

OAKLAND COUNTY BOARD OF COMMISSIONERS

FY 2008 – FY 2009 BIENNIAL BUDGET and GENERAL APPROPRIATIONS ACT



AS ADOPTED AND AMENDED ON SEPTEMBER 20, 2007



WELCOME TO OAKLAND COUNTY, MICHIGAN

A WORLD CLASS COMMUNITY

Oakland County's reputation as a world-class community extends beyond its preeminence in business technology. Over 1,400 beautiful lakes, 89,000 acres of scenic parkland, miles of undeveloped open space, first-rate-educational institutions, internationally renowned entertainment venues and top-of-the-line medical facilities add a quality of life that enhances Oakland County's status as one of America's premier locations in which to live, work, recreate and raise a family.

"The State of Oakland County is one of deep optimism and enormous opportunity in a time of serious challenge and dramatic change. Wall Street's confidence in us remains unshaken. We are still ranked as a AAA county. However, I certainly understand what's going on in the state and to a certain extent I try to keep abreast of international developments as well. I'm painfully aware of the automotive retrenchment that's occurring, the accelerated closing of the Ford Wixom plant as an example; the scandalous level of home foreclosures in southeast Michigan – including Oakland County, the fourth wealthiest county in America... yes, we have our challenges. And, yes, innovative and bold leadership can resolve those challenges."



A handwritten signature in black ink, reading "L. Brooks Patterson".

L. Brooks Patterson,
Oakland County Executive
State of the County Address
February 7, 2007



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Oakland County
Michigan**

For the Biennium Beginning

October 1, 2005

President

Executive Director

The Governmental Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Oakland County, Michigan for its biennial budget for the biennium beginning October 1, 2005. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of two years only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



Gerald Poisson
Deputy County Executive



L. Brooks Patterson
County Executive



Kenneth Rogers
Deputy County Executive

FISCAL SERVICES DIVISION

Tim Soave, Manager
Nancy Fournier, Chief-Fiscal Services
Lynn Sonkiss, Chief-Fiscal Services
Jeff Phelps, Supervisor
LaVerne Smith, Supervisor
Kathy Bell, Supervisor
Holly Conforti, Supervisor
Shelley Cook, Supervisor
Wayne Keller, Supervisor
Joe Matkosky, Supervisor
Shawn Phelps, Supervisor

Nancy Falardeau, Financial Analyst
Leo Lease, Financial Analyst
Prentiss Malone, Financial Analyst
Linda Pearson, Financial Analyst
Robert Riegal, Financial Analyst
Monica Tinsley, Financial Analyst
Debbie Edwards, Accountant
Vicki Poynter, Accountant
Rose Swan, Accountant
Jawyeuan Chen Tsai, Accountant



Robert Daddow
Deputy County Executive

HUMAN RESOURCE DIVISION

Jennifer Mason, Manager
Mary Pardee, Supervisor
Kristy Slosson, Supv. Admin. Services
Dana Cosby, Human Resource Analyst
Brenthy Johnston, Human Resource Analyst
Heather Mason, Human Resource Analyst
Kelly Siddiqui, Human Resource Analyst
David Vandegrift, Human Resource Analyst
Gary Vaught, Human Resource Analyst
Chaunda Smith, Technical Assistant



Dennis Toffolo
Deputy County Executive



Laurie Van Pelt
Director,
Management & Budget



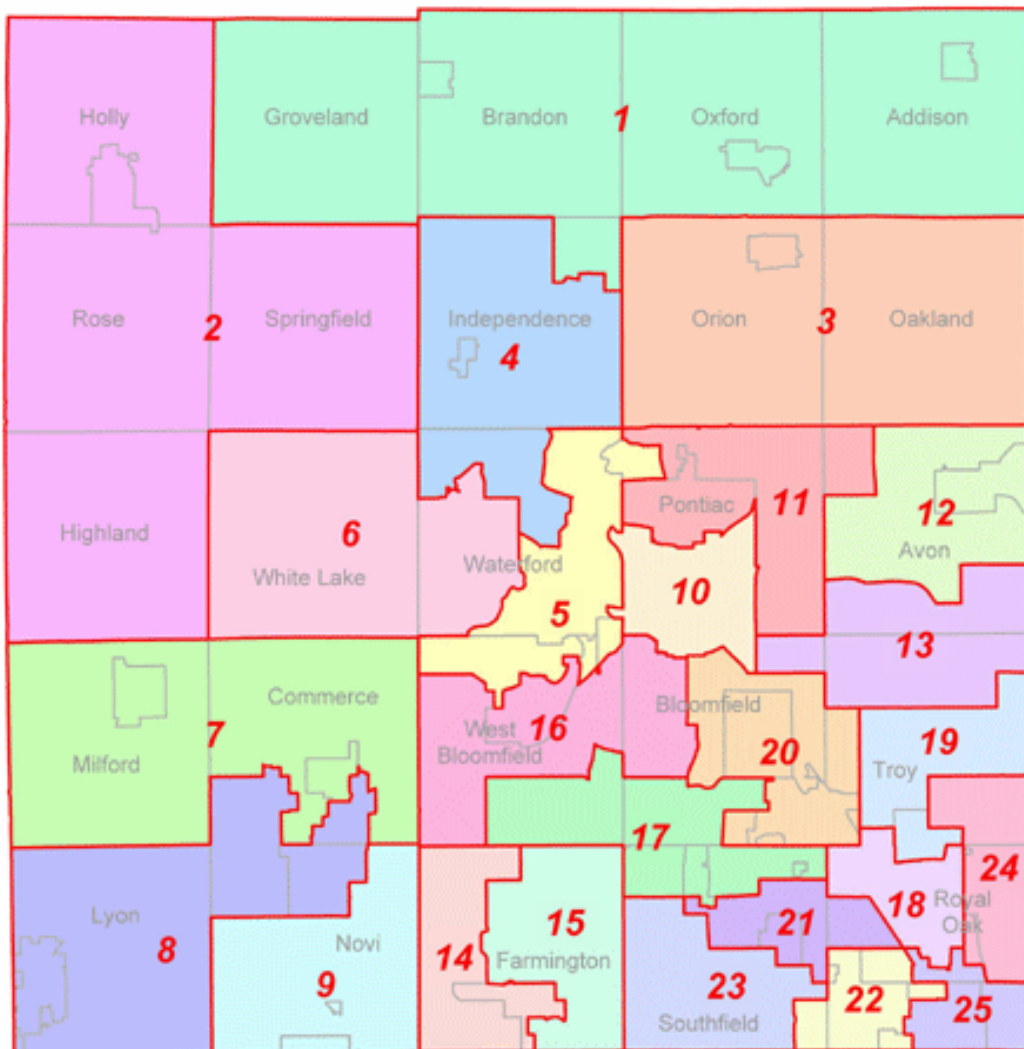
Phil Bertolini
Deputy County Executive/CIO



Nancy Scarlet
Director,
Human Resources Department

Oakland County Board of Commissioners

District 1:	Bradford C. Jacobsen	District 14:	Mike Rogers
District 2:	Bill Bullard, Jr., Chairperson	District 15:	Jim Nash
District 3:	Michael J. Gingell	District 16:	Karen Spector
District 4:	Thomas F. Middleton	District 17:	Marcia Gershenson
District 5:	John A. Scott	District 18:	Dave Woodward
District 6:	Eileen T. Kowall	District 19:	Tim Burns
District 7:	Christine Long	District 20:	David W. Potts
District 8:	Jeff Potter	District 21:	Vincent Gregory
District 9:	Hugh D. Crawford, Vice Chairperson	District 22:	Helaine Zack
District 10:	Mattie McKinney Hatchett	District 23:	Eric Coleman
District 11:	Tim Greimel	District 24:	George W. Suarez
District 12:	Sue Ann Douglas	District 25:	David Coulter
District 13:	Robert Gosselin		



BOARD OF COMMISSIONERS

COMMITTEE CHAIRPERSONS



Bill Bullard, Jr. (R)
Board Chairperson



Hugh D. Crawford (R)
Vice-Chairperson



Mike Rogers (R)
Finance Committee



Tom Middleton (R)
Personnel Committee



Christine Long (R)
General Government Committee



Sue Ann Douglas (R)
Planning & Building Committee



Jeff Potter (R)
Public Services Committee

**FY 2008 / 2009 BIENNIAL BUDGET
AND
GENERAL APPROPRIATIONS ACT
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OAKLAND COUNTY



**Oakland
County
International
Airport
terminal**



Oakland County Courthouse



Oakland County Courthouse Complex



**Oakland County
Information
Technology building**



L. Brooks Patterson, County Executive

HISTORY

The United States acquired the area now known as Oakland County, from France in 1803, as part of an 800,000 square mile agreement, and the area was given the name "Old Northwest". The Territory of Michigan was formed by Congress on June 30, 1805, with statehood being granted on January 26, 1837.

On November 5, 1818, the Pontiac Company was organized by a group of Detroit and Macomb County individuals for the purpose of purchasing land and laying out a town. In the fall of that same year, an exploring party of prominent professionals and businessmen from Detroit came up the Saginaw Trail (now Woodward Avenue) on horseback. They camped the first night in what is now Royal Oak. They continued north and decided to build their town on the banks of the Clinton River, naming the town, Pontiac.

Oakland County was officially organized on January 12, 1819. Governor Lewis Cass issued a proclamation that laid out the boundaries of the county. The Pontiac Company offered to contribute both property and money if the county seat was established in Pontiac. The county was divided into two townships on June 28, 1820. The northern section was proclaimed Oakland Township; the southern section was named Bloomfield Township. Subsequently, on April 27, 1827, the legislative council for the Territory of Michigan divided Oakland County into five townships: Farmington, Bloomfield, Troy, Oakland, and Pontiac. In 1820, Governor Lewis Cass set the county seat in Pontiac, a central location no more than a day's journey from any point in the county.

The official census of the county was taken in 1820, and the final count was 330 persons. Within ten years the population grew to 4,911. By 1840 it was 23,646, and by 1870 it had reached 40,867. The present 2000 U.S. Census reports 1,194,156 persons living in Oakland County, which puts the county second in the state. Projections put our population in the year 2030 at 1,333,573.

OAKLAND COUNTY GOVERNMENT

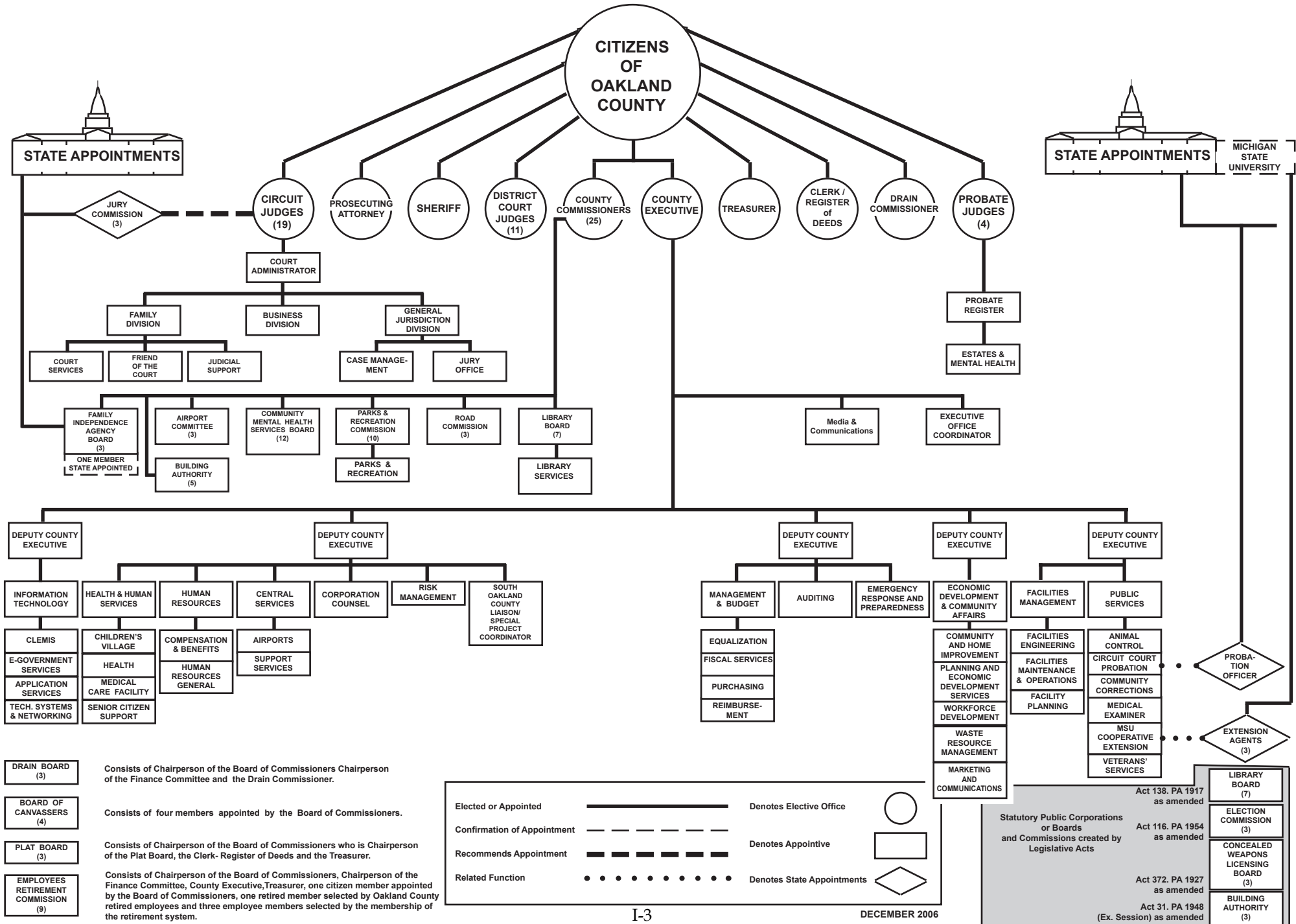
In August of 1974, Oakland's citizens voted to create the first unified form of government in the State of Michigan. Less than 60 such governments exist across the nation.

The government is headed by an elected County Executive, whose responsibilities are similar to those of a governor or the mayor of a large city. The Oakland County Executive represents the interest of more than one million residents. It is the duty of the County Executive to administer the government on a day to day basis, to propose new programs and revamp existing ones.

Under this structure, the Board of Commissioners performs a role similar to a state legislature or city council. Each elected Commissioner serves 48,000 constituents of their respective districts. Commissioners set government policy and act on their own proposals, and those by the County Executive and elected officials. These policies are then implemented by the County Executive and elected officials. The County Executive has the authority to veto acts of the Board, but the veto can be overridden by two-thirds vote of the Board.

The third branch of government, the Judiciary, was not changed by the implementation of the executive form of government. Similarly, the remaining five offices headed by countywide elected officials remained unchanged. These are the Prosecutor, Sheriff, Clerk-Register of Deeds, Treasurer, and the Drain Commissioner.

OAKLAND COUNTY GOVERNMENT ORGANIZATIONAL CHART



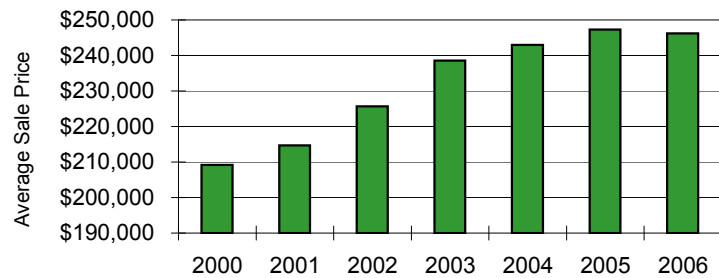
Housing

■ The average selling price of a single family home rose 18.4% between 2000 and 2006.

■ The average home sale price in Oakland County in 2006 was \$246,254.

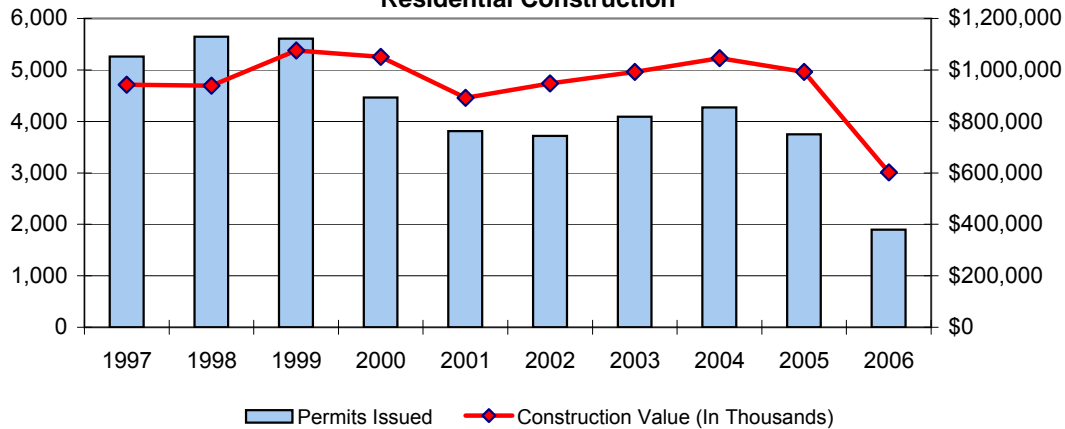
■ The median value for all owner-occupied homes in Oakland County rose 33.5% from \$173,800 to \$232,100 between 2000 and 2006.

Residential Home Sales



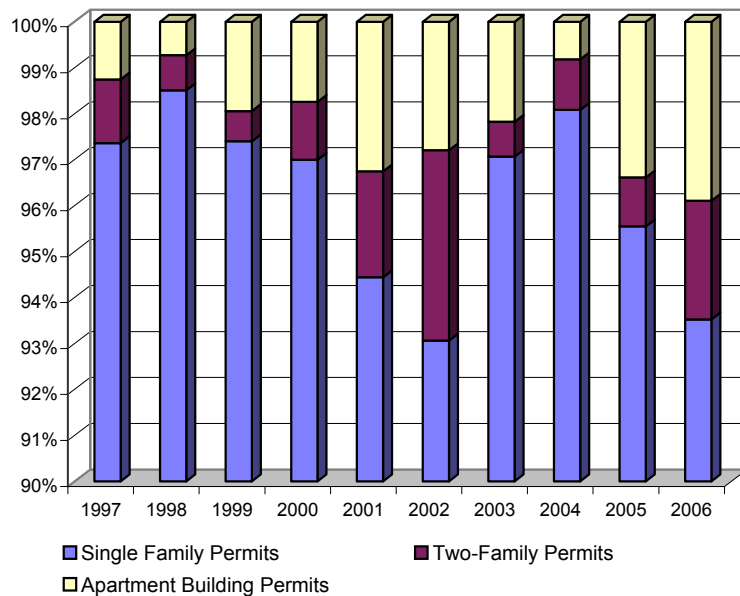
County Assessed Properties Only

Residential Construction



Source: Dodge Local Construction Monthly

Residential Construction Distribution



Source: Dodge Local Construction Monthly

■ Nearly 25,000 new single family home permits were issued between 2000 and 2006.

■ The average value per residential permit rose 35% between 2000 and 2006.

■ There were 58.9% fewer residential permits issued in 2006 compared to 2000.

■ There were 1,899 residential permits issued in Oakland County in 2006; 49.37% less than the previous year.

■ Only 4.2% of all residential permits between 2000 and 2006 were for multi-family homes.

Education

There are 28 school districts which served 204,355 public school students in 2005/2006. The five largest school districts are; Walled Lake, Rochester, Farmington, Troy, and Waterford.

There are 25,419 students receiving special education programs and services in the public schools.

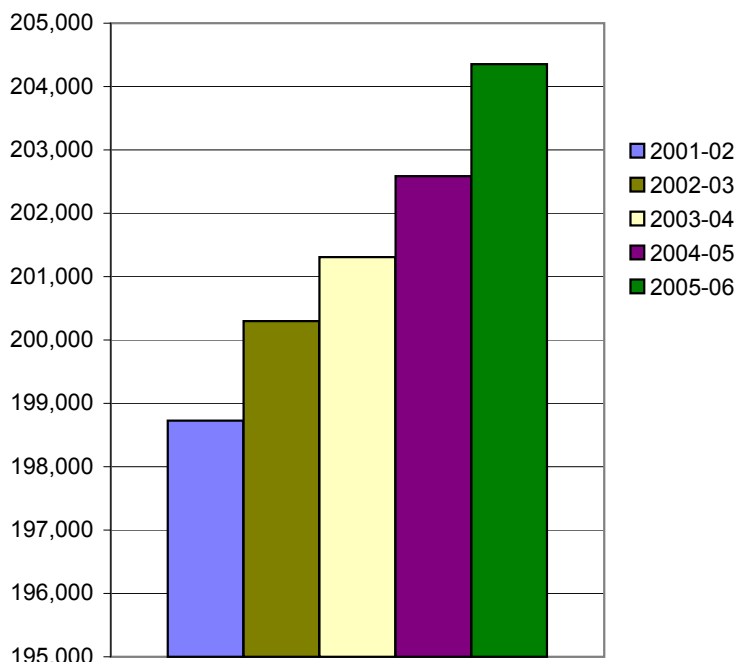
Enrollment in Oakland County schools is up 2.8% over the last five years.

According to Newsweek, the International Academy in Bloomfield Hills was number seven of the top 100 U.S. high schools.

Continuing education and support is an important part of the public school system in Oakland County. Eighty two percent of districts provide classes such as English as a second language and 86% offer career assessment and counseling.

Local communities support their public school districts. Nine out of eleven millages presented in the 2005/2006 school year were passed by voters.

Oakland School Enrollment K-12 only



Source: Oakland Schools Summaries & Surveys 2007

Educational Attainment

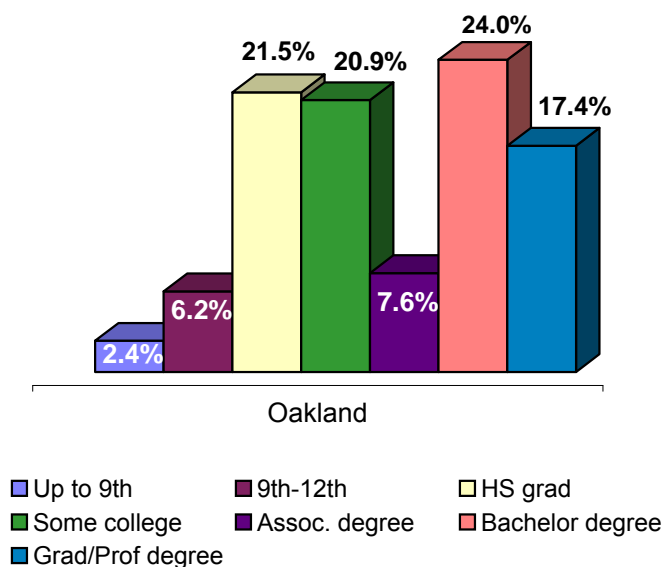
More than ninety-one percent of Oakland County residents age 25 have at least a high school diploma.

Seventy percent of Oakland County residents age 25 and over have enrolled in some type of college course.

Forty-one percent of Oakland County residents age 25 and over have earned a bachelor's or graduate/professional degree.

Over twenty-one percent of the state's bachelor's and grad/prof degrees are earned by Oakland County residents.

Educational Attainment



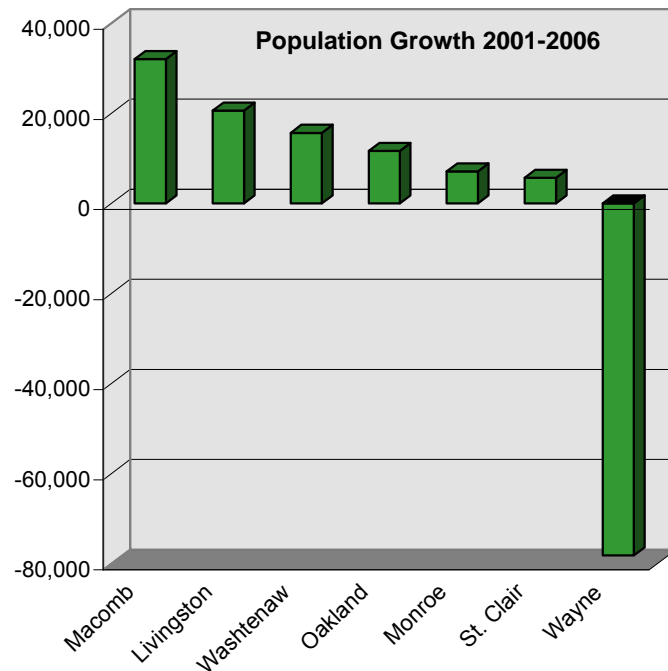
Current Population

■ Oakland County's population growth has slowed to just under 1% over the last five years.

■ Oakland County's 2006 population was estimated to be 1,214,255. Fifty-one percent of the county's residents are female and 49% are male.

■ Since 2000, the fastest-growing communities in Oakland County are: Holly, Oxford, Oakland, Lyon, and Commerce Townships.

■ Communities that have lost the most population are: Royal Oak, Royal Oak Twp, Ferndale, Farmington Hills and Madison Heights.



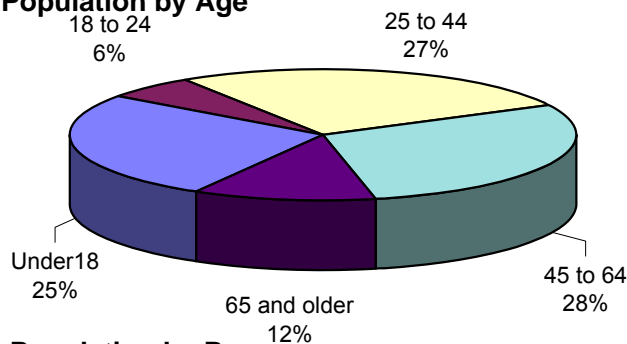
Source: U.S. Census Bureau

2006 Population by Age

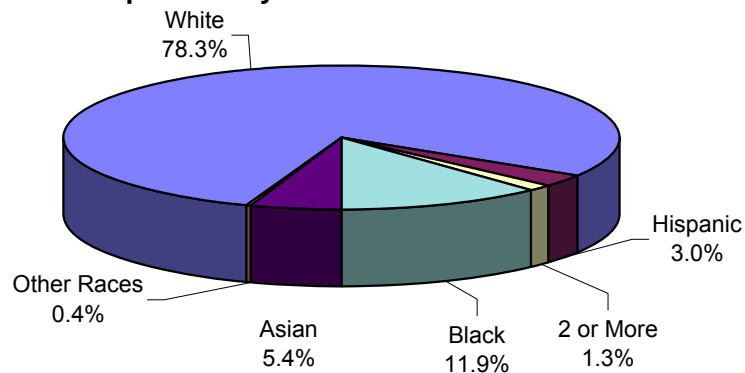
■ The median age of a resident of Oakland County in 2006 was 39.4-years-old, up 2.7 years from 2000 and 6.9 years since 1990.

■ 61% of Oakland County's residents are age 18 to 64; compared to 63% of the U.S. population.

■ Oakland County's diversity is apparent with over 23 racial groups making up our resident population.



2006 Population by Race



Population Projections

2006 Regional Population Distribution

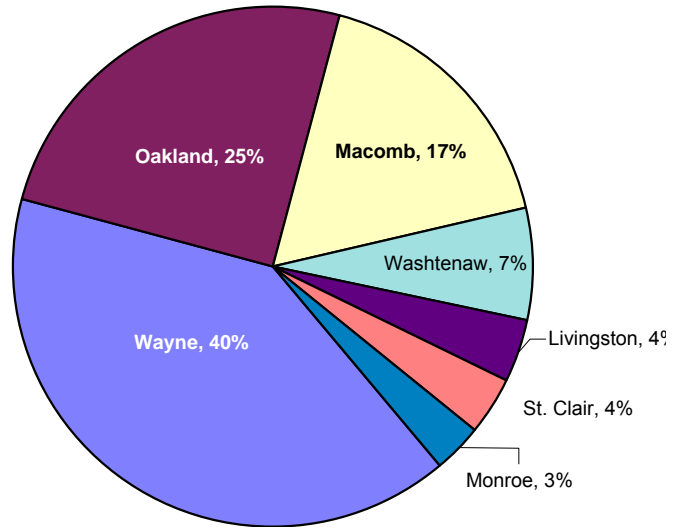
■ Oakland County has more people than 8 states and the District of Columbia.

■ Oakland County's pop. grew 12.1% between 1990 and 2006 while the state of Michigan grew 8.6%.

■ Oakland County contributed to 32% of the regional population increase from 2000 to 2005.

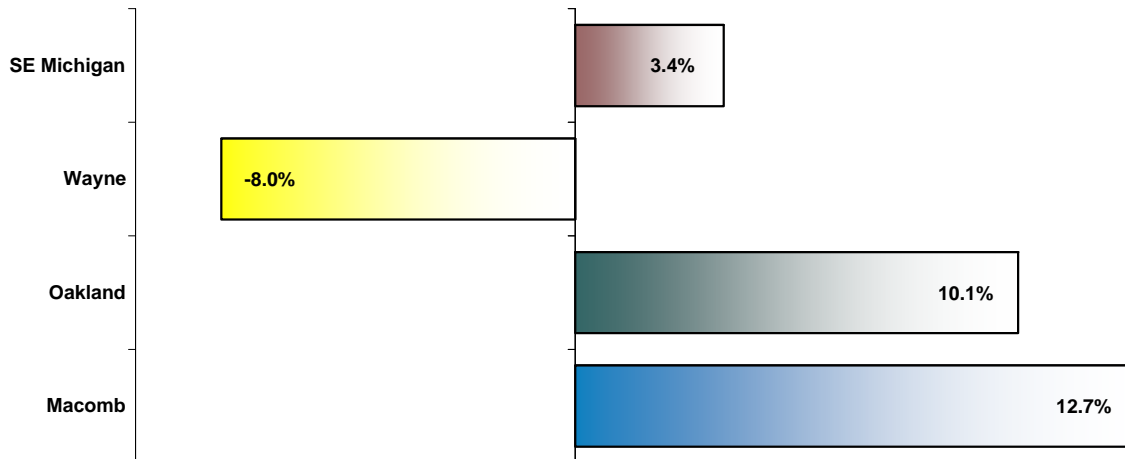
■ Oakland County contributed to 15.8% of Michigan's population increase from 1990 to 2004.

■ The number of Oakland County residents is forecast to increase 12.7% between 2005 and 2035.



Source: SEMCOG

Population Growth Forecast 2005-2035



■ In the seven county Southeast Michigan region, every county's population, except for Wayne and Monroe, is projected to increase by at least 20,000 people in the 30 year period.

Households

■ There are an estimated 497,770 households located in Oakland County; 34.2% of these households have children.

■ Households are forecasted to increase by 77,680, or 15.7% between 2005 and 2035.

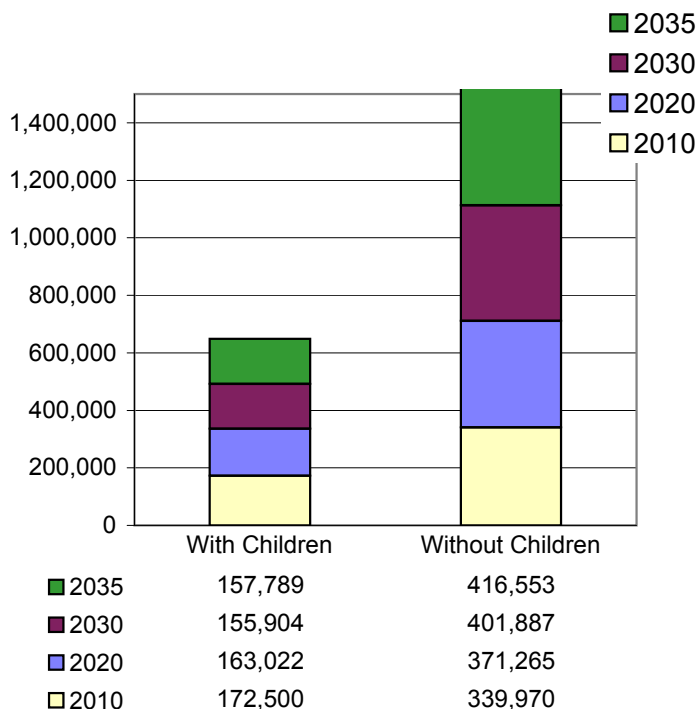
■ Households with children are forecast to increase only 8.5% over the next thirty years compared to a 31.4% increase of households without children.

■ Persons-per-household is forecasted to decline from 2.51 in 2000 to 2.35 in the year 2035, a decrease of 6%.

■ The number of communities in the region that will experience population loss over the next several years will likely increase because of the combined effects of an aging population, smaller households, and limited land to add residential housing.

■ Orchard Lake has the largest average household size with 2.94 persons; Royal Oak has the smallest with 1.91.

Projected Household Growth



Source: SEMCOG Regional Development Forecast (December 2007 - DRAFT)

Income

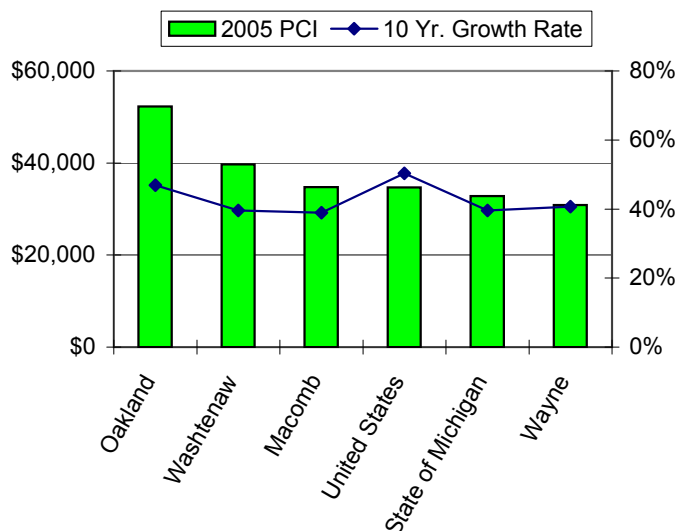
■ Oakland County's Per Capita Income (PCI) was \$52,274 in 2005, the highest in Michigan and fourth highest nationally for counties with over 1 million population.

■ Oakland County's per capita income increased nearly 47% from 1995 to 2005. The Michigan and U.S. increased 40% and 50% respectively over the same period.

■ Oakland County ranks 20th nationally in total disposable income and 43rd in income per household out of 3,000 counties in the United States.

■ Only seven metro areas nationwide had a median EBI higher than Oakland's \$54,804.

Per Capita Income Growth



*EBI is defined as money income less personal tax payments, a number often referred to as 'disposable' or 'after-tax' income.

Employment

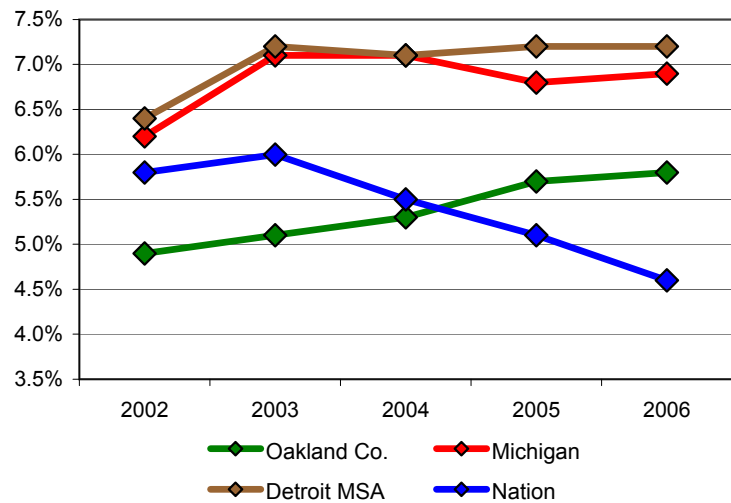
■ In 2006, the Oakland County unemployment rate of 5.8% was slightly higher than the national average of 4.6%.

■ The 2006 unemployment rate in Oakland County was 5.8% compared to 7.2% for the Detroit MSA* and 6.9% for the State of Michigan.

■ The Oakland County unemployment rate rose from 6.0% in January 2006 to 6.5% in September 2007.

■ Occupations forecast to gain the most employees by 2012 are: Registered Nurses, Customer Service Reps., Truck Drivers, Sales Reps., and Computer Systems Analysts.

Unemployment on the Rise



*Metropolitan Statistical Area (includes Oakland County)

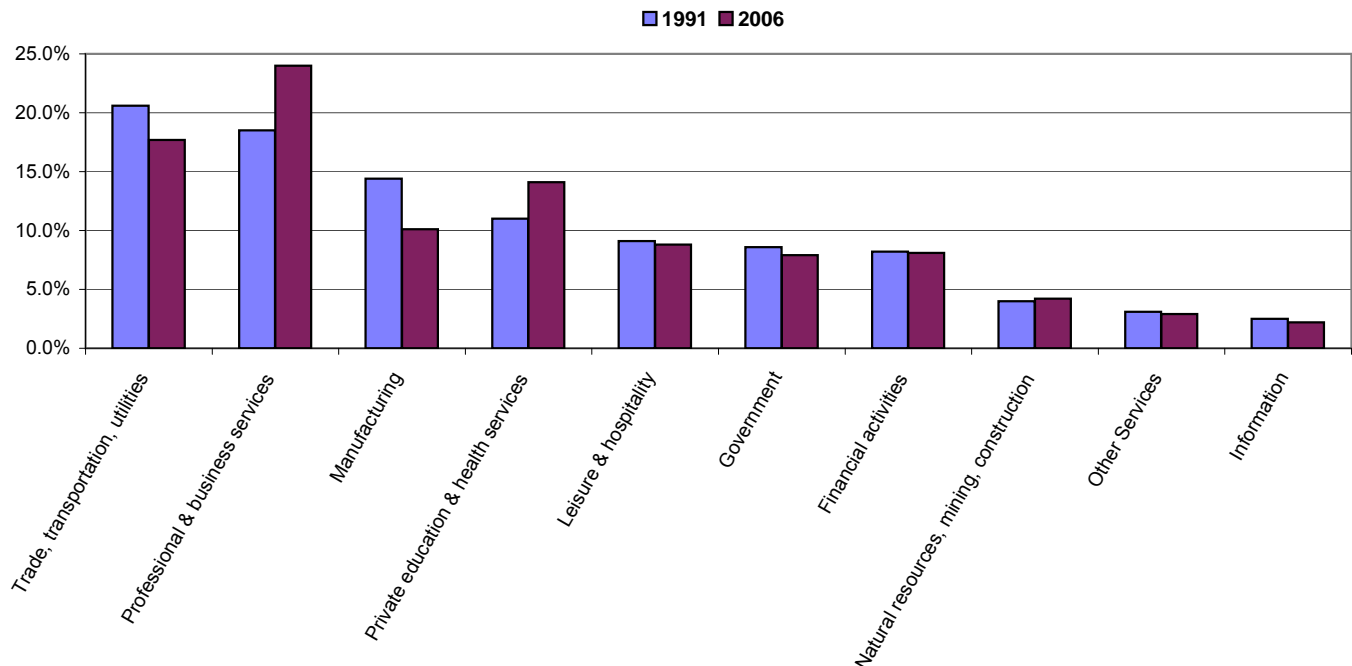
Source: Michigan Department of Labor and Economic Growth

Jobs Distribution

■ The job distribution in Oakland County has become more diversified over the past 25 years with dramatic shifts away from manufacturing and retail trade, transportation, and utilities.

■ While the majority of sectors experienced losses in overall employment between 2000 and 2006, there were substantial gains in private education and health care services as well as modest gains in financial activities and leisure and hospitality services.

Change in Distribution of Nonfarm Jobs, 1991 - 2006



Source: Oakland County Economic Outlook Final Report 2007 - 2009, University of Michigan, ILIR, Apr 2007

Research by Oakland County Planning and Economic Development Services 2/7/2008

Business & Industry

Personal Income in Oakland increased from \$56.3 billion in 2000 to \$63.4 billion in 2005, an increase of 12.6%. The 2000-2005 state change was also 12.6% and the national change was 22.1%.

Nearly 42% of earnings in Professional and Technical Services in Michigan are earned in Oakland County.

The average compensation per job in Oakland County is \$60,174 compared with \$57,753 for the Detroit region.

Durable goods manufacturing is still the number one industry in Michigan and number two in Oakland generating \$8.7 billion in local earnings.

Publishing and Telecommunications make up the lion's share of Oakland Information Services sector.

Education and health services; professional, scientific, and technical services; and leisure and hospitality services are among the fastest growing industries in Oakland County.

Earnings by Industry Sector (\$000s)

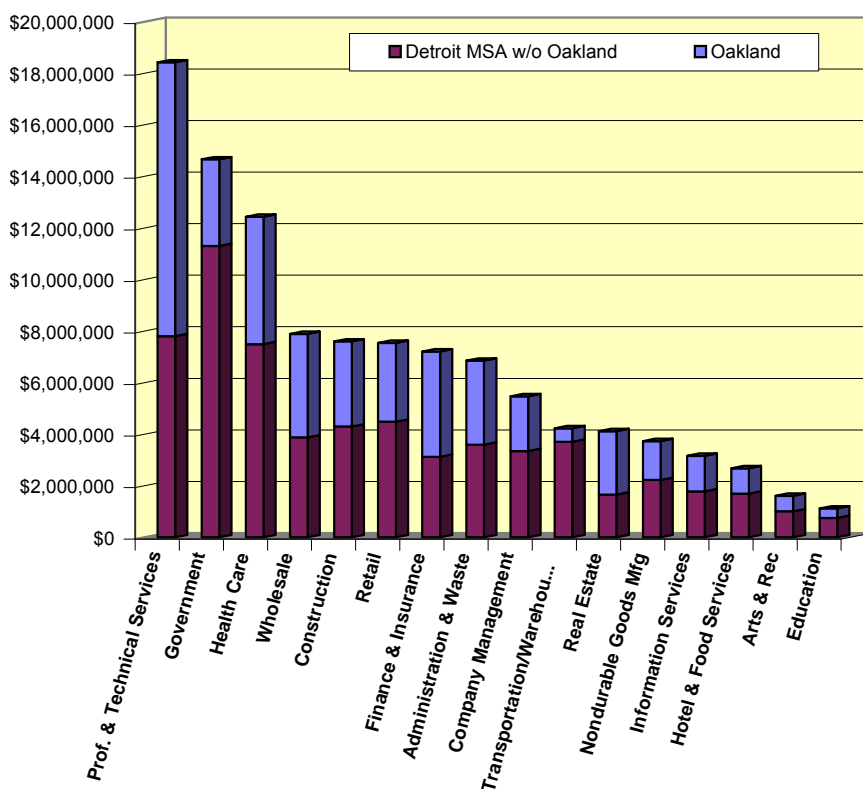


Chart does not include Manufacturing of Durable Goods

Source: Regional Economic Information System 1969-2005; Bureau of Economic Analysis.

Top Twenty Employers in Oakland County (5-year local employment change)

Firm	2002 Employees	2007 Employees	Product/Service
General Motors Corp.	24,311	15,555	Automobile manufacturer
William Beaumont Hospital	10,725	12,588	Health Care
Chrysler Group	13,000	10,113	Automobile manufacturer
EDS Corp.	9,800	4,396	Information technology services
St. John Health	4,357	4,139	Health Care
Blue Cross Blue Shield / Blue Care Network	3,925	4,051	Health care insurer
U.S. Postal Service	4,828	3,970	Postal Service
Oakland County	3,700	3,714	Government
Trinity Health	3,558	3,707	Health care
Zieger Health Care Corp.	2,029	2,442	Health care
Bank of America	n/a	2,326	Financial services provider
Comerica Inc.	1,780	2,185	Financial services provider
Henry Ford Health System	1,863	1,855	Health care
Delphi Corp.	n/a	1,800	Automotive supplier
Flagstar BanCorp Inc.	n/a	1,642	Financial services provider
Ford Motor Co.	3,300	1,578	Automobile manufacturer
Crittenton Hospital Medical Center	n/a	1,500	Health care
Lear Corp.	2,446	1,489	Automotive supplier
Chase	n/a	1,480	Financial services provider
Quicken Loans/Rock Financial Inc.	n/a	1,392	Mortgage banking

Transportation

■ The Southeast Michigan region is comprised of seven counties and 237 local units of government.

■ Oakland County's roads will require \$1.7 billion over the next ten years to address congestion.

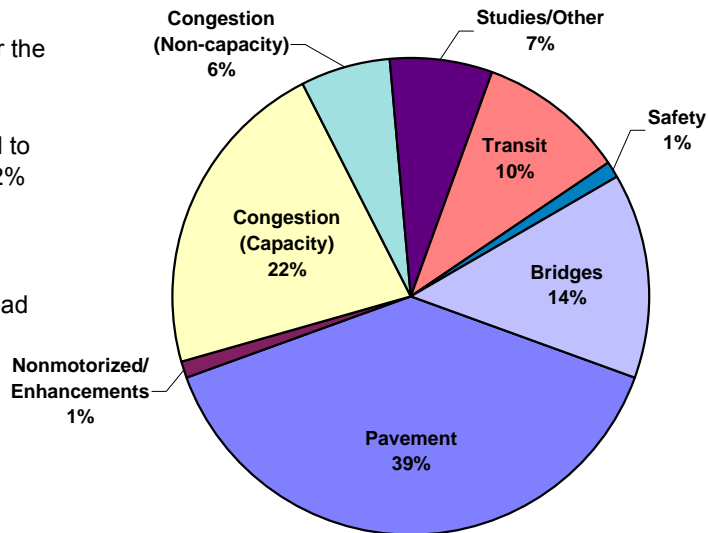
■ Eighty-four percent of the region's commuters travel to work by individual vehicle; 9% by carpool or vanpool; 2% by public transit and 2% walk.

