovernmental Revenue							
Federal Sources, EPA	95,280	91,414	-	-	-	-	-
State Sources	-	-	-	-	-	-	-
Local Community Stabilization Authority	1,202,299	1,202,429	1,202,430	1,202,430	1,531,000	1,531,000	1,531,000
Interest on Investments	42,889	70,450	104,620	34,011	29,480	31,334	33,748
Proceeds from Long-Term Debt	-	-	76,550	76,550	-	-	-
Transfers In							
West Dearborn DDA	119,900	132,940	235,220	235,220	243,700	243,700	243,700
East Dearborn DDA	464,566	464,099	475,240	475,240	456,900	456,900	456,900
General Capital Improvement	40,000	-	-	-	-	-	-
Total financing sources	4,503,312	4,120,603	4,631,855	4,561,246	4,092,580	4,094,434	4,096,848
<u>Expenditures</u>							
Professional & Contractual Services	91,100	11,677	67,610	67,610	66,480	66,480	66,480
Utilities, Communications	1,493	1,189	-	-	-	-	-
Postage	-	-	300	300	300	300	300
Other Operating Expenses	3,485,593	2,839,806	2,893,891	2,893,891	1,798,068	2,748,549	2,748,749
Capital Improvements & Infrastructure (projects)	7,534,966	664,108	421,070	421,070	-	-	-
Debt Service							
Principal	-	-	521,793	521,793	541,793	561,793	581,793
Interest and Fees	776,408	772,398	758,965	758,965	733,271	713,971	693,771
Total financing uses	11,889,560	4,289,178	4,663,629	4,663,629	3,139,912	4,091,093	4,091,093
Estimated Financing Sources Over (Under) Uses	(7,386,248)	(168,575)	(31,774)	(102,383)	952,668	3,341	5,755
<u>Fund Balance</u>							
Beginning Balance	(7,459,470)	(15,713,002)	(15,025,639)	(15,025,639)	(14,594,883)	(13,100,422)	(12,535,288)
Prior Year Encumbrances & Advances	-	867,284	11,346	11,346	-	-	-
Encumbrances at Fiscal Year End	(867,284)	(11,346)	-	-	-	-	-
Debt Principal	-	-	521,793	521,793	541,793	561,793	581,793
Ending Fund Balance	\$ (15,713,002)	\$ (15,025,639)	\$ (14,524,274)	\$ (14,594,883)	\$ (13,100,422)	\$ (12,535,288)	\$ (11,947,740)

City of Dearborn
Brownfield Redevelopment Fund
Revenue and Fund Balance Details

Prepared by Finance Department
As of May 13, 2020

The purpose of the Brownfield Redevelopment Authority is to promote the redevelopment, revitalization, and reuse of certain properties by providing a financial mechanism for assisting in remediation and redevelopment costs.

	FY2021	FY2022	FY2023		FY2021	FY2022	FY2023
Revenue				Expense			
<u>Tax Capture</u>				<u>Administrative Fee</u>			
BRA Plan #7 Redico				#7 Redico	40,000	40,000	40,000
<i>Direct</i>	383,300	383,300	383,300	#9 AK Steel	40,000	40,000	40,000
<i>Pass-through EDDDA</i>	456,900	456,900	456,900	#13 Ford	20,000	20,000	20,000
					100,000	100,000	100,000
BRA Plan #9 AK Steel					-	-	-
<i>Direct</i>	1,132,300	1,132,300	1,132,300	<u>Debt Service</u>			
				2009A LTGO (Redico)	752,000	753,250	753,750
BRA Plan #11 UrbCam ¹				2012 DCC	81,793	81,793	81,793
<i>Direct</i>	53,800	53,800	53,800	2017 LTGO (Ford)	441,271	440,721	440,021
					1,275,064	1,275,764	1,275,564
BRA Plan #13 Ford					-	-	-
<i>Direct</i>	262,100	262,100	262,100	<u>Tax Reimbursements</u>			
<i>Pass-through WDDDA</i>	243,700	243,700	243,700	#7 Redico	52,780	51,530	51,030
				#9 AK Steel	2,618,720	2,618,720	2,618,720
<u>Total Tax Capture</u>				#13 Ford ²	(906,652)	45,079	45,779
<i>Direct</i>	1,831,500	1,831,500	1,831,500		1,764,848	2,715,329	2,715,529
<i>Pass-through EDDDA</i>	456,900	456,900	456,900		-	-	-
<i>Pass-through WDDDA</i>	243,700	243,700	243,700	Total Expense	3,139,912	4,091,093	4,091,093
	2,532,100	2,532,100	2,532,100				
	-	-	-	<i>FY2018-20 Ford Debt</i> ²	951,181	-	-
<u>LCSA</u>							
#7 Redico	4,580	4,580	4,580				
#9 AK Steel	1,526,420	1,526,420	1,526,420				
	1,531,000	1,531,000	1,531,000				
Interest Revenue	29,480	31,334	33,748				
Total Revenue	4,092,580	4,094,434	4,096,848				

1) UrbCam is in the revolving fund stage without reimbursements.
2) Ford Tax Reimbursement for FY2021 decreased by the debt service payments for FY2018-20 for the 2017 LTGO CIP Wagner Infrastructure bonds.