■ Planned transportation improvements include 1,100 bridges; 45 miles of turn lanes; 290 miles of existing road widening; 19 miles of new road construction; and the improvement of 1,800 intersections.

■ The plan calls for I-75 from 8 Mile to M-59 to be widened to four lanes in each direction.

■ For more information visit the Southeast Michigan Council of Governments website at: www.semcog.org

2030 Capital Funding Distribution



Source: SEMCOG 2030 Regional Transportation Plan

Quality of Life

■ Innovation and preservation initiatives are providing a family-friendly environment where both nature and business can thrive.

■ There are more than a thousand miles of trails running through Oakland County including 155 miles of bike lanes/bike routes and 370 miles of trails, water trails, and park paths.

■ Oakland County has more natural lakes than any other county in the state. There are more than 1,400 lakes and the headwaters of five major rivers within the 910 square miles of the county.

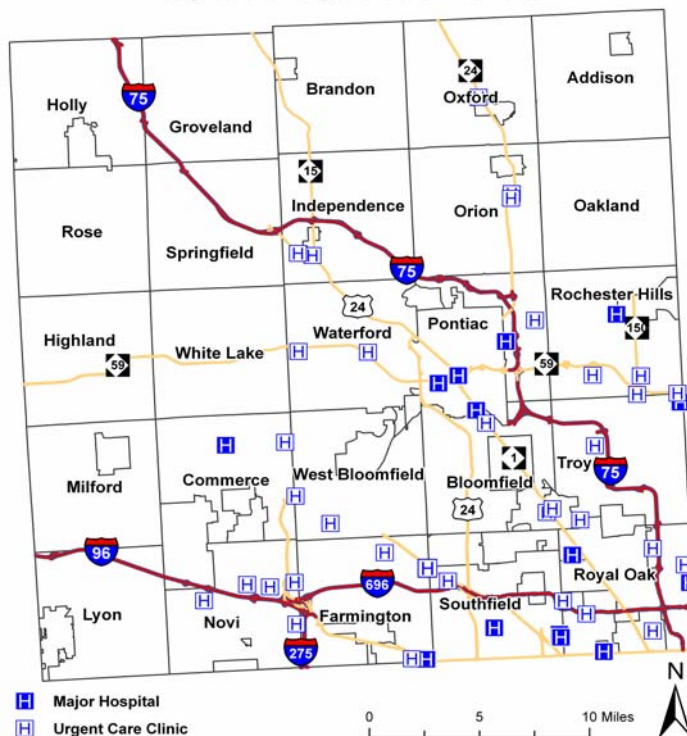
■ Oakland County is rich in its heritage with 168 historic districts, 50 of which are registered nationally, and 32 historical museums.

■ Oakland County plays the host to several marquee, annual events: Arts, Beats & Eats, Woodward Dream Cruise, Quake on the Lake, and the Michigan Renaissance Festival.

■ Oakland County has 56 public and 26 private golf courses with over 1,400 golf holes available.

■ Oakland County's violent crime and property crime rates are both 25% lower than the national average.

Hospitals & Urgent Care Facilities



■ There are 13 hospitals in Oakland County with overnight beds. Two more hospitals are currently under construction.

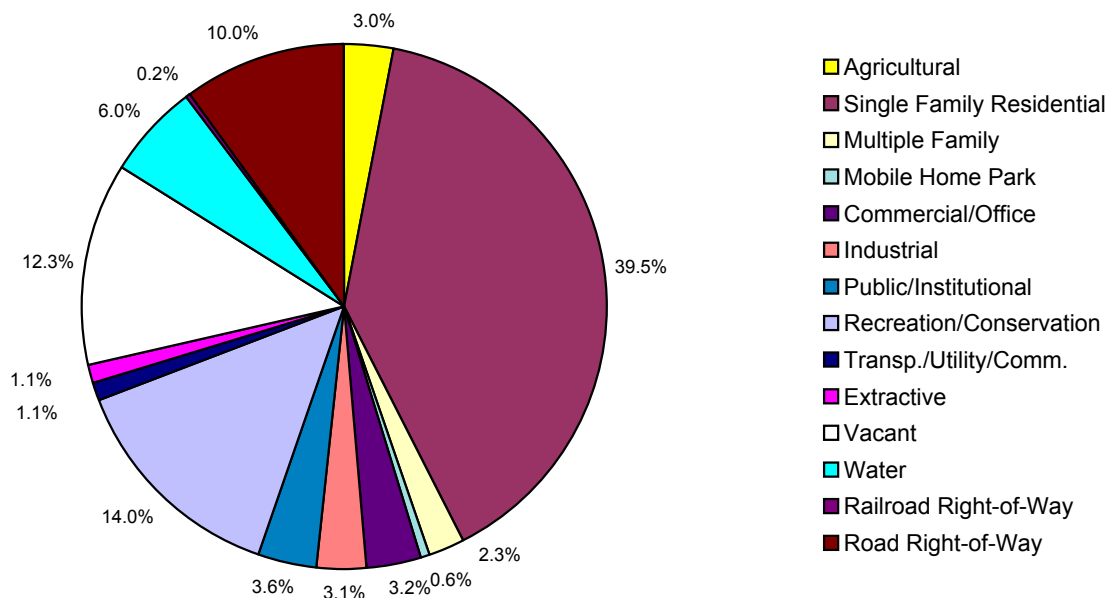
Land Use Summary	Total Area (Acres)	Percent of Total Area	Parcels	Percent of Total Parcels	Average Area Acres
Agricultural	17,289	3.0%	375	0.1%	46.10
Single Family (All classes)	229,038	39.5%	357,392	83.9%	0.64
Multiple Family	13,295	2.3%	2,579	0.6%	5.16
Mobile Home Park	3,411	0.6%	240	0.1%	14.21
Commercial/Office	18,658	3.2%	12,802	3.0%	1.46
Industrial	17,932	3.1%	5,787	1.4%	3.10
Public/Institutional	20,817	3.6%	3,052	0.7%	6.82
Recreation & Conservation	81,446	14.0%	6,735	1.6%	12.09
Transportation, Utility & Communication	6,234	1.1%	1,175	0.3%	5.31
Extractive	6,137	1.1%	85	0.0%	72.20
Vacant	71,647	12.3%	35,782	8.4%	2.00
Water	35,036	6.0%			
Railroad ROW	1,105	0.2%			
Road ROW	58,510	10.0%			
Total	580,554	100.0%	426,004		1.36

■ There are over 16,300 lakefront parcels in Oakland County.

■ Oakland County's land use coverage and the average area (acres) per parcel of single family and multifamily housing contributes significantly to quality of life. High densities are considered favorable as it localizes development to more consolidated areas.

Land Use by Area

Oakland County 2007 Land Use



This Oakland County 2007 Land Use Data has been compiled from recorded deeds, plats, tax maps, surveys, assessing records, and other public records. Users should consult the information sources mentioned above when questions arise.

For more information, maps, or questions about this data, please contact the Oakland County One Stop Shop at (248) 858-0720.

COUNTY OF OAKLAND
Principal Taxpayers - Unaudited
August 13, 2007

Taxpayer	2007 Taxable Value
General Motors	782,748,642
DaimlerChrysler	513,883,120
Detroit Edison / DTE	475,009,890
Consumers Power / Energy	185,904,660
Stuart Frankel / Somerset	145,616,300
Taubman/ 12 Oaks / Great Lake Crossing	141,803,730
Bre Southfield	111,199,580
Ford Motor	94,724,520
AT&T	89,746,670
Ramco-Gershenson	78,535,910
Meijer	70,904,410
Wal-Mart / Sam's Club	70,125,480
International Transmission	62,205,600
Comcast	56,642,160
Comerica Bank	56,424,720
Liberty Property LTD Partnership	51,591,120
Electronic Data Systems	49,576,170
Palace Sports and Entertainment	45,355,960
Novi Campus LLC	44,881,240
Kroger	41,254,100
Nykel Management Co	40,726,630
Parkdale Pharmaceuticals	40,618,080

Note: The taxable values have been compiled from a number of sources/reports and may include estimated figures.

Source: Oakland County Equalization Division



Board of Commissioners

OAKLAND COUNTY 2008-2009 BUDGET

Board of Commissioners - Transmittal Letter

To the Citizens of Oakland County, Michigan
October 1, 2007

On September 20, 2007, the Oakland County Board of Commissioners adopted the 2008-09 Biennial Budget and General Appropriations Act under the authority of Section 45.556(d) of Public Act 139 of 1973, (as amended by Public Act 100 of 1980), entitled the *Optional Unified Form of County Government Act*, and in compliance with Public Act 621 of 1978 entitled the *Uniform Budgeting and Accounting Act*. Approval of the 2008-09 Adopted Budget and General Appropriations Act represents the culmination of many months of effort on the part of a host of county officials and employees, particularly the Finance and Personnel Committees, the Board of Commissioners and their staff, the County Executive and the Management & Budget and Human Resources Departments.

Since 1993, the Oakland County Board of Commissioners has worked diligently to keep county expenditures from growing. The current consensus of the Board and Administration is that the days of 7.5% average annual revenue expansion are over. Instead, they see looming on the horizon a paltry revenue growth of only 1% annually through 2012. However, expenditures over that same period of time are expected to rise 3.8% annually – more than three times the rate of revenue growth. In the budget, most line items are impacted by the rate of inflation or such market fluctuations as energy, health care and postage costs, and are hard to contain. This creates a budget gap and mandates that we find a way to use less of those resources.

To be sure, the 2008-2009 biennial budget is balanced, as required by law. However, continued diligence and forward planning is essential to maintain balance after those two years. The continuing weakness in State of Michigan revenues and consequent cutbacks in Lansing present Oakland County with recurring challenges to balancing our own budget. Beginning in fiscal year 2010, the gap between revenues and expenses is projected to be ten million dollars. That gap must be closed to balance the budget not only in that year, but the years immediately following. Failure to take proactive measures will result in a revenue shortfall of more than \$50 million by 2014. As you can see, it will take continued leadership and continued ingenuity to maintain services within a balanced budget.

Oakland County leadership has reacted swiftly and decisively to cope with revenue declines. For example, decreases in County revenue sharing income have been offset by the adoption of sensible belt-tightening measures. Among them, the County continues its policy of not creating new positions unless new funding is provided to support them. Employees are now required to make increased contributions to their health care. Those passing through the criminal justice system will be required to pay more in fees and court costs. Solutions like these have enabled Oakland County to weather current budget challenges without layoffs while preserving our AAA bond rating.

The FY 2008-2009 budget holds the line, but addresses such major challenges as backlogs in the Family Courts, current employee health benefits and retiree health care. This fiscal obligation has seriously and adversely impacted major corporations like General Motors and Ford. Making the issue acute are changes required by the Government Accounting Standards Board (GASB) in Statements 43 and 45. These mandates require all governmental units to report actuarially estimated retiree costs on balance sheets as liabilities. A simple “pay as you go” cash basis statement will no longer suffice. Oakland County has long addressed these legacy costs, but rising health care expenditures and, more recently, two actuarial reports have required we move more forcefully.

Our actuarial determined annual contribution to the Voluntary Employees Beneficiary Association (VEBA) would have increased by \$22 million to \$60 million. This increase would have severely impacted our ability to pay for items other than retiree health care. We also have been required to accelerate our payment schedule from 40 years to 30.

To proactively meet the legacy cost challenge, Oakland County has decided to take advantage of our AAA Bond rating and issue Trust Certificates to fund Other Post Employment Benefits (OPEB).

Briefly, Oakland County has issued Trust Certificates in the amount of \$557 million, at a low interest rate, and invested the funds in permissible long-term investments. Oakland was able to secure the most favorable interest rates possible because of its AAA bond rating. OPEB funding was implemented in a timely fashion. It caps retiree health benefit costs, thus eliminating future budget difficulties due to retiree benefit expenses. Because of this forward thinking, the County's retiree health care will be fully funded—an enviable situation few other governments can claim. Our commitments to our workers will be met, and the County will not experience a crisis while doing so.

The second major distinguishing feature of this budget relates to the continuing increase in cost of care for wards of the Circuit Court/Family Division, reflecting expanded length of stays in residential facilities, as well as the shifting of juveniles from federal Title IV-E funding to the County Child Care Fund.

The line has been held on new positions. This budget restricts new full time eligible General Fund/General Purpose positions to just one, in Administration of Justice, an area supported by new sources of revenue—and verified expenditure reductions.

A continuing challenge has been the uncertainty about funds from the state and federal governments. All manner of grants and state payments are at risk. The Board's policy known as the "Gosling Amendment" specifies that when grant money is accepted, the program or position funded by that grant will discontinue upon the grant's termination, has been a vital tool in holding the budget line.

Last year's innovative Capital and Cooperative Initiatives Revolving Fund (CCIRF) has enabled a variety of projects particularly benefiting our Cities, Villages & Townships, reinforcing Oakland County's commitment to sharing services with municipalities.

The following table identifies Oakland County's unreserved fund equity since 1997.

GENERAL FUND UNRESERVED FUND BALANCE			
YEAR	DESIGNATED	UNDESIGNATED	TOTAL
1997	31,083,000	772,000	31,855,000
1998	25,307,000	571,000	25,878,000
1999	35,166,000	627,000	35,793,000
2000	40,617,000	1,028,000	41,645,000
2001	53,853,000	207,000	54,060,000
2002*	46,816,000	82,000	46,898,000
2003*	58,400,000	483,000	58,883,000
2004	64,412,000	450,000	64,862,000
2005	62,064,000	1,471,000	63,535,000
2006	72,092,000	766,000	72,858,000

*Fund Balance numbers do not include funds designated for Property Tax which were designated for one quarter of the year.

Oakland County has been able to maintain a sufficient fund balance while once again having one of the lowest general operating tax rates of any county in the State. It is important to note that over 99 percent of the unreserved fund balance is designated for future projects and programs.

It is clear from the data in the following section that Oakland County has been guided by a rational, well-grounded fiscal policy, and stands well positioned to keep navigating these turbulent waters. The Board of Commissioners will endeavor to uphold conservative fiscal policies that have produced such a healthy, viable financial condition; and it will continue its commitment to provide responsive programs and services of the highest quality – a standard of excellence that has come to symbolize Oakland County government.

2008 BUDGET OVERVIEW

The 2008-2009 Adopted Budget includes total appropriations of \$769,225,188 million. The 2007 tax levy will generate \$265.8 million in general fund revenue, and is based upon a millage rate of 4.1900, unchanged since 1999. This current county tax rate is 0.034 mil below the Maximum Allowable tax levy. The budget was formulated with the determination to continue providing the same level of service as the previous year. Any program that exceeded prior year's levels was studied at great length to ascertain need.

Property taxes account for 62.1% of the County's governmental funds budget, a percentage comparable to that of other counties in southeast Michigan, thus illustrating the County's reliance upon property taxes to fund governmental operations.

Oakland County's millage rate has decreased over the past 30 years, from 5.2600 in 1972 to 4.19 in 1998 and remains unchanged again in 2008-09. Despite these reductions, the tax revenue continues to increase due most significantly to a continually expanding industrial, commercial and residential assessment base. A ten-year summary of the changes in State Equalized Value (SEV), Taxable Value, Millage Rates and Property Tax Revenues are identified in the table that follows.

LEVY YEAR	SEV (STATE EQUALIZED VALUE)	TAXABLE VALUE	MILLAGE RATE	GROSS TAX LEVY*
1998	43,056,834,294	39,060,501,498	4.1900	163,663,501
1999	47,872,532,700	41,756,021,276	4.1900	174,957,729
2000	52,437,365,380	44,370,760,909	4.1900	185,913,488
2001	57,469,711,595	47,656,729,878	4.1900	199,681,698
2002	62,829,530,422	50,688,809,599	4.1900	212,386,112
2003	67,085,441,782	53,179,886,010	4.1900	222,823,722
2004	70,296,996,641	55,986,490,872	4.1900	234,583,397
2005	73,459,188,359	58,862,866,940	4.1900	246,635,412
2006	76,439,725,583	62,133,415,235	4.1900	260,339,010
2007	77,331,082,036	64,720,016,857	4.1900	271,176,872

*Actual Tax Collections are less due to Tifa/DDA funds.

Although Oakland County has experienced a decade of significant SEV growth, Proposal A, approved by the voters in 1994, capped "taxable value" of real property to the rate of inflation or 5%, whichever is less for that year. The difference between SEV and Taxable Value, as shown on the chart, represents significant savings to taxpayers. For example, the 2007 savings is more than \$52.8 million. Proposal A also created homestead and non-homestead tax rates. The tax rate levied against non-homestead property is 18 mills. Ever mindful of the tax burden of its constituents, the Board of Commissioners will continue to establish means by which to control the growth of expenditures.

REVENUES

Oakland County's financial resources are traditionally segregated into two classifications, Governmental and Special Revenue & Proprietary Funds. Revenues are further categorized to facilitate planning, control and evaluation of governmental processes. The following table presents a summary of the Governmental revenue categories budgeted for 2008.

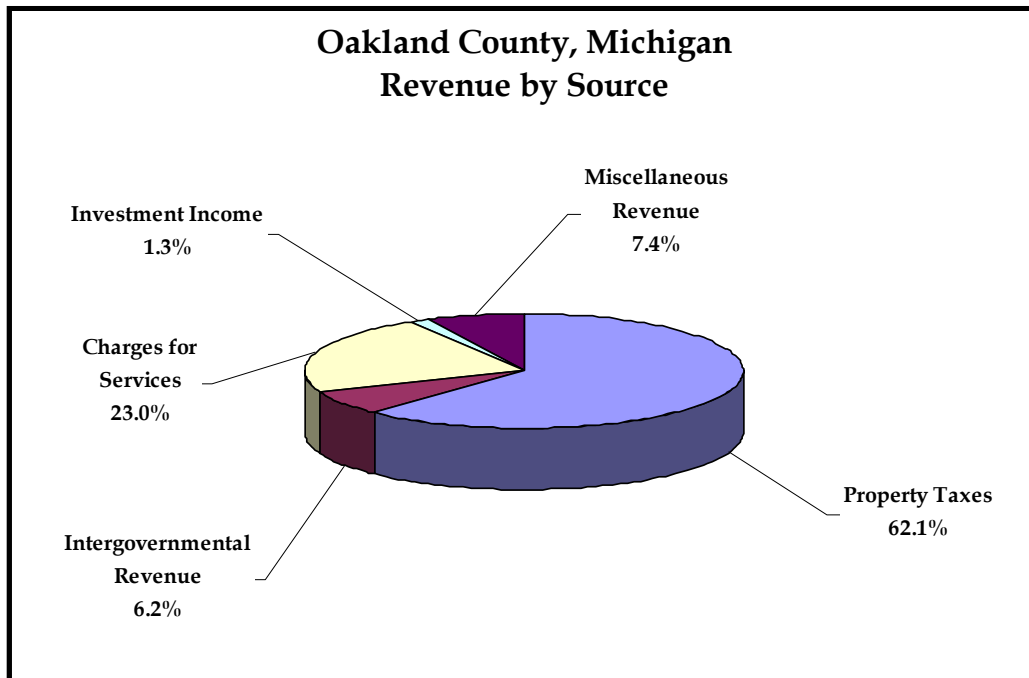
**OAKLAND COUNTY, MICHIGAN
REVENUES BY CATEGORY, 2008**
General Fund/General Purpose Funds Only

REVENUES	2008 ADOPTED	% OF TOTAL
TOTAL TAXES	265,758,000	62.1%
INTERGOVERNMENTAL REV	26,586,000	6.2%
CHARGES FOR SERVICES	98,705,000	23.0%
INVESTMENT INCOME	5,541,000	1.3%
MISC REV/RES CRD FWRD	31,547,000	7.4%
TOTAL REVENUES	428,134,000	100.0

The Headlee Amendment will impact future revenues, and will remove the potential to modify millage rates without voter approval, in keeping with the needs of a growing County. However, the continuing weak Michigan economy has resulted in decreasing property values, which inevitably will lead to a downturn in property tax revenues. This is a serious issue of which we must be wary. Also, while millages levied in the past few years have been well below the allowable maximum, that allowable maximum has been decreasing due to the mechanisms put in place by Headlee. In other words, if the need arises to fund a major project such as a jail or courthouse construction, the ability to provide funds for such a project may be severely constrained.

The Board of Commissioners must strive to develop other revenue sources, preferably those that provide greater tax relief for Oakland County residents, and to vigorously re-examine County programs and services to determine their continued validity.

The following chart illustrates the distribution of revenues by their sources in the 2008 Budget.

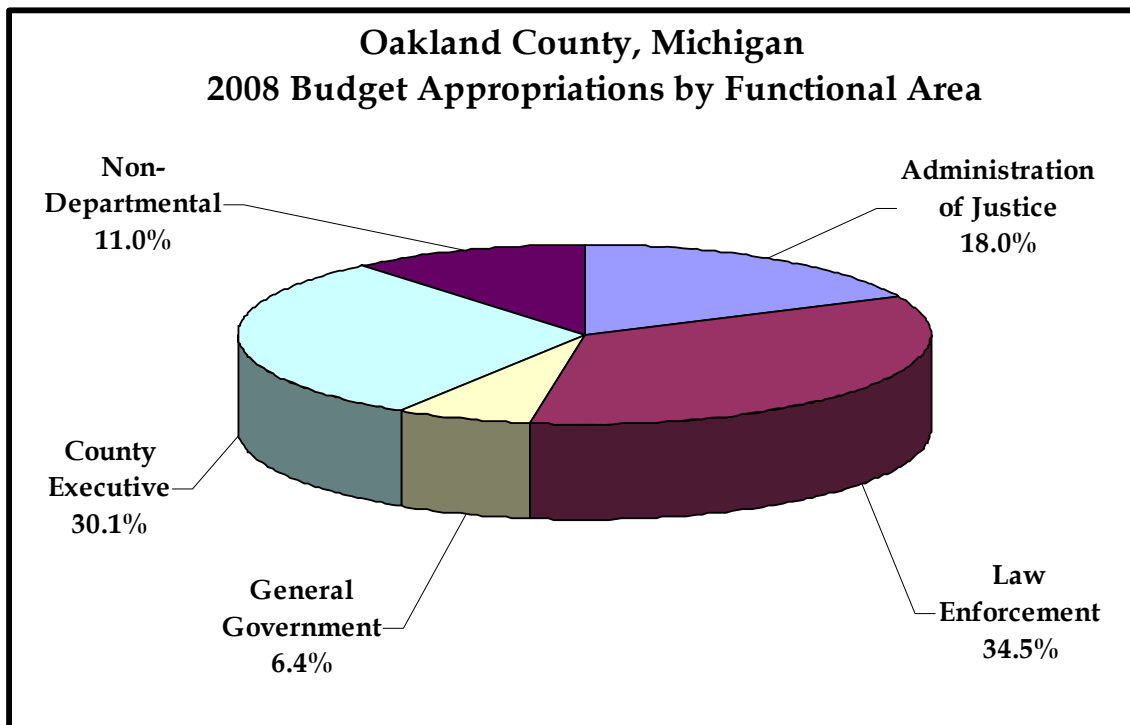


APPROPRIATIONS

Oakland County has traditionally categorized its operations by functional area with respect to appropriations. These functional areas are: Administration of Justice, which includes the Circuit, District and Probate Courts; Law Enforcement, which is comprised of the Sheriff's Department and Prosecutor's Office; General Government, which consists of the Board of Commissioners, Treasurer, Clerk/Register, and the Drain Commissioner; County Executive, which includes a variety of administrative departments; and Non-Departmental, which is a catch-all for remaining appropriations not earmarked to specific county departments. Following is a summary of funds appropriated for these categories in 2008.

OAKLAND COUNTY, MICHIGAN APPROPRIATIONS BY FUNCTIONAL AREA, 2008 (General Fund/General Purpose Funds Only)		
FUNCTIONAL AREA	2008 ADOPTED	% OF TOTAL
ADMIN OF JUSTICE	77,117,000	18%
LAW ENFORCEMENT	147,642,000	34.5%
GENERAL GOVERNMENT	27,360,000	6.4%
COUNTY EXECUTIVE	128,878,000	30.1%
NON-DEPARTMENTAL	47,137,000	11.0%
TOTAL APPROPRIATIONS	428,134,000	100.0

The chart below symbolizes the allocations of resources to functional areas in the 2007 Fiscal Year Budget.



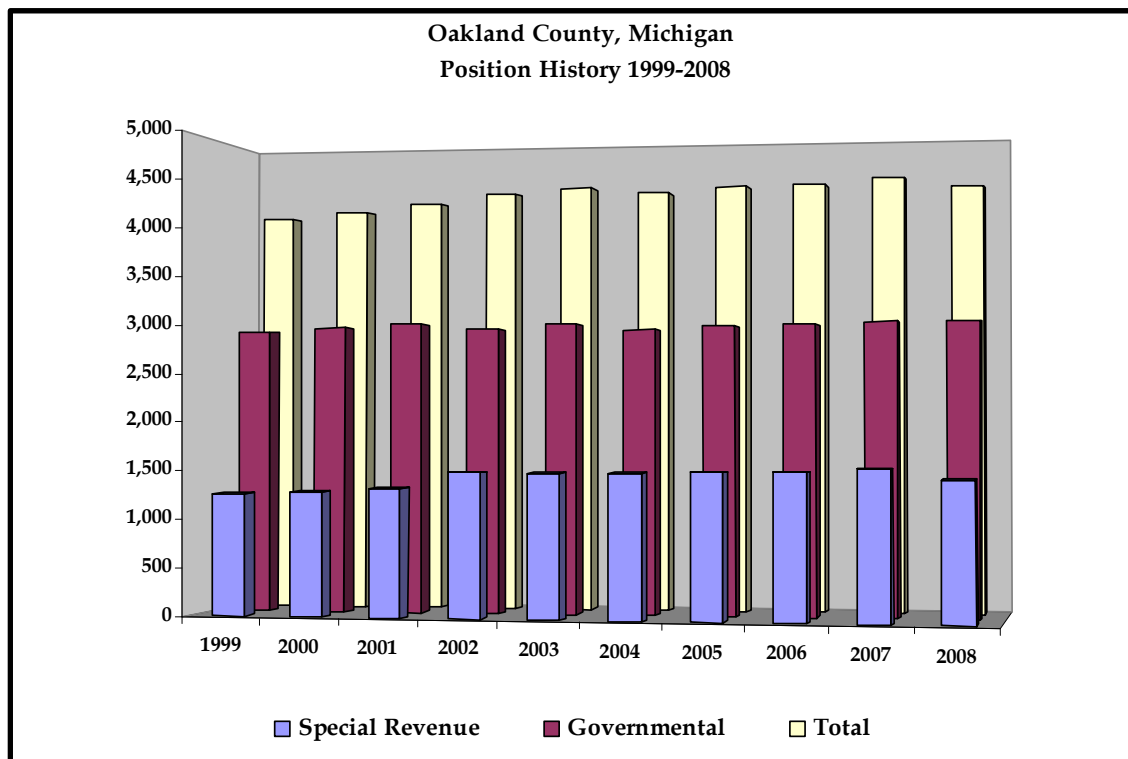
PERSONNEL

Incorporated into the 2008-09 Adopted Budget are gross salary and fringe benefit appropriations of more than \$362 million, or 47 percent of the total budget, to support a total work force of 4,467 employees, keeping Oakland County Government as one of the top employers in Oakland County.

Personnel costs remain the driver behind the County's budget since personnel costs, particularly fringe benefits and especially health care, have risen sharply in recent years. Employment numbers vary only slightly from year to year. Total personnel in the General Fund have remained generally stable since 2003. The number of workers supported by Special Revenue fluctuates as Grant Funding comes and goes.

The Personnel Committee closely studies staffing levels, salary changes and fringe benefits in an effort to further constrain rising personnel costs. This year, the only approved position requests were those where funding offsets exist to fully cover the cost of the position on an on-going basis. In addition, the "Gosling Amendment" concerning grant positions (when grant funding goes away, the position goes away) will be strictly adhered to.

The graph below illustrates the growth in County positions over the past ten years. The graph shows total positions, the percentage of Special Revenue/Proprietary positions and the percentage of Governmental positions.



PENDING PROJECTS AND ISSUES

2007 COUNTY INITIATIVES

Once again, the County was awarded the highest possible bond rating, AAA, by both of the major bond rating agencies, Standard & Poors and Moody's Investor Service. This benefit to the County taxpayers is a result of sound fiscal practices, as evidenced by the fund balance shown on page 2. The AAA bond rating allows the County to borrow at the lowest interest rate available.

The E-Financial system was continued, and will include single sign-on capabilities.

In the year 2000, the Board of Commissioners authorized a new countywide discount prescription plan for senior citizens. More than 20,000 seniors participate in the plan. The discounts are typically 15% on brand name medications and up to 40% on generic medications. In 2006, the Senior Discount Plan was replaced by a Prescription Discount Plan sponsored through the National Association of Counties and made available to all residents in need of prescription coverage. In 2007, the Board of Commissioners began offering a Discount Dental Plan to all residents of Oakland County. This plan offers discounts of up to 50% on dental services ranging from teeth cleaning to orthodontia. So far, nearly one thousand Oakland County residents have signed up for the plan.

In response to the West Nile Virus that hit Oakland County especially hard in the summer of 2002, the Board of Commissioners and Administration initiated a West Nile Virus fund to give CVTs funding to pursue their own prevention plans. Combined with a vigorous public education program and the apparently natural fall-off in the disease curve, West Nile cases dropped dramatically in the summer of 2003 and was virtually absent in 2007.

New contracts for the successful Fire Records Management program continue to be approved. Plans to offer the program to municipalities outside of Oakland County are being reviewed.

To assist in the County's continuing efforts to help businesses and communities, DDA/TIFA approval for outlying communities like Wixom and the Automation Alley Smartzone – including Troy and Southfield – continue.

Also in the area of economic development, the Board approved new rate structures for @CCESS Oakland, making this service even more useful and affordable to the banking, mortgage, insurance and real estate sectors of the economy.

Construction of the infrastructure for Wireless Oakland continues, and will be completed. When finished in 2008, Oakland County will become the largest provider of free wireless Internet access in America. The beauty of this program is that it is not costing, and will never cost the taxpayers of Oakland County one cent for Internet connectivity.

Finally, the Oakland County Board of Commissioners formed in 2007 the Criminal Justice Coordinating Committee to work on jail overcrowding issues. The committee is made up of representatives from the courts, the Prosecutor's Office, the Sheriff's Department, the County Administration, and the Board of Commissioners. This Committee recommended expanding the County's pilot tether program for non-violent offenders and the Board adopted the recommendation.

PENDING PROJECTS AND ISSUES

County government, including the environment within which it functions, is not static, but is ever changing and emerging to meet the challenges and opportunities that present themselves. With this in mind, the Board of Commissioners, in conjunction with the Executive, has identified several significant projects and issues that will be continued, considered or implemented in 2008.

Continuing into 2008, County will continue to initiate and support clean water and environmental projects. The issue of water and sewer rates is an ongoing concern of many Oakland County communities, and will remain a high priority for the coming year. Job growth is essential if Oakland County is to continue as the economic engine of the State of Michigan. The Emerging Sectors Unit in the Department of Economic Development and Community Affairs, established last year, has proved its worth leading to 21 companies investing \$216 million in Oakland County, creating 2,597 new jobs and retaining 1218 jobs. Our CCIRF fund (Capital and Cooperative Initiatives Revolving Fund) has helped local units of government, as CVTs face increasing strain due to the interactions of Headlee Amendment and Proposition A constraints on taxation and reductions in revenue.

Jail overcrowding remains front-burner, with emergency inmate releases this summer and fall. The creation of a jail overcrowding task force is the first step in assessing how we use the limited number of jail beds, and who needs to be in jail. The Jail Overcrowding Task Force, with representatives from all affected sectors of criminal justice (except the criminals) continues to look for ways to maximize the limited good that is jail bed capacity. All alternatives will be exhausted before we look to building a new jail.

Traditionally, the Board of Commissioners, in conjunction with other County officials, has been responsive to the needs of Oakland County residents, and has been aggressive in developing and maintaining programs and services that provide the greatest possible benefits and affords the highest possible quality of life.

As a continuing challenge, the State of Michigan's long-term financial problems continue to impact the Oakland County Budget, requiring constant planning for revenue decreases and constant budget adjustments. Last year's property tax acceleration and revenue sharing loss illustrates the uncertain nature of Lansing's funding support, and debate over Community Development Block Grants (CDBG) does the same for Federal funds. We must remain ready to react swiftly to changes in our financial picture during FY2008-2009 and into the future.

Oakland County is now well into a period of constant dynamic change and uncertainty requiring full effort and cooperation between the Board, County-wide elected officials, and the Executive. So far, such cooperation and coordination have occurred, as all place the welfare of the County citizens as our highest priority.

In addition, our county has avoided the deficits and layoffs that have plagued our neighbors. While our employees have had to assume more cost-sharing with co-pays, we have preserved their jobs and their retiree benefits. That's a deal that laid-off GM, Ford and Delphi workers would envy. We're not out of the storm, but we're riding it out, and we remain ready to keep Oakland the financially exemplary county our citizens have come to expect.

Accordingly, on behalf of the Oakland County Board of Commissioners, I present the FY 2008-2009 Oakland County Adopted Budget.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael J. Rogers". The signature is fluid and cursive, with a large initial "M" and a long, sweeping underline.

Mike Rogers, Chairman
Finance Committee
Commissioner District # 14



**OAKLAND COUNTY, MICHIGAN
COUNTY EXECUTIVE BUDGET MESSAGE
FISCAL YEARS 2008 AND 2009 BIENNIAL
OPERATING AND CAPITAL BUDGETS**

To the Board of Commissioners and Citizens of Oakland County:

I am pleased to present the Fiscal Year 2008-2009 Biennial Budget Recommendation for your review and approval. Promulgated in accordance with the Unified Form of County Government Act, 1973 P.A. 139, and the Uniform Budgeting and Accounting Act for Local Units of Government, 1978 P.A. 621, General Fund/General Purpose Estimated Revenue and Appropriations are balanced at \$428,081,577 for Fiscal Year 2008 and \$432,537,491 for Fiscal Year 2009. The total budget for all funds amounts to \$708,589,981 for Fiscal Year 2008 and \$718,109,786 for Fiscal Year 2009.

INTRODUCTION

The National Advisory Council on State and Local Budgeting (NACSLB) defines the budget process as a set of activities that encompass the development, implementation, and evaluation of a plan for the provision of services and capital assets. A good budget process consists of far more than the preparation of a legal document appropriating funds for a series of line-items. Instead, a good budget process involves political, managerial, planning, communication, and financial dimensions. Accordingly, Oakland County's nationally recognized budget process is characterized by the following essential features:

- Incorporates a long-term perspective
- Establishes linkages to broad organizational goals
- Focuses budget decisions on results and outcomes
- Involves and promotes effective communication with stakeholders
- Provides incentives to government management and employees

These five features are characteristic of a budget process that moves beyond the traditional concept of line item expenditure control, providing incentives and flexibility to managers that can lead to improved program efficiency and effectiveness.

The Government Finance Officers Association (GFOA) of the United States and Canada has established an Award Program for Distinguished Budget Presentation. The GFOA Award Program recognizes budget publications that adhere to a strict set of criteria leading to exemplary budget documents. Eligible budgets are evaluated by three independent out-of-state practitioners who are members of GFOA's Budget Review Panel. Eligible budgets are evaluated based on four categorical guidelines:

- The budget as a Policy Document
- The budget as a Financial Plan
- The budget as an Operations Guide
- The budget as a Communications Device

Oakland County is proud to be one of only 27 units of Michigan government, out of 1,861 or 1.5%, that have been accorded the Award for Distinguished Budget Presentation by the GFOA. We can all be proud that in

1984 when the GFOA award program was first initiated Oakland County was the first governmental unit in Michigan and only the 11th in the nation to achieve this distinction. Oakland County's continuing commitment to budgeting excellence is further demonstrated by the County's support of the GFOA national program for improved budget development practices as evidenced by the involvement of Management & Budget staff as Budget Review Panel members.

FINANCIAL OUTLOOK

Oakland County's Economy

Our nation's economy has experienced growth over the past three years as evidenced by employment increases around the country with the upward trend beginning in September 2003 and continuing unabated since. Yet despite this steady economic growth nationally, Michigan has not yet pulled out of the recession that began here in 2000. Michigan's economy continues to decline, particularly as measured in terms of jobs lost. Since the start of the 2000 recession Michigan has lost over 210,000 jobs. Particularly hard hit has been our manufacturing sector, which has experienced a loss of over 269,000 jobs. Despite the improvement in some sectors of our local economy, economists predict that the number of jobs in Michigan will continue to decline through 2008.

As noted, manufacturing represents a significant portion of Michigan's economy and manufacturing job losses have adversely impacted Michigan more than any other State. Within the manufacturing sector, the automotive industry is easily identified as having the most significant negative impact on the State's economy. General Motors, Ford, and DaimlerChrysler, our premier manufacturing investors and all headquartered in southeast Michigan, are no longer considered to be the "Big 3." Toyota bypassed both Ford and DaimlerChrysler in 2006 when it moved into the #2 rank just behind General Motors. Then, in the first quarter of 2007, Toyota passed General Motors and took the lead spot, a position General Motors had held since 1931. The "Big 3" companies now consist of Toyota, General Motors, and Ford.

The Michigan auto companies, along with their related supplier and service provider companies, have been steadily losing market share with their light vehicle sales declining 20% over the past eleven years. Loss of market share, coupled with rapidly escalating increases in the cost of manufacturing, including costs for employee health care and raw materials, has led to a steady decline in vehicle manufacturing within Michigan. To make matters worse, vehicle production facilities within the U. S. have been shifting from the traditional Midwest area of the country to other areas of the country, primarily the South. Considered together with the fact that the United States Senate has just voted to impose dramatic increases CAFÉ fuel standards, it is clear that Michigan's economic challenges will continue over the longer term.

During the decade prior to the 2000 recession, Oakland County averaged 21,600 new jobs annually. However, since the onset of the recession Oakland County experienced job losses, losing an estimated 69,200 jobs during the period 2000 through 2006. With the auto industry restructuring in 2006, Oakland County lost an estimated 18,200 jobs, the largest annual job loss in Oakland County in the last 27 years.

Fortunately, there may be some relief in sight. Today, the manufacturing and construction sectors make up approximately 15% of Oakland County's economy. The other 85% of our economy is strengthening. Economists from the University of Michigan's Research Seminar in Quantitative Economics are projecting that net new jobs will be added over the next several years, despite the expected continuing difficulties in

Michigan's auto industry. These economists have projected that while continued restructuring in Michigan's auto industry will cause Oakland County to lose an additional 4,400 jobs in 2007, they are also forecasting that job recovery will begin after 2007. They estimate a modest gain of 200 net new jobs in 2008 and see 2,500 additional jobs in 2009.

Another reason for longer term optimism stems from Oakland County government's long-term economic development strategy. Recognizing that the recently lost manufacturing jobs will likely not be recovered a primary focus of my administration, one long supported by the Board of Commissioners, has been the diversification of the County's economy. Recently, we have taken Oakland County's economic diversification efforts to another level with the successful implementation of the Emerging Sectors Initiative.

The Emerging Sectors Initiative is intended to insure that Oakland County remains Michigan's epicenter of job creation and business activity. To that end, I directed the Department of Economic Development and Community Affairs to research the top ten emerging business sectors for the 21st century, the sectors Oakland County should target for future job growth, long lasting employment and business stability. I then asked the department to identify and prioritize the top 10 companies within each of those sectors. Our preliminary research revealed that over 60 percent of the emerging sectors companies identified were located overseas and that many had no presence in the United States. We needed to remedy that situation.

To that end, in the FY 2005 Budget the Board of Commissioners approved my request to establish an Emerging Sectors Program. Immediately thereafter, select "calling teams" were assembled and dispatched to meet with the decision makers of the premier emerging sector corporations. Their mission is to convince the emerging sector companies to bring their businesses and jobs to Oakland County. The membership of a calling team varies from corporation to corporation and country to country, but all include both political officials and private sector corporate leaders from Automation Alley and elsewhere.

Our effort has been an unqualified success. Since inception, the Emerging Sectors Program, emerging sector companies have committed to **investing over \$312 million** in Oakland County, **creating 5078 new jobs** and **retaining 2,238 jobs**. These jobs are in the emerging sector areas of alternative energy, advanced electronics, advanced materials, homeland security, communications, robotics and automation, medical devices, and other fast growth sectors such as financial services. Oakland County is well positioned for these sectors with its high concentration of knowledge-based economic activity, 41% of its residents aged 25 or older possessing a bachelors degree or higher, with the region being the 3rd highest producer of graduates with engineering degrees.

Another recent major initiative designed to enhance Oakland County's attractiveness and entice additional business to the County is the Wireless Oakland Project. A unique public-private partnership, the Wireless Oakland Project has three objectives. Our first objective is to blanket the County's 910 square miles with wireless Internet service, with a portion of that bandwidth being available for free to every person in Oakland County. The second objective, designed to directly address the "digital-divide" that exists within our community, is to provide low-cost or no-cost PC's and technology training to vulnerable population groups. The third objective is the development of a Telecommunication and Technology Planning Toolkit for Local Governments that will support continued high-tech investments in local communities, promote the integration of those investments into a local community's character and thereby enhance their quality of life.

Installation of a limited Wireless Oakland network has been completed in the seven community pilot areas and the build out of the rest of the County is underway. We anticipate the entire County will be blanketed by early 2008. We believe the Wireless Oakland Project will help prepare Oakland County and its workforce for the jobs and technology of tomorrow. In conjunction with the Emerging Sectors initiative, it will enhance Oakland County's ability to attract and retain high-tech corporations. Wireless Oakland will also enhance the residential character of our local communities and further distinguish Oakland County as a great place to live, work, and play. It will support a growing mobile workforce and elevate the technical knowledge of its current and future workforces. Finally, Wireless Oakland will play a key role in the transformation of government services throughout Michigan and will support the continued provision of Oakland County's *eGovernment* services well into the future.

Another continuing initiative that provides growth for the future is Automation Alley. I founded Automation Alley in 1999 and began with 44 member companies located in Oakland County. Its primary purpose was and is to retain and attract the skilled workforce required by the region's technology companies. It is a partnership between business, government, and education. Since its beginning in 1999, Automation Alley Automation Alley has established a headquarters in Troy, Michigan, and has grown to include more than 800 member companies spanning an eight county area. Automation Alley has attained national and global recognition as a technology consortium capable of competing for the world's best and brightest. For more information, visit their website at www.automationalley.com.

Clearly, the success of these cooperative joint efforts is demonstrated by our County's economic resilience and its emerging recovery from the recent recession. This is especially evident when one compares our successes with the continued struggle for jobs throughout the remainder of Michigan. Our success is further illustrated by the fact that Oakland County's per capita income of \$52,274 is the highest among Michigan's 83 counties and is a per capita income that ranks within the top 1% of the nation. In fact, Oakland County's per capita income is more than 50% greater than both the nation's (\$34,586) and the State's (\$32,804). This wealth is reflected in the County's housing market with the average price of single family homes increasing by 54% from \$159,900 in 1997 to \$246,500 in 2006.

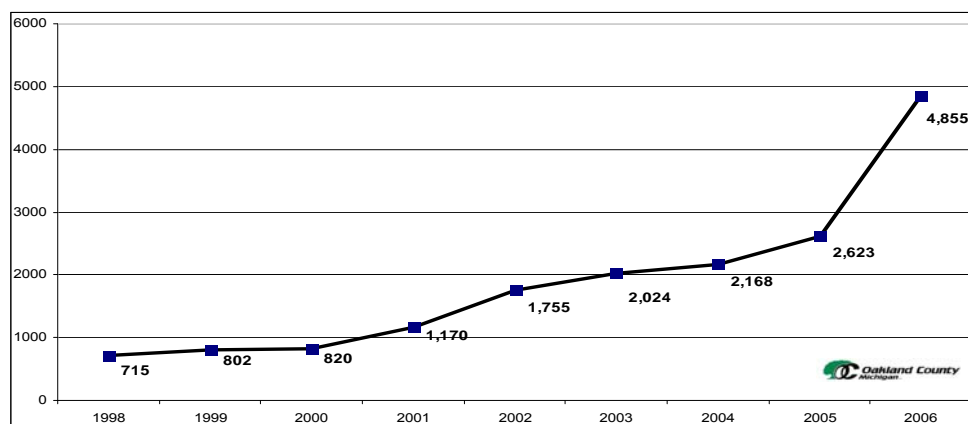
Oakland County's Tax Base

The market value of property in Oakland County is approximately \$155 billion, the highest among all 83 counties in Michigan. The population of Oakland County represents approximately 10% of the State total, while the market value of property in the County represents approximately 17% of the State total. The 2006 to 2007 growth in market value of taxable property in Oakland County was \$900 million. The majority of Oakland County's property value is found in the residential class, representing approximately 72% of the County total property.