JRBUDGET

Budget Report for FY2021/22/23 REFB

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Two Years Prior Actual	Prior Year Actual	Current Year Adopted Budget	Current Year Adjusted Budget	Current Year Year to Date Actual	Current Year Projected Budget	Next Year's Budget Request	Two Year's Budget Request	Three Year's Budget Request
BROWNFIELD REDEVELOPMENT										
275-0000-311.60-10	LOCAL TAXES	1,646,629.25-	1,357,021.74-	1,546,200-	1,567,935-	1,461,500.75-	1,567,935-	1,331,300-	1,331,300-	1,331,300-
275-0000-311.60-20	SCHOOL TAXES	891,748.67-	802,249.60-	969,860-	969,860-	468,457.34-	969,860-	500,200-	500,200-	500,200-
275-0000-330.01-45	EPA GRANTS	95,280.00-	91,414.00-	0	0	186,694.00	0	0	0	0
275-0000-330.05-14	LOC COMM STABIL SHARE APP	1,202,298.70-	1,202,429.42-	1,202,430-	1,202,430-	1,530,584.81-	1,202,430-	1,531,000-	1,531,000-	1,531,000-
275-0000-361.10-05	INTEREST-CURRENT	42,888.57-	70,449.85-	90,360-	104,620-	35,927.01-	34,011-	29,480-	31,334-	33,748-
275-0000-391.92-96	CONTRIB FROM WDDA	119,900.03-	132,939.82-	235,220-	235,220-	387,665.41-	235,220-	243,700-	243,700-	243,700-
275-0000-391.92-97	CONTRIB FROM EDDA	464,565.77-	464,099.30-	475,240-	475,240-	448,590.08-	475,240-	456,900-	456,900-	456,900-
275-0000-391.94-01	GENERAL CAPITAL IMPROV	40,000.00-	.00	0	0	.00	0	0	0	0
275-0000-393.00-00	PROCEEDS L-T LIABILITIES	.00	.00	0	76,550-	.00	76,550-	0	0	0
*		4,503,310.99-	4,120,603.73-	4,519,310-	4,631,855-	4,146,031.40-	4,561,246-	4,092,580-	4,094,434-	4,096,848-
**	REVENUE	4,503,310.99-	4,120,603.73-	4,519,310-	4,631,855-	4,146,031.40-	4,561,246-	4,092,580-	4,094,434-	4,096,848-
275-6100-435.30-90	OTHER PROF. SERVICES	121,432.38	177,238.93	0	88,729	204,331.36-	87,729	0	0	0
275-6100-911.30-40	AUDIT SERVICE	3,555.36	3,588.00	3,810	3,810	3,810.00	3,810	3,810	3,810	3,810
275-6100-911.30-90	OTHER PROF. SERVICES	2,678.16	2,056.65	23,800	23,800	644.80	23,800	22,670	22,670	22,670
275-6100-911.34-51	ADMIN/MANAGEMENT SERVICE	84,866.48	6,034.79	40,000	40,000	.00	40,000	40,000	40,000	40,000
*	Services-Prof&Contractual	212,532.38	188,918.37	67,610	156,339	199,876.56-	155,339	66,480	66,480	66,480
275-6100-435.45-20	CONSTRUCTION CONTRACTOR	7,413,533.59	486,868.70	0	332,341	.00	333,341	0	0	0
*	Construction Expenses	7,413,533.59	486,868.70	0	332,341	.00	333,341	0	0	0
275-6100-911.52-10	GENERAL INSURANCE	8,850.00	11,510.00	12,590	12,590	10,490.00	12,590	13,720	13,720	13,720
*	Insurance & Bonds	8,850.00	11,510.00	12,590	12,590	10,490.00	12,590	13,720	13,720	13,720
275-6100-911.53-00	COMMUNICATIONS, TELE SERV	1,492.57	1,188.56	0	0	.00	0	0	0	0
*	Communications	1,492.57	1,188.56	0	0	.00	0	0	0	0
275-6100-911.58-10	STAFF TRAINING & TRAN EXP	50.00	.00	5,300	5,300	.00	5,300	5,300	5,300	5,300
*	Training & Transportation	50.00	.00	5,300	5,300	.00	5,300	5,300	5,300	5,300
275-6100-911.60-20	POSTAGE	.00	.00	300	300	.00	300	300	300	300
*	Supplies & Materials	.00	.00	300	300	.00	300	300	300	300
275-6100-911.68-80	LICENSES, FEES & PERMITS	7,939.96	.00	14,200	15,721	.00	15,721	14,200	14,200	14,200
275-6100-911.68-90	OTHER OPERATING EXPENSE	3,468,753.12	2,828,295.59	2,860,280	2,860,280	2,283,589.90	2,860,280	1,764,848	2,715,329	2,715,529
*	Other Expenses	3,476,693.08	2,828,295.59	2,874,480	2,876,001	2,283,589.90	2,876,001	1,779,048	2,729,529	2,729,729

BUDGET PREPARATION WORKSHEET

JRBUDGET Budget Report for FY2021/22/23 REFB

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	Two Years Prior Actual	Prior Year Actual	Current Year Adopted Budget	Current Year Adjusted Budget	Current Year Year to Date Actual	Current Year Projected Budget	Next Year's Budget Request	Two Year's Budget Request	Three Year's Budget Request
275-1605-941.80-20	BOND PRINCIPAL	.00	.00	440,000	440,000	440,000.00	440,000	460,000	480,000	500,000
275-6100-942.80-10	PRINCIPAL	.00	.00	81,793	81,793	81,793.07	81,793	81,793	81,793	81,793
275-1605-943.80-70	BOND INTEREST	775,907.55	771,897.85	758,465	758,465	751,171.26	758,465	732,771	713,471	693,271
275-1605-945.80-80	FEES	500.00	500.00	500	500	.00	500	500	500	500
* Debt Service		776,407.55	772,397.85	1,280,758	1,280,758	1,272,964.33	1,280,758	1,275,064	1,275,764	1,275,564
** EXPENDITURE		11,889,559.17	4,289,179.07	4,241,038	4,663,629	3,367,167.67	4,663,629	3,139,912	4,091,093	4,091,093
*** BROWNFIELD REDEVELOPMENT		7,386,248.18	168,575.34	278,272-	31,774	778,863.73-	102,383	952,668-	3,341-	5,755-

Tab 10

Prepared by Finance Department
As of May 07, 2020

	Actual 2017-2018	Actual 2018-2019	Amended Budget 2019-2020	Projected Budget 2019-2020	Proposed Budget 2020-2021	Proposed Budget 2021-2022	Proposed Budget 2022-2023
<u>Revenue</u>							
Dearborn Housing Commission Administrative Fees	\$ 708,831	\$ 698,626	\$ 782,500	\$ 782,500	\$ 782,500	\$ 782,500	\$ 782,500
Section 8 Housing Administrative Fees	88,325	31,675	-	-	-	-	-
Interest on Investments	98,769	185,636	173,798	123,020	106,633	113,337	122,070
Hubbard Manor West Rental Income	1,255,151	1,338,068	1,360,000	1,409,122	1,451,400	1,495,000	1,540,000
Hubbard Manor East Rental Income	590,665	578,530	595,900	706,053	727,000	749,000	771,000
Housing Commission Reimbursement of Operating Expenses	100,000	132,835	140,000	140,000	145,000	145,000	145,000
Miscellaneous Revenue	56,145	129,862	59,418	80,006	57,976	58,347	58,724
Proceeds from Long-Term Debt	-	-	-	-	-	-	-
Transfers In							
Facilities	-	-	30,167	30,167	101,831	-	-
Workers' Compensation	-	-	18,938	18,938	-	-	-
Total financing sources	2,897,886	3,095,232	3,160,721	3,289,806	3,372,340	3,343,184	3,419,294
<u>Expenditures</u>							
Personnel Services	1,353,902	1,415,271	1,848,536	1,628,224	1,747,522	1,796,030	1,839,283
Professional & Contractual Services	111,174	123,477	116,847	111,392	114,889	115,665	116,028
Utilities	404,216	405,711	449,122	441,222	466,657	488,909	512,274
Repair & Maintenance Services	456,512	507,268	731,196	594,319	252,469	252,469	252,469
Rentals	72,675	83,955	71,684	71,684	33,518	72,263	73,473
Insurance & Bonds	62,762	62,912	67,430	67,430	67,204	67,604	67,604
Supplies	68,004	74,669	93,700	71,500	67,700	67,800	67,900
Other Operating Expenses	5,674	5,445	14,500	8,200	13,700	13,700	13,700
Capital Outlay	-	-	719,949	719,949	32,000	-	41,000
Capital Improvements & Infrastructure (projects)	5,517	142,121	1,028,556	1,076,243	472,211	1,376,220	798,391
Debt Service							
Principal	-	-	69,987	69,987	72,264	74,541	76,968
Interest	-	40,300	65,185	65,185	63,002	60,677	58,232
Depreciation	223,553	220,940	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Facilities Fund	-	11,505	11,312	11,312	10,655	11,295	11,328
Total financing uses	2,763,989	3,093,574	5,288,004	4,936,647	3,413,791	4,397,173	3,928,650
Estimated Financing Sources Over (Under) Uses	133,897	1,658	(2,127,283)	(1,646,841)	(41,451)	(1,053,989)	(509,356)
<u>Retained Earnings</u>							
Beginning Balance	9,709,925	3,858,090	3,859,748	3,859,748	3,858,146	4,172,230	4,348,062
Prior Period Adjustment	(5,985,732)	-	-	-	-	-	-
Debt Principal	-	-	69,987	69,987	72,264	74,541	76,968
Capitalization of Fixed Assets	-	-	1,748,505	1,796,192	504,211	1,376,220	839,391
Depreciation	-	-	(220,940)	(220,940)	(220,940)	(220,940)	(220,940)
Ending Retained Earnings	\$ 3,858,090	\$ 3,859,748	\$ 3,330,017	\$ 3,858,146	\$ 4,172,230	\$ 4,348,062	\$ 4,534,125

This fund accounts for the operating revenue and expenses of Hubbard East and West.