Prudence dictates here that we note that the overall robust growth in property values experienced in Oakland County over the past four decades is becoming flat. It is even possible that the automotive woes could result in declining property values in some communities over the next few years. Some of our concern can be attributed to the impact on housing values resulting from the increase in mortgage foreclosures caused by defaults in sub-prime loans that has been seen here as well as across the country. In Michigan however, it is the loss of jobs that has caused most of the negative impact on the housing market. Foreclosure rates have increased across the state as more and more homes are placed for sale as jobs are lost. Given the magnitude of the job losses, fewer

and fewer are able to buy these homes. The sobering increase in foreclosure activity within the County is illustrated in the following graph:

SHERIFF DEEDS – FORECLOSURES ON MORTGAGES



10.6% increase in parcel count
1998 -2006

579% increase in Sheriff
Deeds 1998-2006

Through May of 2007, the number of foreclosures increased 68% as compared to the same period in 2006. At this rate, it is probable that the number of mortgage foreclosures in 2007 will approach 8,000.

Correspondingly, the amount of new construction within Oakland County has declined substantially over the past few years. The total number of construction permits thus far in 2007 is approximately half of the number issued in 2006.

These factors are expected to negatively impact property values for at least the next several years. In fact, the 2007 Oakland County Equalization Study resulted in the lowest increase in overall property values (1.17% increase) since 1969, the earliest date for which this comparative information is readily available within the County's computer database. It is expected that next year, and for at least the next few years, the assessed values will be flat or will even decrease overall. This will impact the amount of tax revenue available to support County services and will be discussed in more detail within this budget message as specific budgetary challenges are addressed.

Oakland County's Financial Condition

Oakland County employs policies and practices designed to ensure its ability to provide quality services despite economic or budgetary challenges. Oakland County government's strong financial position is primarily a

reflection of its adherence to policies and practices that result in strong financial planning, maintenance of healthy fund balances and low debt obligations.

Under Michigan law, the maximum amount of debt that could have been issued by Oakland County in 2006 was over \$7.6 billion or 10% of its State Equalized Value. However, operating under the fiscally conservative policies of the County Executive, County Treasurer, and Board of Commissioners, at the close of Fiscal Year 2006, Oakland County had incurred an outstanding pledged debt of only \$347.2 million, only 4.4% of the permissible level. In fact, with the exception of the annual issuance of limited taxing authority notes related to delinquent tax receivables, Oakland County's practice is to issue debt only for the purchase and/or construction of long-lived assets. Any decision to issue debt, as opposed to using current resources or fund balance, is made only after it is determined to be fiscally advantageous to do so.

The majority of Oakland's pledged debt, approximately \$222.4 million, was issued to finance water, sewer, lake level, and drainage district projects. That debt will be repaid from special assessments levied by the local communities against the users of those systems. Another \$25 million of the total debt represents short-term tax notes issued to purchase delinquent tax receivables from governments within Oakland County. That debt is repaid from the interest and penalties associated with those delinquent taxes. Of approximately \$99.9 million debt outstanding through the Building Authority, \$3.63 million was issued on behalf of the City of Rochester Hills for the Sheriff Substation and \$19.55 million was issued on behalf of the City of Pontiac to refinance debt outstanding and complete the Phoenix Center. Finally, only \$76.7 million of the total outstanding pledged debt is committed for building projects involving facilities utilized directly for daily County operations. The debt for these County-specific projects will be repaid from either resources set aside in the County's Delinquent Tax Revolving Fund (see further discussion below) or from Parks and Recreation funding (for the Lyon Oaks golf course) which has a dedicated millage separate from the County's general operating millage.

Much of Oakland County's financial success has resulted from its focus on long-term financial planning. The County goes beyond the requirement of adopting an annual budget and operates under a two-year rolling budget. This practice requires continuous financial planning that looks at least two fiscal years into the future. That continuous, forward-looking focus enables the County to anticipate problems and to take appropriate action well in advance of major budgetary fluctuations.

The County also maintains a strong position control and position budgeting system, and follows the practice of budgeting for full employment. Should vacancies occur or positions become filled at a level lower than the maximum authorized, the resulting favorable budget variance falls to fund balance.

Maintenance of a favorable fund balance is an indicator of a healthy operating environment. Favorable variances falling to fund balance are created as part of an intentional financial management strategy (for example, budgeting for full employment) and are relied upon to ensure that adequate fund equities are maintained, particularly in the General Fund.

The General Fund is the principal fund used to record the operations of typical government functions. The fund's primary source of revenue is the property tax. For the fiscal year ended on September 30, 2006, the total fund balance in Oakland County's General Fund was \$74.1 million, of which all but \$766,450 is reserved, designated, or otherwise earmarked for specific purposes. The total fund balance in the General Fund represents approximately 15.1% of the General Fund/General Purpose Adopted Budget for Fiscal Year 2007.

This level of fund balance is consistent with the Recommended Practices published by the Government Finance Officers Association (GFOA).

The Delinquent Tax Revolving Fund (DTRF) is another fund meriting discussion. The DTRF was established in 1974 to help stabilize annual revenues for local taxing units. It does this by paying our local communities 100% of their share of delinquent property taxes in anticipation of the collection of those taxes by the County Treasurer. The County funds the DTRF by borrowing money and issuing revolving fund notes. Payment of the notes is made from the proceeds of delinquent tax collections. Once the notes are paid in full, any surplus in the fund may be transferred to the County General Fund by action of the Board of Commissioners.

Upon recommendation of the County Executive, and with the support of the County Treasurer, in 2001 the Board of Commissioners adopted the DTRF Fiscal Responsibility Plan. The purpose of the Fiscal Responsibility Plan is to guide the prudent use of surplus fund balance in the DTRF without jeopardizing the fund's primary mission of providing a timely, stable revenue stream to the local taxing units. At the close of Fiscal Year 2006, the total DTRF fund balance reported was \$205.4 million.

The foremost rule of the Fiscal Responsibility Plan is that the DTRF must maintain a sufficient corpus in the fund to guarantee timely payment of outstanding notes. Accordingly, \$80 million of the fund balance was designated (set aside) to provide the cash flow necessary for the purchase of the delinquent tax receivables.

Beyond protecting the fund's primary purpose, Oakland County's Fiscal Responsibility Plan includes a strict policy for accessing funds from the DTRF. Any appropriation from unrestricted DTRF funds, except penalties and investment interest, are limited to one-time expenditures. This avoids reliance on the DTRF for the general and recurring operating costs of the County. Instead, the DTRF provides a funding mechanism for major capital projects, which are generally one-time expenditures. Use of DTRF funds for even one-time expenditures requires an affirmative vote by two-thirds of the Board of Commissioners. As of September 30, 2006, approximately \$88.6 million of the DTRF fund balance has been restricted to fund debt service payments on bonds issued for Board-approved major capital projects. Projects secured by the DTRF debt service funding program include the Work Release Facility, the Video Conferencing System, the Jail Management System, the Rochester Hills District Court, and the purchase and renovation of the former Oakland Intermediate Schools building.

Oakland County's strong economic base, solid tax base, and responsible financial policies and practices have been acknowledged by the financial investment community. In recognition of Oakland County's financial strength and superior managerial performance, the County has continued to earn the highest bond rating achievable, AAA, from Standard & Poor's and Moody's Investors Service. This AAA bond rating allows the County to borrow at the lowest possible interest rate, saving County taxpayers millions of dollars in future borrowing costs. Local governments within Oakland County benefit from this bond rating for certain projects as well (such as water and sewer projects).

CURRENT BUDGET ISSUES AND RECOMMENDATIONS

As discussed in the "Financial Outlook" section of this message, Michigan has been economically challenged since this new millennium began when the entire nation entered into a recession. However, while the rest of the nation has since pulled out of the recession, Michigan remains challenged with the continued loss of jobs.

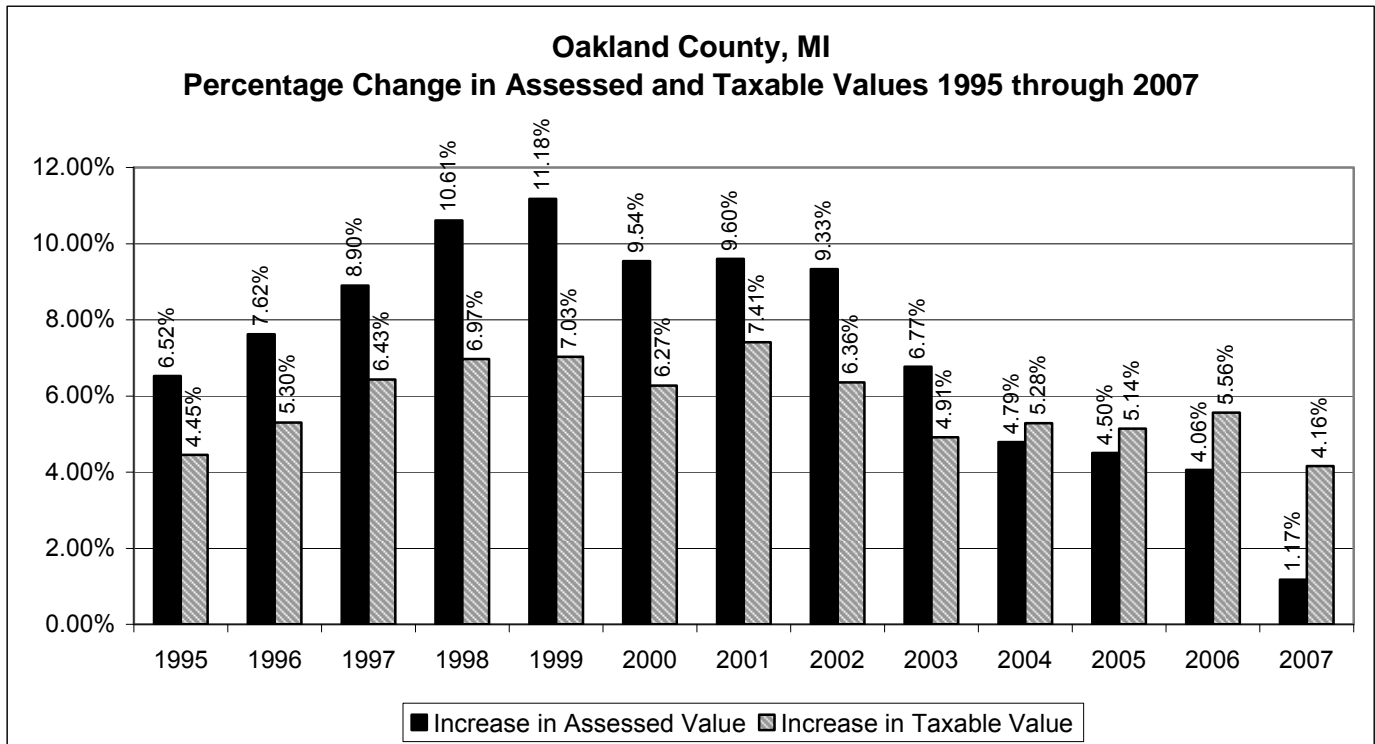
As the economy suffers, the revenue stream that supports government operations within Michigan also suffers. Revenues which support the State of Michigan's budget are based on a far broader array of sources than are available to local government. In addition to Federal dollars that are passed-through to the State, the State of Michigan collects most of its revenue from taxes on the sales of goods, personal and business income, and assessments on real property as well as on business equipment and machinery. With a few exceptions, most of the State's tax revenue is positively correlated to the State's economy (i.e., when Michigan's economy nose dives, Michigan's tax revenues also go down). Some tax revenues are more sensitive to short-term fluctuations in the economy and the impact on those revenues might be realized sooner (such as income and sales taxes) while other tax revenues are not as sensitive to short-term economic fluctuations and may take longer before the full impact affects those revenues (such as property taxes).

Property Tax Revenue

As mentioned earlier in this budget message, the restructuring of the domestic automotive industry, coupled with the loss of jobs and the large number of mortgage foreclosures have resulted in nearly flat property values in the County overall this year, with some communities in the County even experiencing actual reductions (for more details on individual communities within Oakland County, the 2007 Equalization Report is available on the County's website at http://www.oakgov.com/equal/assets/doc/equal_appeals/2007EqualizationReport.pdf). We believe this slow or no-growth trend in property values will continue for at least the next several years. And since property values are less sensitive to short-term fluctuations in the economy, once an economic recovery begins, it will also take longer for property values to rebound. Since the property tax revenue collected by the County is derived from property values, this projected prolonged flat or downward trend presents a substantial long-term budget challenge because property tax revenue accounts for 62% of the County's General Fund/General Purpose total revenues.

In Michigan, property tax law is somewhat complicated because there are two computed values for each parcel of property: an "assessed" value and a "taxable" value. In 1994, voters approved a constitutional amendment known as "Proposal A." Proposal A created the concept of "taxable value." Prior to Proposal A, property taxes were calculated on the assessed value. Proposal A provided a cap on property tax growth so that the taxable value of an existing parcel of property cannot grow faster each year than the rate of inflation or 5%, whichever is less. This limit does not apply to new construction or if there is a transfer of ownership on an existing property (a more thorough explanation of Proposal A and its impact on the calculation of property tax can be obtained from the County's website at http://www.oakgov.com/equal/assets/doc/07_01_A_Guide_to_PropA.pdf).

As long as the assessed value of an individual parcel of property exceeds the taxable value, the taxable value can still rise at the lesser of the rate of inflation or 5%. However, taxable value can never be greater than the assessed value. Thus, as assessed values fall, at some point taxable value may also fall for individual properties. The following chart illustrates the change each year in total assessed value in Oakland County as compared to the annual change in taxable value, beginning with 1995 (the implementation year of Proposal A) through the most current year 2007.



As can be seen from the chart, prior to 2004 the growth in total assessed value each year has been greater than the growth in taxable value. However, beginning with 2004 and each year thereafter, the growth in assessed value has been less than the growth in taxable value, with the largest gap occurring this year. In 2007 growth in assessed value is only 1.17% as compared to the growth in taxable value of 4.16%. Growth in taxable value is a function of inflation, based on the previous year's increase in the consumer price index or CPI, plus any additions as a result of new construction or the uncapping of taxable value as a result of ownership transfers. Thus, the taxable value growth of 4.16% for 2007 resulted from a 3.70% increase in the CPI plus .46% from new construction and ownership transfers. Historically, additions from new construction and ownership transfers accounted for taxable value increases in the range of from 3% to over 4% annually, so the low of .46% increase in taxable value from additions is directly a result of the slowdown in the economy – less construction and fewer real estate sales.

Based on the small increase in the CPI thus far in 2007, it is anticipated that the inflationary increase which will serve as part of the basis for taxable value in 2008 may be only 2.0%. As previously mentioned, the number of new construction permits issued so far this year is half the number of permits when compared to the same time period in 2006. In addition, currently about 25% of the total parcels within the County have an assessed value equal to taxable value – this means that if the assessed values of those properties fall, which is likely, then the taxable value of those properties will also fall as intended with the passage of Proposal A. As a result of all these factors, it is projected that property tax revenue for the County will increase by only 1.5% for 2008 and by only 1.0% for 2009, less than the rate of expected inflation and substantially less than the historical 5.8% annual average growth in taxable value for the period 1995 through 2007. These revenue projections will constrain overall County expenditures for the next several years even as individual expenditure items may be subject to increases caused by inflation.

Other County Revenues

As with most other local units of government in Michigan, Oakland County's only source of directly imposed tax revenue is from the property tax, which during a normal economy is very stable. The County cannot impose a sales or income tax as an alternative source of funding. The remainder of its General Fund/General Purpose revenue comes from reimbursement for contracted services (such as Sheriff road patrol services provided on behalf of local communities), reimbursement for services provided on behalf of the State (such as mandated health services or court services), shared funding from State imposed taxes (such as the land transfer tax and cigarette tax), or fees for services (many of which are determined or limited by State law).

In addition to the concerns already expressed about the County's property tax revenue, there are also concerns about the downstream impact from State budget reductions and the economic impact on other County revenues, specifically those revenues generated from real estate activity such as the land transfer tax and mortgage/deed recording fees.

Unfortunately, as growth in revenues to the State of Michigan have continued to decline since the recession began, over those same years the State has not reduced expenditures in proportion to the lost revenues and relied heavily on one-time "fixes" such as use of fund balance, delayed downstream payments, earlier recognition of tax revenues, and other gimmicks. As a result, after just recently "resolving" the State's FY 2007 budget shortfall of nearly \$1 billion with only four months remaining in the fiscal year, the State is now turning its attention to the \$1.8 billion budget shortfall for FY 2008. The current debate at the State is how much of the budget will be resolved through a tax increase (the current focus is an increase in the income tax rate) and how much of the budget will be resolved through cuts and potentially reforms over the longer term.

While the State eliminated revenue sharing payments to counties three years ago, which at one time accounted for as much as 7% of the County's General Fund/General Purpose budget, there are still several State reimbursements to the County's General Fund in danger of cuts, but of lesser magnitude. Based on the current State budget deliberations, one area that is expected to be impacted as a result of State budget cuts is the jail boarding fee paid by the State to house deferred offenders who would otherwise be housed in a State prison. This Recommended Budget includes a reduction of \$2.1 million for both FY 2008 and FY 2009 in anticipation of the State's budget cut in this area. Also, the shared amount of cigarette tax revenue collected by the State is projected to be \$178,000 less in the next two years as well.

One other reduction in the General Fund revenue budget is a decrease of \$1.2 million in the Register of Deeds area as a result of fewer real estate transactions.

Increased Employee Health Care Costs

Retiree health care had been the largest budget concern over the past three budget cycles. We are proud to report that our efforts and focused attention have paid off and we have resolved most of our funding challenges in this area. I would especially like to thank the Board of Commissioners for their overwhelming support of the proposed changes over the past few years that were essential in the successes to date. First, the County mitigated future retiree health care cost increases by closing the traditional defined benefit retiree health plan for new employees. A fixed cost, defined contribution health savings plan was implemented for new employees hired after December 31, 2005. The new plan provides \$50 per pay period or \$1,300 per year for each eligible employee which is placed in a retirement health savings account. When those employees are vested and either

separate or retire, the funds are available for the employee to utilize for any IRS approved health related expense.

Even more significant, however, is the County's approach to funding the future costs of the traditional retiree health care plan which is now closed. Over the past 22 years, Oakland County has obtained an actuarial analysis and, based on the actuary's recommendation, paid an annual required contribution (ARC) to pre-fund future costs. As a cumulative result of this long-standing practice, as of September 30, 2006 approximately \$303 million has been set aside by Oakland County in an irrevocable trust fund that can only be used to pay retiree health care costs. These invested assets equate to almost 37% of the total accrued liability of \$830 million. With the County's low amount of debt and excellent credit rating, it is in a unique position to issue Trust Certificates of Participation (COPs), a unique debt instrument, to fully fund the remaining amount of unfunded accrued liability. The COPs will be issued sometime in July 2007 at interest rates estimated to be in the range of 5.5% to 5.75% to be repaid over a 20 year period. The County will then invest the proceeds through the irrevocable trust fund, expected to earn 7.5% annually on average over the long-term. This plan will save \$12 million in the FY 2008 budget, which is the difference between the fixed annual debt service payment estimated to be approximately \$48.5 million and the required ARC payment which has grown to \$60.2 million. Over the long term, this funding approach is anticipated to realize net present value savings of \$200 million when comparing the annual debt service payment required over the 20 year period to the ARC payment that would have been required from the Fringe Benefit Fund over a 30 year period. It takes advantage of higher investment earnings (7.5%) on a lower fixed rate of debt (5.5% to 5.75%) and also accelerates the pre-funding period by 10 years (20 years as opposed to 30 years). As a result of the County's foresight and long-term planning, it will be one of very few governments in the United States that will have fully funded its already accrued retiree health care promise.

While the issue of funding retiree health care has been resolved, concerns remain related to controlling on-going health care costs for active employees. Recently the County has experienced steep increases in fringe benefit costs for active employees, most of which is attributed to health care, requiring an additional appropriation of \$8.1 million for FY 2008 and \$9.5 million for FY 2009. The County has already taken steps to mitigate cost increases for active employees, including the implementation of a Wellness Initiative program and the utilization of an expert benefit consultant to analyze the County's benefit package and make cost-containment recommendations. These promising initiatives are in the very early stages and aimed toward long-term solutions. Thus, their expected benefits will not be fully realized until beyond the term of this biennial budget recommendation.

Recommendations to Balance the Budget

To offset the aforementioned revenue reductions and increase in employee health care costs, the Recommended Budget for FY 2008 and FY 2009 has been balanced through several means. As discussed in detail below, this budget was balanced with the savings from the recently privatized Medical Care Facility, additional available revenue from the Delinquent Tax Revolving Fund, an adjustment in the recommended general employee salary increase, and by a recommended adjustment in employee contributions for health care. Further, while a new Circuit Judge along with related support staff and operating expenditures were expected to be included in the FY 2009 budget, these additional appropriations are not being recommended due to lack of funding and the expectation of continued budget constraints.

Miscellaneous Resolution #06255, approved by the Board of Commissioners on December 14, 2006, authorized the County Executive to negotiate and execute a management agreement with Ciena Health Care Management, Inc. to operate the County's Golden Oaks Medical Care Facility and provide long-term Medicaid/Medicare inpatient care. The County Executive successfully negotiated and executed the agreement and Ciena Health Care Management assumed responsibility for the operations of Golden Oaks on June 9, 2007. This change in operations will result in net savings to the General Fund in the amount of \$2.2 million annually, and those savings are recognized in this budget recommendation.

As a result of the prudent financial management of the Delinquent Tax Revolving Fund over the years and the resulting increase in annual investment income earnings within that fund, an additional \$2 million is available for transfer to the General Fund. This amount is beyond the \$2.1 million previously budgeted, bringing the total amount of DTRF investment earnings utilized for General Fund annual operations to \$4.1 million.

As County Executive, I recognize and deeply appreciate the value that our employees bring to the quality of services that the County delivers. So, when balancing the budget, the last thing I want to do is dramatically impact our dedicated employees. I am fortunate to be able to present this budget recommendation without having to recommend substantial employee lay-offs, which is good news. And hopefully, the State will soon resolve its budget problems in a manner that will allow us to continue our fine County programs, particularly State funded grant programs, some of which are in jeopardy.

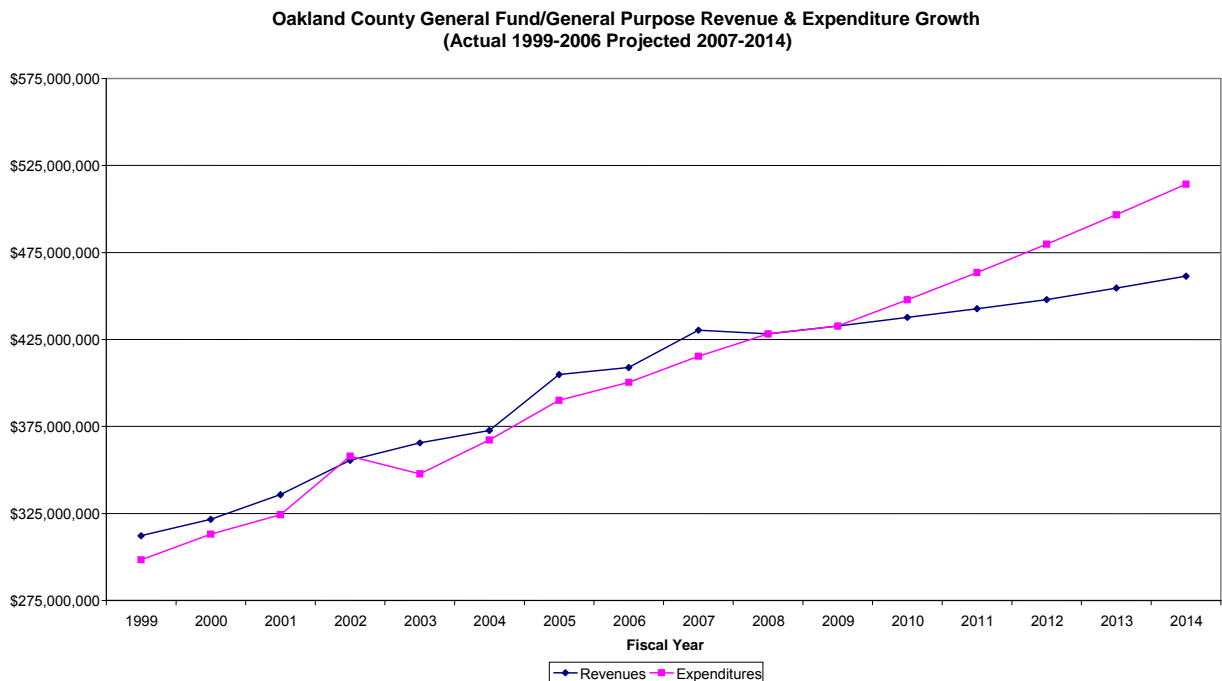
However, I also cannot ignore the fact that our total compensation package includes not only employee salaries, but also their fringe benefits. The projected steep increase (based on 2007 claims data) in employee health care cost in FY 2008 alone is equivalent to a 4% general salary increase. We need to find a way to pay for that increased cost. As a result, this budget recommendation can only afford a 1% general salary increase in FY 2008 and another 1% for FY 2009 and not the 3% increase included in the original biennial budget plan for FY 2008. Even so, the savings from the reduction in the general salary increase is still not enough to offset the increased health care costs. Thus, the recommendation also includes an increase in health care contribution rates for employees hired before May 31, 2003 to bring these rates up to the contribution rates of employees hired on or after May 31, 2003. Currently, there are two contribution rate schedules depending upon an employee's date of hire. This proposed increase will be spread over the course of the next two calendar years to allow employees time to plan for these additional costs. As a result, at the start of calendar year 2009, all employees will be on the same contribution rate schedule.

These proposed changes to employee contribution rates will allow the County to maintain an attractive/competitive benefit package and at the same time move the County's contribution rates closer to the rates paid by other employees in this region. Should health care costs continue to rise at current levels, additional measures will need to be taken in the future. During this two year budget cycle, plan designs, competitive bidding, carving out prescription drugs, wellness program initiatives and other cost containment measures will be reviewed and evaluated for implementation.

With these adjustments, I am pleased to be able to present a balanced budget plan for the next two years without having to assign budget reduction tasks to each area, without significant employee layoffs and, most importantly, without negatively impacting the services that we provide to our County residents. Unfortunately, there will be continued budget challenges beyond this biennial FY 2008 and FY 2009 budget recommendation.

FUTURE BUDGET OUTLOOK AND CONSIDERATIONS

As previously noted, Oakland County goes beyond the legal requirement of adopting an annual budget by operating under a two-year rolling budget process. This requires planning at least two fiscal years into the future. Beyond developing the two-year budget plan, Oakland County looks for potential future budgetary issues by projecting future revenue and expenditure trends. Given our existing revenue structure and current programs, it is clear that if preemptive action is not taken, Oakland County will have serious budget shortfalls both in the near-term and long-term, as illustrated in the following graph which compares historical and projected General Fund/General Purpose revenues to expenditures.



Notes:

1. Amounts from FY 1999 through FY 2006 reflect actual revenues and expenditures for General Fund/ General Purpose operations as reported for each year-end in the Comprehensive Annual Financial Report. The revenue for FY 2001 has been adjusted, however, to eliminate the effect from the recognition of \$41,755,923 in one-time revenue due to a mandated accounting change regarding the accounting period when deferred property tax revenue should be recorded.
2. The significant operating surplus in FY 2003 is due to the early implementation of budget reductions in anticipation of a budget shortfall for FY 2004.
3. Revenue and expenditures for FY 2005-FY 2007 have been adjusted to remove the effect of the shift and acceleration of the County's annual property tax levy from December to July. This three-year process artificially increases revenues and expenditures above the on-going operating amounts.
4. Figures for FY 2007 reflect the projection included in the FY 2007 Second Quarter Financial Forecast.
5. The FY 2008 and FY 2009 figures reflect the County Executive's Recommended Budget for those respective years.
6. FY 2010-FY 2014 reflects growth in expenditures equal to the percentage growth experienced FY 1999 through the FY 2009 County Executive Recommended Budget, adjusted downward for a scheduled reduction in debt service payments beginning in FY 2010.

The revenue and expenditure trend graph illustrates an unfavorable financial trend that must be addressed in order to maintain a balanced budget for the long-term. Revenues overall are projected to grow at a rate of only 1% annually through 2012, and then they will increase only very slightly to approximately 1.5% in 2013-2014. This trend is attributed to slow growth in property tax revenues due to the suppressed real estate market and slow economy.

Unfortunately, the projected rate of growth in expenditures is approximately 3.8% each year, a rate that far exceeds the revenue growth rate. While specific line items may be able to be contained with a zero growth rate as we have done for some costs in the past, most line items are impacted by the rate of inflation or market fluctuations (such as energy, health care and postage costs) and are harder to contain. This creates a budget gap and mandates that we find a way to use less of those resources.

And while the FY 2008 and FY 2009 Recommended Budget is balanced, continued diligence and forward planning is essential to maintain balance after those two years. Why? The projected gap between revenues and expenditures beyond the FY 2008 and FY 2009 budget years is approximately \$10 million for FY 2010, and increases by approximately \$10.5 million each year thereafter. This means if proactive measures are not taken, the cumulative effect of the imbalance will be a projected \$53 million budget gap by 2014.

State law and responsible governance requires the County to adopt a balanced budget each year, so there *will* be a balanced budget in the future. The projected trend demonstrates, however, that it will take continued leadership and continued ingenuity to maintain services within a balanced budget. The projected \$10 million budget gap for 2010 equates to approximately 2.3% of the total available revenues for General Fund/General Purpose operations in that year. That is a manageable task as long as we recognize the challenge now and work toward resolving that gap before 2010. As long as we continue with our sound financial management and budget planning practices, I am confident Oakland County will remain financially strong and will weather the remainder of Michigan's recession. However, if we put off making those budget adjustments to some later period, as other governments have done, by depleting fund balances or using other one-time gimmicks as short-term fixes, then the budget gap will grow to a much bigger problem and will be much harder to resolve – a \$53 million budget gap would equate to 11.5% of the total resources projected in 2014 if left unaddressed. Together, we will not let that happen.

Beyond the issues identified as current budget challenges and beyond the current slow recovery in Michigan's economy, there remains another potential budget challenge that could impact Oakland County at some point: the constitutional limit on the growth in property tax revenue. Property tax revenue is the primary source of funding for Oakland County's General Fund, accounting for 62% of the General Fund's total annual resources. Over time, the property tax has provided a stable revenue base and, even after enduring several reductions in the levied millage rate since 1992, because of our increasing property values it historically has grown beyond the rate of inflation.

Since adoption of the Headlee Constitutional Tax Limitation Amendment in 1978, Oakland County has been in the enviable position of being able to consistently levy a millage rate well within the Maximum Allowable Tax Rate. However, due to the cumulative impact of the Headlee Amendment, the differential between the County's current levy of 4.19 mills and the maximum allowable rate is diminishing, as illustrated in the following table:

<u>Year</u>	<u>Taxable Value</u>	<u>Maximum Authorized Millage</u>	<u>Millage Levied</u>	<u>Millage Differential</u>	<u>Taxes Saved</u>
1998	\$39,011,931,708	4.4630	4.1900	.2730	\$10,650,257
1999	41,756,021,276	4.4188	4.1900	.2288	9,553,778
2000	44,370,760,909	4.3688	4.1900	.1788	7,933,492
2001	47,656,729,878	4.3259	4.1900	.1359	6,476,550
2002	50,688,809,599	4.2886	4.1900	.0986	4,997,917
2003	53,179,886,010	4.2604	4.1900	.0704	3,743,864
2004	55,986,490,872	4.2359	4.1900	.0459	2,569,780
2005	58,864,093,550	4.2242	4.1900	.0342	2,013,152
2006	62,133,415,235	4.2240	4.1900	.0340	2,112,536
2007	64,720,016,857	4.2240	4.1900	.0340	2,200,481

Translated into property tax dollars that otherwise could have been levied during this nine-year period displayed, the chart shows that Oakland County taxpayers saved approximately \$52.3 million because County government opted to levy a reduced rate rather than the maximum millage rate allowed by law. However, even given our past ability to levy a rate well within the Maximum Allowable Tax Rate, the County is still not immune to millage rollbacks in the future. The calculation of the rollback depends on several factors, including:

- Inflation as measured by the Consumer's Price Index
- Increase in taxable value of existing property
- Additions and deletions to the County's assessment roll

Ironically, since real estate sales have been suppressed and there has been very little uncapping of taxable value on existing properties as a result of ownership transfers, there was no rollback required in 2007. However eventually, once the economy and property sales normalizes in Michigan, the Headlee Amendment will require the Maximum Allowable Tax Rate to be rolled back below the current millage rate levied by Oakland County. The millage rollback would essentially limit the growth in property tax revenue from existing properties to the lesser of either the rate of inflation or 5 percent. The only growth in the property tax revenue base beyond this limitation would come from new construction, which is entered onto the tax rolls at its current market value. Since the property tax revenue anticipated in the Fiscal Year 2008 Budget Recommendation represents approximately 62% of the total General Fund/General Purpose budget, any Headlee Amendment rollback could adversely impact the ability of the Board of Commissioners to raise future taxes for a demonstrated need, such as a new jail or courthouse.

Obviously, the budget challenges and revenue constraints discussed herein are not unique to Oakland County. And while Oakland County is managing its financial challenges in a responsible manner, a fact confirmed by Wall Street's continuation of the County's AAA bond rating, there are serious financial problems involving major deficits for many municipalities around the State. Unfortunately, many of those troubled local units are concentrated in Southeast Michigan. Coupled with the State's ongoing financial issues, these financially troubled units could impact Oakland County's economy in a negative manner. As budget decisions made at the State level adversely impact local governmental units (including the County), it is anticipated that the financial situation is going to become even more challenging, both within the County's geographic area and in neighboring counties.

The County offers assistance to its cities, villages, and townships (CVTs) by providing funding for consulting assistance. The goal is to provide specialized expertise as needed to enable the CVTs and County to explore privatization opportunities and other methods of consolidating services/programs in an effort to generate long-term savings. This program for the CVTs was made possible with the establishment of the Capital & Cooperative Initiatives Revolving Fund (CCIRF) with the adoption of the budget recommendation last year (see prior year's budget message for further details). Oakland County is very proud of this program which was recognized with a "Best of Category" award from the National Association of Counties (NACo), one of only fourteen such awards to be conferred nationwide by NACo in 2007.

CONCLUSION

While Oakland County's current financial condition remains strong, we recognize that budget challenges exist today that must be resolved if we are to remain strong and competitive. I see these challenges as an invitation to scrutinize what we do and how we do it. They create an incentive and opportunity for change. The challenge is to change for the better in these difficult times - not by ignoring the difficulties but rather by looking for the difficulties and then facing them head-on as soon as they are recognized. This approach is the hallmark of Oakland County leadership and vision.

I am confident that under the leadership of the County's elected officials, department heads, and managers, working in tandem with its many fine employees, Oakland County will continue to rank as a premier County, both financially and programmatically. Wall Street shares this confidence, as it recently affirmed the County's AAA bond rating. As a Moody's Investors Service Vice President said in awarding Oakland County the highest bond rating possible: "Everything about them (Oakland County) is stellar. From my perspective, they are not just better than most counties, they are better than all." And, I am confident that with the dedication and effort, we will continue to be "better than all."



L. Brooks Patterson
Oakland County Executive

MAIN STREET



Main Street Oakland County (MSOC) is an economic development program specifically targeted to provide technical assistance to the 30 traditional downtowns in the County. These historic commercial districts each have a unique sense of place which, as a part of a national trend, are becoming increasingly popular as places to do business, shop, dine, live and experience family activities.



FINANCIAL STRUCTURE



FY 2008 AND FY 2009 BUDGET FINANCIAL / BUDGETARY INFORMATION

I. FORM OF GOVERNMENT

Oakland County is organized under the authority of Michigan Public Act 139 of 1973 (as amended by Public Act 493 of 2000) the optional Unified Form of County Government Act. Policy formulation is a function of the twenty-five member Board of Commissioners, a partisan elected-body representing equally populated districts and serving a two-year term. Administrative responsibilities are a function of the County Executive, an elected official serving a four-year term. The Executive has veto authority over Board action, which requires a two-thirds majority vote to override.

II. ORGANIZATION AND FINANCIAL STRUCTURE

The County Budget is prepared in such a way as to maintain accountability both by programmatic cost center and by source of funds. Organizationally, the budget parallels the service delivery structure of Oakland County government including the following programs and departments:

Administration of Justice

Circuit Court
District Court
Probate Court

Law Enforcement

Sheriff
Prosecutor

General Government

Clerk/Register
Treasurer
Drain Commissioner
Board of Commissioners
Parks and Recreation

County Executive

Administration
Management & Budget
Central Services
Facilities Management
Human Resources
Health and Human Services
Public Services
Information Technology
Economic Development and Community Affairs

Non-Dept. Appropriations

The County's financial resources are budgeted by two major categories: General Fund/General Purpose and Special Revenue & Proprietary Funds. The former includes:

General Fund
Child Care Fund

Public Health Fund
Social Welfare Foster Care Fund

Special Revenue & Proprietary Funds include all Grant Funds, Internal Service Funds and Enterprise Funds.

Revenues are further categorized by: Taxes, Federal Grants, State Grants, Intergovernmental Program Revenues, Charges for Services, Investment Income, Intergovernmental General Reimbursement, Contributions, Indirect Cost, Other Revenues and Transfers In.

Expenditures are controlled at the Department level by three appropriation categories:

- Personnel Expenditures
- Operating Expenditures
- Internal Support Expenditures (Internal Service Funds)

III. BASIS OF ACCOUNTING

The accounting records of the County are maintained according to Generally Accepted Accounting Procedures (GAAP) as pronounced by the Government Accounting Standards Board (GASB) and its predecessors. Specifically, the County uses a modified accrual basis of accounting for the General Fund, Special Revenue Funds, Debt Service Funds and Capital Projects Funds; and a full accrual basis of accounting for Enterprise Funds, Internal Service Funds, Agency Funds and the Pension Trust Funds.

In general, under the modified accrual basis of accounting, revenues are recognized as received when measurable and available to finance current year operations; expenditures are recognized when the liability is incurred. The budget is prepared in conjunction with the modified accrual accounting policies practiced by Oakland County.

IV. FUND DESCRIPTIONS

Following Generally Accepted Accounting Principles (GAAP), Oakland County budgets and accounts for financial activities by fund. A fund is a self-balancing set of accounts, recording cash and other financial resources together with all related liabilities and balances, which are segregated for the purpose of carrying out specific activities. All County financial activity is recorded in one of nine fund types: General, Special Revenue, Debt Service, Capital Project, Enterprise, Internal Service, Investment Trust, Pension Trust and Agency.

Although all County financial activity is recorded in one of these fund types, not all fund types are "budgeted", e.g., authorized for expenditure. Those funds included in the Oakland County Budget fall into two main categories. The first category is General Fund/General Purpose, which includes the General Fund as well as three (3) Special Revenue Funds: the Health Fund, the Child Care Fund, and the Social Welfare/Foster Care Fund. These three (3) particular Special Revenue Funds are titled "General Purpose" because it is the County's intention to make up any revenue shortfall with General Fund monies. The second category includes all the other Special Revenue Funds as well as the Proprietary funds. In addition, County financial activity is recorded in several fund types not included in the budget, specifically Capital Projects Fund, Debt Service Fund, and Fiduciary Funds.

General Fund/General Purpose

The General Fund/General Purpose operations are those supported by the County property tax levy and fees generated by activities supported by the property tax levy. Included in this category is the General Fund, which covers all activity not specifically assigned to any other fund, and those Special Revenue funds where the General Fund has pledged to cover all expenditures not covered by individual fund revenue. The Board of Commissioners exercise their greatest level of discretion over the level of appropriation and activity within these funds.

General Fund is used to account for all County financial activity that is not specifically assigned to any other fund. It is the primary vehicle by which the property tax levy is used to provide services. Unless otherwise noted, the General Fund is the sole resource for all governmental funded activity.

Public Health Fund is used to account for activity related to providing health protection, maintenance, and improvement for the residents of Oakland County. The required reporting to the Michigan Department of Community Health, to obtain cost-sharing reimbursement, necessitates the existence of this fund.

Child Care Fund is used to account for activity related to the placement of children in foster care homes and for the detention of children at Children's Village as ordered by Probate Court. The existence of this separate fund is required by the Michigan Social Welfare Act and assists in obtaining Child Care reimbursement from the Michigan Family Independence Agency. The organizations supported by this fund include portions of the Health and Human Services Administration Division, Children's Village, and the Family Division of the Circuit Court.

Social Welfare Foster Care Fund is used to reimburse agencies and individuals for board and care expenditures of foster care children awaiting adoption, under the supervision of the State Department of Human Services. Partial reimbursement of these expenditures is received from the State of Michigan. A portion of the Health and Human Services Administration Division is supported by this fund.

Special Revenue and Proprietary Funds

The Special Revenue and Proprietary Funds is a composite category which includes all fund types which are not primarily supported by the County property tax levy. Included in this designation are Special Revenue Funds, including Grants; as well as Proprietary Funds which are further defined as Internal Service or Enterprise.

SPECIAL REVENUE FUNDS

Special Revenue funds are used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes such as special assessment revenues, non-capital grants, and other earmarked revenues not included within other fund categories.

Special Revenue - Grants

The County has budgeted several separate grants in FY 2008 and FY 2009. Obviously, such a large number precludes listing and describing all the applicable funds. Below please find the "category" of grants and the number of each in a category:

The Multi-Organizational Grants Fund - accounts for costs in the following grants:

- Community Corrections, which utilizes State funds to increase utilization of community-based sanctions and services for nonviolent offenders.
- Juvenile Accountability Incentive Block Grant, which utilizes federal and County funds to develop programs to promote greater accountability in the juvenile justice system.
- Law Enforcement Block Grant, which provides funds for projects to reduce crimes and improve public safety.
- Justice Assistance Grants (JAG) which replaces Byrne Formula and LLEBG programs, provides state and local governments funds to support a broad range of activities to prevent and control crime, and to improve the criminal justice system.

The Workforce Development Grants Fund - accounts for costs involved in providing employment services to individuals who are unemployed, physically or economically disadvantaged, or transitioning from school to employment. Costs include training, education and transportation, funded through state and federal grants.

The Law Enforcement Grants Fund - consists of grants used to record costs of various law enforcement programs utilizing federal, state and local funds.

The Housing and Community Development Fund - accounts for block grants received from the U.S. Department of Housing and Urban Development for the use of low to moderate-income home improvement loans, municipal projects, and homeless-assistance projects, including counseling.

The Human Service Grants Fund - accounts for the cost of various health-related/grant-funded programs.

The Other Grants Fund - consisting of grants where the function does not relate specifically to one of the other areas:

- Clerk/Register of Deeds Survey/Remonumentation, which utilizes state funds to locate, verify, replace, or reposition government sector corners and quarter corners within the County, per Public Act 345 of 1990.
- Tornado Siren, which utilizes County and municipal funds in the procurement and installation of tornado siren units used in the tornado warning system.
- Grants for programs such as Arts, Culture and Film, Community Corrections In-Step, Domestic Preparedness Equipment, and Homeland Security grants.

The COPS (Community Oriented Policing Services) More Grant Fund - accounts for federal and state funding to help police departments become more efficient by providing funds for technology, equipment and the support resources that will allow officers to spend more time engaged in community policing activities.

The Judicial Grants Fund - accounts for drug court programs through Oakland County Circuit and 52nd District Courts.

The Oakland Brownfield Initiative Fund - is used to account for grant revenue and administration/management costs incurred in assisting the redevelopment of tax reverted properties through Brownfield Cleanup Revolving Loan Fund programs.

The MI Child Fund - accounts for monies received from the state (based on the number of participants in the program) to be used for Oakland County's MI Child program.

Special Revenue – Other

The Delinquent Personal Tax Administration Fund - is used to account for the collection of delinquent personal property taxes and their subsequent disbursement to various municipalities, school districts, and other governmental units. Cost-related activities involving the collection of taxes are also recorded in this fund. Per State of Michigan statutes, money collected in excess of costs shall be intermittently transferred to the County General Fund.

The Register of Deeds Automation Fund - is used to account for revenues from additional fees as authorized by the State of Michigan to allow for technology improvements in Clerk/Register of Deeds offices.

The Oakland Enhancement Fund - is used to account for revenue received from various sources for the purpose of coordinating economic development within the County.

The Property Tax Forfeiture Fund - is used to account for the collection of revenues from land sale fees and subsequent sales of forfeited parcels of land. Proceeds from the forfeited properties are disbursed to the respective municipalities upon completion of sale.

The Restricted Funds Fund - is used to account for donations made for various specific purposes or other amounts held for disbursement at a future date.

The Social Welfare Fund - is used to account for payments made to General Assistance recipients through the Oakland County Office of the Michigan Family Independence Agency. The State of Michigan, in turn, reimburses Oakland County for the disbursements.

The County Veterans' Trust Fund - is used to account for revenue earmarked for aid to needy veterans.

The Capital and Cooperative Initiatives Revolving Fund (CCIRF) - was created as a result of the state mandated shift in property tax levies from winter to summer. The difference between the amount available for operating use and the amount actually budgeted for on-going operations are placed in this fund each year, and the resulting balances are available to finance various capital projects throughout the County.

The Waste Resource Management Fund - is used to account for administrative costs associated with Brownfield plans.

The Jail Population Management Fund - was created for the purpose of tracking costs associated with jail

overcrowding and the jail expansion.

The Water and Sewer Act 342 Fund - is used to account for the construction, under contractual arrangement, of water and sewer systems (currently 11) under Public Act 342 of 1939. Upon completion of the projects, these systems are turned over to the respective municipalities for operations and maintenance.