General Comments:

- The Seniors Apartments Operating Fund contains the personnel expenses for the entire Housing Department. The fund's personnel expenses are shared with the Dearborn Housing Commission. The Dearborn Housing Commission reimburses the City of Dearborn for the personnel expenses it consumes. The Charges for Services includes reimbursement for Housing Commission direct salary and benefit reimbursement costs. Section 8 was transferred out January 2019. Starting in 2017, Indirect costs are reimbursed by the Housing Commission as jointly agreed upon after the City elected to use the indirect De Minimis cost allocation of 10% as allowed by federal grant regulations and is recorded in the Reimbursement Operating Expenses line.

Revenue:

- Rents for 2021 were estimated at roughly a 3% increase from the current expected FY2020 projected levels. Current and previous year occupancy rates are listed below:

	Total Units	1/17/2020	Current Occupancy %	Occupied as of 1-24-19	Current Occupancy %
Hubbard West	208	201	96.6%	202	97.1%
Hubbard East	134	113	84.3%	95	70.9%
Total	342	314	91.8%	297	86.8%

- Bond Income is only for the FY19

Expenditures:

- Hubbard East & Hubbard West buildings have several large repair and capital items planned to bring the facilities up to date and allow for maximization of occupancy. These projects are listed below:

	FY2021	FY2022	FY2023	Total	Project Number
Apartment HVAC Replacements HME & HMW Back-flow/water Service Lines	-	650,000	748,390	1,398,390	H45616
Replacement HME & HMW	37,995	-	-	37,995	H45670
Apartment Window / Patio Door Replacement HME & HMW	-	580,000	-	580,000	H45700
Vacant Unit Renovations HME & HMW	146,220	146,220	50,001	342,441	H45710
NOVAR Controls Upgrade HME & HMW	50,996	-	-	50,996	H45720
Hubbard East and West Hall / Stair Renovation	237,000	-	-	237,000	H45620
Total:	472,211	1,376,220	798,391	2,646,822	

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUALS	2019 ACTUALS	2020 ADJUSTED BUDGET	2020 FINANCE PROJ THIS YEAR	FY2021 PROPOSED BUDGET	FY2022 PROPOSED BUDGET	FY2023 PROPOSED BUDGET
SRS APT OPERATING FUND								
535-5500-341.40-05	DEARBORN HOUSING COMM	708,831-	698,626-	782,500-	782,500-	782,500-	782,500-	782,500-
535-5500-341.40-06	SECTION 8	88,325-	31,675-	0	0	0	0	0
535-0000-361.10-05	INTEREST-CURRENT	98,769-	185,636-	173,798-	123,020-	106,633-	113,337-	122,070-
535-5500-363.10-64	T MOBILE	28,929-	29,647-	30,720-	30,009-	30,376-	30,747-	31,124-
535-5500-363.40-10	HUBBARD MANOR EAST	590,665-	578,530-	595,900-	706,053-	727,000-	749,000-	771,000-
535-5500-363.40-15	HUBBARD MANOR WEST	1,255,151-	1,338,068-	1,360,000-	1,409,122-	1,451,400-	1,495,000-	1,540,000-
535-5500-366.80-00	OPERATING EXPENSES	100,000-	132,835-	140,000-	140,000-	145,000-	145,000-	145,000-
535-5500-368.25-00	LAUNDRY	21,946-	22,833-	22,997-	22,997-	22,600-	22,600-	22,600-
535-5500-369.90-00	OTHER	5,270-	77,383-	5,701-	27,000-	5,000-	5,000-	5,000-
535-0000-391.96-34	CONTRIB FR FACILITIES FND	0	0	30,167-	30,167-	101,831-	0	0
535-0000-391.96-76	WORKERS COMPENSATION FUND	0	0	18,938-	18,938-	0	0	0
*		2,897,886-	3,095,233-	3,160,721-	3,289,806-	3,372,340-	3,343,184-	3,419,294-
**	REVENUE	2,897,886-	3,095,233-	3,160,721-	3,289,806-	3,372,340-	3,343,184-	3,419,294-
535-5500-901.10-10	SALARIES & WAGES, FULL TM	717,588	685,061	763,303	675,000	710,167	738,335	763,139
535-5500-901.10-20	WAGES, PART TIME/SEASONAL	226,714	244,801	316,077	254,601	315,213	316,519	317,851
535-5500-901.10-30	OVERTIME, FULL TIME	27,843	26,492	42,784	30,000	42,667	42,667	42,667
535-5500-901.10-40	OVERTIME, PART TIME/SEAS	190	0	0	0	0	0	0
535-5500-901.11-30	LONGEVITY PAY	21,821	17,567	18,903	18,903	13,337	13,337	13,337
535-5500-901.11-40	HEALTH INS WAIVER PAY	0	1,250	1,258	1,250	1,254	1,254	1,254
535-5500-901.12-10	CLOTHING	4,988	4,300	5,250	3,676	4,825	4,825	4,825
*	Salary,Wages,Allowance	999,144	979,471	1,147,575	983,430	1,087,463	1,116,937	1,143,073
535-5500-901.21-05	HOSPITAL/MED.INSURANCE	150,430	110,921	148,508	120,028	158,100	169,485	180,436
535-5500-901.21-20	DENTAL INSURANCE	12,271	9,718	11,085	9,932	11,146	11,592	12,055
535-5500-901.21-25	DEATH/DISMEMBERMENT INS..	1,038	976	1,149	913	1,080	1,122	1,155
535-5500-901.21-30	LONG-TERM DISABILITY	694	821	1,133	966	1,264	1,310	1,342
535-5500-901.21-50	POST EMPLOYMNT HEALTH INS	381,606	1,398,344	312,642	312,642	253,607	255,829	257,376
535-5500-901.21-55	HCSP	9,250	9,250	13,661	11,250	15,089	15,089	15,089
535-5500-901.21-60	OPEB EXPENSE ADJUSTMENT	702,430-	1,284,909-	0	0	0	0	0
535-5500-901.22-00	FICA/MEDICARE, CITY SHARE	72,409	70,255	84,659	72,372	80,210	82,636	84,641
535-5500-901.23-20	GENL EMPL REVISED (CH22)	109,996	531,405	66,603	66,603	74,294	74,962	75,551
535-5500-901.23-30	GENL EMPL OPERATIV (CH22)	50,653	231,889	9,450	9,450	10,905	11,224	11,396
535-5500-901.23-70	PENSION EXPENSE ADJUSTMNT	235,680	677,285-	0	0	0	0	0
535-5500-901.23-80	401A	20,822	23,935	35,727	25,998	38,028	39,291	40,429
535-5500-901.23-90	DEFER.COMP.-PT/SEAS/TEMP	301	239	0	0	0	0	0
535-5500-901.26-00	WORKERS COMP CONTRIB.	5,688	5,663	7,344	5,640	7,336	7,553	7,740
535-5500-901.27-00	CAR ALLOWANCE	6,350	4,578	9,000	9,000	9,000	9,000	9,000
*	Personnel Srvs-Benefits	354,758	435,800	700,961	644,794	660,059	679,093	696,210
535-5500-901.30-40	AUDIT SERVICE	769	649	638	683	659	659	659

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUALS	2019 ACTUALS	2020 ADJUSTED BUDGET	2020 FINANCE PROJ THIS YEAR	FY2021 PROPOSED BUDGET	FY2022 PROPOSED BUDGET	FY2023 PROPOSED BUDGET
535-5500-901.34-04	TECHNOLOGY SVC & EQPT	24,992	25,679	19,447	19,447	22,537	23,013	23,576
535-5500-901.34-05	CENIRAL GARAGE SERVICES	16,509	16,072	11,600	11,600	8,200	8,500	8,300
535-5500-901.34-55	GROUNDS MAINTENANCE	3,645	6,261	15,500	10,000	15,500	15,500	15,500
535-5500-901.34-85	CITY SERVICE FEE	62,100	64,600	66,550	66,550	67,881	67,881	67,881
535-5500-901.34-90	OTHER SERVICES	3,160	10,216	3,112	3,112	112	112	112
*	Services-Prof&Contractual	111,175	123,477	116,847	111,392	114,889	115,665	116,028
535-5500-901.41-35	ELECTRIC CITY BUILDINGS	186,461	192,800	207,900	200,000	210,000	220,500	231,525
535-5500-901.41-55	FUEL CITY FACILITIES	109,638	106,652	121,000	121,000	127,050	133,403	140,073
535-5500-901.41-80	WATER & SEWAGE CITY BLDGS	94,560	89,225	102,850	102,850	107,993	113,392	119,062
*	Utilities	390,659	388,677	431,750	423,850	445,043	467,295	490,660
535-5500-435.43-01	REP & MAINT, BUILDINGS	0	0	90,400	0	0	0	0
535-5500-901.43-01	REP & MAINT, BUILDINGS	354,810	407,682	463,418	437,719	164,860	164,860	164,860
535-5500-901.43-10	ELEVATORS R & M	21,806	16,628	23,755	23,600	14,984	14,984	14,984
535-5500-901.43-13	INTERIOR PAINTING	29,972	20,150	30,625	20,000	30,625	30,625	30,625
535-5500-901.43-32	PARKING LOT R & M	13,650	1,018	27,153	15,000	12,000	12,000	12,000
535-5500-901.43-60	OPERATING EQUIPMENT R & M	0	659	3,000	5,000	1,000	1,000	1,000
535-5500-901.43-80	OFFICE EQUIPMENT R & M	727	0	500	500	300	300	300
535-5500-901.43-82	COPIERS R & M	987	707	1,500	1,500	1,200	1,200	1,200
535-5500-901.43-85	FURNITURE & FURNISH R & M	34,560	60,425	90,845	91,000	27,500	27,500	27,500
*	Repair & Maint Services	456,512	507,269	731,196	594,319	252,469	252,469	252,469
535-5500-901.44-45	UNIFORM RENTAL	676	1,338	1,900	1,900	2,376	2,376	2,376
535-5500-980.44-04	FACILITY LEASE	71,999	82,617	69,784	69,784	31,142	69,887	71,097
*	Rentals	72,675	83,955	71,684	71,684	33,518	72,263	73,473
535-5500-435.45-10	ARCHITECT/ENGINEER SVC	5,517	974	2,500	2,555	0	0	0
535-5500-435.45-20	CONSTRUCTION CONTRACTOR	0	141,147	198,633	192,837	0	0	0
535-5500-435.45-30	ENGINEERING & INSP SERV	0	0	19,131	10,000	0	0	0
*	Construction Expenses	5,517	142,121	220,264	205,392	0	0	0
535-5500-901.51-00	COMMUNITY PROMOTION	658	591	2,000	1,000	1,000	1,000	1,000
*	Community Promotion	658	591	2,000	1,000	1,000	1,000	1,000
535-5500-901.52-10	GENERAL INSURANCE	62,762	62,912	67,430	67,430	67,204	67,604	67,604
*	Insurance & Bonds	62,762	62,912	67,430	67,430	67,204	67,604	67,604
535-5500-901.53-00	COMMUNICATIONS, TELE SERV	13,557	17,033	17,372	17,372	21,614	21,614	21,614