The Lake Levels Act 146 Fund - is used to account for funds from special assessments to finance the cost of maintaining County lake levels (currently 30) created under Public Act 146 of 1961.

The Drains Act 40 Chapter 4 & 18 Maintenance Fund - is used to record expenditures for the operations and maintenance of drainage districts created under Chapters 4 and 18 of Public Act 40 of 1956 (currently 303 drains). Revenues are provided from special assessments against the benefiting properties within the district.

The Lake Improvements Act 345 Fund - is used to account for special assessment revenues collected to oversee the improvement (i.e., weed control) of various lakes in Oakland County. Efforts are in progress whereby the lake improvement board will name the Treasurer of the local municipality (as opposed to the former arrangement with the Oakland County Treasurer) as treasurer of the respective improvement board. This will remove accounting and reporting responsibility from Oakland County (3 remaining as of 9/30/2006).

The Pollution Control Grants Fund - is used to account for awards of various pollution control program grants received from federal, state and local sources.

The Friend of the Court Fund - is used to account for costs of the operation of this division of the Circuit Court, responsible for providing services to individuals involved in court actions relating to case initiation, establishment, collections and enforcement of child support orders as directed by the State of Michigan Child Support Enforcement System. Revenue sources include federal and state funding and charges for services.

Revenue Sharing Reserve Fund - was created in FY 2005 under direction of the State of Michigan to provide a mechanism to track the shift of county property tax levies from winter to summer over a three-year period, which provides temporary funding to replace State revenue sharing payments.

PROPRIETARY FUNDS

Proprietary Funds operate as private businesses whose purpose is to provide services either to customers within the County government (Internal Services) or to customers outside the County government (Enterprise). Revenue to operate the fund is generated by charges for the services provided.

Proprietary - Internal Service Funds

Internal Service funds account for the financing of goods or services provided by one County department to other departments or agencies on a cost-reimbursed basis.

Fringe Benefits Fund is used as a clearing account for the County's employee fringe benefits. Monies are accumulated in this fund as a result of payroll allocations made on a departmental and/or bargaining unit basis. This fund also accumulates and disburses monies related to workers' compensation and unemployment compensation claims.

Information Technology Fund distributes the costs of central data processing services to the various user departments and local units of government.

Sheriff Aviation Fund accumulates the purchase cost and operations of the helicopters used by the Oakland County Sheriff's Department.

Drain Equipment Fund accounts for the cost of vehicles and other equipment used for the construction and maintenance of various drain, water and sewer systems. The fund is reimbursed as the accumulated costs are

distributed to specific projects or funds.

Building and Liability Insurance Fund was established to accumulate monies which are available to settle claims against the County when no insurance coverage exists and to make insurance premium payments. The fund is reimbursed by the user departments for insurance premiums paid and monies accumulated for self-insurance.

Office Equipment Fund accumulates the costs of servicing and operating County-owned office equipment. The fund recovers these costs by developing rates and billing user departments.

Facilities Maintenance and Operations Fund accumulates the costs of operating and maintaining the County's buildings, grounds, and utilities. The fund recovers costs by developing rates and billing user departments.

Motor Pool Fund accumulates the costs of purchasing, servicing, and operating County-owned vehicles. The fund recovers these costs by developing rates and billing user departments.

Micrographics Fund accumulates the costs of microfilming and photocopying County records. The fund recovers costs by developing rates and billing user departments and title insurance companies.

Telephone Communications Fund accumulates the costs of operating the County telephone system. The fund is reimbursed for the accumulated costs by distributing the charges to the specific fund or department.

Mailing, Copying and Printing Fund accumulates the costs of County mail, printing services, and servicing and operating leased copier machines. The fund recovers these costs by developing rates and billing user departments.

Proprietary – Enterprise Funds

Enterprise funds account for operations and services provided for County residents and are financed primarily through user charges.

County Airports Fund was established to account for operations of the County's Oakland International Airport at Pontiac, Oakland/Troy, and Oakland/Southwest airports. Revenues are primarily derived from leases, hangar rentals, landing fees and other rentals or service charges.

Delinquent Tax Revolving Fund is used to account for money advanced by the County to cities, villages, townships, and County funds for unpaid property taxes. Short-term notes are sold to fund the advances necessary.

Medical Care Facility Fund was established to account for the financial operations of a 120 bed skilled nursing facility. Costs are recovered by charges to Medicare, Medicaid or other third party insurers for patient services. Management was transferred to a private company effective June 9, 2007.

Parks and Recreation Fund is used to account for activities related to the operation of the County parks (currently 11). Principal revenues are from voter approved millage and user charges.

Radio Communications Fund accumulates the costs of purchasing, servicing, and operating County-owned equipment. The fund recovers costs by developing rates and billing user departments.

Farmers' Market Fund is used to account for the operations of the farmers' market located in Waterford.

CLEMIS (Courts and Law Enforcement Management Information System) Fund was established to accumulate revenues and costs associated with providing law enforcement units with immediate access to criminal and vehicle information throughout the United States and Canada.

Jail Inmate Commissary Fund is used to account for commissary operations and services, library services, and indigent services for inmates at the Oakland County Jail. Inmate commissary transactions are logged in individual

accounts in the Jail Management System (JAMS). Monies collected for these individual accounts are held in the Jail Inmate Trust Account.

Fire Records Management Fund was established to accumulate revenues and costs associated with providing a centralized Fire Records Management System (FRMS). The system will aid in uniform reporting and data sharing for participating local fire departments.

Sewage Disposal System Funds were established to record operations and maintenance of the systems, which are used to move sewage to the City of Detroit and Wayne County for treatment. These systems include the Clinton-Oakland S.D.S., Huron-Rouge S.D.S., Evergreen-Farmington S.D.S., and Southeastern Oakland County S.D.S.

Water and Sewer Trust Fund is used to account for monies, received and expended for municipal owned water and sewer systems which are operated and maintained by the Oakland County Drain Commissioner.

V. BUDGET POLICY AND PROCEDURES

Budgeting policies and procedures are delineated in the General Appropriations Act adopted annually by the Board of Commissioners which complies with Public Act 621 of 1978, the Uniform Budgeting and Accounting Act for Local Units of Government in Michigan. This act mandates a balanced budget, designates the County Executive as the Chief Administrative Officer and the Director of Management & Budget as the Chief Fiscal Officer. The act further spells out the fiduciary responsibilities of all County employees, elected and appointed, specifies the minimum required contents of the budget document and prescribes appropriate actions in the event of violation.

VI. BUDGET PROCESS

The Oakland County Biennial Budget Process is divided into four (4) phases, which are explained below. Because the County functions on a biennial basis, the detailed procedures listed below occur every other year (preceding the beginning of the biennium). During the "off year", the budget process is limited to corrections or minor adjustments to the second year's estimation.

Phase I - Development of Budget Preparation Materials

This first phase begins with Fiscal Services Division staff, working with the operating departments, developing preliminary General Fund/ General Purpose revenue estimates. This work is undertaken during January and early February. The staff members involved will use a number of techniques in developing these revenue estimates. Some of the techniques include reviewing historical revenue patterns; analyzing economic information such as the local consumer price index, construction activity, land sale activity, etc; reviewing property value information provided by the County's Equalization Division; and reviewing revenue estimates provided by the Michigan Department of Treasury. The result of this activity is the compilation of Estimated County General Fund/General Purpose Revenue for the upcoming biennial period. This information is shared with the Board of Commissioner's Finance Committee, as well as County Administration.

The primary purpose of estimating revenues is the development of the budget parameters for the next biennial period. The level of projected revenue growth will determine whether an inflation factor will be allowed for existing programs, what level of salary and wage increases will be proposed by the Executive, and the level of resources which will be available for program expansion. The budget parameters are communicated through a letter signed by the Director of Management and Budget and the Director of Human Resources. The letter is included and discussed during the Budget Orientation Sessions.

Upon completion of the revenue estimation function, Fiscal Services Division staff develop materials for the departments to use in requesting a budget for the next biennial period. This includes gathering historical expenditure information so that the departments have some rational basis to make their requests; preparing the budget input

system, and the development of the Budget Instruction Manual. The manual provides a list of contacts the departments can call to answer questions, detailed instructions including budget parameters, listing of all internal service fund rates, and the required budget preparation forms.

The final step in Phase I are the Budget Orientation Sessions. These sessions, attended by all operating departments and administered by Fiscal Services and Human Resource Department staff, are designed to emphasize the budget parameters; go over the budget calendar and instructions, and provide departments with information useful to the development of their budget requests including current and historical expenditure information and an annualized salary and fringe benefit forecast.

Phase II - Development of Department Budget Requests

After the Budget Orientation Sessions (mid-February), the operating departments are given March and April to develop their allocation requests for the next biennial period. The departments are required to request specific allocations, by line item, for each of the following categories:

1. *Current Program* - Departments may request an allocation to operate at their current program levels with adjustments for inflation or other known increases. No personnel changes, reorganizations, new initiatives, or other substantial changes to the department's operations are to be included in this category;
2. *Program Change* - Under this category the department may request an allocation to fund any new program, innovation, requirement, or other substantial change to their operation.

Operating department staff are required to enter a request in the budget system and to also provide detailed justification for their request, both Current Program and Program Change. There are two exceptions to the detailed justification requirement:

1. Salary and fringe benefits for the current staff (both number of positions and classifications) is provided by Fiscal Services. Should a department desire no change to their current staffing arrangement, there is no need for any further department activity. However, should the department desire any personnel changes (new positions, reclassifications, etc.) they are required to provide justification.
2. If the department's use of internal service funds (Motor Pool, Information Technology, Printing, etc.) is not anticipated to change in the next biennial period, the department can simply enter the current allocation without need for justification. However, should the department wish to increase or decrease the use of a particular internal service, they must notify the internal service manager of the requested change, provide justification for the change, and provide an estimated dollar impact.

During this phase, Fiscal Services and Human Resources staff make themselves available to the departments in order to assist them in developing their request. The use of this service is up to the departments, however, since ultimately it is the operating department's request for allocation that is being developed.

Phase III - Development of the County Executive's Recommended Budget

During May and June, upon receipt of the operating department's budget request, Fiscal Services and Human Resources staff will develop the County Executive's Recommended Budget. The initial activity is the analysis of the department's budget requests for validity (e.g. there is a need for the appropriation and the amount requested is appropriate) and whether there are sufficient resources to fund the request. Frequently, Fiscal Services and Human Resources staff will work with the departments to obtain any necessary clarifications and documentation.

Upon completion of their analysis, the Fiscal Services and Human Resources staff will present a preliminary budget

recommendation, for the departments they are responsible for, to the County Executive Administration. The County Executive, along with the Deputy County Executives, the Director and Deputy Director of Management and Budget, the Director of Human Resources, the Manager of Fiscal Services and the Manager of Human Resources reviews these recommendations. This Administrative group will make any appropriate adjustments, producing an initial County Executive Recommended Budget. This recommendation is released to the operating departments during the last week of May or first week of June.

Should the operating departments have a disagreement with any portion of the initial County Executive Recommended Budget, they may formally appeal to the County Executive for an adjustment. New information or additional justification, for the item under appeal, must accompany a departmental appeal. Fiscal Services and Human Resources staff will meet with the operating departments to discuss the appeal, and then make an additional recommendation to County Executive Administration. After review of the appeals (mid-June), the County Executive Administration will finalize the numbers and produce the County Executive's Recommended Budget. The Recommended Budget is produced in line-item document form and must be submitted to the Board of Commissioners by July 1, ninety (90) days before the start of the biennial period. State law and the County General Appropriations Act requires that this Recommended Budget be "balanced" with revenues equaling expenditures.

Phase IV - Board of Commissioners' Process for Budget Adoption

Upon receipt of the County Executive Recommended Budget, the Board of Commissioners will begin to review the recommendation. The Board has the authority to accept the County Executive Recommendation in total, reject the Recommendation in total, or to modify the Recommendation. In almost all situations, the latter option is implemented.

Although not required by any statute, typically the Board of Commissioners will utilize its Finance Committee (lead committee on the budget) and its Personnel Committee (support committee) to conduct budget hearings on the Executive Recommendation. The committees have options as to how they conduct the hearings and who are requested to be present and defend the recommendation. Generally, Fiscal Services staff and Human Resources staff appear at each hearing as well as specific departments as requested by the committees.

During the budget hearing process a number of amendments to the Executive Recommendation may be introduced. Some of the recommended amendments may be initiated by the Administration as a result of continued negotiations with the operating departments. The Commissioners recommend other amendments. The recommended amendments are not voted on during the hearing process. Rather they are placed on an "amendment list". At their last meeting in August, the Finance Committee will vote on each item on the list, and any other proposed amendments brought during that meeting. The result of these actions will produce a Finance Committee Recommended Budget. State law and the County General Appropriations Act also requires that this Recommended Budget be "balanced" with revenues equaling expenditures.

The Finance Committee Recommended Budget is then moved to the full Board of Commissioners for action at their last meeting in September. A public hearing on the Finance Committee Recommended Budget is also scheduled for that day. Public Notice regarding the Finance Committee Recommended Budget (including a brief summary of the recommended budget) and the budget hearing is placed in two general circulation newspapers throughout the County at least seven (7) days prior to the hearing date. A copy of the Finance Committee Recommended Budget is placed with the County Clerk for public inspection.

At the final meeting in September, the full Board of Commissioners will first conduct a public hearing on the Finance Committee Recommended Budget. After the hearing, the Board may entertain any amendments from Commissioners. Each amendment is voted on separately. After consideration of any amendments, the Board adopts the Biennial Budget, which again must be balanced.

VII. CALENDAR FOR PREPARATION OF THE BUDGET DOCUMENT

<u>Date</u>	<u>Activity/Action</u>	<u>Area Responsible</u>
Mar 08, 07	Run Salary and Fringe Benefit Forecast Report	Fiscal Services
Mar 27, 07	Submission of FY 2008/2009 Departmental Budget Requests - Personnel Requests, Budget Changes and Internal Service Fund budget	Operating Depts.
Apr 26, 07	2007 Equalization report	Equalization
May 14, 07	Completion of Personnel Recommendation (for all departmental requests)	Human Resources
May 14, 07	Complete Internal Service Fund Budget Preliminary recommendation Internal Service Fund Rates and Allocations	Fiscal Services
May 14, 07	Enter updated parameters for fringe benefits into Salary and Fringe Benefit forecast	Fiscal Services
May 14, 07	Download Salary & Fringe Benefit Forecast	Fiscal Services
May 17, 07	Submit proposed County millage rate to Finance Committee	Fiscal Services
May 17, 07	Set Public Hearing on Property Taxes and authorize publication of hearing notice	Board of Comm.
May 17, 07	Submission of 2 nd Quarter Financial Forecast and Related Budget Amendments	Fiscal Services
May 21-23, 07	Review / discuss preliminary Executive Recommendation with County Executive Administration	Fiscal Services / Human Resources
May 24, 07	Finalize preliminary Executive Recommendation	Fiscal Services/ Human Resources
May 24, 07	Notify Departments of Executive Recommendation	Fiscal Services/ Human Resources
May 24, 07	Hold Public Hearing – Property Taxes	Board of Comm.
May 30, 07	Department appeals submitted to Management & Budget and Human Resources Departments	Operating Depts.
June 01, 07	Complete Departmental Appeals Review	Administration
June 14, 07	Complete County Executive’s Budget Message, General Appropriations Act, and budget sheets	Fiscal Services
June 22, 07	Send County Executive Recommended Budget to Printing	Fiscal Services

June 29, 07	Complete "Categorical/Variance book, send to Printing	Fiscal Services
July 02, 07	Submit County Executive's FY 2008/2009 Recommendation to Board of Commissioners	Fiscal Services
July 11, 07	Personnel Committee Meeting - Budget Hearing Affected Operating Departments Recommended General Salary Increase for FY2008 Additional Hearing Dates tentatively Scheduled as follows: July 26, 2007 August 09, 2007	Human Resources
July 12, 07	Finance Committee Meeting - Present Executive Recommendation, Present Revenue and Non-Departmental budgets	Fiscal Services
July 12, 19, 20, Aug 9	Budget Hearings	Fiscal Services Operating Departments
Aug. 23, 07	Submission of 3rd Quarter Financial Forecast and related budget amendments	Fiscal Services
Aug 23, 07	Finance Committee Meeting 1. Complete Budget Hearings, finalize Finance Committee Recommended Budget, (including consideration of Personnel Committee Recommendation) 2. Forward recommendation to Board of Commissioners to set Public Hearing on Proposed Budget and authorize Public Notice	Finance Committee
Aug 23, 07	Set Public Hearing on FY 2008/2009 Budget and General Appropriations Act	Board of Comm.
Sept 06, 07	Complete Finance Committee Recommended Budget Book	Fiscal Services
Sept 13, 07	Issue Public Notice for both FY 2008/2009 & Budget and General Appropriations Act	Fiscal Services
Sept 13, 07	Finance Committee Recommended Budget available on Clerk's table	Fiscal Services
Sept 20, 07	Hold Public Hearing - Adopt FY 2008/2009 Budget and General Appropriations Act	Board of Comm.
Sept 29, 07	Complete input on FY 2008/2009 Adopted Budget	Fiscal Services
Nov 06, 07	Submit Adopted Budget book to Printing	Fiscal Services
Dec 06, 07	Submit FY 2007 Year End Resolution to Finance Committee	Fiscal Services
Dec 14, 07	Delivery of FY 2008/2009 Adopted Budget Document to the Board of Commissioners	Fiscal Services
Dec 17, 07	Submit Program budget book to GFOA	Fiscal Services

VIII. BUDGET AMENDMENT PROCESS

In Oakland County, the budget is a living document which can be adjusted to meet the changing demand for services during the fiscal year. Accordingly, the budget amendment process is part of a larger on-going budget monitoring process. Rather than hold budget changes to one or two specific times in the fiscal year, the County's Administration and policy makers prefer to deal with issues as they arise, making appropriate budget adjustments.

Oakland County operates with a two-year "rolling budget". This means that unless an adjustment is a one-time circumstance, all budget amendments modify the current fiscal year budget and the subsequent fiscal year budget. This practice allows the County to not only anticipate but to allocate the impact of adjustments over a multi-year time frame.

With few exceptions, a resolution adopted by the Board of Commissioners is required to amend the budget. All requests for budget amendments must be approved by the Board of Commissioners' Finance Committee prior to full Board approval. Any operating department or elected official may request a budget amendment. All requested amendments are reviewed by Management and Budget which, in turn, recommends (in the name of the County Executive) approval or disapproval of the requested amendment.

The exceptions, as listed in the General Appropriations Act, allows the Chief Fiscal Officer (Director or Deputy Director of Management and Budget) to transfer funds from budgeted reserve accounts into a departmental budget to cover overtime needs, capital outlay requests, and maintenance department charges. The Chief Fiscal Officer is required to report the Finance Committee when such transfers are made.

In addition, the Department of Management and Budget prepares quarterly financial forecasts that project budget performance through the end of the fiscal year.

Section 23 of the General Appropriations Act provides that:

Whenever it appears to the County Executive or the Board of Commissioners that actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, the County Executive shall present to the Board of Commissioners recommendations which, if adopted, will prevent expenditures from exceeding available revenues for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both. After receiving the recommendations of the County Executive for bringing appropriations into balance with estimated revenues, the Board of Commissioners shall amend the general appropriations measure to reduce appropriations or shall approve such measures necessary to provide revenues sufficient to equal appropriations, or both.

Section 22 of the General Appropriations Act provides that:

The Board of Commissioners may make supplemental appropriations by amending this general appropriations measure as provided by this resolution, provided that revenues in excess of those anticipated in the original general appropriations measure become available due to:

- (a) An unobligated surplus from prior years becoming available; or
- (b) Current year revenue exceeding original estimate in amounts sufficient enough to finance increased appropriations.

The Board of Commissioners may make a supplemental appropriation by increasing the dollar amount of an appropriation item in the original general appropriations measure or by adding additional items. At the same time, the estimated amount from the source of revenue to which the increase in revenue may be attributed shall be increased, or other source and amount added in a sum sufficient to equal the supplemental expenditure amount. In no case, may such appropriations cause total estimated expenditures, including an accrued deficit, to exceed total estimated revenue, including an unappropriated surplus.

Section 21 of the General Appropriations Act provides that:

Direct expenditure and/or transfers of any unencumbered balance or any portion thereof in any appropriation for transfer account to any other appropriation account may not be made without amendment of the general appropriations measure as provided for in this resolution, except that transfers within and between budgeted funds and departments may be made by the Fiscal Officer in certain specified instances.

IX. USE OF FUND BALANCES

Oakland County's goal is to reserve, at the end of a fiscal year, an amount equivalent to 10% to 20% of General Fund/ General Purpose revenues, in General Fund balance. This has been accomplished through conservative budgeting practices and prudent management of the County's resources. The presence of a healthy General Fund balance provides not only a blanket of fiscal security for citizens and investors, it also provides policy makers with flexibility in meeting the pressing demands for services.

Generally, fund balance is not used to offset on-going expenditures in a subsequent year. Rather, the County uses fund balance to cover the cost of one-time extraordinary projects. For example, during FY 2007, a portion of the General Fund balance was used to support the implementation of a new financial and supply chain system which includes a data warehouse to track performance measurement information. In addition, fund balance has been used to upgrade outdated computer systems at the District Courts, support law enforcement and homeland security efforts through purchase of surveillance cameras and additional radios, improvements to the Community Corrections database and development of alternative programs related to reducing the jail population in Oakland County. The use of General Fund balance in these circumstances (one-time expenditures) allows the County to meet expansion needs without jeopardizing on-going operations.

The General Fund balance also includes \$10.0 million designated for "Budget Transition". These funds may be used for short-term, limited relief to allow the County to thoughtfully and prudently plan for major budget reductions.

X. COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

The schedules in Section III (pages III-1 through III-4) provide a summary of revenue and expenditures by major category for each of the following fund types, with beginning and ending balances (including estimations) for the period October 1, 2005 (FY 2006) through September 30, 2009 (FY 2009):

Governmental Funds

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Projects Funds

Proprietary Funds

- Internal Service Funds
- Enterprise Funds

The FY 2007 fund balance for the General Fund of over \$78 million represents about fifteen (15%) percent of General Fund/General Purpose annual operational budgets, equivalent to eight weeks business. Fund Balances for Internal Service Fund operations will be closely examined during the ensuing budget period to ensure compliance with revised OMB Circular A-87 regulations.

DEBT POLICY

DEBT POLICY FOR COUNTY OF OAKLAND, MICHIGAN

PURPOSE

The County recognizes the foundation of any well-managed debt program is a comprehensive debt management policy. A debt management policy sets forth the parameters for issuing debt and managing the outstanding debt portfolio and provides guidance to decision makers regarding the purposes for which debt may be issued, types and amounts of permissible debt, timing and method of sale that may be used, and structural features that may be incorporated. Adherence to a debt management policy helps to ensure that the government maintains a sound debt position and that credit quality is protected.

It is the intent of the County to establish a debt management policy to:

- Ensure high quality debt management decisions;
- Impose order and discipline in the debt issuance process;
- Promote consistency and continuity in the decision making process;
- Demonstrate a commitment to long-term financial planning objectives, and
- Ensure that the debt management decisions are viewed positively by rating agencies, investment community and taxpayers.

IMPLEMENTATION

The County's debt policy shall be implemented by the County Treasurer and provide the following guidelines:

- Full and timely payment of principal and interest on all outstanding debt;
- Debt shall be incurred only for those purposes as provided by State Statute;
- Capital improvements should be developed with the capital improvement budgeting process;
- Originally the payment of debt shall be secured by the limit tax, full faith, credit and taxing power of the County, in the case of General Obligation Bonds, and by the pledge of specified, limited revenues in the case of revenue bonds.
- The County shall not pledge any County revenues to its conduit bond (EDC) financing. Furthermore, the County has no moral obligation to repay bondholders of conduit (EDC) financing issued under its authority;
- Principal and interest retirement schedules shall be structured to: (1) achieve a low borrowing cost for the County, (2) accommodate the debt service payments of existing debt and (3) respond to perceptions of market demand. Shorter maturities shall always be encouraged to demonstrate to rating agencies that debt is being retired at a sufficiently rapid pace;
- Debt incurred shall be limited to obligations with serial and term maturities;
- The average life of the debt incurred may not be greater than the projected average life of the assets being financed;
- The County shall select a method of sale that shall maximize the financial benefit to the County. So long as the County remains a credit rating of A or better, sales shall be competitive. All methods of sale shall be subject to County Treasurer approval.
- The County shall maintain good communications with bond rating agencies to ensure complete and clear understanding of the credit worthiness of the County; and
- Every financial report, bond prospectus and Annual Information Statement ("AIS") shall follow a policy of full, complete and accurate disclosure of financial conditions and operating results. All reports shall conform to guidelines established by the Debt Policy, the Securities and Exchange Commission ("SEC") and the Internal Revenue Service (IRS) to meet the disclosure needs of rating agencies, underwriters, investors and taxpayers.

INVESTMENT POLICY

INVESTMENT POLICY FOR COUNTY OF OAKLAND, MICHIGAN

1.0 PURPOSE

In conformance with Michigan Public Act 20 of 1943, as amended, it is the policy of Oakland County to invest public funds in a manner which will ensure the preservation of principal while providing the highest investment return with maximum security, meeting the daily cash flow requirements of the county and conforming to all state statutes governing the investment of public funds.

2.0 SCOPE

This investment policy applies to all financial assets of the County, except for retirement and pension funds, under the control of the County Treasurer. These funds are accounted for in the County Treasurer's Annual Financial Report.

3.0 STANDARDS OF CARE

3.1 Prudence: Investments shall be made with judgement and care, under prevailing circumstances, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety of their principal and probable income to be derived.

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officials acting in accordance with written procedures, this investment policy, and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price change provided deviations from expectations are reported in a timely fashion and appropriate action is taken.

3.2 Ethics and Conflicts of Interest: Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution and management of the investment program, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose any material financial interest in financial institutions that conduct business within the county, and they shall further disclose any large personal financial or investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the county.

4.0 OBJECTIVE

The primary objectives, in priority order, of the County Treasurer's investment activities shall be:

4.1 Safety: Safety of principal is the foremost objective in the investment of County funds. Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

4.2 Liquidity: The investment portfolio shall remain sufficiently liquid to enable the County Treasurer to meet all operating requirements that might be reasonably anticipated.

4.3 Return on investments: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow characteristics of the portfolio. Return on investment shall be of secondary importance compared to the safety

and liquidity objectives above.
DELEGATION OF AUTHORITY

Authority and management responsibility for the investment program is hereby delegated to the County Treasurer as required by state statute (MCL 48.40). The County Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

5.1 Investment Procedures: The County Treasurer shall establish written investment procedures for the operation of the investment program consistent with this policy. Procedures should include references to: safekeeping, delivery vs. payment, depository agreements, repurchase agreements, wire transfer agreements, and banking service agreements. Said procedures shall include explicit delegation of authority to those engaged in the investment transactions. No person shall engage in an investment transaction except as provided under the terms of this policy and the procedures established by the County Treasurer.

6.0 AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

A list will be maintained of financial institutions authorized to provide investment services. In addition, a list shall also be maintained of approved broker/dealers who have been selected based on credit worthiness and authorization to conduct business in the State of Michigan. These may include "primary" dealers or regional dealers that qualify under the Security & Exchange Commission Rule 15c3-1 (uniform net capital rule). Regional dealers must meet two times the uniform capital rule to be authorized for County business.

All financial institutions with which the County conducts business shall certify that they have 1) Received the County's investment policy, 2) Have read the policy, and 3) Will comply with said terms of the policy.

All financial institutions wishing to become qualified bidders for investment transactions must supply the County Treasurer with the following documents: audited financial statements, proof of NASD certification, proof of Michigan registration and a signed investment policy certification.

An annual review of the financial condition and registrations of qualified bidders will be conducted by the County Treasurer.

A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the County invests.

7.0 AUTHORIZED INVESTMENTS

The county treasurer is authorized to invest in the following types of securities authorized by Public Act 20 of 1943, as amended:

- 7.1 Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- 7.2 Certificates of deposit, savings accounts, deposit accounts, or depository receipts of Michigan financial institutions.
- 7.3 Commercial paper rated at the time of purchase at the highest classification established by not less than 2 standard rating services and that matures not more than 270 days after the date of purchase.
- 7.4 Repurchase agreements consisting of instruments in subdivision 7.1. The PSA Master Repurchase Agreement prototype agreement shall be employed with appropriate supplemental provisions regarding security delivery, security substitutions, and governing law. A signed Repurchase agreement must be on file before entering into a repurchase transaction.
- 7.5 Bankers' acceptances of United States banks.

- 7.6 Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than 1 standard rating service.
- 7.7 Obligations described in subdivisions 7.1 through 7.6 if purchased through an inter-local agreement under the urban cooperation act of 1967. 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512.
- 7.8 Investment pools organized under the surplus funds investment pool act, PA 367 of 1982, MCL 129.111 to 129.118.
- 7.9 Investment pools organized under the local government investment pool act, PA 121 of 1985, MCL 129.141 to 129.150.
- 7.10 Mutual funds registered under the investment company act of 1940 with authority to only purchase investment vehicles that are legal for direct investment by a Michigan public corporation. Investment is limited to mutual funds that maintain a net asset value of \$1.00 per share.

8.0 INVESTMENT POOLS/MUTUAL FUNDS

A thorough investigation of each pool shall be required 1) Before investing, and 2) On a continual basis after investing. A questionnaire shall be developed to secure responses to a set of due diligence questions. Those questions shall, at minimum, include the following:

- 1. Does the pool have a written statement of investment policy and objectives? How are changes to the policy and objective statement communicated to participants?
- 2. Does the policy describe eligible investment securities?
- 3. A detailed description of interest calculations covering items such as: How are they distributed? What is the frequency of interest payments? How are gains and losses treated?
- 4. How are securities safeguarded? How often are the securities priced to market? What audit steps are employed in this process?
- 5. Who can invest in the pool? How often? Any deposit/withdrawal size limitations? How many deposits or withdrawals can be made in a monthly period? What is the cutoff time for deposits and withdrawals? Does the pool allow for multiple accounts and sub-accounts? Do we get a confirmation after each transaction?
- 6. What is the schedule for receiving account statements and portfolio listings?
- 7. Please attach a fee schedule and describe in great detail how and when these fees are assessed.
- 8. Does the pool retain any reserves? Please describe.
- 9. Will the pool accept bond proceeds subject to arbitrage rebate? Will the pools accounting and record keeping system be suitable for arbitrage rebate? Is the pool's yield calculation acceptable to the IRS or will it need to be restated? Can a separate account be established for each bond offering?

9.0 SAFEKEEPING AND CUSTODY

All securities transactions (including collateral for repurchase agreements), except certificates of deposits as described below, shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third party custodian, as designated by the County Treasurer, and shall be evidenced by a safekeeping receipt.

Non-collateral, non-negotiable certificates of deposits, as is allowed under State of Michigan law, shall be evidenced by a safekeeping receipt from the issuing bank.

10.0 DIVERSIFICATION

The County Treasurer shall diversify investments by security type and institution. With the exception of U.S. Treasury securities and authorized investment pools, no more than 60% of the total investment portfolio will be invested in a single security type and no more than 15% with a single financial institution.

11.0 MAXIMUM MATURITIES

To the extent possible, the County shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a particular cash flow need, the County will not directly invest in securities that mature more than 3 years from the date of purchase.

Funds with longer-term horizons may be invested in securities exceeding the 3-year limitation provided that maturity dates coincide, as near as possible, with the expected use of the funds.

12.0 INTERNAL CONTROL

The investment officer is responsible for establishing a system of internal control that will ensure that the investment assets of the County are protected from loss, theft or misuse. The internal control structure shall be designed in such a way to provide reasonable assurance that these objectives are being met. The cost of control should not outweigh the benefits received.

The internal control system shall be reviewed annually by an external audit group to ensure compliance with policies and procedures.

13.0 PERFORMANCE STANDARD

The investment portfolio will be managed in accordance with the standards established within this policy and should obtain a market rate of return during an economic and budgetary environment of stable rates. Accordingly, the benchmark used to measure portfolio performance shall be the 30 and 90 day US Treasury bill. Performance measurement shall occur at least every quarter.

14.0 REPORTING

The County Treasurer shall provide at least an annual report to the Board of Commissioners, which provides a clear picture of the status and types of investments of the current investment portfolio. This report shall be prepared in such a way that will allow the County to ascertain whether investment activities during the reporting period have conformed to the investment policy.

15.0 ADOPTION

The County's investment policy shall be adopted by a resolution of the Board of Commissioners. The policy shall be reviewed annually by the County Treasurer. Any revision to the policy shall be brought to the Board of Commissioners for adoption.

Adopted: July 19, 2001

EDUCATION



Oakland County is home to several of Michigan's institutions of higher learning including Oakland University, Lawrence Technological University and Oakland Community College.



OAKLAND COUNTY
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
2006 FISCAL YEAR

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	CAPITAL PROJECT FUNDS	INTERNAL SERVICE FUNDS	ENTERPRISE FUNDS	TOTAL
Beginning Balance:	\$65,444,673	\$104,016	\$214,078	\$56,910,040	\$92,749,893	\$555,921,615	\$771,344,315
Revenues							
Taxes	\$318,383,151					\$14,071,266	\$332,454,417
Intergovernmental Revenue	30,956,302	4,616,967	10,121,087				45,694,356
Charges for Services	89,711,428	2,583,635	22,874	1,286	190,537,663	170,815,832	453,672,718
Investment Income	6,529,153	1,014,575	83,712	1,192,374		13,792,861	22,612,675
Other Revenue	10,752,057	5,180		6,984	4,363,962	737,890	15,866,073
Total Revenues	\$456,332,091	\$8,220,357	\$10,227,673	\$1,200,644	\$194,901,625	\$199,417,849	\$870,300,239
Expenditures:							
County Executive	120,277,320	32,444,877			77,490,254	27,339,969	257,552,420
Clerk Register	10,881,679				954,878		11,836,557
Treasurer	3,703,504					1,340,229	5,043,733
Justice Administration	69,291,638						69,291,638
Law Enforcement	139,954,802				1,216,395	1,334,057	142,505,254
Legislative	5,319,760						5,319,760
Drain Commissioner	5,456,605				3,663,067	130,212,273	139,331,945
Parks and Recreation						20,522,469	20,522,469
Non-Departmental	17,683,649		17,126,243	41,870,938	115,556,636		192,237,466
Total Expenditures	\$372,568,957	\$32,444,877	\$17,126,243	\$41,870,938	\$198,881,230	\$180,748,997	\$843,641,242
Excess of Revenues							
Over/(Under) Expenditures	\$83,763,134	(\$24,224,520)	(\$6,898,570)	(\$40,670,294)	(\$3,979,605)	\$18,668,852	\$26,658,997
Capital Contributions					6,512,275	13,556,799	20,069,074
Transfers In	29,769,014	101,097,683	7,767,954	8,508,128	7,784,900	4,919,706	159,847,385
Transfers Out	(104,640,745)	(22,727,838)	(5)	(3,000,095)	(822,297)	(15,074,293)	(146,265,273)
Proceeds from issuance of bonds				19,660,000			19,660,000
Payment to bond escrow agent			(849,368)	(8,160,000)			(9,009,368)
Discount on bonds sold				(225,237)			(225,237)
Special Items							
Total Ending Balance	\$74,336,076	\$54,249,341	\$234,089	\$33,022,542	\$102,245,166	\$577,992,679	\$842,079,893
Reserved/Designated Balance	73,569,626	54,470,610	234,089	27,403,714	33,771,906	236,610,906	426,060,851
Unreserved/Undesignated Balance	766,450	(221,269)		5,618,828	68,473,260	341,381,773	416,019,042
	\$74,336,076	\$54,249,341	\$234,089	\$33,022,542	\$102,245,166	\$577,992,679	\$842,079,893

OAKLAND COUNTY
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
2007 FISCAL YEAR (Est.)

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	CAPITAL PROJECT FUNDS	INTERNAL SERVICE FUNDS	ENTERPRISE FUNDS	TOTAL
Beginning Balance:	\$74,336,076	\$54,249,341	\$234,089	\$33,022,542	\$102,245,166	\$577,992,679	\$842,079,893
Revenues							
Taxes	\$333,218,700		\$11,734,540	\$4,910		\$14,636,020	\$359,594,170
Intergovernmental Revenue	30,826,522	68,483,496					99,310,018
Charges for Services	90,859,157	23,387,911	22,881	289	200,943,549	176,278,191	491,491,978
Investment Income	5,419,400	4,418,324	79,812	821,580	2,683,153	17,586,698	31,008,967
Other Revenue	21,577,989	159,079		730,911	10,643,704	1,995,165	35,106,848
Total Revenues	\$481,901,768	\$96,448,810	\$11,837,233	\$1,557,690	\$214,270,406	\$210,496,074	\$1,016,511,981
Expenditures:							
County Executive	129,550,615	107,550,867			87,863,860	24,705,617	349,670,959
Clerk Register	12,436,903	2,648,850			964,002		16,049,755
Treasurer	4,133,979	2,470,891				1,951,128	8,555,998
Justice Administration	71,971,762	26,766,700					98,738,462
Law Enforcement	144,997,721	8,407,587			1,823,443	1,390,752	156,619,503
Legislative	5,616,098	1,904,948					7,521,046
Drain Commissioner	5,887,403				3,740,230	138,170,523	147,798,156
Parks and Recreation						21,650,726	21,650,726
Non-Departmental	24,792,789		19,540,323	15,504,353	124,605,664		184,443,129
Total Expenditures	\$399,387,270	\$149,749,843	\$19,540,323	\$15,504,353	\$218,997,199	\$187,868,746	\$991,047,734
Excess of Revenues Over/(Under) Expenditures	\$82,514,498	(\$53,301,033)	(\$7,703,090)	(\$13,946,663)	(\$4,726,793)	\$22,627,328	\$25,464,247
Capital Contributions						10,751,998	10,751,998
Transfers In	28,928,101	97,081,883	7,911,752	16,020,338	8,070,117	3,906,923	161,919,114
Transfers Out	(109,510,599)	(28,969,426)		(10,995,846)	(1,121,625)	(13,621,678)	(164,219,174)
Proceeds from issuance of bonds							0
Discount on bonds sold							0
Total Ending Balance	\$76,268,076	\$69,060,765	\$442,751	\$24,100,371	\$104,466,865	\$601,657,250	\$875,996,078
Reserved/Designated Balance	75,470,694	69,060,765	442,751	17,924,279	44,466,865	240,740,025	448,105,379
Unreserved/Undesignated Balance	797,382			6,176,092	60,000,000	360,917,225	427,890,699
	\$76,268,076	\$69,060,765	\$442,751	\$24,100,371	\$104,466,865	\$601,657,250	\$875,996,078

OAKLAND COUNTY
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
2008 FISCAL YEAR (Est.)

	<u>GENERAL FUND</u>	<u>SPECIAL REVENUE FUNDS</u>	<u>DEBT SERVICE FUNDS</u>	<u>CAPITAL PROJECT FUNDS</u>	<u>INTERNAL SERVICE FUNDS</u>	<u>ENTERPRISE FUNDS</u>	<u>TOTAL</u>
Beginning Balance:	\$76,268,076	\$69,060,765	\$442,751	\$24,100,371	\$104,466,865	\$601,657,250	\$875,996,078
Revenues							
Taxes	\$265,758,511		\$8,230,631			\$14,865,000	\$288,854,142
Intergovernmental Revenue	28,906,521	72,580,429					101,486,950
Charges for Services	88,181,831	23,624,648			214,684,214	167,903,411	494,394,104
Investment Income	5,541,000	5,630,060			4,996,418	10,092,484	26,259,962
Other Revenue	8,834,726	36,252,045			5,458,743	6,961,020	57,506,534
Total Revenues	\$397,222,589	\$138,087,182	\$8,230,631	\$0	\$225,139,375	\$199,821,915	\$968,501,692
Expenditures:							
County Executive	128,876,537	106,290,168			83,939,491	24,103,778	343,209,974
Clerk Register	12,191,065	3,086,801			1,038,630		16,316,496
Treasurer	3,930,131	2,498,362				1,969,926	8,398,419
Justice Administration	73,262,906	28,102,026					101,364,932
Law Enforcement	147,577,213	7,376,533			1,756,654	1,451,970	158,162,370
Legislative	5,630,826						5,630,826
Drain Commissioner	5,535,127	1,658,053			4,668,709	135,667,375	147,529,264
Parks and Recreation						24,264,863	24,264,863
Non-Departmental	29,811,740		19,260,617	10,883,455	135,886,041		195,841,853
Total Expenditures	\$406,815,545	\$149,011,943	\$19,260,617	\$10,883,455	\$227,289,525	\$187,457,912	\$1,000,718,997
Excess of Revenues							
Over/(Under) Expenditures	(\$9,592,956)	(\$10,924,761)	(\$11,029,986)	(\$10,883,455)	(\$2,150,150)	\$12,364,003	(\$32,217,305)
Capital Contributions						250,000	250,000
Transfers In	30,911,863	13,592,018	11,054,341	4,660,000	2,550,150	2,135,997	64,904,369
Transfers Out	(21,318,907)	(28,959,762)			(400,000)	(14,750,000)	(65,428,669)
Proceeds from issuance of bonds							0
Discount on bonds sold							0
Total Ending Balance	\$76,268,076	\$42,768,260	\$467,106	\$17,876,916	\$104,466,865	\$601,657,250	\$843,504,473
Reserved/Designated Balance	75,478,076	42,768,260	467,106	13,876,916	44,466,865	259,657,250	436,714,473
Unreserved/Undesignated Balance	790,000			4,000,000	60,000,000	342,000,000	406,790,000
	\$76,268,076	\$42,768,260	\$467,106	\$17,876,916	\$104,466,865	\$601,657,250	\$843,504,473

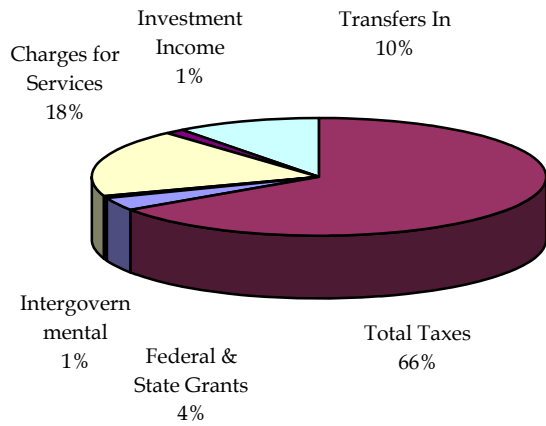
OAKLAND COUNTY
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
2009 FISCAL YEAR (Est.)