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUALS	2019 ACTUALS	2020 ADJUSTED BUDGET	2020 FINANCE PROJ THIS YEAR	FY2021 PROPOSED BUDGET	FY2022 PROPOSED BUDGET	FY2023 PROPOSED BUDGET
*	Communications	13,557	17,033	17,372	17,372	21,614	21,614	21,614
	535-5500-901.55-00 PRINTING & BINDING	1,275	1,923	1,300	2,000	1,300	1,300	1,300
*	Printing & Publishing	1,275	1,923	1,300	2,000	1,300	1,300	1,300
	535-5500-901.58-10 STAFF TRAINING & TRAN EXP	514	851	5,000	1,200	7,000	7,000	7,000
*	Training & Transportation	514	851	5,000	1,200	7,000	7,000	7,000
	535-5500-901.60-10 OFFICE SUPPLIES	5,472	3,028	6,000	4,000	6,000	6,000	6,000
	535-5500-901.60-20 POSTAGE	2,510	2,381	3,500	2,800	3,800	3,800	3,800
	535-5500-901.60-35 EDP SUPP/SOFTWARE-NON CAPL	0	0	300	300	0	0	0
	535-5500-901.61-00 OPERATING SUPPLIES	1,365	764	1,500	1,000	1,000	1,000	1,000
	535-5500-901.61-30 FUEL	3,443	4,077	3,400	3,400	3,900	4,000	4,100
	535-5500-901.61-90 EQUIPMENT - NON CAPITAL	26,938	27,574	44,000	35,000	25,000	25,000	25,000
	535-5500-901.62-00 REPAIR & MAINT SUPPLIES	28,276	36,845	35,000	25,000	28,000	28,000	28,000
*	Supplies & Materials	68,004	74,669	93,700	71,500	67,700	67,800	67,900
	535-5500-901.66-00 REFERENCE MATERIALS	159	0	200	0	0	0	0
	535-5500-901.68-35 COLLECTION LOSSES	455	235	500	500	900	900	900
	535-5500-901.68-80 OTHER LICENSES,FEES,PRMIS	2,612	1,845	5,500	3,500	3,500	3,500	3,500
*	Other Expenses	3,226	2,080	6,200	4,000	4,400	4,400	4,400
	535-5500-901.74-00 CAPITAL EQUIPMENT	0	0	719,949	719,949	0	0	0
	535-5500-901.74-10 OPERATING EQUIPT. VEHICLE	0	0	0	0	32,000	0	41,000
*	Capital Outlay	0	0	719,949	719,949	32,000	0	41,000
	535-5500-901.79-00 DEPRECIATION	223,553	220,940	0	0	0	0	0
*	Depreciation Expense	223,553	220,940	0	0	0	0	0
	535-1605-941.80-20 BOND PRINCIPAL	0	0	69,987	69,987	72,264	74,541	76,968
	535-1605-943.80-70 BOND INTEREST	0	40,300	65,185	65,185	63,002	60,677	58,232
*	Debt Service	0	40,300	135,172	135,172	135,266	135,218	135,200
	535-5500-980.96-34 FACILITIES FUND	0	11,505	11,312	11,312	10,655	11,295	11,328
*	Transfers Out	0	11,505	11,312	11,312	10,655	11,295	11,328
	535-5500-435.98-00 UNDISTRIBUTED APPROP	0	0	808,292	870,851	472,211	1,376,220	798,391
*	Undistributed Appropriat	0	0	808,292	870,851	472,211	1,376,220	798,391

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 PROGRAM GM601L
 PREPARED BY Rochon, Carole

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BUDGET PREPARATION WORKSHEET
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2018 ACTUALS	2019 ACTUALS	2020 ADJUSTED BUDGET	2020 FINANCE PROJ THIS YEAR	FY2021 PROPOSED BUDGET	FY2022 PROPOSED BUDGET	FY2023 PROPOSED BUDGET
**	EXPENDITURE	2,763,989	3,093,574	5,288,004	4,936,647	3,413,791	4,397,173	3,928,650
***	SRS APT OPERATING FUND	133,897-	1,659-	2,127,283	1,646,841	41,451	1,053,989	509,356