	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS	CAPITAL PROJECT FUNDS	INTERNAL SERVICE FUNDS	ENTERPRISE FUNDS	TOTAL
Beginning Balance:	\$76,268,076	\$42,768,260	\$467,106	\$17,876,916	\$104,466,865	\$601,657,250	\$843,504,473
Revenues							
Taxes	\$268,510,292		\$6,993,815			\$15,013,500	\$290,517,607
Intergovernmental Revenue	28,906,521	72,267,673					101,174,194
Charges for Services	89,193,543	23,625,789			219,620,782	168,061,158	500,501,272
Investment Income	5,541,000	5,214,599			4,747,930	10,009,248	25,512,777
Other Revenue	8,834,726	39,118,238			6,262,346	8,749,829	62,965,139
Total Revenues	\$400,986,082	\$140,226,299	\$6,993,815	\$0	\$230,631,058	\$201,833,735	\$980,670,989
Expenditures:							
County Executive	129,346,810	106,065,527			84,118,972	25,560,406	345,091,715
Clerk Register	12,190,974	3,087,543			935,825		16,214,342
Treasurer	3,933,177	2,498,761				1,975,945	8,407,883
Justice Administration	73,297,376	28,243,515					101,540,891
Law Enforcement	147,657,018	7,382,347			1,760,821	1,455,176	158,255,362
Legislative	5,640,519					24,413,363	30,053,882
Drain Commissioner	5,550,823	1,436,319			4,687,494	135,814,842	147,489,478
Parks and Recreation							0
Non-Departmental	36,389,008		16,990,146	4,451,455	141,277,946		199,108,555
Total Expenditures	\$414,005,705	\$148,714,012	\$16,990,146	\$4,451,455	\$232,781,058	\$189,219,732	\$1,006,162,108
Excess of Revenues							
Over/(Under) Expenditures	(\$13,019,623)	(\$8,487,713)	(\$9,996,331)	(\$4,451,455)	(\$2,150,000)	\$12,614,003	(\$25,491,119)
Capital Contributions							0
Transfers In	31,600,656	15,769,136	10,018,211	4,280,000		2,135,997	63,804,000
Transfers Out	(18,581,033)	(29,648,555)			400,000	(14,750,000)	(62,579,588)
Proceeds from issuance of bonds							0
Discount on bonds sold							0
Total Ending Balance	\$76,268,076	\$20,401,128	\$488,986	\$17,705,461	\$102,716,865	\$601,657,250	\$819,237,766
Reserved/Designated Balance	75,478,076	20,401,128	488,986	13,705,461	42,716,865	259,657,250	412,447,766
Unreserved/Undesignated Balance	790,000	0	0	4,000,000	60,000,000	342,000,000	406,790,000
	\$76,268,076	\$20,401,128	\$488,986	\$17,705,461	\$102,716,865	\$601,657,250	\$819,237,766

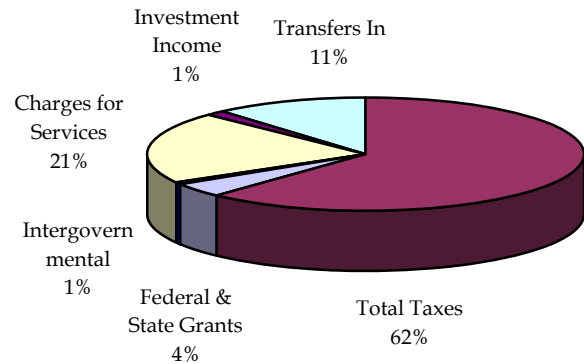
GENERAL FUND/GENERAL PURPOSE BUDGET

REVENUE BY YEAR

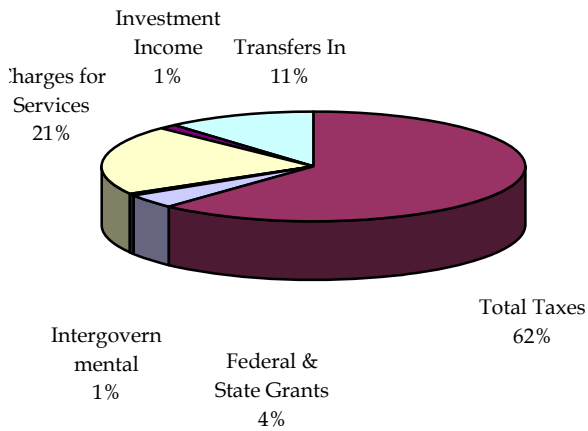
FY 2006 Actual



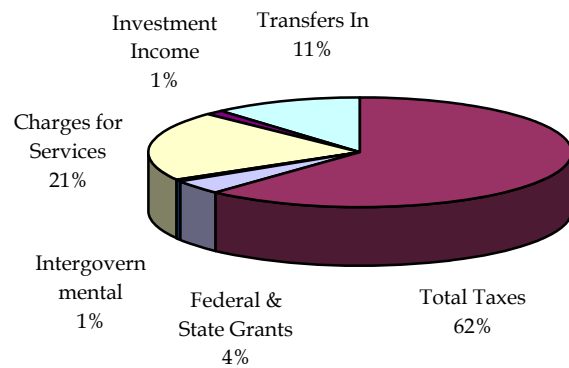
FY 2007 Amended



FY 2008 Budget



FY 2009 Budget



Oakland County, Michigan
FY 2008 and FY 2009 Adopted Biennial Budget
GF/GP Revenue Summary

	FY 2006	FY 2007	FY 2008	FY 2009
	<u>Actual</u>	<u>Amended Budget</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
<u>Revenue Description</u>				
Taxes:				
Property Taxes	318,383,151	333,218,700	265,758,511	268,510,292
Total Taxes	<u>318,383,151</u>	<u>333,218,700</u>	<u>265,758,511</u>	<u>268,510,292</u>
Intergovernmental:				
Federal Grants	624,351	537,628	456,600	456,600
State Grants	17,421,021	17,610,524	17,186,680	17,186,680
Other Intergovernmental	2,970,214	2,376,550	2,323,241	2,323,241
Total Intergovernmental	<u>21,015,586</u>	<u>20,524,702</u>	<u>19,966,521</u>	<u>19,966,521</u>
Charges for Services	89,711,428	90,859,157	88,181,831	89,193,543
Investment Income	6,529,153	5,419,400	5,541,000	5,541,000
Other Revenues/Transfers In	50,461,007	60,807,910	48,686,589	49,375,382
Total Governmental Revenues	<u>\$486,100,325</u>	<u>\$510,829,869</u>	<u>\$428,134,452</u>	<u>\$432,586,738</u>

GF/GP Revenue Summary by Percentages

	FY 2006	FY 2007	FY 2008	FY 2009
	<u>Actual</u>	<u>Amended Budget</u>	<u>Adopted Budget</u>	<u>Adopted Budget</u>
<u>Revenue Description</u>				
Taxes:				
Property Taxes	65.50%	65.23%	62.07%	62.07%
Total Taxes	<u>65.50%</u>	<u>65.23%</u>	<u>62.07%</u>	<u>62.07%</u>
Intergovernmental:				
Federal Grants	0.13%	0.11%	0.11%	0.11%
State Grants	3.58%	3.45%	4.01%	3.97%
Other Intergovernmental	0.61%	0.47%	0.54%	0.54%
Total Intergovernmental	<u>4.32%</u>	<u>4.02%</u>	<u>4.66%</u>	<u>4.62%</u>
Charges for Services	18.46%	17.79%	20.60%	20.62%
Investment Income	1.34%	1.06%	1.29%	1.28%
Other Revenues/Transfers In	10.38%	11.90%	11.37%	11.41%
Total Governmental Revenues	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>100.00%</u>

Budget Development - Revenues

Oakland County receives revenue from five (5) primary sources to support General Fund/General Purpose Operations. These five sources, in order of contribution, are: Taxes, Charges for Services, Intergovernmental Revenue (which includes federal and state grants), Investment Income and Other Revenue (including the planned use of fund balance). The following guided the development of General Fund/General Purpose Revenue budget:

1. Maintain the current Ad Valorem Property Tax Levy rate of 4.19 mills, the third lowest county operating millage in the State. In the FY 2008 and FY 2009 Budgets, Property Tax revenue is based upon the current State Taxable Value multiplied by the Board of Commissioners levy. The value estimation is provided by the Equalization Division. Revenue collections are less than the levy due to agreements for TIFA and DDAs.
2. Charge for the use of unique County services at fair and equitable rates. "Unique" services are those that provide a direct benefit to the individual or group seeking the service rather than county-wide benefit. This includes anything from copies of County Clerk records, to reimbursement of court costs from defendants, to contracting of Sheriff's Patrol Services by chartered townships. In general, charges to county residents reflect a reduced amount covering a portion of the cost of doing business (their tax dollars cover the rest), whereas the County will charge the full cost of service provision to non-residents and other legal entities.

Charges for Services revenue is based upon approved rates multiplied by estimated customer base as provided by the operating departments.

3. Continue to pursue a "fair share" of State and Federal reimbursement for services and other Intergovernmental Revenues. Currently, Oakland is one of four counties in the state that contributes more to Lansing than is returned in benefits. County officials will continue to work with the legislative delegation to make sure that County residents receive an appropriate share of state funds. In addition, efforts have begun to increase the share of Federal entitlement funds for corrections activities.

Pursuit of Intergovernmental Revenue proceeds with caution, however. Revenue appropriations granted by "higher" levels of government can also be taken away by actions of the legislative body. The Ad Valorem Property Tax and Charges for Services are a much more stable source of revenue. However, the receipt of any Intergovernmental Revenue will help lessen the burden on the County taxpayer.

Intergovernmental revenue is based on estimates provided by the State of Michigan and/or the Federal Government, refined by Management and Budget based upon historical patterns.

4. Continue the excellent work performed by the County Treasurer to invest County funds, in accordance with applicable state law and the County's investment policy, to maximize interest return. Investment Income is based on estimates provided by the Treasurer, anticipated rates of return and funds available for investment.
5. Use Fund Balance only to cover one-time project costs. Fund balance is reviewed annually and available funds are designated for technology projects, construction or remodeling of facilities and, if needed, budget transition.

REVENUE DESCRIPTIONS
GENERAL FUND / GENERAL PURPOSE FUNDS

TAXES (NON-DEPARTMENTAL)

PROPERTY TAX LEVY: For Fiscal Year 2008, the Ad Valorem Tax Levy (levy) is based on the anticipated December 31, 2008 State Taxable Value (STV) of **\$65,690,817,110** multiplied by the County's authorized millage rate of **4.2240** mills. For Fiscal Year 2009, the levy is based upon the estimated December 31, 2009, STV of **\$66,347,725,281** (a projected 1.0% increase) by the County-authorized millage rate of **4.2240** mills. The Property Tax levy conforms to the Headlee Constitutional Tax Limitation Amendment as well as P.A. 4 of 1982, Truth in Taxation requirements.

DELINQUENT TAXES PRIOR YEARS: Collection of previous years' delinquent property taxes previously treated as "uncollectible". Also, the "actual" column includes a payment from the Delinquent Tax Revolving Fund (DTRF) for property taxes listed as "delinquent" during that fiscal year. This payment is budgeted under "property taxes" for FY 2008 and FY 2009.

TREASURERS: - Payments made in lieu of taxes.

TRAILER TAX: Fifty cents (\$0.50) of each \$3.00 monthly fee collected on mobile homes in trailer parks.

LESS: TAX FINANCING OFFSETS TIFA/DDA: Amount expected to be lost from County property tax collections due to Tax Increment Finance Authority (TIFA) and Downtown Development Authority (DDA), exemptions granted by local communities for redevelopment of deteriorated industrial areas. It is anticipated that by granting these exemptions and redevelopment of these areas, that it will encourage economic development, job creations and increased property tax valuations in future years.

BROWNFIELD DEVELOPMENT: Amount expected to be lost from municipal implementation of Brownfield plans and promotions for the redevelopment and revitalization of environmentally distressed areas, per P.A. 381 of 1996.

LESS: DELINQUENT TAXES - CURRENT: Amount of delinquent property taxes written off as "uncollectible" during the fiscal year.

LESS: MILLAGE REDUCTION: The effect of reducing the County's authorized millage rate by .0704 mill.

FEDERAL GRANTS

COUNTY EXECUTIVE (ADMINISTRATION) - Federal reimbursement for a portion of the Emergency Manager's salary.

HEALTH AND HUMAN SERVICES - Federal reimbursement for Health Division services related to Non-Community - Type II Water Supply, Long-Term Drinking Water Monitoring, Radon, Public Swimming Pool Inspections, Septage, On-Site Sewage, Campground Inspection, and Drinking Water Supply. Also, federal payment of school meals for children in the Children's Village School.

SHERIFF (CORRECTIVE SERVICES) - Federal payments for the housing of non-citizens in the Oakland County Jail.

STATE GRANTS

HEALTH AND HUMAN SERVICES (HEALTH DIVISION) - Granting of Local Public Health Operational (LPHO) funds from the state Department of Community Health, as established by the Public Health Code.

NON-DEPARTMENTAL (CHILD CARE SUBSIDY) - 50% subsidy by the State for net child care costs. Net child care costs include all County costs, with the exception of state institutions and adoptive subsidies that fall under the state approved budget. Adoptive subsidies are reimbursed 100%; the County pays 50% of state institution cost.

INTERGOVERNMENTAL PROGRAM REVENUE

COUNTY EXECUTIVE: Payment from communities for their share of new tornado sirens.

CIRCUIT COURT: State fees collected for drug case management.

DISTRICT COURT: State fees collected for drug case management.

SHERIFF: Reimbursement from the Social Security Administration for the housing of SSI eligible inmates; as well as reimbursement from the State for the Marine Safety Program.

NON-DEPARTMENTAL: Reimbursement for Circuit, Probate, and 52nd District Court Judges salaries; first instituted in 1985 as a standardization payment with full reimbursement instituted, beginning in Fiscal Year 1997, with the adoption of Public Act 374 of 1996.

CHARGES FOR SERVICES

COUNTY EXECUTIVE: Federal grant funding from Hazardous Material Transportation Uniform Safety Act (HMTUSA) for development of hazardous material response planning through the Emergency Response Preparedness unit, as well as reimbursement for audit services rendered to Substance Abuse and other contracted agencies.

MANAGEMENT AND BUDGET: Reimbursement for assessment and appraisal services provided by the Equalization Division to local units of governments; negotiated rebates on large, countywide purchasing contracts, for such items as office supplies and Purchasing Cards, through the Purchasing Division; and collection of 25% Administrative Fee, in the Reimbursement Division for collections from guardians recovering Child Care Cost.

CENTRAL SERVICES: Commission from vending machine sales and Oakland Room Cafeteria.

HUMAN RESOURCES: Reimbursement for duplicating personnel records, requested salary survey information, and reimbursement from Mediation Fund for Circuit Court Intern positions.

HEALTH AND HUMAN SERVICES: Revenue for various inspection/permit fees, reimbursements from other governmental units, clients and third parties for services rendered by the Health Division; and State reimbursement for housing of State Wards in Children's Village as well as state aid for students enrolled in Children's Village School.

PUBLIC SERVICES: Fees generated by Community Corrections from participants in the Weekend Alternative for Misdemeanants (WAM) and STEP Forward Results, Drug and Alcohol Testing Units; sale of licenses and fees and charges for animal pick up, by the Animal Control Division, in unincorporated areas of the County as well as 100% reimbursement to provide these services, under contract, with the Cities of Berkley, Farmington, Bloomfield Hills, Lathrup Village, Southfield Township, and Huntington Woods; also includes fees for the purpose of sterilizing animals picked up. MSU Extension receives funds to support costs for Groundwater program, fees paid to participate in the Natural Science Program, and postage reimbursement from Michigan State University. Medical Examiner reflects charges for autopsies, cremations, drug and miscellaneous reports.

ECONOMIC DEVELOPMENT AND COMMUNITY AFFAIRS: Reimbursement of costs from local communities participating in the North Oakland County Household Hazardous Waste Consortium (NO HAZ) collection program; as well as sale of property description maps, aerial enlargements, street index maps, and technical bulletins and publications. Also, reflects reimbursement for administrative and technical services from the Business Finance Corporation and the Economic Development Corporation.

COUNTY CLERK/REGISTER OF DEEDS: Fees and service charges collected by the County Clerk for County records such as births, deaths, marriages, business and professional registration, Circuit Court records, and Forfeiture of Bonds; fees and service charges collected by the Register of Deeds to record official County documents such as deeds, mortgages, surveys, land contracts, and other miscellaneous documents affecting real property, and collection of Land Transfer Tax (P.A. 134 of 1996) of \$0.55 for each

\$500 of value of property transferred and fees charged for on-line access to specific public records; and fees and reimbursements for costs associated with elections.

CIRCUIT COURT: Court costs, reimbursement for Court appointed attorneys, mediation fines, Jury Fees and revenue generated by sale of marriage licenses utilized in provision of family counseling services.

DISTRICT COURT: County portion of fees and costs collected from Oakland County's four divisions of the 52nd District Courts. Includes collection of Probation Oversight Fees and collection of fees under O.U.I.L. Legislation (P.A.309).

PROBATE COURT: Fees collected for services rendered by Probate Court including gross estate fees, probation fees and refunds for fees paid to court appointed attorneys.

PROSECUTING ATTORNEY: Reimbursement for tuition income from local police departments for training in legal procedures fees from bad check restitution, welfare fraud, and a portion of forfeiture funds.

SHERIFF: Charges for service of process in the Civil Division, Township deputy contracts, Dispatch Services, Southfield Jail Contract, reimbursement for overtime and housing of state prisoners diverted to the county jail, board and care charged to work release and main jail inmates, as well as miscellaneous revenues.

BOARD OF COMMISSIONERS: Per Diem reimbursement for serving on various boards and commissions; as well as Library Board charges for copies run on copier machines by law firm personnel, businesses, law students and members of the general public and State reimbursement of operating expense.

DRAIN COMMISSIONER: Reimbursement from drainage projects and water and sewer systems for services rendered by budgeted personnel. Also includes Soil Erosion fees and Plat review fees.

TREASURER'S OFFICE: Miscellaneous refunds and charges for services performed by the Treasurer; County portion of inheritance taxes, collection fees from delinquent taxes, collection of Industrial and Commercial Facilities Taxes and Investment fees.

NON-DEPARTMENTAL: Commissions on public phone use by inmates in the Oakland County Jail.

INVESTMENT INCOME

Interest income earned by the County's General Fund from investments by the County Treasurer, as well as smaller accounts in the Clerk and 52nd District Court.

OTHER REVENUES

COUNTY EXECUTIVE: Anticipated revenue from the sale of equipment during the County's biannual auction.

CENTRAL SERVICES: Anticipated revenue from the sale of equipment during the County's biannual auction and internet auctions.

PROSECUTING ATTORNEY: Use of drug forfeiture funds to support on going drug investigation and prosecution.

SHERIFF: Anticipated revenue from the sale of equipment during the County's biannual auction and use of forfeiture funds.

TREASURER'S OFFICE: Miscellaneous reimbursements.

NON-DEPARTMENTAL: Planned use of fund balance, as well as receipts and refunds, generally small in amount and non-recurring, therefore not warranting separate classification.

INTERGOVERNMENTAL GENERAL REIMBURSEMENT REVENUE (NON-DEPARTMENTAL)

STATE COURT FUND: State reimbursement for trial court expenses, in addition to judges' salaries and jury fees, as approved through adoption of Public Act 374 of 1996. Funds are distributed to Counties based upon Circuit Court and Probate Court caseloads.

CIGARETTE TAX DISTRIBUTION: County share of distribution of revenue generated by a four cent (\$0.04) per pack tax under P.A. 219 and P.A. 264 of 1987, as amended by adoption of State Proposal A in 1994. 11/17 of these funds must be used of Public Health programs.

CONVENTION FACILITY/LIQUOR TAX: County share of distribution of revenue generated from Tri-County convention facilities tax levied under P.A. 106 and 4% liquor tax levied under P.A. 107 of 1985, when these revenues exceed the debt service requirements for convention facilities and the distribution of liquor tax receipts to the 80 "out-state" counties. One-half of these funds must be used for anti-substance abuse programs.

CONTRIBUTIONS

NON-DEPARTMENTAL: Donations to reimburse road improvements at National Veteran's Cemetery. FY 2009 is the last year expected.

INDIRECT COST RECOVERY (NON-DEPARTMENTAL)

Third party reimbursement for the overhead incurred by the County in the administration of grants, contractual programs, as well as the County's Internal Services and Enterprise funds. The level of reimbursement is based upon a calculated rate approved by the United States Department of Housing and Urban Development.

TRANSFERS IN

TREASURER: Transfer of interest and penalties earned from the Delinquent Tax Revolving Fund.

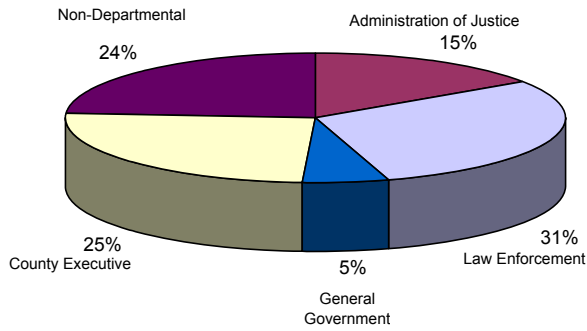
NON-DEPARTMENTAL:

DELINQUENT TAX REVOLVING FUND - GENERAL OPERATIONS - Annual transfer of \$4.1 million in interest income to support General Fund operations.

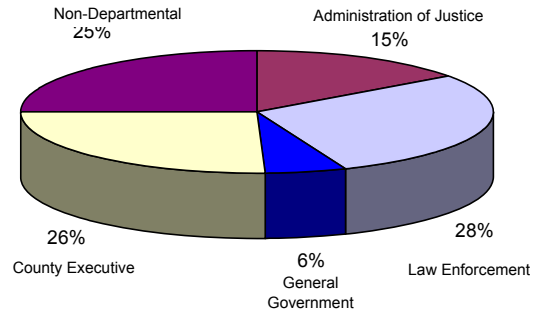
DELINQUENT TAX REVOLVING FUND - TRI-PARTY AGREEMENT - Annual transfer of \$1.5 million in interest income to support the County's one-third funding obligation for the Tri-Party Road Fund program. The remainder of the program is funded one-third by the Road Commission for Oakland County and one-third by the participating cities, villages, and townships.

GENERAL FUND/GENERAL PURPOSE BUDGET EXPENDITURES BY YEAR

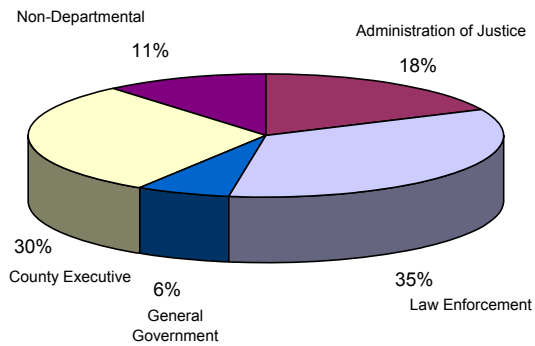
FY 2006 Actual



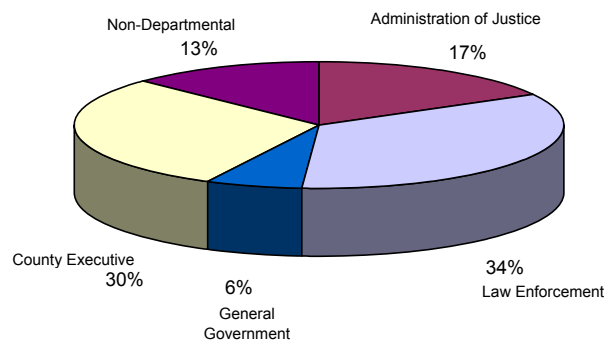
FY 2007 Amended



FY 2008 Budget



FY 2009 Budget



Oakland County, Michigan
FY 2008 - FY 2009 Adopted Biennial Budget
GF/GP Expenditure Summary

<u>Expenditure Description</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Amended</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Administration of Justice				
Circuit Court	51,245,869	52,686,503	53,157,563	49,354,392
District Court	16,336,273	18,020,599	17,458,998	17,469,644
Probate Court	<u>6,027,734</u>	<u>6,289,295</u>	<u>6,500,230</u>	<u>6,503,822</u>
Total Administration of Justice	\$73,609,876	\$76,996,397	\$77,116,791	\$73,327,858
Law Enforcement				
Prosecuting Attorney	18,227,795	19,309,395	19,067,901	19,013,126
Sheriff	<u>124,755,493</u>	<u>127,282,567</u>	<u>128,574,462</u>	<u>128,643,892</u>
Total Law Enforcement	\$142,983,288	\$146,591,962	\$147,642,363	\$147,657,018
General Government				
Board of Commissioners	5,319,760	5,621,098	5,635,826	5,645,519
Drain Commissioner	5,512,770	6,068,568	5,602,967	5,606,988
Clerk/Register of Deeds	10,934,179	12,468,903	12,191,065	12,190,974
Treasurer	<u>3,703,504</u>	<u>4,133,979</u>	<u>3,930,131</u>	<u>3,933,177</u>
Total General Government	\$25,470,213	\$28,292,548	\$27,359,989	\$27,376,658
County Executive				
County Executive	7,856,370	8,041,297	8,306,490	8,297,411
Management and Budget	21,113,581	22,539,029	21,927,227	21,942,495
Central Services	2,499,020	2,843,132	2,763,982	2,768,652
Facilities Management	1,454,575	1,612,285	1,674,843	1,675,307
Human Resources	4,494,380	5,407,734	4,737,139	4,740,585
Health & Human Services	60,511,310	64,864,228	65,209,971	65,625,379
Public Services	16,791,466	17,184,597	16,935,230	16,947,888
Economic Dev. & Community Affairs	<u>6,279,143</u>	<u>7,889,695</u>	<u>7,323,039</u>	<u>7,349,093</u>
Total County Executive	\$120,999,845	\$130,381,997	\$128,877,921	\$129,346,810
Non-Departmental				
Non-Departmental	114,146,479	121,815,073	34,393,592	35,567,886
Non-Departmental Transfers	0	4,819,891	12,743,796	19,310,508
Total Non-Departmental	\$114,146,479	\$126,634,964	\$47,137,388	\$54,878,394
Total Governmental Funds	\$477,209,701	\$508,897,868	\$428,134,452	\$432,586,738

Oakland County, Michigan
FY 2008 - FY 2009 Adopted Biennial Budget
GF/GP Expenditure Summary by Percentages

<u>Expenditure Description</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Amended</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Administration of Justice				
Circuit Court	69.62%	68.43%	68.93%	67.31%
District Court	22.19%	23.40%	22.64%	23.82%
Probate Court	<u>8.19%</u>	<u>8.17%</u>	<u>8.43%</u>	<u>8.87%</u>
Total Administration of Justice	100.00%	100.00%	100.00%	100.00%
Law Enforcement				
Prosecuting Attorney	12.75%	13.17%	12.91%	12.88%
Sheriff	<u>87.25%</u>	<u>86.83%</u>	<u>87.09%</u>	<u>87.12%</u>
Total Law Enforcement	100.00%	100.00%	100.00%	100.00%
General Government				
Board of Commissioners	20.89%	19.87%	20.60%	20.62%
Drain Comissioner	21.64%	21.45%	20.48%	20.48%
Clerk/Register of Deeds	42.93%	44.07%	44.56%	44.53%
Treasurer	<u>14.54%</u>	<u>14.61%</u>	<u>14.36%</u>	<u>14.37%</u>
Total General Government	100.00%	100.00%	100.00%	100.00%
County Executive				
County Executive	6.49%	6.17%	6.45%	6.41%
Management and Budget	17.45%	17.29%	17.01%	16.96%
Central Services	2.07%	2.18%	2.14%	2.14%
Facilities Management	1.20%	1.24%	1.30%	1.30%
Human Resources	3.71%	4.15%	3.68%	3.67%
Health & Human Services	50.01%	49.75%	50.60%	50.74%
Public Services	13.88%	13.18%	13.14%	13.10%
Economic Dev. & Community Affairs	<u>5.19%</u>	<u>6.05%</u>	<u>5.68%</u>	<u>5.68%</u>
Total County Executive	100.00%	100.00%	100.00%	100.00%
Non-Departmental				
General Operations	100.00%	96.19%	72.96%	64.81%
Property Taxes - Revenue Sharing	0.00%	3.81%	27.04%	35.19%
Total Non-Departmental	100.00%	100.00%	100.00%	100.00%

**Oakland County, Michigan
FY 2008 Adopted Budget**

Revenue and Expenditure Summary by Fund Group with Department and Fund Detail

	GENERAL FUND / GENERAL PURPOSE		SPECIAL REVENUE FUNDS		PROPRIETARY FUNDS		Total Revenues	Total Expenditures
Department / Fund	Revenues	Expenditures	Revenues	Expenditures	Revenues	Expenditures		
Circuit Court								
Bureau of Juvenile Justice Grt	0	0	250,000	250,000	0	0	250,000	250,000
Child Care Fund	1,040,000	11,844,833	0	0	0	0	1,040,000	11,844,833
Drug Court Circuit Adult SCA	0	0	170,000	170,000	0	0	170,000	170,000
Drug Court Circuit Juveni SCA	0	0	424,499	424,499	0	0	424,499	424,499
FOC Access Visitation	0	0	17,150	17,150	0	0	17,150	17,150
Friend of the Court	0	0	16,218,974	15,299,488	0	0	16,218,974	15,299,488
General	4,175,190	41,312,730	0	0	0	0	4,175,190	41,312,730
Juvenile Acct Incentive Block	0	0	4,200	4,200	0	0	4,200	4,200
Total Circuit Court	5,215,190	53,157,563	17,084,823	16,165,337	0	0	22,300,013	69,322,900
District Court								
Drug Court District 52 1 SCA	0	0	27,275	27,275	0	0	27,275	27,275
Drug Court District 52-2/52-4	0	0	64,581	64,581	0	0	64,581	64,581
General	13,172,875	17,458,998	0	0	0	0	13,172,875	17,458,998
Total District Court	13,172,875	17,458,998	91,856	91,856	0	0	13,264,731	17,550,854
Probate Court								
General	566,300	6,500,230	0	0	0	0	566,300	6,500,230
Total Probate Court	566,300	6,500,230	0	0	0	0	566,300	6,500,230
Prosecuting Attorney								
ATPA Grants	0	0	296,200	296,200	0	0	296,200	296,200
Drug Policy Grant	0	0	374,484	374,484	0	0	374,484	374,484
General	355,900	19,067,901	0	0	0	0	355,900	19,067,901
Juvenile Acct Incentive Block	0	0	125,397	125,397	0	0	125,397	125,397
Prosecutor Co Op Reimburse	0	0	2,425,803	2,425,803	0	0	2,425,803	2,425,803
Prosecutor VOCA	0	0	142,485	142,485	0	0	142,485	142,485
Total Prosecuting Attorney	355,900	19,067,901	3,364,369	3,364,369	0	0	3,720,269	22,432,270
Sheriff								
ATPA Grants	0	0	873,805	873,805	0	0	873,805	873,805
Community Corrections	0	0	437,049	437,049	0	0	437,049	437,049
Drug Policy Grant	0	0	541,482	541,482	0	0	541,482	541,482
Friend of the Court	0	0	33,000	952,486	0	0	33,000	952,486
General	36,277,469	128,574,462	0	0	0	0	36,277,469	128,574,462
Jail Inmate Commissary	0	0	0	0	1,451,970	1,451,970	1,451,970	1,451,970
Sheriff Aviation	0	0	0	0	1,756,654	1,756,654	1,756,654	1,756,654
Sheriff Road Patrol	0	0	1,167,342	1,167,342	0	0	1,167,342	1,167,342
Total Sheriff	36,277,469	128,574,462	3,052,678	3,972,164	3,208,624	3,208,624	42,538,771	135,755,250
Board of Commissioners								
General	35,000	5,635,826	0	0	0	0	35,000	5,635,826
Total Board of Commissioners	35,000	5,635,826	0	0	0	0	35,000	5,635,826
Board of Commissioners								
Parks and Recreation	0	0	0	0	24,264,863	24,264,863	24,264,863	24,264,863
Total Board of Commissioners	0	0	0	0	24,264,863	24,264,863	24,264,863	24,264,863
Drain Commissioner								
Clinton Oakland SDS	0	0	0	0	22,315,343	22,315,343	22,315,343	22,315,343
Drain Equipment	0	0	0	0	4,668,709	4,668,709	4,668,709	4,668,709
Evergreen Farmington SDS	0	0	0	0	31,320,432	31,320,432	31,320,432	31,320,432
General	1,933,778	5,602,967	0	0	0	0	1,933,778	5,602,967
George W. Kuhn Drain SDS	0	0	0	0	36,110,523	36,110,523	36,110,523	36,110,523
Huron Rouge SDS	0	0	0	0	3,884,115	3,884,115	3,884,115	3,884,115
Water and Sewer Trust	0	0	0	0	42,636,962	42,636,962	42,636,962	42,636,962
Total Drain Commissioner	1,933,778	5,602,967	0	0	140,936,084	140,936,084	142,869,862	146,539,051

**Oakland County, Michigan
FY 2008 Adopted Budget**

Revenue and Expenditure Summary by Fund Group with Department and Fund Detail

	GENERAL FUND / GENERAL PURPOSE		SPECIAL REVENUE FUNDS		PROPRIETARY FUNDS		Total Revenues	Total Expenditures
Department / Fund	Revenues	Expenditures	Revenues	Expenditures	Revenues	Expenditures		
County Clerk								
Clerk Survey Reomonumatat	0	0	987,218	987,218	0	0	987,218	987,218
General	16,243,900	12,191,065	0	0	0	0	16,243,900	12,191,065
Register of Deeds Automation	0	0	2,099,583	2,099,583	0	0	2,099,583	2,099,583
Total County Clerk	16,243,900	12,191,065	3,086,801	3,086,801	0	0	19,330,701	15,277,866
Treasurers Office								
Delinqt Personal Prop Tax Ad	0	0	991,770	991,770	0	0	991,770	991,770
Delinquent Tax Revolving	0	0	0	0	15,969,926	15,969,926	15,969,926	15,969,926
General	5,601,554	3,930,131	0	0	0	0	5,601,554	3,930,131
Land Sale 2007	0	0	1,506,592	1,506,592	0	0	1,506,592	1,506,592
Total Treasurers Office	5,601,554	3,930,131	2,498,362	2,498,362	15,969,926	15,969,926	24,069,842	22,398,419
County Executive								
Domestic Preparedness Equip	0	0	250,000	250,000	0	0	250,000	250,000
General	336,750	8,306,490	0	0	0	0	336,750	8,306,490
Total County Executive	336,750	8,306,490	250,000	250,000	0	0	586,750	8,556,490
Management and Budget								
Community Develop Block Gr	0	0	109,908	109,908	0	0	109,908	109,908
General	3,136,119	21,927,227	0	0	0	0	3,136,119	21,927,227
Total Management and Budget	3,136,119	21,927,227	109,908	109,908	0	0	3,246,027	22,037,135
Central Services								
County Airports	0	0	0	0	5,823,763	5,823,763	5,823,763	5,823,763
General	181,300	2,763,982	0	0	0	0	181,300	2,763,982
Total Central Services	181,300	2,763,982	0	0	5,823,763	5,823,763	6,005,063	8,587,745
Facilities Management								
Farmers Market	0	0	0	0	165,822	165,822	165,822	165,822
General	0	1,674,843	0	0	0	0	0	1,674,843
Total Facilities Management	0	1,674,843	0	0	165,822	165,822	165,822	1,840,665
Human Resources								
General	18,800	4,737,139	0	0	0	0	18,800	4,737,139
Total Human Resources	18,800	4,737,139	0	0	0	0	18,800	4,737,139
Health and Human Services								
Child Care Fund	2,769,587	27,715,127	0	0	0	0	2,769,587	27,715,127
Child Lead Posioning	0	0	70,000	70,000	0	0	70,000	70,000
Childrens Village Screen Pri	0	0	73,000	73,000	0	0	73,000	73,000
CMH OSAS Medicaid	0	0	1,775,004	1,775,004	0	0	1,775,004	1,775,004
Druq Policy Grant	0	0	166,118	166,118	0	0	166,118	166,118
General	0	2,723,375	0	0	0	0	0	2,723,375
Health AIDS Counseling	0	0	497,900	497,900	0	0	497,900	497,900
Health Bioterrorism	0	0	1,195,407	1,195,407	0	0	1,195,407	1,195,407
Health MCH Block	0	0	526,464	526,464	0	0	526,464	526,464
Health MDPH OSAS	0	0	4,642,245	4,642,245	0	0	4,642,245	4,642,245
Health TB Outreach	0	0	44,752	44,752	0	0	44,752	44,752
Health Vaccines for Children	0	0	120,253	120,253	0	0	120,253	120,253
Health WIC	0	0	1,633,943	1,633,943	0	0	1,633,943	1,633,943
HIth Early Warn Infect DisSur	0	0	4,640	4,640	0	0	4,640	4,640
HIth Immunization Action Plan	0	0	520,390	520,390	0	0	520,390	520,390
HIth Infant Mortality MIHAS	0	0	130,000	130,000	0	0	130,000	130,000
Juvenile Acct Incentive Block	0	0	21,440	21,440	0	0	21,440	21,440
MI Child	0	0	15,000	15,000	0	0	15,000	15,000
OSAS Adult Benefit Waiver Gt	0	0	95,000	95,000	0	0	95,000	95,000
Public Health	7,387,814	34,769,469	0	0	0	0	7,387,814	34,769,469
Social Welfare Foster Care	0	2,000	0	0	0	0	0	2,000
Total Health and Human Servi	10,157,401	65,209,971	11,531,556	11,531,556	0	0	21,688,957	76,741,527

**Oakland County, Michigan
FY 2008 Adopted Budget**

Revenue and Expenditure Summary by Fund Group with Department and Fund Detail

	GENERAL FUND / GENERAL PURPOSE		SPECIAL REVENUE FUNDS		PROPRIETARY FUNDS		Total Revenues	Total Expenditures
Department / Fund	Revenues	Expenditures	Revenues	Expenditures	Revenues	Expenditures		
Public Services								
Community Corrections	0	0	3,363,335	3,363,335	0	0	3,363,335	3,363,335
County Veterans Trust	0	0	63,460	63,460	0	0	63,460	63,460
General	2,175,447	16,935,230	0	0	0	0	2,175,447	16,935,230
Juvenile Acct Incentive Block	0	0	18,000	18,000	0	0	18,000	18,000
Total Public Services	2,175,447	16,935,230	3,444,795	3,444,795	0	0	5,620,242	20,380,025
Information Technology								
CLEMIS	0	0	0	0	10,159,378	10,159,378	10,159,378	10,159,378
Fire Records Management	0	0	0	0	636,720	636,720	636,720	636,720
Radio Communications	0	0	0	0	7,468,095	7,468,095	7,468,095	7,468,095
Total Information Technology	0	0	0	0	18,264,193	18,264,193	18,264,193	18,264,193
Economic Dev and Comm Affairs								
Art Culture and Film Grant	0	0	46,400	46,400	0	0	46,400	46,400
BFC Personnel	0	0	429,797	429,797	0	0	429,797	429,797
Community Develop Block Gr	0	0	5,628,272	5,628,272	0	0	5,628,272	5,628,272
Economic Development Corp	0	0	47,000	47,000	0	0	47,000	47,000
Emergency Shelter Grants	0	0	167,568	167,568	0	0	167,568	167,568
General	253,000	7,323,039	0	0	0	0	253,000	7,323,039
Home Investment Partner Gra	0	0	2,687,077	2,687,077	0	0	2,687,077	2,687,077
Housing Counseling Grants	0	0	29,761	29,761	0	0	29,761	29,761
Workforce Dev Undistributed	0	0	18,706,438	18,706,438	0	0	18,706,438	18,706,438
Total Economic Dev and Com	253,000	7,323,039	27,742,313	27,742,313	0	0	27,995,313	35,065,352
Non Departmental								
Child Care Fund	12,363,005	0	0	0	0	0	12,363,005	0
General	320,109,664	34,393,592	0	0	0	0	320,109,664	34,393,592
Interim Retiree Med Ben Trus	0	0	60,200,000	60,200,000	0	0	60,200,000	60,200,000
Social Welfare Foster Care	1,000	0	0	0	0	0	1,000	0
Total Non Departmental	332,473,669	34,393,592	60,200,000	60,200,000	0	0	392,673,669	94,593,592
Non Departmental Transfers								
General	0	12,743,796	0	0	0	0	0	12,743,796
Total Non Departmental Transf	0	12,743,796	0	0	0	0	0	12,743,796
Grand Total	428,134,452	428,134,452	132,457,461	132,457,461	208,633,275	208,633,275	769,225,188	769,225,188

**Oakland County, Michigan
FY 2009 Adopted Budget**

Revenue and Expenditure Summary by Fund Group with Department and Fund Detail

	GENERAL FUND / GENERAL PURPOSE		SPECIAL REVENUE FUNDS		PROPRIETARY FUNDS		Total Revenues	Total Expenditures
Department / Fund	Revenues	Expenditures	Revenues	Expenditures	Revenues	Expenditures		
Circuit Court								
Bureau of Juvenile Justice Grt	0	0	250,000	250,000	0	0	250,000	250,000
Child Care Fund	1,040,000	11,844,833	0	0	0	0	1,040,000	11,844,833
Drug Court Circuit Adult SCA	0	0	170,000	170,000	0	0	170,000	170,000
Drug Court Circuit Juveni SCA	0	0	424,499	424,499	0	0	424,499	424,499
FOC Access Visitation	0	0	17,150	17,150	0	0	17,150	17,150
Friend of the Court	0	0	16,366,277	15,440,977	0	0	16,366,277	15,440,977
General	4,223,390	37,509,559	0	0	0	0	4,223,390	37,509,559
Juvenile Acct Incentive Block	0	0	4,200	4,200	0	0	4,200	4,200
Total Circuit Court	5,263,390	49,354,392	17,232,126	16,306,826	0	0	22,495,516	65,661,218
District Court								
Drug Court District 52 1 SCA	0	0	27,275	27,275	0	0	27,275	27,275
Drug Court District 52-2/52-4	0	0	64,581	64,581	0	0	64,581	64,581
General	13,172,875	17,469,644	0	0	0	0	13,172,875	17,469,644
Total District Court	13,172,875	17,469,644	91,856	91,856	0	0	13,264,731	17,561,500
Probate Court								
General	566,300	6,503,822	0	0	0	0	566,300	6,503,822
Total Probate Court	566,300	6,503,822	0	0	0	0	566,300	6,503,822
Prosecuting Attorney								
ATPA Grants	0	0	296,200	296,200	0	0	296,200	296,200
Drug Policy Grant	0	0	374,484	374,484	0	0	374,484	374,484
General	355,900	19,013,126	0	0	0	0	355,900	19,013,126
Juvenile Acct Incentive Block	0	0	125,397	125,397	0	0	125,397	125,397
Prosecutor Co Op Reimburse	0	0	2,425,803	2,425,803	0	0	2,425,803	2,425,803
Prosecutor VOCA	0	0	142,485	142,485	0	0	142,485	142,485
Total Prosecuting Attorney	355,900	19,013,126	3,364,369	3,364,369	0	0	3,720,269	22,377,495
Sheriff								
ATPA Grants	0	0	873,805	873,805	0	0	873,805	873,805
Community Corrections	0	0	437,049	437,049	0	0	437,049	437,049
Drug Policy Grant	0	0	541,482	541,482	0	0	541,482	541,482
Friend of the Court	0	0	33,000	958,300	0	0	33,000	958,300
General	37,192,681	128,643,892	0	0	0	0	37,192,681	128,643,892
Jail Inmate Commissary	0	0	0	0	1,455,176	1,455,176	1,455,176	1,455,176
Sheriff Aviation	0	0	0	0	1,760,821	1,760,821	1,760,821	1,760,821
Sheriff Road Patrol	0	0	1,167,342	1,167,342	0	0	1,167,342	1,167,342
Total Sheriff	37,192,681	128,643,892	3,052,678	3,977,978	3,215,997	3,215,997	43,461,356	135,837,867
Board of Commissioners								
General	35,000	5,645,519	0	0	0	0	35,000	5,645,519
Total Board of Commissioners	35,000	5,645,519	0	0	0	0	35,000	5,645,519
Board of Commissioners								
Parks and Recreation	0	0	0	0	24,413,363	24,413,363	24,413,363	24,413,363
Total Board of Commissioners	0	0	0	0	24,413,363	24,413,363	24,413,363	24,413,363
Drain Commissioner								
Clinton Oakland SDS	0	0	0	0	22,326,424	22,326,424	22,326,424	22,326,424
Drain Equipment	0	0	0	0	4,687,494	4,687,494	4,687,494	4,687,494
Evergreen Farmington SDS	0	0	0	0	31,331,149	31,331,149	31,331,149	31,331,149
General	1,933,778	5,606,988	0	0	0	0	1,933,778	5,606,988
George W. Kuhn Drain SDS	0	0	0	0	36,122,173	36,122,173	36,122,173	36,122,173
Huron Rouge SDS	0	0	0	0	3,885,377	3,885,377	3,885,377	3,885,377
Water and Sewer Trust	0	0	0	0	42,749,719	42,749,719	42,749,719	42,749,719
Total Drain Commissioner	1,933,778	5,606,988	0	0	141,102,336	141,102,336	143,036,114	146,709,324

**Oakland County, Michigan
FY 2009 Adopted Budget**

Revenue and Expenditure Summary by Fund Group with Department and Fund Detail

	GENERAL FUND / GENERAL PURPOSE		SPECIAL REVENUE FUNDS		PROPRIETARY FUNDS		Total Revenues	Total Expenditures
Department / Fund	Revenues	Expenditures	Revenues	Expenditures	Revenues	Expenditures		
County Clerk								
Clerk Survey Reomonumentat	0	0	987,218	987,218	0	0	987,218	987,218
General	16,285,800	12,190,974	0	0	0	0	16,285,800	12,190,974
Register of Deeds Automation	0	0	2,100,325	2,100,325	0	0	2,100,325	2,100,325
Total County Clerk	16,285,800	12,190,974	3,087,543	3,087,543	0	0	19,373,343	15,278,517
Treasurers Office								
Delinqt Personal Prop Tax Ad	0	0	992,169	992,169	0	0	992,169	992,169
Delinquent Tax Revolving	0	0	0	0	15,975,945	15,975,945	15,975,945	15,975,945
General	5,601,554	3,933,177	0	0	0	0	5,601,554	3,933,177
Land Sale 2007	0	0	1,506,592	1,506,592	0	0	1,506,592	1,506,592
Total Treasurers Office	5,601,554	3,933,177	2,498,761	2,498,761	15,975,945	15,975,945	24,076,260	22,407,883
County Executive								
General	336,750	8,297,411	0	0	0	0	336,750	8,297,411
Total County Executive	336,750	8,297,411	0	0	0	0	336,750	8,297,411
Management and Budget								
Community Develop Block Gr	0	0	109,908	109,908	0	0	109,908	109,908
General	3,136,119	21,942,495	0	0	0	0	3,136,119	21,942,495
Total Management and Budget	3,136,119	21,942,495	109,908	109,908	0	0	3,246,027	22,052,403
Central Services								
County Airports	0	0	0	0	5,844,259	5,844,259	5,844,259	5,844,259
General	181,300	2,768,652	0	0	0	0	181,300	2,768,652
Total Central Services	181,300	2,768,652	0	0	5,844,259	5,844,259	6,025,559	8,612,911
Facilities Management								
Farmers Market	0	0	0	0	167,738	167,738	167,738	167,738
General	0	1,675,307	0	0	0	0	0	1,675,307
Total Facilities Management	0	1,675,307	0	0	167,738	167,738	167,738	1,843,045
Human Resources								
General	18,800	4,740,585	0	0	0	0	18,800	4,740,585
Total Human Resources	18,800	4,740,585	0	0	0	0	18,800	4,740,585
Health and Human Services								
Child Care Fund	2,769,587	27,726,395	0	0	0	0	2,769,587	27,726,395
Child Lead Posioning	0	0	70,000	70,000	0	0	70,000	70,000
Childrens Village Screen Prj	0	0	73,000	73,000	0	0	73,000	73,000
CMH OSAS Medicaid	0	0	1,775,004	1,775,004	0	0	1,775,004	1,775,004
Drug Policy Grant	0	0	166,118	166,118	0	0	166,118	166,118
General	0	3,113,424	0	0	0	0	0	3,113,424
Health AIDS Counseling	0	0	497,900	497,900	0	0	497,900	497,900
Health Bioterrorism	0	0	1,195,407	1,195,407	0	0	1,195,407	1,195,407
Health MCH Block	0	0	526,464	526,464	0	0	526,464	526,464
Health MDPH OSAS	0	0	4,642,245	4,642,245	0	0	4,642,245	4,642,245
Health TB Outreach	0	0	44,752	44,752	0	0	44,752	44,752
Health Vaccines for Children	0	0	120,253	120,253	0	0	120,253	120,253
Health WIC	0	0	1,633,943	1,633,943	0	0	1,633,943	1,633,943
Hlth Early Warn Infect DisSur	0	0	4,640	4,640	0	0	4,640	4,640
Hlth Immunization Action Plan	0	0	520,390	520,390	0	0	520,390	520,390
Hlth Infant Mortality MIHAS	0	0	130,000	130,000	0	0	130,000	130,000
Juvenile Acct Incentive Block	0	0	21,440	21,440	0	0	21,440	21,440
MI Child	0	0	15,000	15,000	0	0	15,000	15,000
OSAS Adult Benefit Waiver Gt	0	0	95,000	95,000	0	0	95,000	95,000
Public Health	7,387,814	34,783,560	0	0	0	0	7,387,814	34,783,560
Social Welfare Foster Care	0	2,000	0	0	0	0	0	2,000
Total Health and Human Servi	10,157,401	65,625,379	11,531,556	11,531,556	0	0	21,688,957	77,156,935

**Oakland County, Michigan
FY 2009 Adopted Budget**

Revenue and Expenditure Summary by Fund Group with Department and Fund Detail

	GENERAL FUND / GENERAL PURPOSE		SPECIAL REVENUE FUNDS		PROPRIETARY FUNDS		Total Revenues	Total Expenditures
Department / Fund	Revenues	Expenditures	Revenues	Expenditures	Revenues	Expenditures		
Public Services								
Community Corrections	0	0	3,363,335	3,363,335	0	0	3,363,335	3,363,335
County Veterans Trust	0	0	63,460	63,460	0	0	63,460	63,460
General	2,175,447	16,947,888	0	0	0	0	2,175,447	16,947,888
Juvenile Acct Incentive Block	0	0	18,000	18,000	0	0	18,000	18,000
Total Public Services	2,175,447	16,947,888	3,444,795	3,444,795	0	0	5,620,242	20,392,683
Information Technology								
CLEMIS	0	0	0	0	11,577,069	11,577,069	11,577,069	11,577,069
Fire Records Management	0	0	0	0	640,621	640,621	640,621	640,621
Radio Communications	0	0	0	0	7,480,719	7,480,719	7,480,719	7,480,719
Total Information Technology	0	0	0	0	19,698,409	19,698,409	19,698,409	19,698,409
Economic Dev and Comm Affairs								
Art Culture and Film Grant	0	0	46,400	46,400	0	0	46,400	46,400
BFC Personnel	0	0	429,797	429,797	0	0	429,797	429,797
Community Develop Block Gr	0	0	5,628,272	5,628,272	0	0	5,628,272	5,628,272
Economic Development Corp	0	0	47,000	47,000	0	0	47,000	47,000
Emergency Shelter Grants	0	0	167,568	167,568	0	0	167,568	167,568
General	259,400	7,349,093	0	0	0	0	259,400	7,349,093
Home Investment Partner Gra	0	0	2,687,077	2,687,077	0	0	2,687,077	2,687,077
Housing Counseling Grants	0	0	29,761	29,761	0	0	29,761	29,761
Workforce Dev Undistributed	0	0	18,706,438	18,706,438	0	0	18,706,438	18,706,438
Total Economic Dev and Com	259,400	7,349,093	27,742,313	27,742,313	0	0	28,001,713	35,091,406
Non Departmental								
Child Care Fund	12,363,005	0	0	0	0	0	12,363,005	0
General	323,550,238	35,567,886	0	0	0	0	323,550,238	35,567,886
Interim Retiree Med Ben Trus	0	0	60,200,000	60,200,000	0	0	60,200,000	60,200,000
Social Welfare Foster Care	1,000	0	0	0	0	0	1,000	0
Total Non Departmental	335,914,243	35,567,886	60,200,000	60,200,000	0	0	396,114,243	95,767,886
Non Departmental Transfers								
General	0	19,310,508	0	0	0	0	0	19,310,508
Total Non Departmental Transf	0	19,310,508	0	0	0	0	0	19,310,508
Grand Total	432,586,738	432,586,738	132,355,905	132,355,905	210,418,047	210,418,047	775,360,690	775,360,690

SHOPPING



SECTION IV
Trend Analysis



The County is home to an extensive collection of malls and shopping centers ranging from small village malls and popular local downtown shopping districts, to the multiple floor regional malls found in most major cities.





General Fund/General Purpose Revenue and Expenditure Trends

A primary reason for Oakland County's fiscal stability is its commitment to thoughtful fiscal management; one of the hallmarks of which is long-term financial planning. County officials realize that the budget is not simply an annual or biennial event; but actually part of an on-going fiscal process. Fiscal issues do not happen over a period of one or two years; but over five or more years; therefore solutions do not appear in one or two years, but over the longer time period.

The following chart on page IV-3 is an example of the long-term view taken by Oakland County, and how that long-term view adds in making rational policy decisions. The information on the following page provides a comparison of General Fund / General Purpose (GF/GP) revenues and expenditures. GF/GP revenues and expenditures are for purposes and uses which are not limited by legislation and/or funding source. This covers the majority of the County's activities. Excluded from these charts are those funds which have limited purposes, categorized as Special Revenue, specifically federal and state grants; as well as Proprietary Funds, those which operate as independent units.

The information provided includes a historical perspective using actual annual figures for the years 1997 through 2006, as supported by Oakland County's Comprehensive Annual Financial Report (CAFR); actual FY 2007 revenue and expenditure amounts (although unaudited); budgeted revenues and expenditures for fiscal years 2008 and 2009; and estimated amounts for FY 2010 through FY 2014.

The chart shows that from FY 1999 through FY 2007, Oakland County GF/GP revenue collections exceeded expenditures, with the exception of FY 2002 which reflects increased use of fund balance for various one-time events. The chart, however, also shows that the differences between revenues and expenditures has been shrinking; the FY 2007 gap is \$4.7 million, the smallest gap of the time period shown. Careful analysis reveals that the primary reason for the narrowing of the gap is the reduced level of increase in revenue received rather than increasing rates of expenditures.

Oakland County's Elected Officials, Board of Commissioners, Administrators, and employees have diligently worked to maintain a moderate (inflationary) level of expenditure growth. This has been achieved, the average expenditure growth from FY 1999-FY2009 is 3.75%; right about at the rate of inflation for the time period. It must be realized, however, that maintaining this moderate level of expenditure growth is quite an accomplishment, because various expenditure components have experienced inflationary growth far in excess of the 3.75%.

Generally, County operations have been able to control expenditures related to contracted services and goods purchased; these expenditures have remained below the rate of inflation. County leaders and staff have engaged in a conscious effort to control the level of discretionary spending. However, as is the case with most governments and business organizations, the largest cost driver in recent years relates to medical care for both active and retired employees. The average annual growth in active health care expenditures has been 7.5%

during this time period. Extraordinary growth has also been experienced in retiree health care. The County has pre-funded retiree health care for the past 20 years; the amount of annual funding is determined via an actuary study. Due to accounting rule changes, and medical inflation the annual actuary determined retiree health care contribution increased from \$37.5 million in FY 2006 to over \$54 million in FY 2006 and was projected to increase to over \$60 million in FY 2007. The County's retiree health care contributions have been placed in a Voluntary Employee Benefit Association (VEBA) since the early 1990's.

Obviously these costs far outstrip the rate of inflation and the County's average annual expenditure growth of 3.75%; however the impact on County expenditure growth would have been far more dramatic without substantive changes instituted by the County. These changes include a restructuring of active employee benefits to include a "cafeteria" type plan; increased medical co-pays and deductibles and increasing employee contributions to medical cost. Further, the County closed the retiree health care program to all employees hired after January 1, 2006; and the issuing of debt (in the form of Trust Certificates) to fully cover the remaining VEBA liability. The annual debt service on the Trust Certificates is \$12 million dollars lower than the estimated FY 2007 VEBA contribution; is fixed for 20 years; and requires no additional revenue generation.

Despite incredible cost pressures, Oakland County has been able to maintain a moderate level of GF/GP expenditure growth. Unfortunately even this moderate level of growth is outstripping the level of revenue growth. As covered in the previous section, 62% of GF/GP revenues come from property tax collections; the remaining portions come from state and federal sources, charges for services, and investments. For the past five years, all revenue sources have been relatively flat, with the exception of property taxes. However the stagnate economy in the state and region has begun to adversely affect the County's primary revenue source.

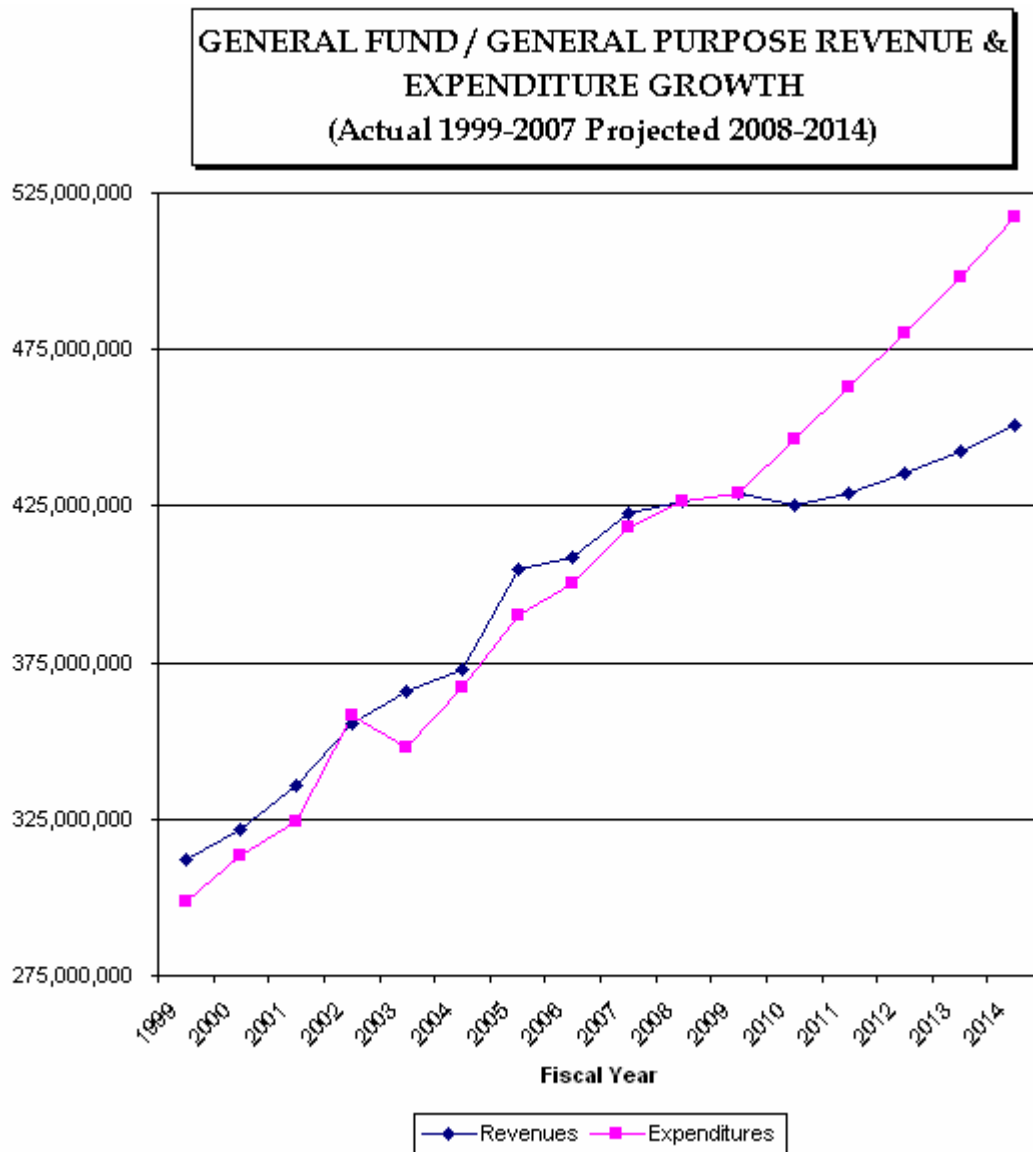
As was stated in the previous section regarding revenue assumptions, Oakland County is now seeing actual reductions in state taxable values of property located within the County. Early in the decade annual growth of 6% to 8% was common. Even as recently as FY 2006, the County experienced a 5% growth in state taxable value (the County receives approximately \$2 million in revenue for each 1% of growth in state taxable value). The increase in residential foreclosures, the inability to sell existing homes, and the subsequent stagnation of the residential construction market initially reduced anticipated state taxable growth for FY 2008 to 1.5%; below the moderate expenditure growth rate. There is now additional evidence that the 1.5% growth projection is too high. (Unfortunately with the adoption of PA 146 of 2005, the state shifted collections of county operating tax from advance to arrears; the fiscal year must begin BEFORE taxable value is known).

The revised long-term revenue projections assumes: a reduction in state taxable value of approximately .5% for both FY 2008 and FY 2009 (a budget amendment is being recommended); no state taxable value growth for FY 2010, a 1.0% growth for FY 2011, a 1.5% growth for FY 2012-2013 and a 2.0% growth for FY 2014. With 62% of the GF/GP experience growth of less than expenditure inflation; and all other revenues being flat (or being reduced as state payments), future budget shortfalls are a reality unless action is taken.

It is clearly evident that, unless structural changes are implemented throughout County operations, budget shortfalls will occur. The amount of the shortfall could be in the range of \$21-24 million in FY 2010; left unaddressed it will grow to \$66 million by FY 2014. Because of the long-term fiscal planning engaged by the County, the level of shortfall has now been identified two years in advance; this provides Oakland County's Elected Officials, Board of Commissioners and Administration a degree of time to address these issues in a thoughtful manner and eliminate the projected shortfalls before they become a reality.

Again, the chart on page IV- 3 projects the worst case scenario. The County Elected Officials, Board of Commissioners, and Administration are already formulating plans to reduce the future shortfall. There are two primary areas of concentration at the moment; the first includes a comprehensive review of the employee benefit package and particularly a review of those vendors who provide those health, dental, optical and

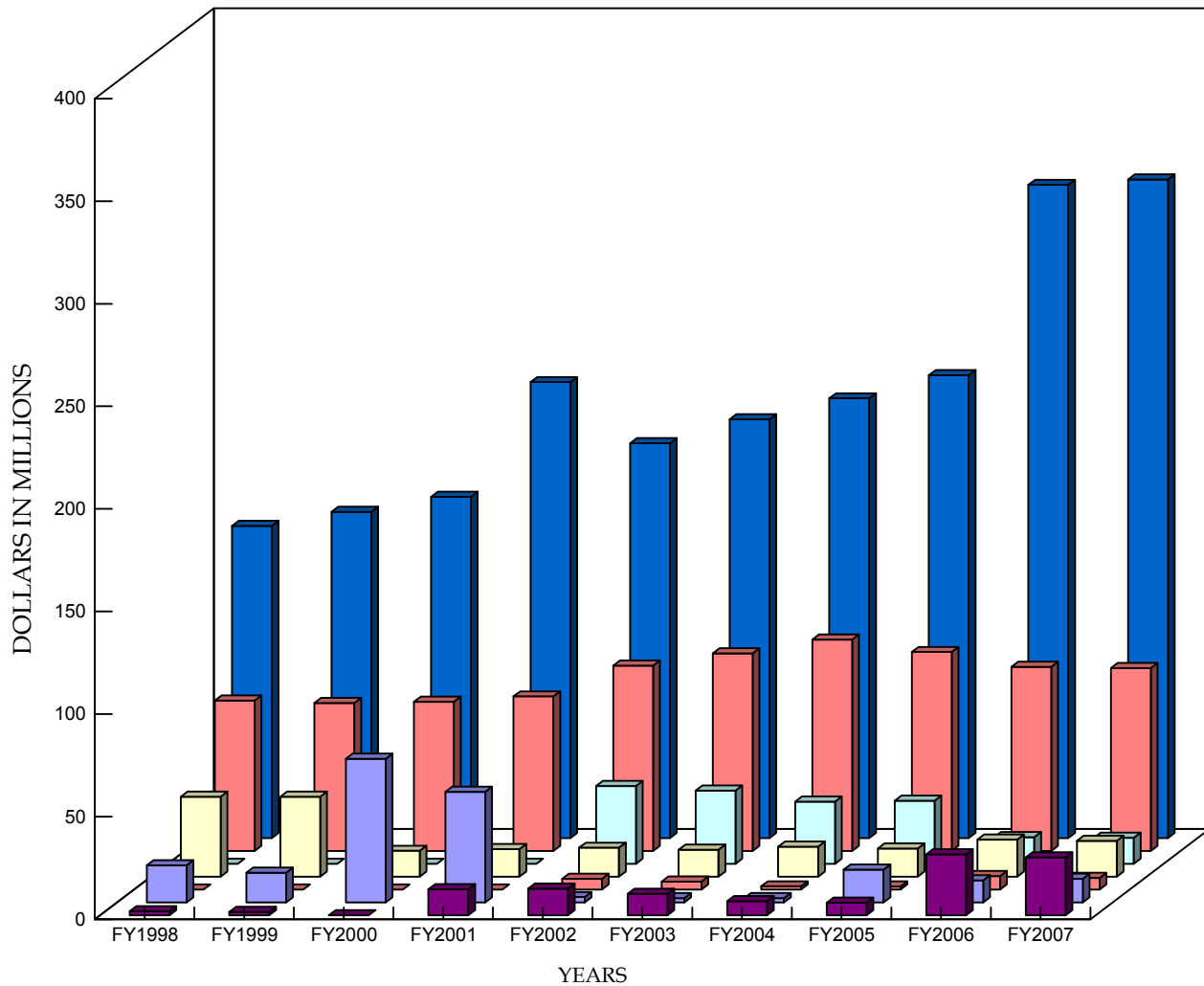
life/accident insurance benefits. The County has hired a benefit consultant and has placed a number of these services out for competitive bid. Early reading of the returned proposals indicates savings in the range of several hundreds of thousands of dollars into the millions of dollars. In addition the County is investigating the use of non-GF/GP equity, located in various funds that have been created over the course of the years through innovative planning. These sources will only be utilized if the amount of fund balances in those funds is in excess of the long-term goals for the fund and if the amounts transferred to GF/GP will NOT jeopardize those fund balances nor the purpose of those funds.



GENERAL FUND/GENERAL PURPOSE BUDGET REVENUE

FY1998 - FY2007

- Operating Transfers In
- Investment Income
- Intergovernmental
- Taxes
- Other Revenues
- State and Federal Revenue
- Charges for Services

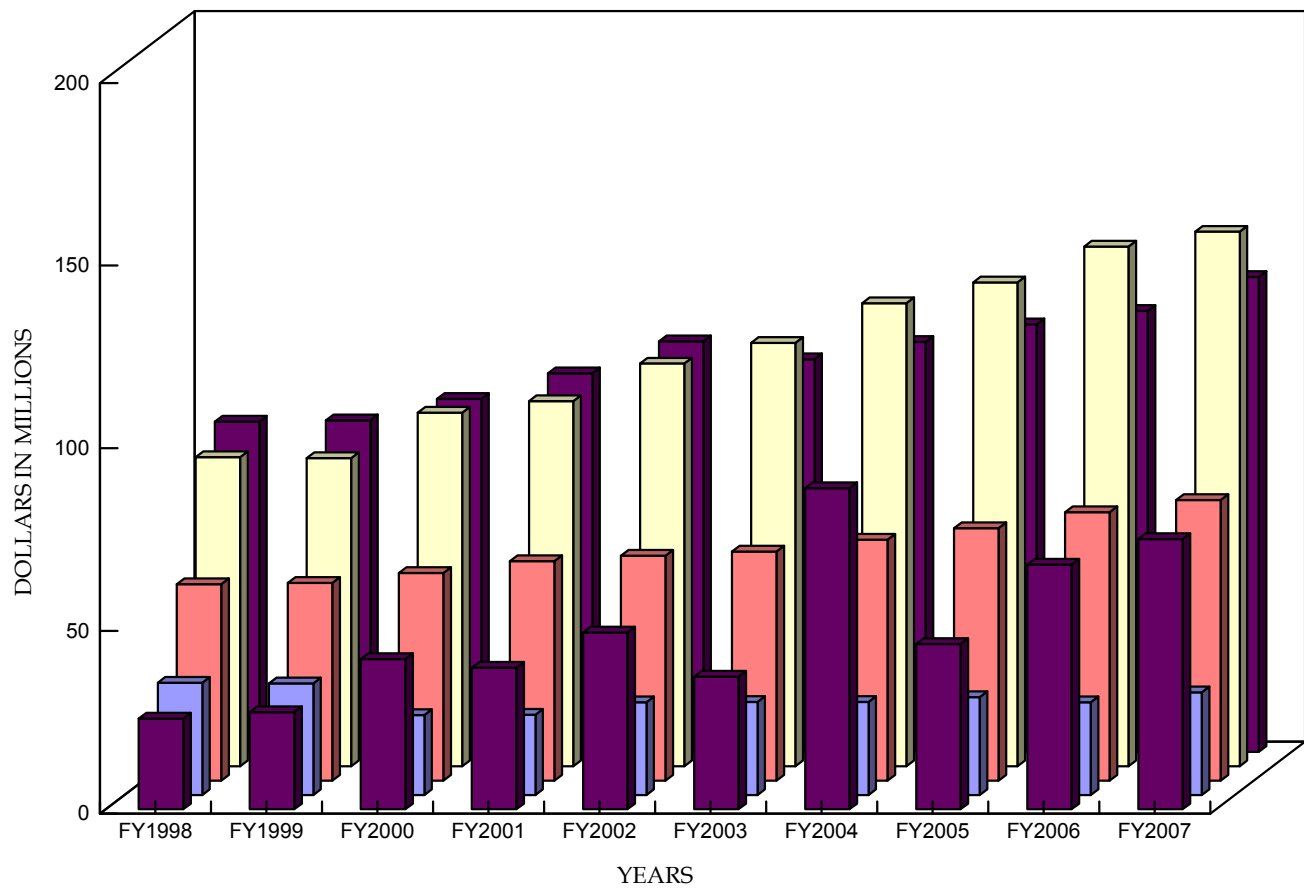


Note: Beginning FY 2002, the graph reflects new revenue titles that were changed to more accurately reflect revenue categories.

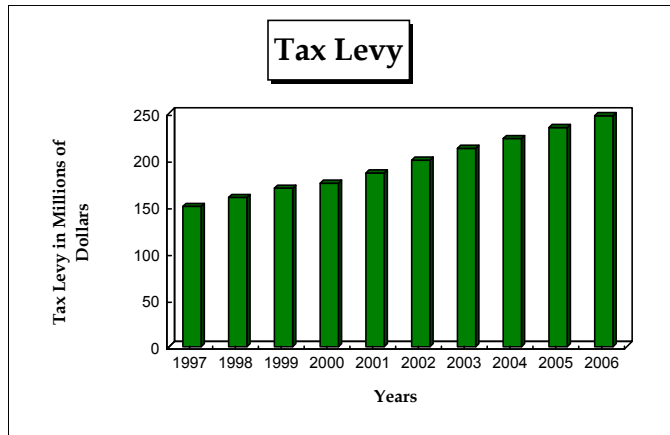
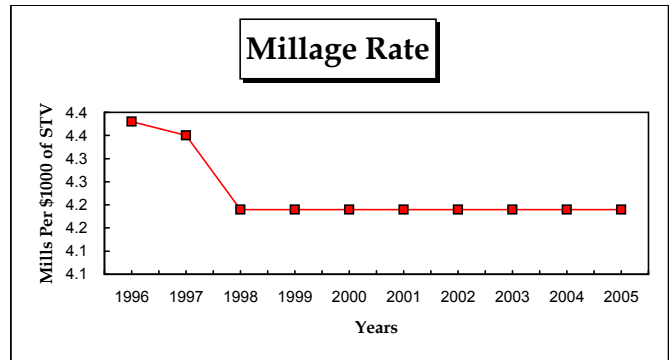
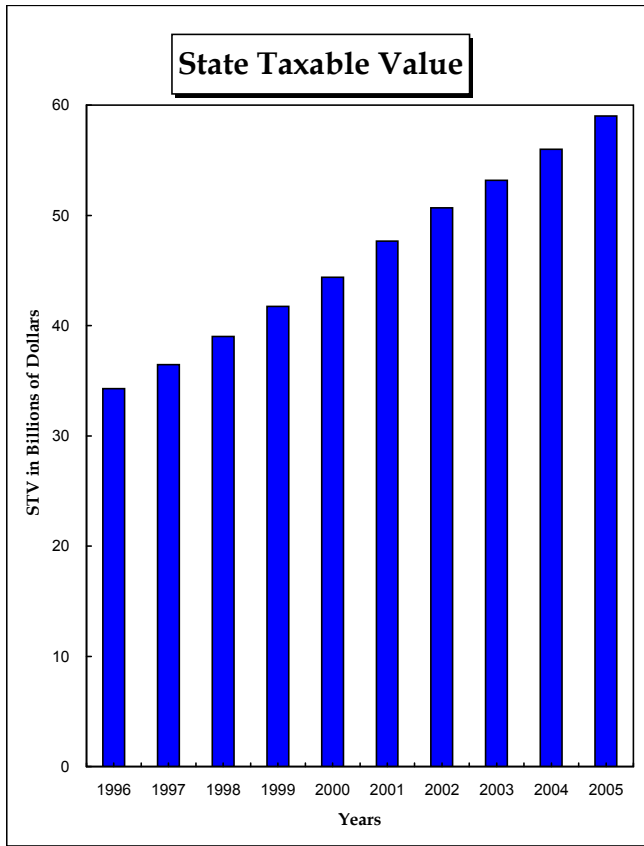
GENERAL FUND/GENERAL PURPOSE BUDGET EXPENDITURES

FY1998 - FY2007

■ Non-Departmental	■ General Government
■ Administration of Justice	■ Law Enforcement
■ County Executive	



OAKLAND COUNTY STATE TAXABLE VALUE (STV), TAX LEVY & MILLAGE RATE - 10 YEAR HISTORY



PARKS



County residents, no matter where they live, are never more than a 20-minute drive or walk from the nearest park, nature trail or lake.





L. Brooks Patterson, County Executive

2008/2009 BIENNIAL BUDGET

ORGANIZATION CHARTS

Included in this document are organization charts depicting the positions and reporting relationships of Oakland County's departments, divisions, and elected officials.

The base organization in the County is a unit. A unit is generally directed by a supervisor. One or more units are combined into a division. Generally, a division is headed by a manager. Finally, several divisions are combined into a department. Departments are headed by a director or an elected official.

The organization charts included in this document provide the following information:

1. Position Funding Source -

- GF/GP - supported by general fund/general purpose dollars.
- SR - supported by special revenue funds dedicated to a specific purpose or project such as a state or federal grant.
- PR - supported by proprietary funds that operate as an independent "business", deriving revenue from charges to other County departments and/or outside customers.

2. Abbreviations -

- TOT - Total. Total positions authorized by the Board of Commissioners.

OAKLAND COUNTY GOVERNMENT

OAKLAND COUNTY GOVT (a)			
TOT		ELECTORATE OF	
FY 08	FY 09	OAKLAND COUNTY	
3034	3034	Gen Fund/Gen Purpose	
442	442	Special Revenue	
991	989	Proprietary	
4467	4465	Total Positions	

COUNTY EXECUTIVE DEPARTMENTS			
TOT		COUNTY EXECUTIVE	
FY 08	FY 09	COUNTY EXECUTIVE	
981	981	Gen Fund/Gen Purpose	
157	157	Special Revenue	
433	433	Proprietary	
1571	1571	Total Positions	

ADMINISTRATION OF JUSTICE			
TOT			
FY 08	FY 09		
578	578	Gen Fund/Gen Purpose	
153	153	Special Revenue	
731	731	Total Positions	

GEN GOVT & LEGISLATIVE BRANCH (a)			
TOT			
FY 08	FY 09		
237	237	Gen Fund/Gen Purpose	
61	61	Special Revenue	
542	540	Proprietary	
840	838	Total Positions	

CIRCUIT COURT			
TOT		CIRCUIT COURT JUDGES	
FY 08	FY 09		
318	318	Gen Fund/Gen Purpose	
152	152	Special Revenue	
470	470	Total Positions	

COUNTY CLERK / REGISTER OF DEEDS (a)			
TOT		COUNTY CLERK / REGISTER OF DEEDS	
FY 08	FY 09		
116	116	Gen Fund/Gen Purpose	
3	3	Special Revenue	
9	7	Proprietary	
128	126	Total Positions	

52ND DISTRICT COURT			
TOT		DISTRICT COURT JUDGES	
FY 08	FY 09		
199	199	Gen Fund/Gen Purpose	
1	1	Special Revenue	
200	200	Total Positions	

TREASURER			
TOT		COUNTY TREASURER	
FY 08	FY 09		
38	38	Gen Fund/Gen Purpose	
2	2	Special Revenue	
8	8	Proprietary	
48	48	Total Positions	

PROBATE COURT			
TOT		PROBATE COURT JUDGES	
FY 08	FY 09		
61	61	Gen Fund/Gen Purpose	
		Special Revenue	
61	61	Total Positions	

BOARD OF COMMISSIONERS			
TOT		BOARD CHAIRPERSON	
FY 08	FY 09		
51	51	Gen Fund/Gen Purpose	
0	0	Proprietary	
51	51	Total Positions	

LAW ENFORCEMENT			
TOT			
FY 08	FY 09		
1238	1238	Gen Fund/Gen Purpose	
71	71	Special Revenue	
16	16	Proprietary	
1325	1325	Total Positions	

PARKS & RECREATION DEPARTMENT			
TOT		EXECUTIVE OFFICER - PARKS & RECREATION	
FY 08	FY 09		
		Gen Fund/Gen Purpose	
341	341	Special Revenue	
341	341	Total Positions	

PROSECUTING ATTORNEY			
TOT		PROSECUTING ATTN.	
FY 08	FY 09		
156	156	Gen Fund/Gen Purpose	
33	33	Special Revenue	
189	189	Proprietary	

DRAIN COMMISSIONER			
TOT		DRAIN COMMISSIONER	
FY 08	FY 09		
32	32	Gen Fund/Gen Purpose	
56	56	Special Revenue	
184	184	Proprietary	
272	272	Total Positions	

SHERIFF DEPARTMENT			
TOT		SHERIFF	
FY 08	FY 09		
1082	1082	Gen Fund/Gen Purpose	
38	38	Special Revenue	
16	16	Proprietary	
1136	1136	Total Positions	

(a) Two (2) PR positions scheduled to be deleted 9/30/08, per FY07 Budget.

**OAKLAND COUNTY, MICHIGAN
POSITION HISTORY
FY 2004 through FY 2009**

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008 PLAN</u>	<u>AMENDED BUDGET (As of 09/30/07) FY 2007</u>	<u>FY 2008</u>	<u>ADOPTED BUDGET FY 2008</u>	<u>FY 2009</u>
ADMINISTRATION OF JUSTICE									
Circuit Court									
Circuit Court - Judicial Administration	87	87	106	106	106	105	105	106	106
Circuit Court - Court Business	30	28	27	27	27	27	27	27	27
Circuit Court - Civil/Criminal	30	31	36	35	33	33	33	33	33
Circuit Court - Family Division	309	309	305	304	304	304	304	304	304
TOTAL CIRCUIT COURT	456	455	474	472	470	469	469	470	470
District Court									
Administration	3	3	4	4	4	4	4	4	4
Division I - (Novi)	65	65	66	65	65	65	65	65	65
Division II - (Clarkston)	23	26	28	28	28	28	28	28	28
Division III - (Rochester Hills)	56	59	62	62	62	62	62	62	62
Division IV - (Troy)	41	41	42	42	42	42	42	41	41
TOTAL DISTRICT COURT	188	194	202	201	201	201	201	200	200
Probate Court									
Judicial / Administration	20	20	23	23	23	23	23	23	23
Estate and Mental Health	39	39	38	38	38	38	38	38	38
TOTAL PROBATE COURT	59	59	61	61	61	61	61	61	61
TOTAL ADMINISTRATION OF JUSTICE	703	708	737	734	732	731	731	731	731
LAW ENFORCEMENT									
Prosecuting Attorney	189	188	188	189	189	189	189	189	189
Sheriff	1042	1092	1110	1132	1130	1135	1135	1136	1136
TOTAL LAW ENFORCEMENT	1231	1280	1298	1321	1319	1324	1324	1325	1325
GENERAL GOVERNMENT									
Board of Commissioners	34	34	34	34	34	34	34	34	34
Library Board	23	23	18	18	18	18	18	17	17
Parks & Recreation	313	313	317	341	341	341	341	341	341
Drain Commissioner	263	269	269	271	271	271	271	272	272
Clerk/Register of Deeds	151	154	133	129	127	128	127	128	126
County Treasurer	48	48	48	48	48	48	48	48	48
TOTAL GENERAL GOVERNMENT	832	841	819	841	839	840	839	840	838
COUNTY EXECUTIVE DEPARTMENTS									
County Executive Administration									
Auditing	11	11	11	11	11	11	11	11	11
Corporation Counsel	28	27	26	27	27	27	27	27	27
County Executive Offices	26	27	28	26	26	28	28	28	28
TOTAL COUNTY EXECUTIVE ADMIN.	65	65	65	64	64	66	66	66	66
Management and Budget									
Purchasing	12	12	12	13	13	14	14	14	14
Equalization	90	90	90	90	90	90	91	91	91
Fiscal Services	63	63	63	63	63	63	63	63	63
Reimbursement	37	37	37	38	38	38	38	35	35
Administration	2	2	2	2	2	2	2	2	2
TOTAL MANAGEMENT AND BUDGE	204	204	204	206	206	207	208	205	205

**OAKLAND COUNTY, MICHIGAN
POSITION HISTORY
FY 2004 through FY 2009**

	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>	<u>FY 2008 PLAN</u>	<u>AMENDED BUDGET (As of 09/30/07) FY 2007</u>	<u>AMENDED BUDGET (As of 09/30/07) FY 2008</u>	<u>ADOPTED BUDGET FY 2008</u>	<u>FY 2009</u>
Central Services									
Aviation and Transportation	18	18	18	22	22	22	22	22	22
Support Services	42	42	42	43	43	43	43	43	43
Administration	1	1	1	1	1	1	1	1	1
TOTAL CENTRAL SERVICES	61	61	61	66	66	66	66	66	66
Facilities Management									
Facilities Maintenance and Operation	180	180	180	183	183	183	183	183	183
Facilities Engineering	9	9	9	9	9	9	9	9	9
Administration	12	12	12	12	12	12	12	12	12
TOTAL FACILITIES MANAGEMENT	201	201	201	204	204	204	204	204	204
Human Resources									
Recruitment and HRIS	29	29	20	20	20	20	20	20	20
Compensation & Benefits	19	19	25	25	25	25	25	24	24
Administration	2	3	6	6	6	6	6	7	7
TOTAL HUMAN RESOURCES	50	51	51	51	51	51	51	51	51
Health and Human Services									
Health Division	441	413	403	404	404	404	404	404	404
Medical Care Facility	112	110	104	104	104	104	104	0	0
Children's Village	161	161	161	161	161	161	161	161	161
Administration	4	4	4	4	4	4	4	4	4
TOTAL HEALTH & HUMAN SERVICES	718	688	672	673	673	673	673	569	569
Public Services									
Veterans' Services	16	16	18	18	18	18	18	18	18
Community Corrections	67	68	68	67	67	67	67	65	65
MSU Extension - Oakland County	13	13	13	13	13	13	13	14	14
Animal Control	23	24	24	24	24	24	24	24	24
Medical Examiner	26	34	34	33	33	34	34	34	34
Administration	1	1	1	1	1	1	1	1	1
TOTAL PUBLIC SERVICES	146	156	158	156	156	157	157	156	156
Information Technology	157	159	159	169	169	169	169	169	169
Economic Development and Community Affairs									
Planning & Economic Development & Community and Home Improvement	40	41	40	43	43	43	43	43	43
Workforce Development	21	21	21	21	21	21	21	21	21
Administration	9	9	9	9	9	9	9	9	9
Administration	9	14	13	12	12	12	12	12	12
TOTAL ECON DEV & COMM AFFAIRS	79	85	83	85	85	85	85	85	85
TOTAL COUNTY EXECUTIVE DEPTS	1681	1670	1654	1674	1674	1678	1679	1571	1571
TOTAL COUNTY POSITIONS	4447	4499	4508	4570	4564	4573	4573	4467	4465

**GENERAL FUND/GENERAL PURPOSE POSITION REQUESTS
2008 BUDGET**

REQUEST							BOARD ACTION		
DEPT / DIVISION / UNIT	REQUEST # of POS	CLASSIFICATION	SALARY GRADE	SALARY EACH	FTE FRINGES* @56.6%	TOTAL	# POS.	TOTAL COST	COMMENTS
<u>PROSECUTING ATTORNEY</u>									
Litigation									
Circuit Court	1	Assistant Prosecutor III	--	75,039	42,472	117,511	0	0	
Division Total	1			75,039	42,472	117,511	0	0	
DEPARTMENT TOTAL	1	0		75,039	42,472	117,511	0	0	
<u>MANAGEMENT & BUDGET</u>									
Reimbursement									
Administration	2	Collection Clerk II	7	33,384	18,895	104,559	0	0	
Division Total	2			33,384	18,895	104,559	0	0	
DEPARTMENT TOTAL	2	0		33,384	18,895	104,559	0	0	
TOTAL GF/GP POS. 2009	3	0				222,070	0	0	

**GENERAL FUND/GENERAL PURPOSE POSITION REQUESTS
2009 BUDGET**

REQUEST							BOARD ACTION		
DEPT / DIVISION / UNIT	REQUEST # of POS	CLASSIFICATION	SALARY GRADE	SALARY EACH	FTE FRINGES* @56.6%	TOTAL	# POS.	TOTAL COST	COMMENTS
<u>PROSECUTING ATTORNEY</u>									
Litigation									
Circuit Court	1	Assistant Prosecutor III	--	75,039	42,472	117,511	0	0	
Division Total	1			75,039	42,472	117,511	0	0	
DEPARTMENT TOTAL	1	0		75,039	42,472	117,511	0	0	
<u>MANAGEMENT & BUDGET</u>									
Reimbursement									
Administration	2	Collection Clerk II	7	33,384	18,895	104,559	0	0	
Division Total	2			33,384	18,895	104,559	0	0	
DEPARTMENT TOTAL	2	0		33,384	18,895	104,559	0	0	
TOTAL GF/GP POS. 2009	3	0				222,070	0	0	

GENERAL FUND/GENERAL PURPOSE POSITION REQUESTS 2008 BUDGET

REQUEST							BOARD ACTION		
DEPT / DIVISION / UNIT	REQUEST # of POS.	CLASSIFICATION	SALARY GRADE	SALARY EACH	FTE FRINGES* @56.6%	TOTAL	# POS.	TOTAL COST	COMMENTS
<u>CIRCUIT COURT</u>									
Judicial Administration	1	Court Clerk	-	33,839	19,153	52,992	1	52,992	To support new Visiting Judge.
DEPARTMENT TOTAL	1			33,839	19,153	52,992	1	52,992	
<u>DISTRICT COURT</u>									
Division I - Novi Administration	1	District Court Clerk I	5	30,094	17,033	47,127	0	0	
Division Total	3			30,094	17,033	47,127	0	0	
Division IV - Troy Probation	1	Probation Officer I (PTNE)	9	20,500	1,845	22,345	0	0	
Division Total	1			20,500	1,845	22,345	0	0	
DEPARTMENT TOTAL	4			50,594	18,878	69,472	0	0	
<u>CLERK/REGISTER OF DEEDS</u>									
Elections	-	Elections Specialist (Sunset 9/30/07)	10	54,461	30,825	85,286	-	85,286	Continue-with no sunset, transfer funds from professional services line item to cover.
		(Pos. #2010301-10362) @ 5 year step							
DEPARTMENT TOTAL	-			54,461	30,825	85,286	-	85,286	
<u>BOARD OF COMMISSIONERS</u>									
Library Board Administration	-	Secretary I (Pos. #5010303-07860)	6	38,922	22,030	60,952	(1)	(57,887)	Delete Library Tech I (pos# 5010302-00889) and continue Secretary II position.
		(Request to continue position beyond 9/30/07.)							
DEPARTMENT TOTAL	-			38,922	22,030	60,952	(1)	(57,887)	
<u>MANAGEMENT & BUDGET</u>									
Reimbursement Administration	2	Account Clerk I (PTNE - 1,000 hrs./yr.)	5	14,468	1,302	31,540	0	0	
	1	Account Clerk I (PTNE - 500 hrs./yr.)	5	7,234	651	7,885	0	0	
Division Total	3			21,702	1,915	39,425	0	0	
DEPARTMENT TOTAL	3			21,702	1,915	39,425	0	0	

GENERAL FUND/GENERAL PURPOSE POSITION REQUESTS 2008 BUDGET

REQUEST							BOARD ACTION		
DEPT / DIVISION / UNIT	REQUEST # of POS.	CLASSIFICATION	SALARY GRADE	SALARY EACH	FTE FRINGES* @56.6%	TOTAL	# POS.	TOTAL COST	COMMENTS
<u>PUBLIC SERVICES</u>									
Community Corrections GPS	2	Community Corrections Specialist I (PTNE)	9	19,398	1,746	42,288	0	0	
Division Total	2			19,398	1,746	42,288	0	0	
MSU- Extension Administration	1	Clerk (PTNE)	-	11,930	1,074	13,004	1	11,028	Student position
	(-)	Seasonal Prog Leader (520 hrs.)	-	(5,436)	(489)	(5,925)	(-)	(5,925)	
	(-)	(Pos. # 1070501-05761) Delete Summer Funding							
	(-)	Summer Business Assistant (520 hrs.)	-	(5,436)	(489)	(5,925)	(-)	(5,925)	
		(Pos. # 1070501-054016) Delete Summer Funding							
Division Total	1 (-)			1,058	95	1,153	1 (-)	(822)	
DEPARTMENT TOTAL	3 (-)			20,456	1,841	43,441	1 (-)	(822)	
TOTAL GF/GP POS.-2008	11 0					351,568	2 (1)	79,568	

**SPECIAL REVENUE / PROPRIETARY POSITION REQUESTS
FY 2008 BUDGET**

REQUEST							BOARD ACTION		
DEPT/DIVISION/UNIT	REQUEST # POS.	CLASSIFICATION	SALAR GRADE	SALARY EACH	FTE FRINGES* @56.6%	TOTAL	# POS.	TOTAL COST	COMMENTS
<u>SHERIFFS OFFICE</u>									
Corrective Services-Satellite Facilities									
Courthouse Security	1	Court Deputy II (FTNE- 2,400 hrs.) (PR Funded)	-	48,231	4,341	52,572	1	52,620	PR funded - FM&O Fund
Division Total	1			48,231	4,341	52,572	1	52,620	
DEPARTMENT TOTAL	1			48,231	4,341	52,572	1	52,620	
<u>DRAIN COMMISSIONER</u>									
Administration	1	Office Assistant I (PR Funded)	3	27,453	15,538	42,991	1	42,991	PR funded
Division Total	1			27,453	15,538	42,991	1	42,991	
DEPARTMENT TOTAL	1			27,453	15,538	42,991	1	42,991	
<u>MANAGEMENT & BUDGET</u>									
Reimbursement									
Administration	(3)	Medical Billing Specialist (Pos. #120701-01027, 01517, 03632)	8	(36,694)	(20,769)	(172,388)	(3)	(172,388)	SR funded-Provided services to the Medical Care Facility.
Division Total	(3)			(36,694)	(20,769)	(172,388)	0 (3)	(172,388)	
DEPARTMENT TOTAL	(3)			(36,694)	(20,769)	(172,388)	0 (3)	(172,388)	
<u>HEALTH & HUMAN SERVICES</u>									
Medical Care Facility									
Administration	(1)	Manager - MCF (PR Funded)	20	(93,184)	(52,742)	(145,926)	(1)	(145,926)	PR funded
	(1)	Supv - MCF Admin Svcs (PR Funded)	12	(51,387)	(29,085)	(80,472)	(1)	(80,472)	PR funded
	(1)	Case Mgmt Coord (PR Funded)	9	(40,348)	(22,837)	(63,185)	(1)	(63,185)	PR funded
	(1)	Secretary II (PR Funded)	8	(36,694)	(20,769)	(57,463)	(1)	(57,463)	PR funded
	(5)	Office Assistant II (PR Funded)	5	(30,094)	(17,033)	(235,636)	(5)	(235,636)	PR funded
	(1)	Office Assistant I (PR Funded)	3	(27,453)	(15,538)	(42,991)	(1)	(42,991)	PR funded
	(2)	Student (PTNE - 1,240 hrs.) (PR Funded)	-	(11,396)	(1,026)	(24,843)	(2)	(24,843)	PR funded
Division Total	(12)			(290,556)	(159,030)	(650,517)	(12)	(650,517)	