CITY OF DEARBORN

Fiscal Year 2021 (7/2020 - 6/2021) Budgeted Personnel Positions

Increase or (Decrease)	Increase or (Decrease)	FISCAL YEAR 2021				Fund Department Budgeted Position	FISCAL YEAR 2020				
		Full Time FTE	Part Time FTE	Full Time Slots	Part Time Slots		Full Time Slots	Full Time FTE	Part Time Slots	Part Time FTE	
						SENIORS APARTMENT OPERATING FUND					
						HOUSING DEPARTMENT					
						535 5500					
-1.00		2.00	2.00			OFFICE ASSISTANT II	3.00	3.00			
		3.00	3.00			CUSTODIAN	3.00	3.00			
		5.00	5.00			SR FACILITY MAINTENANCE WORKER	5.00	5.00			
		1.00	1.00			FACILITY MAINTENANCE MECHANIC	1.00	1.00			
		1.00	1.00			FACILITIES SUPERVISOR	1.00	1.00			
		1.00	1.00			PUBLIC HOUSING COORDINATOR	1.00	1.00			
		1.00	1.00			CAPITAL FACILITIES COORDINATOR	1.00	1.00			
		1.00	1.00			DEPUTY DIRECTOR OF ECONOMIC DEVELOPMENT	1.00	1.00			
	-0.63				1.00	0.58	DEPARTMENT SPECIALIST			2.00	1.21
					2.00	1.31	CUSTODIAN (PT)			2.00	1.31
	-0.71				2.00	1.16	BUS DRIVER			3.00	1.87
	-0.04				3.00	1.92	OFFICE SUPPORT I			3.00	1.96
	1.38				2.00	1.38	OFFICE SUPPORT III				
					1.00	0.60	ACCOUNTANT (PT)			1.00	0.60
					1.00	0.71	OUTREACH COUNSELOR (PT)			1.00	0.71
-1.00	-0.00	15.00	15.00	12.00	7.66	TOTAL SENIORS APARTMENT OPERATING FUND	16.00	16.00	12.00	7.66	

**CITY OF DEARBORN
PERSONNEL HISTORY
BASED ON CURRENT DEPARTMENTAL ALIGNMENTS**

DEPARTMENT	2014		2017		2018		2019		2020		2021		Difference 2020 to 2021		Difference 2014 to 2021		Comments
	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	
HOUSING	15.00	6.00	14.00	7.24	17.00	7.62	17.00	7.64	16.00	7.66	15.00	7.66	(1.00)	-	-	1.66	1 FT position moved to ECD
TOTAL HOUSING FUND	15.00	6.00	14.00	7.24	17.00	7.62	17.00	7.64	16.00	7.66	15.00	7.66	(1.00)	-	-	1.66	

Tab 11

**Executive Summary
Variance Report**

	FY2018 Two Years Ago Actuals	FY2019 Last Year Actuals	FY2017-19 Three Year Average	FY2020 Adopted Budget	FY2021 Proposed Budget	FY20 Adopted to FY21 Proposed Variance	FY20 to FY21 % Change
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Historical Commission

Revenue	131,329	211,317	158,847	225,684	228,167	2,483	1%	1
<u>Expenditure</u>								
Salary, Wages, & Allowances	109,789	106,887	104,191	153,672	158,410	4,738	3%	2
Personnel Services: Benefits	57,740	206,188	103,755	55,658	63,080	7,422	13%	3
Professional & Contractual Services	19,559	34,750	24,828	53,950	57,322	3,372	6%	4
Utilities	19,127	18,698	18,821	21,000	23,500	2,500	12%	5
Repair & Maintenance Services	2,978	4,157	4,417	14,700	14,300	(400)	-3%	
Rentals	37,058	23,826	36,896	18,882	9,770	(9,112)	-48%	6
Insurance & Bonds	3,446	4,506	3,534	4,620	6,198	1,578	34%	7
Communications	2,229	2,812	3,336	2,500	2,940	440	18%	
Printing & Publishing	3,272	3,656	4,172	5,500	6,000	500	9%	
Training & Transportation	828	557	462	2,000	2,000	-	0%	
Supplies & Materials	3,858	3,094	3,504	7,300	6,000	(1,300)	-18%	8
Other Expenses	736	498	950	1,300	1,130	(170)	-13%	
Debt Service	-	6,103	2,034	11,932	11,945	13	0%	
Transfers Out	-	72,500	24,167	-	-	-	0%	
Total Expenditures	260,620	488,231	335,065	353,014	362,595	9,581	3%	
Historical Commission Subsidy	129,291	276,914	176,218	127,330	134,428	7,098	6%	

Changes after General Overview workshop on 04/01/2020

Chapter 22 Contribution Reduction	-4,209	-4,209	
Hospital/Med Ins. Contribution Reduction	-85	-85	
Adjusted Historical Subsidy	\$130,134	\$2,804	2%



Historical Commission

April 1, 2020

Major Changes from Prior Yr Bud

Note: Category		Comment	Major Changes from Prior Yr Bud		
D	Department		Ongoing	One-Time	Capital
1	Revenue	Donations - Private	20,143		
		Museum Collection Sales	2,000		
		Other - (Exhibits, Historical Society Events, etc.)	(19,585)		
		Museum Memberships	(75)		
		Other Net Adjustments:			
		Total Revenue Charges	2,483		
2	Salary, Wages, & Allowances	Salaries & Wages, Part time/Seasonal	4,699		
3	Personnel Services: Benefits	General Employee Revised (CH22)	8,694		
		401A	(1,944)		
4	Professional & Contractual Services	Alarm Service	5,000		
		Historian Publication	1,000		
		Program Services	(4,000)		
		MIS Operation Allocated	1,872		
5	Utilities	Electric City Building	500		
		Fuel City Facilities	1,500		
		Water & Sewage City Building	500		
6	Rentals	Facility Lease component decreased		(9,112)	
7	Insurance & Bonds	General Insurance	1,578		
8	Supplies & Materials	Office & Operating Supplies	(1,500)		
		Postage	200		
		Other Net Adjustment:	594		
		Total Expenditure Noted Changes	18,693	(9,112)	-