REQUEST						BOARD ACTION			
DEPT/DIVISION/UNIT	REQUEST # POS.	CLASSIFICATION	SALAR RGRADE	SALARY EACH	FTE FRINGES* @56.6%	TOTAL	# POS.	TOTAL COST	COMMENTS
Materials Management	(1)	Storekeeper II (PR Funded)	3	(27,453)	(15,538)	(42,991)	(1)	(42,991)	PR funded
	(1)	General Helper (PTNE - 1,000 hrs.) (PR Funded)	--	(11,096)	(999)	(12,094)	(1)	(12,094)	PR funded
Division Total	(2)			(38,549)	(16,537)	(55,086)	(2)	(55,086)	
Nursing Services	(1)	Chief - Nursing Svcs. (PR Funded)	16	(63,924)	(36,181)	(100,105)	(1)	(100,105)	PR funded
	(1)	Coord - Nursing Svcs. (PR Funded)	14	(57,041)	(32,285)	(89,326)	(1)	(89,326)	PR funded
	(4)	Contingent Staff Nurse (PR Funded) (FTNE)	--	(66,696)	(37,750)	(417,784)	(4)	(417,784)	PR funded
	(4)	Nursing Supervisor (PR Funded)	--	(54,277)	(30,721)	(339,991)	(4)	(339,991)	PR funded
	(10)	General Staff Nurse (PR Funded) (1 - PTN)	--	(49,226)	(27,862)	(770,879)	(10)	(770,879)	PR funded
	(1)	Cent Emp Rec Coord (PR Funded)	9	(49,451)	(27,989)	(77,440)	(1)	(77,440)	PR funded
	(9)	Licensed Pract Nurse (PR Funded)	--	(32,145)	(18,194)	453,052	(9)	453,052	PR funded
	(56)	Nursing Assistant (PR Funded) (3 - FTNE, 1 - PTNE)	2	(26,374)	(14,928)	(2,312,894)	(56)	(2,312,894)	PR funded
Division Total	(86)			(399,134)	(225,910)	(3,655,368)	(86)	(3,655,368)	
Accounting & Receiving	(1)	Activities Coord - MCF (PR Funded)	8	(45,060)	(25,504)	(70,564)	(1)	(70,564)	PR funded
	(1)	Day Room Asst. Leader (PR Funded)	4	(28,577)	(16,175)	(44,752)	(1)	(44,752)	PR funded
	(2)	Day Room Asst. (PR Funded) (FTN)	1	(25,562)	(14,468)	(80,060)	(2)	(80,060)	PR funded
Division Total	(4)			(99,199)	(56,147)	(195,376)	(4)	(195,376)	
DEPARTMENT TOTAL	(104)			(827,438)	(457,624)	(4,556,346)	(104)	(4,556,346)	
TOTAL SR & PR POS. 2008						2	(107)	TOTAL SR & PR COST-2008	
						(4,633,171)	2	(107)	(4,633,122)

RECLASSIFICATION AND SALARY GRADE REVIEW REQUESTS FY 2008 BUDGET

DEPARTMENT/DIVISION/UNIT	POS. #	CLASSIFICATION	CURRENT		CLASSIFICATION	REQUESTED		COST OR (SAVINGS)	BOARD ACTION
			SALARY GRADE	SALARY		SALARY GRADE	SALARY		
<u>CIRCUIT COURT</u>									
Family Division									
FOC	3010404 - 07794	FOC Case Assistant (5 yr step)	7	40,996	Domestic Support Specialist	9	42,648	1,652	Recommended
	3010404 - 07795	FOC Case Assistant (5 yr step)	7	40,996	Domestic Support Specialist	9	42,648	1,652	Recommended
	3010404 - 00998	Domestic Support Spec. (5 yr step)	9	49,541	Domestic Support Specialist Supv.	11	51,551	2,010	Recommended

DEPARTMENT / DIVISION / UNIT / CLASSIFICATION RETITLE REQUESTS:

		FROM:	TO:	
<u>HUMAN RESOURCES</u>				
	1050400 -	Human Resources-General Division	Recruitment & HRIS Division	Recommended
	1050401 -	HR-General Administration Unit	Recruitment & HRIS Administration Unit	Recommended
	1050402 -	Selection & Placement Unit	Recruitment Unit	Recommended
<u>PUBLIC SERVICES</u>				
Community Corrections Div.	1070412 -	Global Positioning System Unit	Results Unit	Recommended
MSU - Extension (classification)		4-H Program Coordinator	4-H Youth Development Program Coordinator	Recommended
<u>ECON DEV & COMM AFFAIRS</u>				
Community & Home Improvement Div	1090680 -	Community & Home Improvement Unit	Housing Counseling & Homeless Services Unit	Recommended

POSITION TRANSFER REQUESTS FY2008 BUDGET

FROM			TO	
DEPARTMENT/DIV/UNIT	POS. #	CLASSIFICATION	DEPARTMENT/DIVISION/UNIT	BOARD ACTION
<u>CIRCUIT COURT</u>				
Civil/ Criminal Division	3010301 - 07504	Court Business Analyst	Circuit Court / Court Business Division (3020201)	Recommended
Court Business Division	3010201 - 09162	Program Evaluation Analyst	Circuit Court / Civil/Criminal Division (3010301)	Recommended
<u>HUMAN RESOURCES</u>				
Compensation & Benefits Admin	1050501 - 01689	Secretary II	HR Administration / Labor Relations/EEO (1050102)	Recommended

SUMMARY OF SUNSET POSITIONS

DEPARTMENT / DIVISION / UNIT	POS. #	ACCT CODE	FUNDING TYPE	CLASSIFICATION	CURRENT SALARY GRADE	SUNSET DATE	REFERENCE	COMMENTS
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END OF FY 07

CLERK/REGISTER

Elections Division	21301 - 10362	213 ELECT	GF	GF Election Specialist	10	9/30/2007	FY 06 Budget	Rec. to continue with FY08 Budget
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END OF FY 08

CLERK/REGISTER

Micrographics & Repro.	21601 - 10165	216 MICRO	PR	Micrographic Equip Oper	4	9/30/2008	FY 07 Budget	
	21601 - 10166	216 MICRO	PR	Micrographic Equip Oper	4	9/30/2008	FY 07 Budget	

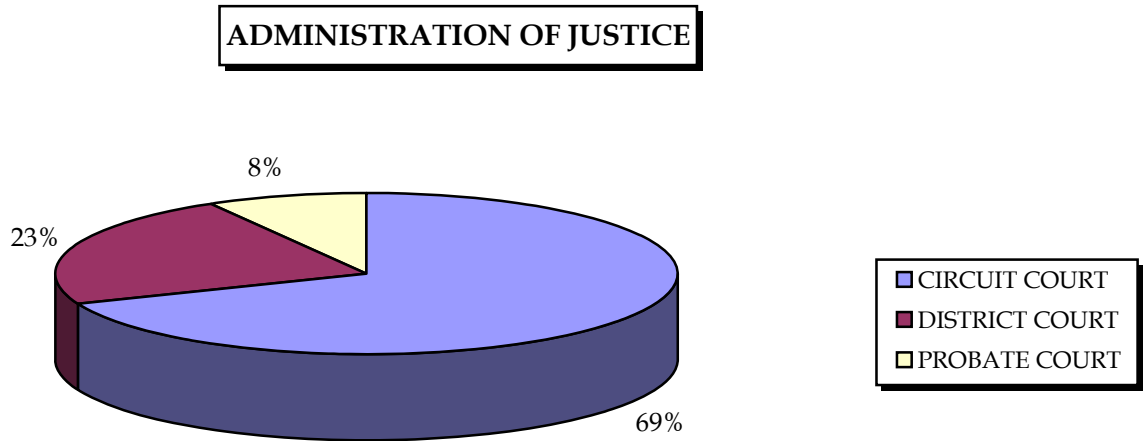
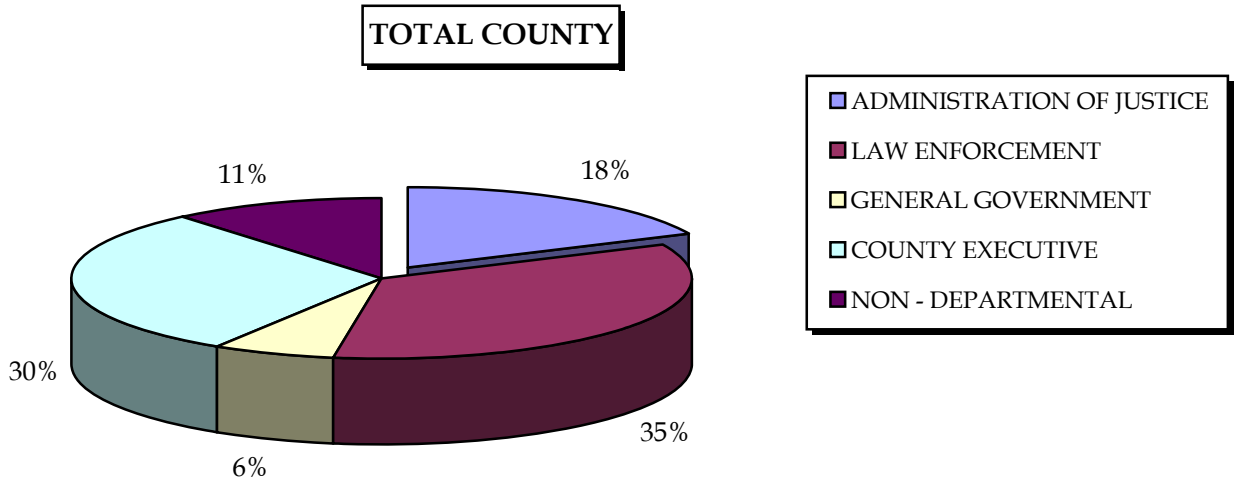
LAKES



Oakland County has more natural lakes than any other county in the state. There are more than 1,400 lakes and headwaters of five major rivers within the 910 square miles area of Oakland County.



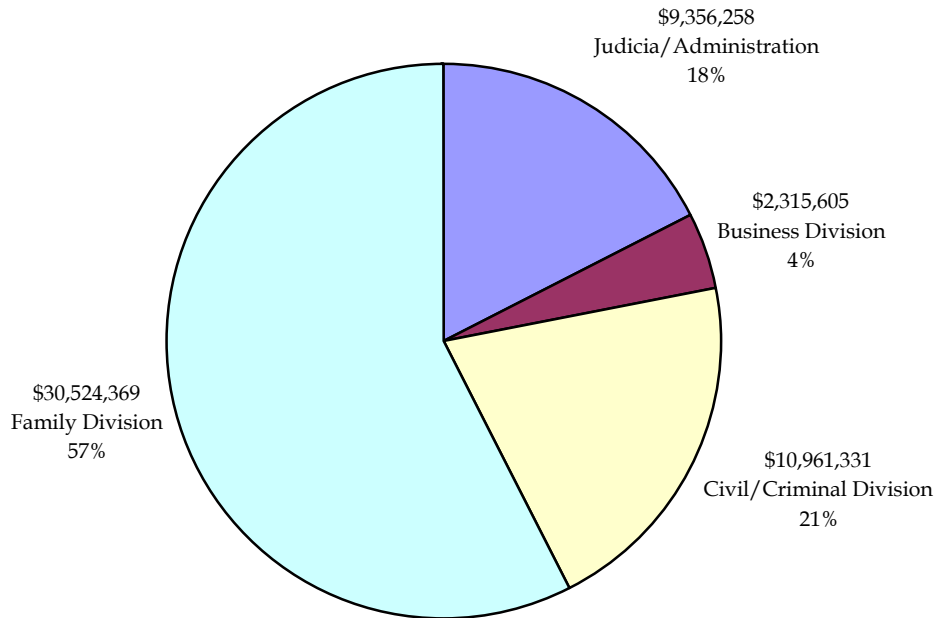
GENERAL FUND/GENERAL PURPOSE BUDGET ADMINISTRATION OF JUSTICE EXPENDITURES



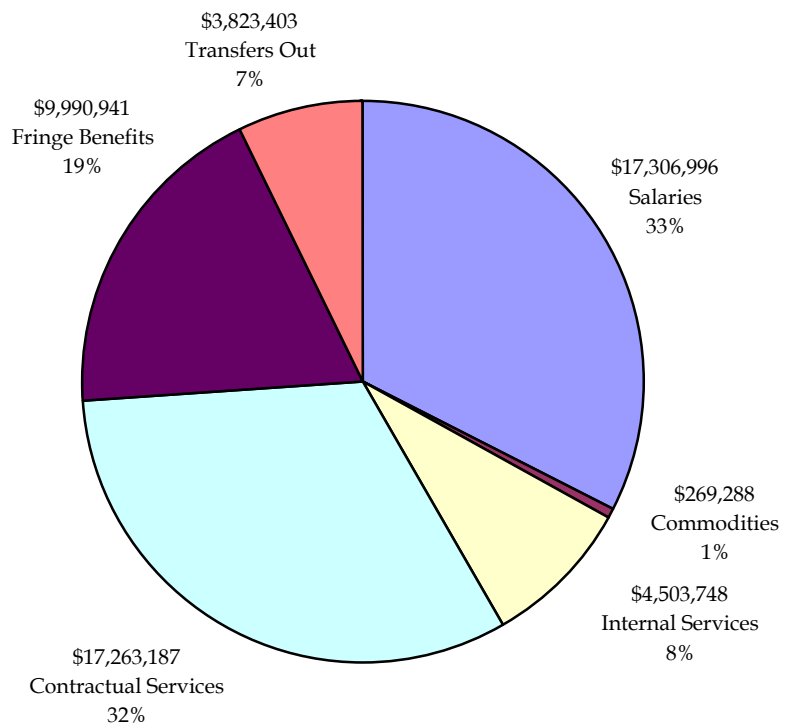
Circuit Court

FY 2008 General Fund/General Purpose

Budget Distribution by Division



Budget Distribution by Expenditures



CIRCUIT COURT

CIRCUIT COURT			
TOT			
FY 08	FY 09	CIRCUIT COURT JUDGES	
318	318	Gen Fund/Gen Purpose	
152	152	Special Revenue	
470	470	Total Positions	

JUDICIAL ADMINISTRATION			
TOT			
FY 08	FY 09	CIRCUIT COURT ADMINISTRATOR	
108	108	Gen Fund/Gen Purpose	
		Special Revenue	
108	108	Total Positions	

FAMILY DIVISION			
TOT			
FY 08	FY 09	DEPUTY COURT ADMINISTRATOR	
150	150	Gen Fund/Gen Purpose	
151	151	Special Revenue	
301	301	Total Positions	

CIVIL / CRIMINAL DIVISION			
TOT			
FY 08	FY 09	MANAGER - CIVIL/CRIMINAL DIVISION JUDICIAL ASST.	
33	33	Gen Fund/Gen Purpose	
1	1	Special Revenue	
34	34	Total Positions	

COURT BUSINESS DIVISION			
TOT			
FY 08	FY 09	COURT BUSINESS ADMINISTRATOR	
27	27	Gen Fund/Gen Purpose	
		Special Revenue	
27	27	Total Positions	

Prepared by Human Resources Dept. 10/1/07.

Department Revenue by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Circuit Court Adm.	0	0
Court Business	0	0
Civil/Criminal	3,436,577	3,484,777
Family	1,778,613	1,778,613
Total Revenue	\$5,215,190	\$5,263,390

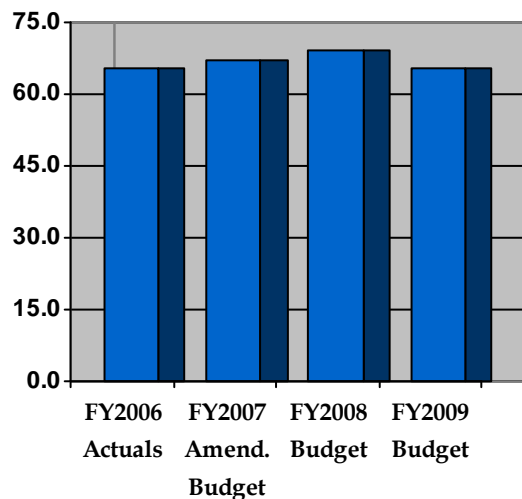
Department Expenditures by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Circuit Court Adm.	9,356,258	9,357,246
Court Business	2,315,605	2,316,622
Civil/Criminal	14,732,517	10,919,978
Family	26,753,183	26,760,546
Total Expenditures	\$53,157,563	\$49,354,392

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	448	448
Part Time Positions	22	22
Total Positions	470	470

Department Expenditures (\$ in millions)



Summary

The Circuit Court serves all the citizens of Oakland County. It hears civil, criminal, and family cases, as well as appeals from district courts, administrative agencies, and some Probate Court matters. The job of the Court is to dispense justice, interpret the law, and settle disputes.

The Civil/Criminal Division hears three primary case types. Civil cases heard by the Court involve two or more parties who seek legal or equitable relief. Money damages must exceed \$25,000. Examples of these cases include automobile accidents, personal injuries, medical and professional malpractice, labor issues, as well as contracts and land disputes. The Court also hears felony cases. Cases range from OUIL 3rd offense and home invasion to criminal sexual conduct and first degree murder. Finally, judges in the Civil/Criminal Division hear the appeals described above.

The Court also handles family division cases including domestic relations, adoptions, juvenile delinquency, abuse and neglect, personal protection orders, minor guardianships, and others. Cases involving a single family are assigned to, and remain with, one judicial team consisting of the judge, referees, case assistants and family counselors.

Current Issues

On 8/1/07, Circuit Court successfully kicked off its e-filing pilot program. In a never ending search for new ways of doing business, the Circuit Court, County Clerk, Information Technology, and Purchasing conducted a RFP last spring. In July, a vendor was selected.

This is a mandatory filing environment requiring a filing fee of \$5/filing (or \$8/filing with e-service) for all attorneys on the pilot judge's civil contracts and civil negligence cases. There have been over 1600 filings done electronically in the first three months of the pilot.

We already have plans to expand the program to judges that have elected to join the project effective January 1, 2008.

The Circuit judges identified "best practices" in regard to criminal docket management techniques, and have actively encouraged their implementation in each of the general jurisdiction courts. These efforts have also addressed an increasing population at the Oakland County Jail. The Circuit Court has expedited case processing for criminal defendants and better utilizes alternative programs to incarceration. Judgments of sentence are completed within one-half day of a defendant's

Circuit Court

Department Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Intergov't Revenue	4,827	4,500	4,500	4,500
Charges for Services	5,161,263	5,218,103	5,210,690	5,258,890
Other Revenue	0	0	0	0
Transfers In	0	0	0	0
Total GF/GP Rev.	\$5,166,090	\$5,222,603	\$5,215,190	\$5,263,390
Other Funds				
Multi-Org Grants	98,738	62,237	4,200	4,200
FOC Grant	14,286,962	15,126,311	16,218,974	16,366,277
FOC Access Visitation	10,879	31,150	17,150	17,150
Judicial Grants	586,579	437,500	844,499	844,499
Total Revenue	\$20,149,248	\$20,879,801	\$22,300,013	\$22,495,516

Department Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	16,500,282	17,166,843	17,306,996	17,306,996
Fringe Benefits	8,358,034	9,059,598	9,990,941	9,990,941
Contractual Services	17,200,063	17,240,818	17,263,187	17,263,187
Commodities	250,099	583,779	269,288	269,288
Total Capital Outlay	0	14,751	0	0
Internal Services	4,685,285	4,640,248	4,503,748	4,523,980
Transfer Out	4,252,106	3,980,467	3,823,403	0
Budget Transition	0	0	0	0
Total GF/GP Exp.	\$51,245,869	\$52,686,504	\$53,157,563	\$49,354,392
Other Funds				
Multi-Org Grants	98,738	62,236	4,200	4,200
FOC Grants	13,533,240	14,235,077	15,299,488	15,440,977
FOC Access Visitation	10,879	31,150	17,150	17,150
Judicial Grants	586,578	437,500	844,499	844,499
Total Expenditures	\$65,475,304	\$67,452,467	\$69,322,900	\$65,661,218

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	3,530,825	7,981,761	7,650,851	3,882,503
Child Support Enforcement	15,526,415	11,880,229	12,777,812	12,886,510
Children & Family Services	4,247,029	4,380,805	4,559,999	4,562,017
Drug Court	782,321	852,134	1,216,052	1,216,120
Family Judicial	7,672,703	7,673,595	7,907,850	7,912,327
FOC Family Counseling	2,210,337	2,385,998	2,538,826	2,571,617
General Judicial	16,297,412	16,554,413	16,799,164	16,756,638
In Home Care	2,276,993	2,268,568	2,257,833	2,257,833
Judicial Services	4,625	0	0	0
Out-of Home Placement	8,900,470	9,262,000	9,262,000	9,262,000
Youth Assistance/Prevention	4,004,174	4,212,964	4,352,513	4,353,653
Total Program Exp.	\$65,475,304	\$67,452,467	\$69,322,900	\$65,661,218

Current Issues (Cont'd)

sentencing, which accelerates the transfer of some 900 inmates each year to the state correctional system. Court events involving jailers are given priority over defendants on bond. In cooperation with the Probation Department, the amount of time between conviction/plea and sentence has been reduced to between two and three weeks, saving about 42 jail beds daily. A Violation of Probation docket was added to the Adult Treatment Court. This improvement provides 25 additional treatment court slots to offenders who would otherwise be sentenced to jail or prison. The Circuit judges conferred authority upon the Sheriff to provide for automatic sentence reduction credit for trustees on work detail. The court has also expedited the review process for sentence reduction requests for non-trustees who are low-risk offenders and who have exhibited model behavior while under sentence at the jail. In short, the Circuit Court's actions have conservatively saved about 70 jail beds daily. The Court's actions have enabled the jail population to remain under capacity, thereby avoiding early releases due to jail overcrowding emergencies.

- The Friend of the Court converted to an entirely electronic system of payment disbursement in partnership with the Michigan State Disbursement Unit. Clients now may choose to receive payment either directly deposited into a bank account or on a debit card. The Friend of the Court continues to work in partnership with the State of Michigan to implement state laws and federal regulations regarding the ongoing management of domestic relations cases including child support enforcement, and custody and parenting time services. The Friend of the Court citizen advisory committee meets regularly with the Friend of the Court to offer insight into the perspective of the community.

Department Goals

- The obligations of the Court and its employees are to the law and to the public. These obligations will be met with exact attention to the law, dedication to excellent public services and continuous efforts to improve.

Department Goals (Cont'd)

- Fully comply with all applicable statutes, rules, federal regulations and court orders regarding Friend of the Court operations.
- Provide quality custody, parenting time and support services to individuals in domestic relations litigation in an efficient and effective way.
- Continue to enhance methods of operation through the use of technology to provide a working environment that maximizes service, productivity and revenue.
- Develop and provide staff training to maintain and increase competence and sensitivity in working with individuals involved in domestic relations litigation.

Circuit Court

Summary of Major Program Changes

FY 2008

FY 2009

Revenue

Decrease in Charges for Service of (\$7,413) is due to a one time amendment in FY 2007 to transfer funds from the Civil Mediation fund not budgeted for FY 2008 of (\$148,200), also reflects a correction to the budget for Government Benefit Board & Care reimbursement (\$413); partially offset by establishment of new "e Filing Fees" revenue of \$5,100 a component of Electronic Document Management System (EMDS) enabling the electronic filing of case documents to promote efficiency and productivity of the court process; plus an increase in Refund Fees PD Def Attorney of \$136,100 due to the increased usage of court appointed attorneys, and better collections.

Expenditures

Controllable Personnel reflects a 1% across the board salary increase plus related Fringe Benefits and increased Retiree's Health Care. Contractual Services increased by a net amount of \$22,369 largely authorizing a new visiting judge, and increases granted for rising Defense Attorney Fees, and Fees Guardian Ad Litem. Commodities decreased due to the elimination of one time appropriation for expendable equipment from the Civil Media Fund. Capital Outlay decreased due to one time appropriation in FY 2007. Budgets for the internal services category is for current operation and additional allocation will be approved for Information Technology (IT) Development and Maintenance Department Charges based on usage.

Administration

\$7,650,851

\$3,882,503

Due to the administrative merger of the Circuit and Probate Courts, the administration program is responsible for the development and delivery of business and administrative support services for both of the courts. The program is responsible for developing and monitoring the budgets of both Courts, including the Child Care Fund budget and the State's Department of Human Services commitments, grant writing and processing all payments for service, including court appointed attorney payments. Other responsibilities include processing personnel transactions, managing courthouse and satellite office facilities, managing capital improvement and special project requests and the equipment needs of the Courts. The program also advances court automation, managing day-to-day computer and network issues, and implementing new court technology initiatives. This program also coordinates special projects and events, manages public information, provides word processing support for all Court functions, and court reporter services for the Court's juvenile referees.

Child Support Enforcement

\$12,777,812

\$12,886,510

The Child Support Enforcement program assists in domestic relations cases by investigating matters involving custody, support, and parenting time in contested cases. The program is responsible for enforcing Family Division orders regarding child support, custody and parenting time. Complaints by parties and attorneys are reviewed and appropriate legal action is initiated. These activities include conducting show cause hearings for violations of child support, custody, and parenting time orders, and providing recommendations for Family Division judges on sensitive and complex family law disputes.

Objectives

- Fully comply with all applicable statutes, rules, regulations and court orders directed to FOC operations.
- Provide quality custody, parenting time and support services to individuals in domestic relations litigation in an efficient and effective way.
- Continue to enhance methods of operation through the use of technology to provide a working environment that maximizes service, productivity and revenue.
- Develop and provide staff training to maintain and increase competency and sensitivity in working with individuals involved in domestic relations litigation.
- Increase use of conciliation, mediation and education to reduce the conflict and emotional trauma associated with domestic relations litigation.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
<u>Referee Activity</u>				
Motion/oral arguments heard	4,076	4,376	2,574	3,075
Evidentiary hearings held	4,910	5,145	4,319	5,464
Total orders entered as a result of referee recommendation	6,068	5,360	3,513	5,029
Number of appeals to Family Division Judges	430	436	487	372
Show cause enforcement hearings scheduled	16,707	17,085	17,055	24,886
Early Intervention Conferences schedule	2,716	2,532	2,496	2,441
Job placement/Work First referrals	1,268	1,226	1,226	1,645

Children & Family Services	\$4,559,999	\$4,562,017
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Children and Family Services provide direct client services, case management, research and program development, community resource development through volunteer coordination, and education/public awareness. Services include individual and family assessment, prevention, status offender services, juvenile probation, diversion programs, group, individual and family therapy for adjudicated youth, and parent guidance programs. Psychological evaluations of children and families are provided to the Court to assist Jurists to make informed decisions and specialized treatment services are provided when needed.

Objectives

Provide accurate psychological evaluations to aid Jurists in making well-informed decisions

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Referrals Received from the Court	1,908	1,997	2,262	2,135
Evaluations Completed	1,540	1,606	1,790	1,738

Objectives

Managing cases, after disposition, in a manner that balances the needs of the child and their family while maintaining the safety of the community.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Standard Probation Average Caseload	893	1,005	995	896
Intensive Probation Average Caseload	61	70	81	81

Youth Assistance/Prevention Programs	\$4,352,513	\$4,353,653
---------------------------------------------	--------------------	--------------------

As the primary prevention segment of the Court's continuum of services, the mission of Youth Assistance is to strengthen youth and families and to prevent and reduce delinquency, abuse, and neglect through community involvement. Using a decentralized approach, staff work with a board of volunteers to identify and address each community's needs. Community-based programs include parenting and family education, skill and self-esteem building, mentoring, recreation programs, and youth recognition. Staff also provide family-focused, need-based casework services. Each of the 26 local Youth Assistance programs is co-sponsored by the school districts and municipalities therein, and the Court.

Objectives

Strengthen youth and families to prevent and reduce delinquency, abuse, and neglect through volunteer involvement.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Youth and adults receiving direct community services	34,505	38,524	36,065	33,110
Youth Assistance Volunteers	950	1,059	864	1,020
Hours volunteers contributed working with youth and their families	45,000	43,600	52,080	51,513
Amount of funds raised by volunteers	\$443,859	\$580,056	\$607,561	\$457,508
Skill building scholarships provided	12,592	16,959	13,215	10,101
Youth receiving recognition for outstanding contributions	1,382	1,660	1,618	1,376
Municipalities served	60	60	60	60
New Youth Assistance Cases (total)	3,308	3,887	3,744	3,848
Mentors	200	213	272	225
U-Turn Participants (jail tours)	158	176	213	238

Drug Court

\$1,216,052 \$1,216,120

The Circuit Court Adult Treatment Drug Court applies alternative judicial proceedings to chemically abusing, non-violent adult felony offenders, in an effort to rehabilitate and then successfully reintegrate them into the community. Following a thorough assessment to confirm serious abuse or addiction, a customized treatment and rehabilitative plan is developed for each participant. In addition to regular therapy to rectify substance abuse, participants are subjected to frequent random drug and alcohol screens. Bi-weekly meetings with the probation officer, sessions with the judge, and mandatory attendance at Alcoholics Anonymous (AA) or Narcotics Anonymous (NA) meetings are also required. Graduated sanctions are employed when a participant does not comply with court expectations. In addition to the reward of avoiding incarceration, various incentives for constructive action are built in to facilitate and publicly acknowledge participant progress. To be eligible, a defendant must be an Oakland County resident and have reliable transportation.

The Circuit Court Family-Focused Juvenile Drug Treatment Court, which provides specialized intensive services to youth who are non-violent, repeat offenders who have been charged with drug, alcohol or related offenses. After being assessed as severely substance abusing or chemically dependent, youth are provided with weekly judicial supervision, intensive drug treatment, frequent random drug testing, and regular probationary counseling in the Options Program. Youth are also expected to attend AA or NA meetings as assigned and to conform to the rules of their individual households. Consequences are administered quickly for non-compliance with court expectations and can include imposition of curfew, community service hours, letters of apology, loss of privileges, home detention, up to short-term incarceration. Rewards are also provided to encourage improvements in self-discipline and performance. These can include increases in freedom, gift certificates, food, field trips and significant public praise. Supports are provided for getting and keeping a job, and remaining and performing appropriately in school. Families of participants are expected to be thoroughly involved in the drug court process.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>YTD</u>
<u>Adult Drug Court</u>				
Program Participants	53	21	39	43
Program Graduates	7	9	15	5

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
<u>Juvenile Drug Court</u>				
Program Participants	48	130	54	56
Program Graduates	13	31	10	18

Family Judicial**\$7,907,850 \$7,912,327**

The Family Judicial program hears all cases relating to family matters including divorce, child custody, juvenile delinquencies, abuse and neglect. The concept is "one judge-one family." Cases involving a single family are assigned to, and remain with, one judicial team consisting of the judge, referees, case assistants and family counselors. The program also supports the "judicial" functions of the Family Divisions' judges through scheduling, file preparation, record maintenance, and order production services. Support staff receive, maintain, and act upon documents which are presented to the court each day, and update the computer records on all cases within each Court's jurisdiction. Juvenile referees assist the judges by conducting many of the hearings and making recommendations to the judges in these cases. Staff also assesses Personal Protection Order petitions and provides recommendations to the judiciary.

Objectives

Provide quality services to families that are fair, accessible, expeditious, dignified and responsive.

Performance Measures	<u>CY2003 Actual</u>	<u>CY2004 Actual</u>	<u>CY2005 Actual</u>	<u>CY2006 Actual</u>
Filing Activity:				
<u>Juvenile/Adoptions</u>				
Authorized Delinquency Petitions	1,821	2,197	2,419	1,904
Authorized CPP (child protective proc.) Petitions	466	450	532	453
Unofficially Closed Delinquency Complaints	1,707	1,694	1,499	1,696
Unofficially Closed CPP Complaints	61	67	71	93
Supplemental Delinquency Complaints	266	255	313	293
Juvenile Traffic Tickets	409	372	315	374
Authorized Adoption Petitions	<u>436</u>	<u>424</u>	<u>413</u>	<u>425</u>
Subtotal	5,166	5,459	5,562	5,238
<u>Domestic Relations</u>				
No Children	2,651	2,595	2,496	2,629
With Children	2,584	2,520	2,570	2,402
Paternity	531	825	938	1,002
URESA (Uniform Reciprocal Enforce. Supp. Act)	272	379	372	315
Support	604	1,056	1,127	1,112
Other	<u>273</u>	<u>272</u>	<u>236</u>	<u>239</u>
Subtotal	6,915	7,647	7,739	7,699
Personal Protection Orders	3,808	3,752	3,211	3,128
<u>Miscellaneous Family</u>				
Name Changes	<u>604</u>	<u>530</u>	<u>484</u>	<u>487</u>
Total New Filings	16,493	17,388	16,688	16,319

FOC Family Counseling

\$2,538,826 \$2,571,617

Family Counseling assists families in domestic relations matters through mediation, counseling, and investigation of issues pertaining to custody and parenting time. Family Counseling also sponsors educational programs to promote understanding of the effects of separation and divorce on families. Family Counseling offers free educational workshops. These free workshops include SMILE (Start Making It Livable for Everyone) which is designed for divorcing parents.

Objectives

- Help all family members make positive adjustments to dramatic changes in the family unit.
- Provide quality custody, parenting time and support services to individuals in domestic relations litigation in an efficient and effective way.
- Increase use of conciliation, mediation and education to reduce the conflict and emotional trauma associated with domestic relations litigation.

General Judicial

\$16,799,164 \$16,756,638

The General Judicial Program handles civil cases, criminal cases involving felonies and high misdemeanors, and appeals from courts of lesser jurisdiction and administrative agencies. The program consists of 14 sitting judges. It includes the Jury Office, which is responsible for coordinating jury operations and obtain jurors for the Circuit and Probate Courts, and the Case Management Office which schedules and tracks cases through disposition and coordinates alternative dispute resolution for both courts. This program also supports the "judicial" functions of the Family Division Judges through scheduling, file preparation, record maintenance, and order production services.

Objectives

- Effectively and efficiently manage the processing and timeliness of criminal and civil cases.
- Ensure the implementation of best practices regarding civil and criminal docket management.

Performance Measures	<u>CY2003 Actual</u>	<u>CY2004 Actual</u>	<u>CY2005 Actual</u>	<u>CY2006 Actual</u>
Civil Cases Disposed	8,454	8,343	8,416	8,206
Criminal Cases Disposed	6,769	6,773	6,863	6,828
Appeals Disposed	1,152	1,128	1,135	1,098
Cases resolved during Intensive Settlement Week	N/A	N/A	N/A	N/A
Juries provided for Civil Trials	131	129	154	158
Juries provided for Criminal Trials	300	300	300	311
Jurors Summoned	80,075	74,314	58,915	57,025
Jurors who Served	24,323	21,311	18,335	18,815
Jurors Impaneled	4,873	4,948	4,973	5,005

In Home Care

\$2,257,833 \$2,257,833

The In Home Care program provides comprehensive services to youth (who have come under the jurisdiction of the court) and their families while allowing them to remain in their home environment. Services include 1) STRIDE, a non-residential weekend rehabilitative program designed to hold juveniles accountable for their actions and provide immediate sanctions as a probation alternative or as a consequence of minor probation violations; 2) START, which provides intensive, comprehensive services to youth released from residential treatment facilities and their families; 3) An intensive probation program with a primary focus of rehabilitation; 4) Around-the-clock intervention to runaways and their families including peer counseling, family counseling and short-term respite care; and 5) Wraparound, an individualized, intensive services for youth with serious emotional disturbances.

- Insuring the safety of the community while continuing rehabilitation and treatment for youth in the least restrictive setting.
- Reduce recidivism of juvenile offenders.

Performance Measures	<u>CY2003 Actual</u>	<u>CY2004 Actual</u>	<u>CY2005 Actual</u>	<u>CY2006 Actual</u>
Youth served by STRIDE	414	402	414	422
Youth served by IRAP	6	4	N/A	N/A
Youth served by Intensive Probation	218	208	230	218
Youth served by Wraparound	37	0	0	15

Out-of-Home Placement	\$9,262,000	\$9,262,000
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The Out-of-Home Placement program provides services to youth that have come under the jurisdiction of the Family Court. Foster care and shelter care programs provide a safe environment for children who are the victims of abuse or neglect. Secure detention, residential treatment and state institutions are used in the case of adjudicated youth when it has been determined that they may pose a threat to the community or require more intensive treatment than services provided in a home environment. Services are provided through a number of state, county and private agencies.

Objectives

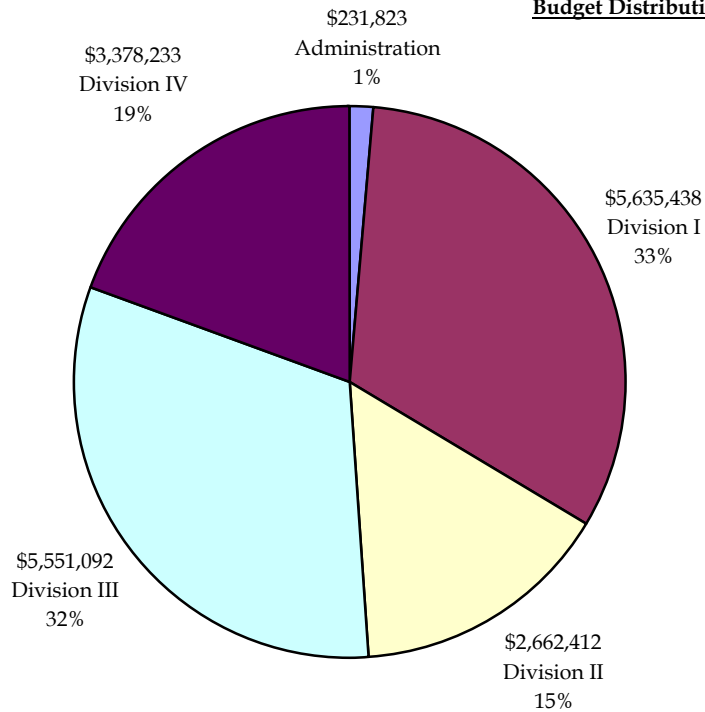
- Provide a safe and secure environment to children who are the victims of abuse and neglect.
- Provide treatment services to youthful offenders to enable them to return to and function in a normal home and community environment.

Performance Measures	<u>CY2003 Actual</u>	<u>CY2004 Actual</u>	<u>CY2005 Actual</u>	<u>CY2006 Actual</u>
Total Delinquents in Placement at Year End	325	321	354	382
MCI 220 Permanent State Wards	330	401	472	513
Temporary Neglect Wards	936	1,069	1,236	1,094
PA150 Delinquent Permanent State Wards	178	174	168	154

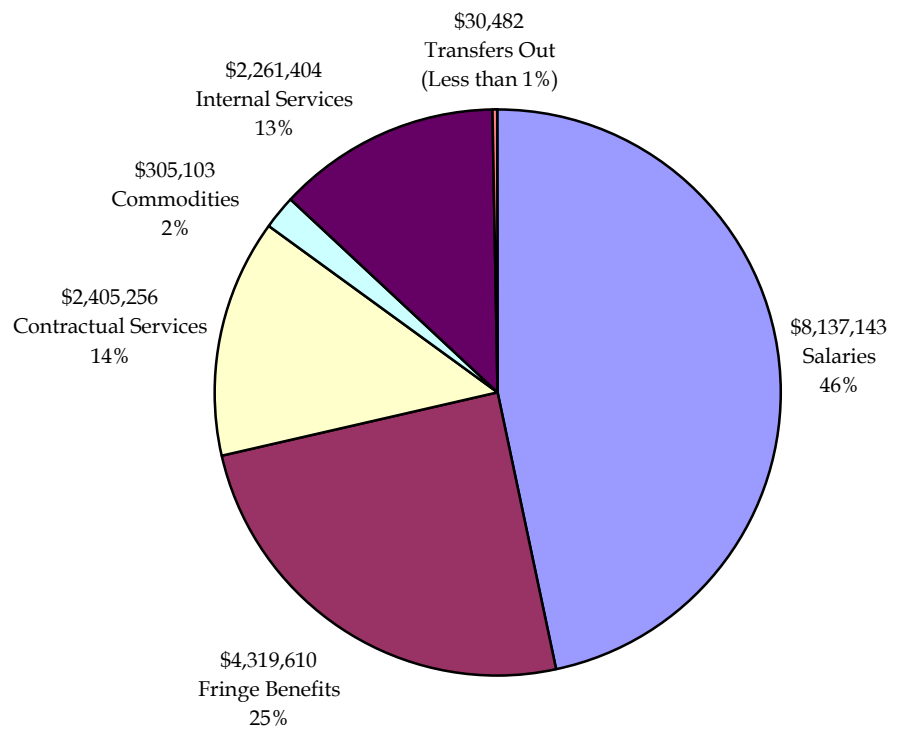
52nd District Court

FY 2008 General Fund/General Purpose

Budget Distribution by Division



Budget Distribution by Expenditures



DISTRICT COURT

52ND DISTRICT COURT		
TOT		
FY 08	FY 09	DISTRICT COURT JUDGES
199	199	Gen Fund/Gen Purpose
1	1	Special Revenue
200	200	Total Positions

ADMINISTRATION		
TOT		
FY 08	FY 09	DISTRICT COURT JUDGES
4	4	Gen Fund/Gen Purpose
		Special Revenue
4	4	Total Positions

DIVISION I - NOVI		
TOT		
FY 08	FY 09	DISTRICT COURT JUDGES
65	65	Gen Fund/Gen Purpose
0	0	Special Revenue
65	65	Total Positions

DIVISION II - CLARKSTON		
TOT		
FY 08	FY 09	DISTRICT COURT JUDGE
27	27	Gen Fund/Gen Purpose
1	1	Special Revenue
28	28	Total Positions

DIVISION III - ROCHESTER HILLS		
TOT		
FY 08	FY 09	DISTRICT COURT JUDGES
62	62	Gen Fund/Gen Purpose
		Special Revenue
62	62	Total Positions

DIVISION IV - TROY		
TOT		
FY 08	FY 09	DISTRICT COURT JUDGES
41	41	Gen Fund/Gen Purpose
0	0	Special Revenue
41	41	Total Positions

Prepared by Human Resources Dept. 10/1/07.

52nd District Court

Department Revenue by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
District Court Adm.	0	0
Division I	4,106,370	4,106,370
Division II	2,311,669	2,311,669
Division III	4,423,976	4,423,976
Division IV	2,330,860	2,330,860
Total Revenue	\$13,172,875	\$13,172,875

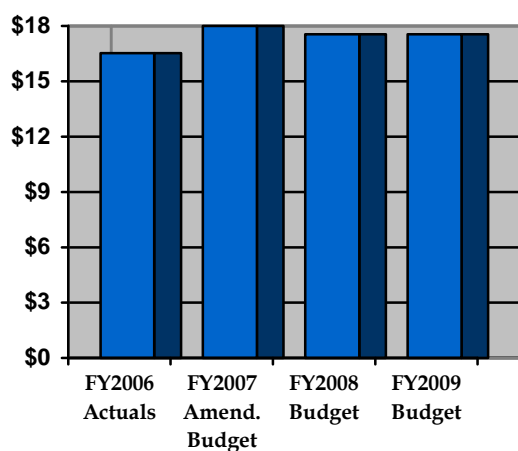
Department Expenditures by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
District Court Adm.	231,823	231,823
Division I	5,635,438	5,638,080
Division II	2,662,412	2,663,242
Division III	5,551,092	5,556,736
Division IV	3,378,233	3,379,763
Total Expenditures	\$17,458,998	\$17,469,644

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	155	155
Part Time Positions	45	45
Total Positions	200	200

Department Expenditures (\$ in millions)



Summary

The District Court was established by the Legislature in 1968 and became a court of record in 1973. The District Court is considered to have more citizen contact than any other court in the County's judicial system. The Court has jurisdiction over all misdemeanor, ordinance and charter violations and preliminary examinations on all felony cases. The District Court has exclusive jurisdiction in civil actions when the amount in controversy does not exceed \$25,000.

Oakland County is the funding unit for the 52nd District Court. This Court is the only County funded District Court. The 52nd District Court is the second busiest Court in the State and is comprised of the following four divisions:

- Division I - Located in Novi
- Division II - Located in Clarkston
- Division III - Located in Rochester Hills
- Division IV - Located in Troy

Current Issues

- The 52nd District Court continually addresses measures to facilitate a cost-effective operation of the Court while maintaining the highest level of service to all court users.
- The 52nd District Court is currently engaged in new and ongoing technological enhancements that will further the level of service.
- In cooperation with Oakland County, the Court is continually addressing security needs in each of its facilities. From this, the Court and County developed and implemented new security methods, which includes the use of x-ray and magnetometer security equipment at each location, as well as surveillance equipment and security staff. The Court also developed and implemented an Emergency Response Manual and Plan for the employees and citizens that appear in Court.
- A new court facility was completed in Rochester Hills for the 3rd Division in July of 2004.
- Websites for the 2nd, 3rd and 4th Divisions have been developed through a joint effort of the Department of Information Technology and court staff. In addition, an effort of local elementary school students, court staff and the Department of Information Technology is leading to the development of a web site for the 1st division. Updates and changes to web sites are ongoing.