Tab 12

**Executive Summary
Variance Report**

	FY2018 Two Years Ago Actuals	FY2019 Last Year Actuals	FY2017-19 Three Year Average	FY2020 Adopted Budget	FY2021 Proposed Budget	FY20 Adopted to FY21 Proposed Variance	FY20 to FY21 % Change	
City Clerk								
Revenue	537,813	539,872	558,627	532,700	557,400	24,700	5%	1
Expenditure								
Salary, Wages, & Allowances	400,418	435,303	400,506	507,532	526,328	18,796	4%	2
Personnel Services: Benefits	234,849	725,378	400,955	218,081	254,022	35,941	16%	3
Professional & Contractual Services	61,260	66,766	63,816	72,034	87,316	15,282	21%	
Repair & Maintenance Services	1,099	1,357	3,343	1,200	1,500	300	25%	
Rentals	51,858	54,429	51,122	48,024	27,093	(20,931)	-44%	4
Insurance & Bonds	4,260	5,990	4,193	7,160	9,772	2,612	36%	5
Communications	988	786	902	852	701	(151)	-18%	
Printing & Publishing	20,217	17,736	22,657	27,600	25,850	(1,750)	-6%	
Training & Transportation	2,496	1,269	1,255	2,500	3,000	500	20%	
Supplies & Materials	37,470	54,727	42,556	43,300	44,500	1,200	3%	
Other Expenses	520	410	430	550	550	-	0%	
Debt Service	-	20,303	6,768	39,450	39,497	47	0%	
Transfers Out	-	4,098	1,366	-	3,163	3,163	0%	6
Undistributed Appropriations	-	-	-	(75,000)	-	75,000	-100%	7
Total Expenditures	815,437	1,388,553	999,870	893,283	1,023,292	130,009	15%	
City Clerk Subsidy	277,624	848,681	441,243	360,583	465,892	105,309	29%	
	-	-	-	-	-			



City of Dearborn
2020-2021
Proposed Budget

City Clerk

April 1, 2020

Note:	Category	Comment	Major Changes from Prior Yr Bud		
			Ongoing	One-Time	Capital
D	Department: City Clerk				
1	Revenue	Business Licenses & Permits	(10,000)		
		Birth & Death Records	(15,000)		
		Reimbursement for Election Expenses	50,000		
		Total Revenue Notable Changes	25,000		
2	Salaries	Pay rate adjustment and other negotiated changes	10,000		
		Part-Time / Seasonal increases for election workers	8,800		
3	Benefits	Hospital / Med Insurance	22,000		
		General Employee Revised (Ch22)	11,000		
		Other	3,000		
4	Rentals	Facility Lease credit for the current year	-	(20,900)	
5	Insurance	Increase in General Liability Insurance allocation	2,600		
6	Transfers Out	Contribution to Facility Fund for HVAC Capital Projects - Accounting change, FY19 amount was included in Rentals category	3,200		
7	Undistributed Appropriations	FY20 included a Negative Contingency	75,000		
		Other Net Adjustments:	15,300		
		Total Expenditure Noted Changes	150,900	(20,900)	-

CITY OF DEARBORN

Fiscal Year 2021 (7/2020 - 6/2021) Budgeted Personnel Positions

Increase or (Decrease)	Increase or (Decrease)	FISCAL YEAR 2021				Fund Department Budgeted Position	FISCAL YEAR 2020						
		Full Time	Full Time	Part Time	Part Time		Full Time	Full Time	Part Time	Part Time			
		FTE	FTE	Slots	FTE		Slots	FTE	Slots	FTE			
						CITY CLERK							
						101 1300							
			4.00			OFFICE ASSISTANT 1	4.00		4.00				
			1.00			ELECTION SUPERVISOR	1.00		1.00				
			1.00			DEPUTY CITY CLERK	1.00		1.00				
			1.00			CITY CLERK	1.00		1.00				
	0.31				6.00	1.08	VOTING ASSISTANT (PT)				6.00	0.77	
	-0.12				1.00	0.58	OFFICE SUPPORT I				1.00	0.70	
	0.22				600.00	3.37	ELECTION WORKER				600.00	3.15	
	0.41		7.00		7.00	607.00	5.03	TOTAL CITY CLERK	7.00		7.00	607.00	4.62

CITY OF DEARBORN
PERSONNEL HISTORY
BASED ON CURRENT DEPARTMENTAL ALIGNMENTS

DEPARTMENT	2014		2017		2018		2019		2020		2021		Difference 2020 to 2021		Difference 2014 to 2021		Comments
	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	Full Time FTE	Part Time FTE	
CITY CLERK	7.00	4.59	7.00	4.57	7.00	4.62	7.00	4.62	7.00	4.62	7.00	5.03	-	0.41	-	0.44	