52nd District Court

Department Revenue by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Intergov't Revenue	3,292	2,850	2,850	2,850
Charges for Services	13,309,328	13,094,856	13,129,025	13,129,025
Investment Income	46,760	10,000	41,000	41,000
Other Revenue	226	0	0	0
Contributions	0	0	0	0
Total GF/GP Rev.	\$13,359,606	\$13,107,706	\$13,172,875	\$13,172,875
Other Funds:				
Judicial Grants	189,855	142,168	91,856	91,856
Total Revenue	\$13,549,461	\$13,249,874	\$13,264,731	\$13,264,731

Department Expenditures by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	7,700,593	7,968,786	8,137,143	8,137,143
Fringe Benefits	3,560,644	3,920,117	4,319,610	4,319,610
Contractual Services	2,403,496	2,346,764	2,405,256	2,405,932
Commodities	252,329	327,589	305,103	305,103
Capital Outlay	0	0	0	0
Internal Services	2,353,078	2,413,174	2,261,404	2,271,374
Transfers Out	66,133	1,044,168	30,482	30,482
Total GF/GP Exp.	\$16,336,273	\$18,020,598	\$17,458,998	\$17,469,644
Other Funds:				
Judicial Grants	190,848	142,168	91,856	91,856
Total Expenditures	\$16,527,121	\$18,162,766	\$17,550,854	\$17,561,500

Program Expenditures

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Program Name</u>				
Chief Judge Admin.	141,484	126,517	231,823	231,823
Court Operations	12,920,687	14,356,357	13,530,532	13,541,120
Drug Court	227,380	186,336	122,338	122,338
Probation	3,237,570	3,493,556	3,666,161	3,666,219
Total Program Exp.	\$16,527,121	\$18,162,766	\$17,550,854	\$17,561,500

Current Issues (Cont'd)

- The 52nd District Court instituted a Pay Ticket program in conjunction with the Department of Information Technology in November of 2003. Since it's inception through September of 2007, the Court's have collected \$2,922,876 in e-payments. The program allows the citizens to pay traffic tickets on-line and avoid a court visit.
- The 52nd District Court continues its efforts to service the public by providing and instituting new programs such as the Sobriety/Drug Court Programs. All of the divisions of the 52nd District Court participate with their respective communities and local school districts promoting involvement with their local Teen Court programs as well as conducting Court in Schools. The Court in Schools program consists of official court proceedings and a "Critical Choice" presentation to area teens.
- Video Arraignment: The 2nd, 3rd, and 4th Divisions are actively utilizing the OakVideo Arraignment system. This system allows arraignments to be conducted from the police agency to the Court or the Jail to the Court eliminating the need to transport the individual. This improves cost efficiency and reduces security threats for both the Court and the law enforcement community.
- The District Courts have maximized their efforts in new technology by enhancing and implementing a new case management system to comply with Michigan Supreme Court mandates.
- The District Courts have improved audio recording court proceedings via digital technology in their courtrooms.

Department Goals

- Continue to offer the high level of service currently provided by the Court to the citizens of Oakland County.
- Maintain cooperative efforts between the Court and Oakland County under the supervision and guidance of the Supreme Court.
- Maximize efforts in new technology by implementing and completing a new case management system, video arraignment programs in the 1st and 4th Divisions and police vehicle-to-Court data transfer.

52nd District Court

Summary of Major Program Changes

FY 2008**FY 2009**

Revenue

Increase in Investment Income of \$31,000 is due to increase in interest rates and investment base. Increase in Charges for Service of \$34,169 reflects rising receipts of Probation Fees, partially offset by a decrease in Sobriety Court Fee revenues.

Expenditures

Controllable Personnel reflects a 1% across the board increase, as well as an increase in related Fringe Benefits and an increase in Retiree Health Care costs. In addition, Property Taxes increased \$30,000; Rent increased \$11,600 at 52-2 Clarkston District Court; Defense Attorney fees increased \$12,000; Drug Testing increased \$16,000; partially offset by a reduction in Charge Card Fee expense of (\$10,000). Expendable Equipment decreased by (\$15,204) for one time equipment purchases, and a reduction in Office Supplies of (\$8,760). Budgets for the internal services category are for current operation and additional allocation will be approved for Information Technology (IT) Development and Maintenance Department Charges based on usage.

Chief Judge Administration

\$231,823**\$231,823**

This program is responsible for all administrative items that pertain to all four divisions of the 52nd District Court and are administered by the Chief Judge. The Michigan Supreme Court selects one judge from one division as Chief Judge. This program funds operations such as visiting judges, alternative dispute resolution programs, and holiday and weekend magistrate coverage for all of Oakland County's in-custody arraignments.

Court Operations

\$13,530,532 \$13,541,120

Under direction of the Chief Judge, this program funds the day-to-day operations of each Division, which include facility operations, office supplies, security systems, computer and communication technology, personnel, jury and case processing management.

Performance Measures

CY2003
Actual**CY2004**
Actual**CY2005**
Actual**CY2006**
Actual

New Cases Filed:

Division I - Novi	50,463	51,743	54,690	55,703
Division II - Clarkston	27,636	24,620	27,618	27,957
Division III - Rochester	59,498	57,512	56,850	51,074
Division IV - Troy	25,053	25,007	28,762	24,973

Drug Court

\$122,338**\$122,338**

The 52nd District Court has instituted a Sobriety/Drug Court (See current issues on previous page). The Sobriety Court was created to reduce alcohol related driving offenses among repeat offenders and the Drug Court was created to address drug and alcohol addiction, regardless of the charge. The Sobriety/Drug Court provides intensive probation supervision, monitored substance abuse treatment, repetitive testing for alcohol/drug use and regular judicial hearings. The goal of the Sobriety/Drug Court is to change the recidivist behavior of repeat offenders through intensive supervision and treatment.

Probation**\$3,666,161 \$3,666,219**

The Probation program is funded for each division of the 52nd District Court, and provides a sentencing alternative in which a convicted offender is supervised in the community. Defendants who are placed on probation are required to abide by certain rules and conditions set by the Judge. Probation is often an alternative to jail.

Performance Measures

	<u>CY2003</u> <u>Actual</u>	<u>CY2004</u> <u>Actual</u>	<u>CY2005</u> <u>Actual</u>	<u>CY2006</u> <u>Actual</u>
New Cases Filed:				
Division I - Novi	2,409	2,169	2,163	2,440
Division II - Clarkston	1,059	1,145	1,237	1,203
Division III - Rochester	3,142	3,002	2,895	2,888
Division IV - Troy	1,130	1,016	1,023	1,242

Supervised Probation Cases

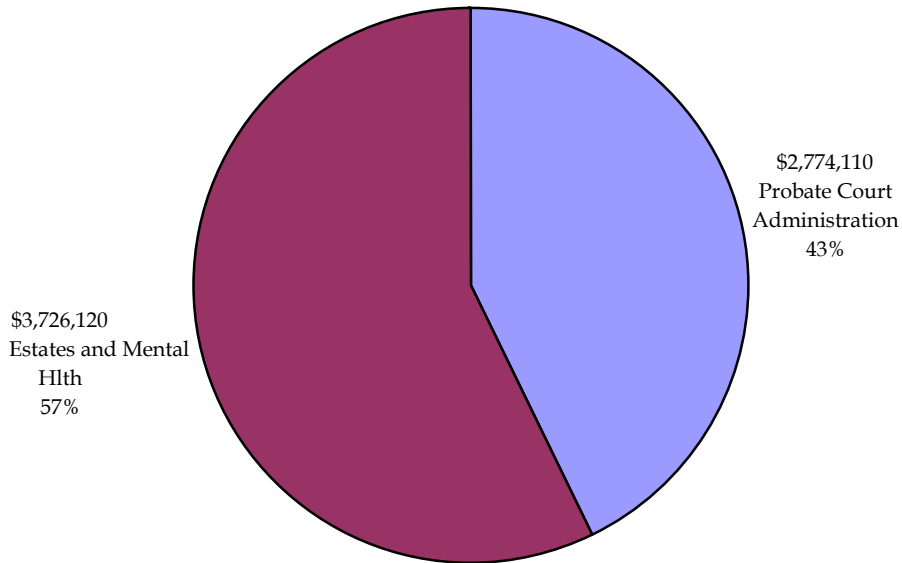
	<u>CY2003</u> <u>Actual</u>	<u>CY2004</u> <u>Actual</u>	<u>CY2005</u> <u>Actual</u>	<u>CY2006</u> <u>Actual</u>
Division I - Novi	2,720	2,530	2,639	2,809
Division II - Clarkston	862	1,335	1,390	1,295
Division III - Rochester	3,119	3,326	3,155	2,953
Division IV - Troy	1,623	1,974	1,497	1,383

Land use in Oakland County is 42.3% residential, 13.9% recreational and conservation, 6.3% commercial and industrial, and 6% is water. Over 30% of the county's land is agricultural, reserved for public use and transportation infrastructure, or vacant.

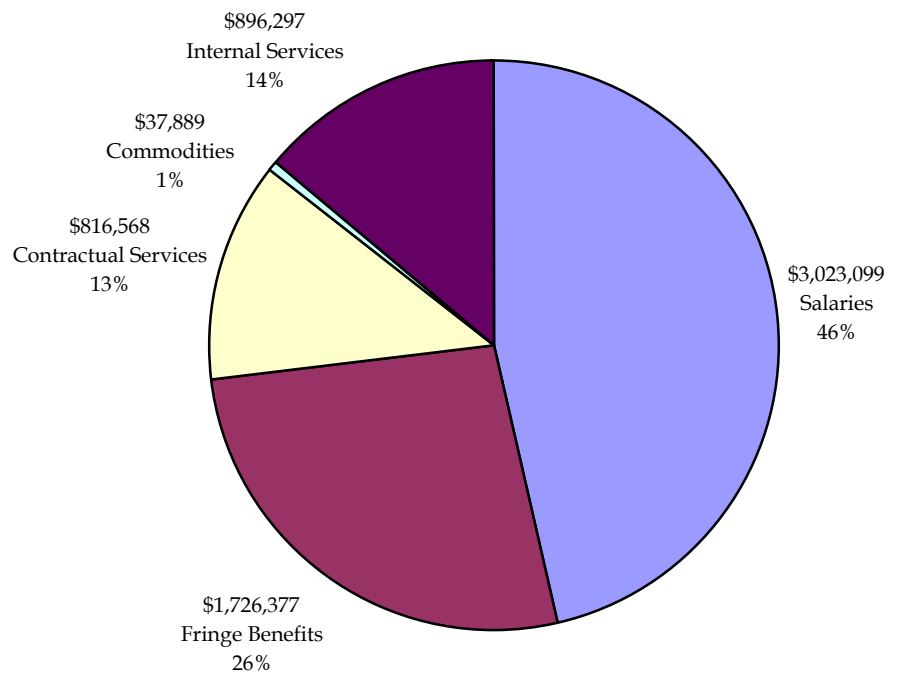
Probate Court

FY 2008 General Fund/General Purpose

Budget Distribution by Division



Budget Distribution by Expenditures



PROBATE COURT

PROBATE COURT		
TOT		
FY 08	FY 09	PROBATE JUDGES
61	61	Gen Fund/Gen Purpose
		Special Revenue
61	61	Total Positions

ADMINISTRATION		
TOT		
FY 08	FY 09	PROBATE COURT ADMINISTRATOR
24	24	Gen Fund/Gen Purpose
		Special Revenue
24	24	Total Positions

ESTATES/MENTAL HEALTH		
TOT		
FY 08	FY 09	PROBATE REGISTER
37	37	Gen Fund/Gen Purpose
		Special Revenue
37	37	Total Positions

Prepared by Human Resources Dept. 10/1/07.

Probate Court

Department Revenue by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Judicial/ Admin.	0	0
Judicial Support	566,300	566,300
Total Revenue	\$566,300	\$566,300

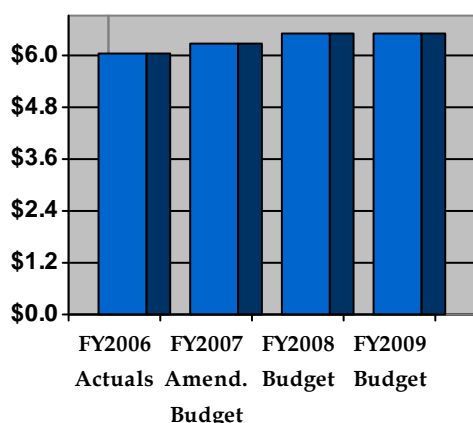
Department Expenditures by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Judicial/ Admin	2,774,110	2,775,658
Judicial Support	3,726,120	3,728,164
Total Expenditures	\$6,500,230	\$6,503,822

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	56	56
Part Time Positions	5	5
Total Positions	61	61

Department Expenditures (\$ in millions)



Summary

The Oakland County Probate Court, under the Estates and Protected Individuals Code handles the probating of wills, guardianships and conservatorships and the administration of estates of deceased persons by personal representatives. The Court interprets wills and trusts in the event of uncertainty or conflict, and determines the heirs in "intestate" (without a will) estates. The Court also handles proceedings under the Mental Health Code, including the commitment to hospital care of mentally ill persons, and guardianships of developmentally disabled persons.

Current Issues

- Staffing levels are an ongoing concern due to the continued rise in the number of petitions filed under the Mental Health Code, the need for expanded casework services, and the continued monitoring of cases required by statute, court rule, and the State Court Administrator's Office.
- Space limitations continue to be of concern in relation to courtroom size and space available for services.
- The forthcoming retirement of one of the Probate judges at the end of 2008 will necessitate expenditures of time and financial resources to accomplish the related administrative details, docket switch, and other tasks.

Department Goals

- Ensure that all matters presented to the Court are responded to judiciously, expeditiously and with sensitivity by bench and staff.
- Ensure that resolution of matters brought to the court is guided by what is permissible under the law, by defined standards of service and by balancing the needs of the individual and society.
- Ensure equal access for all to the court and its services.
- Assume a proactive leadership role in advancing the improvement of justice and services to children, adults and families within the County, and State.

Department Revenue by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Charges for Services	612,512	540,300	566,300	566,300
Total GF/GP Revenue	\$612,512	\$540,300	\$566,300	\$566,300

Department Expenditures by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	2,855,505	2,980,661	3,023,099	3,023,099
Fringe Benefits	1,434,506	1,550,698	1,726,377	1,726,377
Contractual Services	791,333	816,160	816,568	816,568
Commodities	52,809	56,802	37,889	37,889
Internal Services	893,581	884,974	896,297	899,889
Total GF/GP Exp.	\$6,027,734	\$6,289,295	\$6,500,230	\$6,503,822

Program Expenditures

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
<u>Program Name</u>				
Administrative Serv.	647,961	750,387	639,208	640,463
Family Judicial	1,770,866	1,876,066	2,067,167	2,068,444
Judicial Services	626,312	592,397	618,807	619,071
Probate Services	2,982,595	3,070,445	3,175,048	3,175,844
Total Program Exp.	\$6,027,734	\$6,289,295	\$6,500,230	\$6,503,822

Probate Court

Summary of Major Program Changes

FY 2008

FY 2009

Revenue

Charges for Services increased overall by \$26,000 due to increase in Refund Fees Public Defender Defense Attorney of \$10,000 reflective of increased usage of court appointed attorneys, and better collections. Also, an increase in Certified Copies revenue of \$20,000 resulting from increase in requests for certified document copies; this is partially offset by a decrease in Miscellaneous Petitions of (\$4,000) which have been declining in recent years.

Expenditure

Controllable Personnel reflects a 1% across the board increase, related Fringe Benefits and an increase in Retiree Health Care costs. Budgets were increased reflecting the rising cost of Defense Attorney Fees, \$4,313, Fees Guardian AD Litem, \$2,294, partially offset by a reduction in Expendable Equipment expense of (\$18,913). Budgets for the internal services category increased by \$11,323 and is for current operations and additional allocation will be approved for Information Technology (IT) Development and Maintenance Department Charges based on usage.

Administrative Services

\$639,208

\$640,463

The Administration program is responsible for the development and delivery of business and administrative support services for the Probate Court. The program is responsible for developing and monitoring the annual budget, grant writing and processing all payments for service, including court appointed attorney payments. Other responsibilities include processing personnel transactions, managing courthouse facilities, managing capital improvement and special project requests and the equipment needs of the Courts. The program also advances court automation, managing day-to-day computer and network issues, and implementing new court technology initiatives. This program also coordinates special projects and events, manages public information, and provides word processing support for all Court functions.

Family Judicial

\$2,067,167

\$2,068,444

A reorganization of the administrative structure for both the Probate and Circuit Courts divided the Court Administrator duties for the Probate Court from those of the Family Division, creating the position of Probate Court Administrator. A Probate Supervisory position was upgraded to accomplish the reorganization. The previous administrative services merger of the Probate and Circuit Courts and the creation of a Circuit Court Family Division resulted in both Probate and Circuit Court judges being assigned cases relating to family matters including divorce, child custody, juvenile delinquencies, abuse and neglect. The Probate Family Judicial program represents Probate Judges and their staff assigned to these cases. Objectives and performance indicators associated with the Circuit Court Family Judicial program are also representative of this program's efforts.

Judicial Services

\$618,807

\$619,071

Judicial Services handles the "probating" of wills, appointment of guardians and conservators for adults and minors, and the administration of estates of deceased persons by personal representatives. It is the Court's task to interpret wills and trusts in the event of uncertainty or conflict, and to determine the heirs to "intestate" estates. In addition, Judicial Services handles all proceedings under the Mental Health Code, including involuntary hospitalization of mentally ill persons, and the judicial admission and guardianships of developmentally disabled persons and cases involving minors in need of substance abuse treatment and rehabilitation services.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
<u>New Files Opened:</u>				
Small Estates	671	692	611	610
EPIC-Supervised	53	32	36	32
EPIC-Unsupervised	2,028	1,909	1,886	1,821
Trust-Intervivos	193	195	185	206
Adult Guardianships	870	755	773	791
Minor Guardianships	716	657	693	724
Adult Conservatorships	444	363	378	377
Minor Conservatorships	206	161	177	177
Mentally Ill	1,542	1,457	1,709	2,389
Developmentally Disabled	258	230	270	236
Reopened Estates and Trusts	112	167	168	191
Protective Orders	30	43	47	44
Civil and Other	<u>188</u>	<u>100</u>	<u>65</u>	<u>108</u>
Total	7,311	6,761	6,998	7,706
<u>Active Cases:</u>				
Estate and Trust Cases			3,439	3,992
Adult Guardianships			3,128	3,276
Adult Conservatorships			1,370	1,590
Minor Guardianships			2,775	3,248
Minor Conservatorships			1,428	1,730
Developmentally Disabled			1,699	1,653
Civil and Other Matters			<u>61</u>	<u>79</u>
Total			13,900	15,568

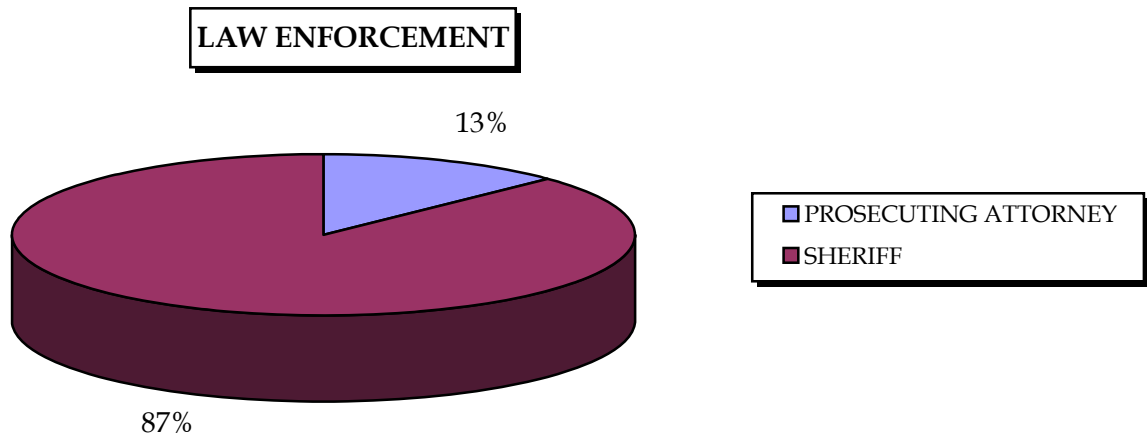
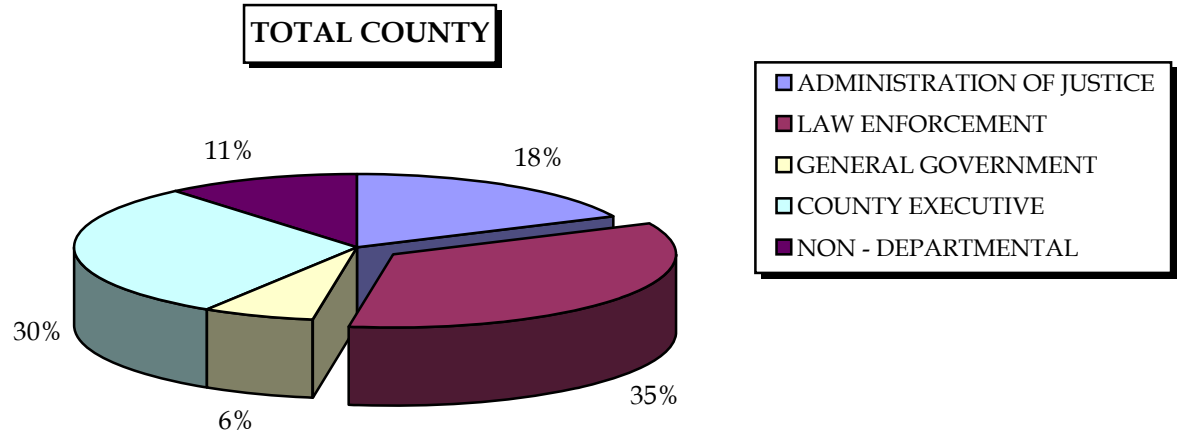
**In 2005, a computer data conversion took place when the Probate Court moved to a new computer system. In conjunction with that conversion, data regarding the active cases previous to 2005 is not directly comparable with 2005 and later.*

Probate Services	\$3,175,048	\$3,175,844
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Probate Services staff provides customer service, process paperwork, and manage case files for court hearings. In addition to cases involving estates and trusts, the Probate Court also administers the court process for guardianships and conservatorships of adults and minors, including yearly monitoring of fiduciaries for compliance with statutory requirements and maintaining the statutory guardianship review process. The Probate Court also acts as the depository for the safekeeping of wills. Additionally, the Probate Court staff is responsible for processes involving petitions under the Mental Health Code, including the involuntary commitment of individuals with mental illness, as well as guardianships for developmentally disabled persons. All legal records of the department are a matter of public record and are available for review by the general public.

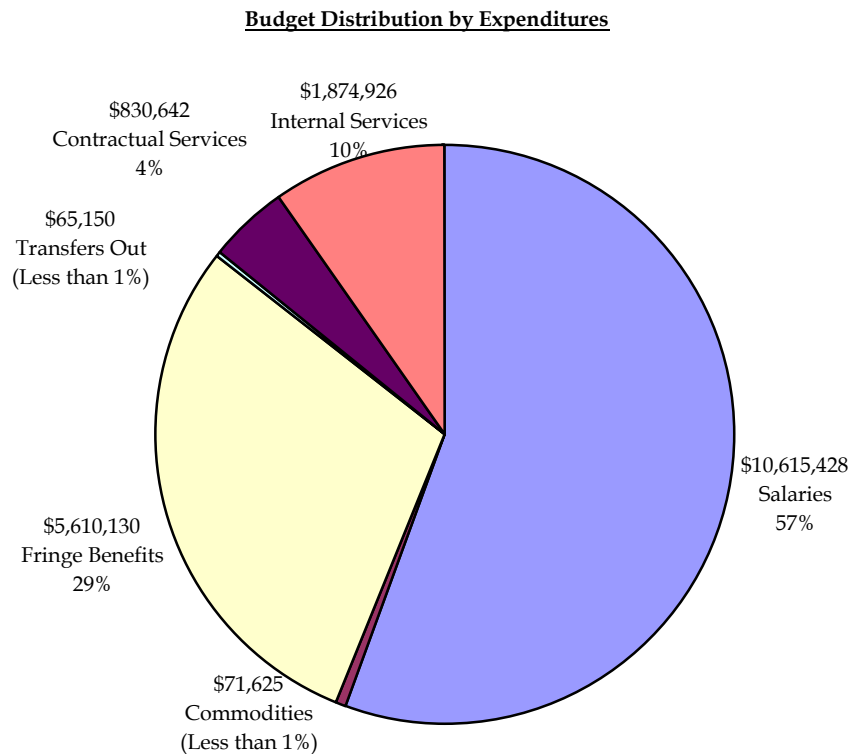
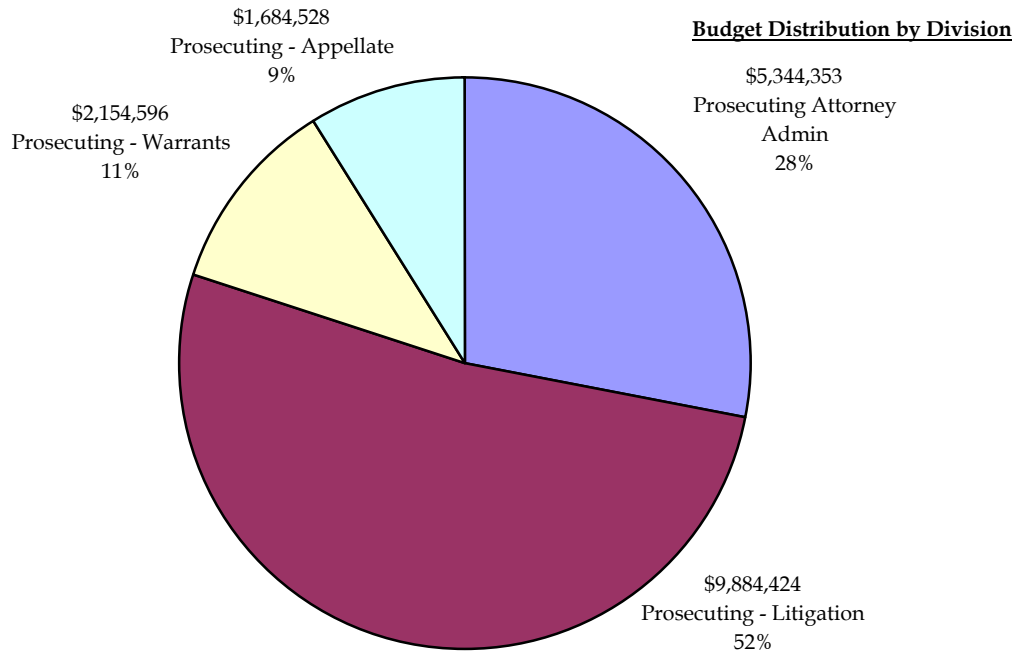
*Oakland County has more people than each of these nine “states”:
Alaska, Montana, South Dakota, Delaware, North Dakota, Vermont,
District of Columbia, Rhode Island and Wyoming*

GENERAL FUND/GENERAL PURPOSE BUDGET LAW ENFORCEMENT EXPENDITURES



Prosecuting Attorney

FY 2008 General Fund/General Purpose



PROSECUTING ATTORNEY

PROSECUTING ATTORNEY			
TOT			
FY 08	FY 09	PROSECUTING ATTNY.	
156	156	Gen Fund/Gen Purpose	
33	33	Special Revenue	
189	189	Total Positions	

ADMINISTRATION			
TOT			
FY 08	FY 09	PROSECUTING ATTORNEY	
34	34	Gen Fund/Gen Purpose	
2	2	Special Revenue	
36	36	Total Positions	

LITIGATION			
TOT			
FY 08	FY 09	CHIEF DEPUTY PROSECUTOR	
89	89	Gen Fund/Gen Purpose	
31	31	Special Revenue	
120	120	Total Positions	

WARRANTS			
TOT			
FY 08	FY 09	CHIEF - WARRANTS	
20	20	Gen Fund/Gen Purpose	
		Special Revenue	
20	20	Total Positions	

APPELLATE COURT			
TOT			
FY 08	FY 09	CHIEF - APPEALS	
13	13	Gen Fund/Gen Purpose	
		Special Revenue	
13	13	Total Positions	

Prepared by Human Resources Dept. 10/1/07.

Prosecuting Attorney

Department Revenue by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	355,900	355,900
Total Rev. GF/GP	\$355,900	\$355,900

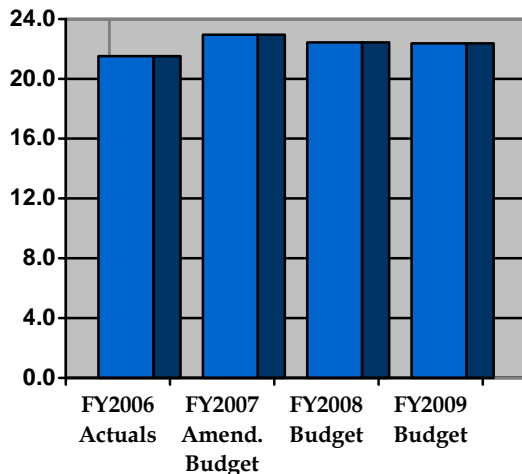
Department Expenditures by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	5,344,353	5,350,657
Litigation	9,884,424	9,823,345
Warrants	2,154,596	2,154,596
Appellate	1,684,528	1,684,528
Total Expenditures	\$19,067,901	\$19,013,126

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	181	181
Part Time Positions	8	8
Total Positions	189	189

Department Expenditures (\$ in millions)



Summary

The Prosecuting Attorney is the chief law enforcement officer of the County, charged with the duty to see that the laws are faithfully executed and enforced to maintain the rule of law. The Prosecuting Attorney represents the People of the State of Michigan in all State law criminal matters pending before all courts in Oakland County, advocates new legislation and other reforms in the system, and assists in the training of police officers to ensure they are able to perform their functions in accordance with the law. There are over 200 statutes which mandate various functions to be performed by the Prosecuting Attorney's Office, however only seven set forth the primary duties: (a) The Prosecuting Attorney has the duty to appear for the county or state and to prosecute or defend in all courts of the county, all prosecutions, suits, applications and motions, whether civil or criminal, in which the state or county may be a party or otherwise interested; (b) In all criminal proceedings removed to Michigan Supreme Court, the Prosecuting Attorney must prepare a brief to be filed with court; (c) The Prosecuting Attorney is required to appear before the magistrates of the county and to prosecute all complaints made on behalf of the People of the State over which the magistrate has jurisdiction; (d) Prosecute all violations of State law in District Court; (e) The Prosecutor must appear for the People in Probate Court when requested by the Court; (f) Issue warrants; and (g) Only the Prosecutor as of June 1, 1988 may file a juvenile delinquency petition in Juvenile Court.

Current Issues

As a result of the state's current economic difficulties, the Prosecutor's Office experienced significant budget reductions. In response to this development, the Administration undertook an intensive assessment of present staffing assignments throughout the office. This evaluation helped identify areas of responsibilities that could be consolidated and streamlined for more efficient operations. Careful concern was given to ensuring that as staff members assumed additional responsibilities, we maintained our high standards of professional responsibility to crime victims, the citizens of Oakland County and the legal system. A similar assessment was conducted on all operating expenses to identify areas within the budget capable of absorbing reductions with the least negative impact.

Department Revenue by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Charges For Services	218,814	215,900	213,300	213,300
Other Revenues	135,839	158,576	142,600	142,600
Total GF/GP Rev.	\$354,653	\$374,476	\$355,900	\$355,900
<u>Other Funds</u>				
Law Enforc. Grant	2,796,263	3,016,991	2,864,488	2,864,488
Multi-Org Grants	486,325	624,719	499,881	499,881
Total Revenues	\$3,637,241	\$4,016,186	\$3,720,269	\$3,720,269

Department Expenditures by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	9,722,503	10,428,171	10,615,428	10,615,428
Fringe Benefits	4,748,301	5,001,111	5,610,130	5,610,130
Contractual Services	641,455	824,734	830,642	832,942
Commodities	58,735	81,625	71,625	71,625
Misc. Cap. Outlay	6,943	9,999	0	0
Internal Services	1,882,890	1,895,692	1,874,926	1,883,001
Transfers Out	1,166,969	1,068,064	65,150	0
Total GF/GP Exp.	\$18,227,796	\$19,309,396	\$19,067,901	\$19,013,126
<u>Other Funds</u>				
Law Enforc. Grant	2,797,772	3,016,991	2,864,488	2,864,488
Multi-Org Grants	486,325	624,719	499,881	499,881
Total Expenditures	\$21,511,893	\$22,951,106	\$22,432,270	\$22,377,495

Program Expenditures

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Program Name</u>				
Administration	1,342,397	1,382,893	1,504,480	1,504,480
Prosecution	15,434,628	17,216,178	17,122,585	17,132,932
Family Services	3,580,171	3,073,982	2,486,882	2,425,803
Victim Services	629,407	691,489	709,678	705,635
Case Records Mgmt.	503,210	574,907	600,102	600,102
School Based Ed. & Intervention	22,080	11,657	8,543	8,543
Total Program Exp.	\$21,511,893	\$22,951,106	\$22,432,270	\$22,377,495

Department Goals

Litigation Division: Provide superior courtroom advocacy in the interest of crime victims and public safety.

Appellate Division: Provide the highest level of appellate legal expertise available in the State in responding to post-conviction pleadings initiated by convicted defendants, and in initiating both pre and post-conviction appellate pleadings on behalf of the Oakland County Prosecutor's Office.

Warrants Division: Administers the authorization of criminal warrants sought by either police departments or citizens.

Summary of Major Program Changes

FY 2008

FY 2009

Revenue

Charges for Services reflect multiple adjustments to more accurately report actual revenue received resulting in an overall decrease of \$2,600. Other Revenues reflects a decrease in Enhancement Funds due to M.R. #06226 for the Narcotics Enforcement Team (NET) grant, which used forfeiture funds to cover a grant match shortage. The decrease is partially offset by an increase in other enhancement funds.

Expenditures

Personnel reflect a general salary increase of 1% and associated fringe benefits and include an adjustment in fringe benefit rates for retirement (Retirees' Health Care Benefits) and medical. Contractual Services reflects a reduction in Witness Fees and Mileage which, due to changing case requirements, was re-appropriated to other line items to account for the expenses more accurately. Commodities reflect an increase in Expendable Equipment and Office Supplies re-appropriated from Contractual Services. Capital Outlay reflects a decrease of \$9,999 due to a one-time equipment purchase. Increase in Internal Services is due to rate adjustments, primarily higher utility costs, postage increase and the implementation of a separate fuel charge.

Allocations for Maintenance Department Charges and Information Technology Development are budgeted in a non-departmental account and will be transferred during FY 2008 and FY 2009 as needed per the General Appropriations Act. Transfers Out reflects a decrease of \$984,153 due to a reduction in grant match which is budgeted in Non-Departmental and will be transferred as necessary.

Administration

\$1,504,480

\$1,504,480

Executive staff is responsible for management and oversight the Prosecutor's budget, creation and implementation of professional development and training programs, and the direction of liaison activities between other government and law enforcement agencies.

In addition, Assistant Prosecuting Attorneys regularly provide legal training on a local, statewide and even national basis to prosecutors, police officers and medical personnel. Instruction was provided for such agencies as the Oakland Police Academy, Prosecuting Attorneys Association of Michigan and the National College of District Attorneys. Training topics included Evidence, Constitutional Law, Warrantless Searches, Juvenile Law, Canine Law, Legal Updates, firearms awareness, parole appeal, and protecting victims of domestic violence. Additionally, staff members addressed a wide-range of community groups and organizations on prosecution topics.

Performance Measures

FY2006
Actual

Number of hours of instruction provided

150

Number of speaker requests honored

100

Prosecution

\$17,122,585

\$17,132,932

Auto Theft - The Auto Theft program specializes in the prosecution of auto theft and related crimes such as insurance fraud, false police reports regarding auto theft, and fraudulent purchase of autos. The program focuses specifically on organized rings and conspiracies, as well as on repeat auto theft offenders and chop shops. Specialized assistant prosecutors in this program follow a case from investigation (including the issuance of search warrants to aid the police) to authorizing arrest warrants, pre-trial hearings, pleas and trials, sentencings and forfeiture hearings. Assistant

Prosecutors in this section acquire expertise in complex auto theft investigations and regularly provide instruction to local law enforcement agencies.

The Auto Theft Prevention Authority Grant provides funding for 75% of the operational costs associated with this program comprised of two Assistant Prosecutors.

Performance Measures	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Cases assigned to Auto Theft Unit	222	354
Overall conviction rate	98%	99%

Criminal Sexual Assault – This program identifies and prosecutes defendants who sexually assault children and strives to minimize the trauma of court proceedings for child victims. The assistant prosecutors assigned to the Child Sexual Assault Section receive extensive specialized training in the prosecution of these cases. One Assistant Prosecutor and Social Worker are specially assigned to handle each case throughout the entire court process. This approach enables the child victim to establish a trusting bond with their “team” and acquire the necessary self-confidence to prosecute their offender.

Additionally, Child sexual Assault Section members participate in Multi-Disciplinary Team meetings at Care House. Care House is a child friendly facility where children who are suspected of having been sexually and/or physically abused are interviewed. Assistant prosecutors from the Child Sexual Assault unit, police officers and Department of Human Services staff members observe interviews conducted by highly trained specialists from behind a one-way mirror. This arrangement prevents children from having to endure multiple interviews throughout the investigation. Children as young as four have successfully testified as a result of these concentrated efforts.

Performance Measures	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Cases resolved	162	170
Overall conviction rate	90%	93%
Care House interviews attended	N/A	453

Domestic Violence - The Domestic Violence program specializes in prosecuting cases involving abuse within a domestic relationship. Domestic violence presents unique challenges to prosecute because the victims of domestic violence are often hesitant or uncooperative in prosecutions of their batterers for several reasons: financial dependency, fear of retribution or even the possibility of reconciliation. Consequently, Assistant Prosecutors in this section are specifically trained and highly experienced in handling these types of cases and successfully overcome these obstacles. Assistant prosecutors frequently conduct training presentations for police departments, medical personnel, and community organizations that assist domestic violence victims and other prosecutors throughout the state.

Performance Measures	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Cases handled	256	383
Overall conviction rate	97.2%	97%
Training presentations	31	31

General Prosecution - Assistant Prosecutors assigned to the Circuit Court Division review offenses to determine if criminal felony charges are warranted against adult defendants or those offenses involving juvenile perpetrators.

Performance Measures	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Felony cases resolved in Circuit Court	4,954	5,849
Overall conviction rate	98%	91%
Felony Trials conducted	264	308
Felony Trial conviction rate	80%	78%

Juvenile Justice - Juvenile Justice prosecutes juvenile delinquency cases as well as those involving child abuse and/or neglect. Assistant Prosecutors also handle cases involving Personal Protection Orders.

Performance Measures

**FY2006
Actual**

Total number checks handled 1999-2006	52,000
Total number of offenders completing program since 1999	7,200
Amount recovered in 2006 for businesses	\$339,000
Amount recovered for businesses 1999-2006	\$2,000,000
Amount recovered County General Fund 1999-2006	\$113,000

Termination of Parental Rights - The Juvenile Justice Division members intervene on behalf of critically neglected children in permanent wardship proceedings. Additionally, Assistant Prosecutors pursue termination of parental rights when necessary, permitting adoptions, and other advantageous long-term care options to be pursued for these children.

Performance Measures

**FY2006
Actual**

Permanent Wardships established	154
Parental Rights Terminations	131

Narcotics Enforcement - The Narcotics Enforcement program concentrates on mid and upper level drug dealers, as well as repeat offenders of the drug laws. Four Assistant Prosecutors are assigned to this program.

Performance Measures

**FY2005
Actual**

**FY2006
Actual**

Number of cases handled each APA	N/A	240
Number of cases resolved	342	356
Overall conviction rate	92%	93%
Average minimum prison sentence	46 months	66 months

Parole Appeal - This program reviews the decisions of the Michigan Department of Correction's Parole Board to determine if an abuse of discretion occurred when a prisoner has been granted early parole before completing their maximum sentence. Specific attention is placed on inmates convicted of violent and predatory offenses. Assistant Prosecuting Attorneys appeared before the Michigan Parole Board in Lansing along with the crime victim and argued against the possibility of early parole for specific inmates to ensure they remain incarcerated within the Michigan Department of Corrections.

Performance Measures

**FY2005
Actual**

**FY2006
Actual**

Parole decisions reviewed	2,615	2,682
Parole Board Hearings attended	39	50
Parole denial success rate	100%	93%

Appellate Division - The Appellate Division handles appeals in Oakland County District and Circuit Courts, the Michigan Court of Appeals and the Michigan Supreme Court. Additionally, this division handles post conviction motions, including Habeas Petitions in the Federal Courts.

Performance Measures

**FY2005
Actual**

**FY2006
Actual**

Number of appeals handled	N/A	672
Success rate of appeals handled	N/A	98.5%
Number of post-conviction motions handled	N/A	517

Warrants Division – The Warrants Division reviews investigations conducted by police agencies to determine if sufficient evidence exists to authorize criminal charges.

Performance Measures

**FY2006
Actual**

Total number warrant reviews conducted	14,256
Total number of criminal charges authorized	11,597
Total number of adult criminal charges authorized	13,469
Total number of juvenile offenders charged	2,347

Alternative Prosecution

\$0

\$0

First Offender - The First Offender Program is directed toward adult defendants charged with non-violent offenses who do not have a prior criminal record. After accepting full responsibility for the crime and successfully completing all sentencing requirements, the case is resolved without registering as a conviction. Program budget is included in Prosecution.

Bad Check - This program provides an offender the opportunity to avoid prosecution by reimbursing the business owner and completing an educational program designed to curtail recidivism rates.

Performance Measures

**FY2006
Actual**

Total number checks handled 1999-2006	52,000
Total number of offenders completing program since 1999	7,200
Amount recovered in 2006 for businesses	\$339,000
Amount recovered for businesses 1999-2006	\$2,000,000
Amount recovered County General Fund 1999-2006	\$113,000

Family Services

\$2,486,882

\$2,425,803

Child Support Enforcement – The Family Support Division aggressively pursues parents who have failed to pay child support. This approach to recovering unpaid child support ensures that parents fulfill their financial responsibilities. In addition, they locate and obtain child support orders against parents who live in other states or countries. For cases in which a parent has blatantly disregarded a court order to pay child support and has left the state, or has failed to provide necessary support for a child, even though able to do so, it may be possible to issue criminal charges against the absent parent. When arrested in another state, the absent parent can be brought back to Oakland County to stand trial on the charges. Since this is considered a tool for punishing the offender and not for the collection of funds, criminal charges are usually not considered until all other enforcement remedies have failed.

Any resident of Oakland County who is a parent or guardian and who has custody of a child is eligible for assistance from the Prosecutor's Office regardless of income. A person does not have to be receiving any type of public assistance to qualify for our services, and no fees are charged.

Performance Measures

**FY2005
Actual**

**FY2006
Actual**

Number of court-ordered child support payments	1,460	1,817
Total amount of court-ordered child support	\$546,738	\$629,738
Cases reviewed for potential criminal prosecution	500	540
Number of criminal felony prosecutions initiated	58	76
Total amount unpaid child support in prosecution cases	\$2,011,000	\$2,227,684

Paternity - The Family Support Division also establishes paternity for children whose parents were not married at the time of the child's birth. DNA genetic testing can be used to confirm that a man is the biological father of a child. A court order is then entered legally establishing paternity and setting child support payments.

<u>Performance Measures</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>
Number of children paternity established	751	935

Victim Services	\$709,678	\$705,635
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The responsibility of the Victim Services program is to provide crime victims with support and an assurance that their legal rights are being represented. Victim Services support staff provide victims with notice of all court dates and thorough explanations of each proceeding. Staff also accompanies victims to court hearings and offer emotional support to the victim and family members. Assistance in applying for financial reimbursement from the state is also provided to victims, as are referrals for counseling, housing or other necessary services. This program strives to assist in protecting the rights of victims and their families by advocating for them in a caring and compassionate manner as their case progresses through the criminal justice system.

<u>Performance Measures</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>
Notifications provided to crime victims	6,000	6,000
Number of victims receiving ongoing advocacy	2,100	2,500

Case Records Management	\$600,102	\$600,102
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The Case Records program manages case flow activity for all divisions within the office, beginning with case initiation in The Warrants Division through post-conviction appellate proceedings. Case records staff are responsible for the management of criminal case files and all incoming and outgoing correspondence. With the aid of computers and automated filing equipment, this part of the Administration program processes and prepares legal pleadings, controls file traffic, provides case status reports, caseload allocation studies and statistical analysis of individual assistant prosecutor performance.

School Based Education & Intervention	\$8,543	\$8,543
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Teen Court - The Teen Court Program is an innovative program for first time juvenile offenders involved in non-violent misdemeanor offenses. After a juvenile offender accepts full responsibility for their offense before a judge, their sentence will be determined by a trained jury of their peers. Juvenile offenders who successfully complete all sentencing conditions will have their case resolved without a criminal conviction on their record.

<u>Performance Measures</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>
Success rate of juvenile participants	90%	90%

School Truancy - The Prosecutors Office, Oakland Schools Administration, and most Oakland County school districts participate in a partnership aimed at reducing school truancy. When the Prosecutors Office receives a truancy referral, a determination is made whether formal intervention within the Family Court is necessary or whether informal intervention meetings with the truant juvenile, their parent, the school truancy officer and the local school administrator is appropriate. Additionally, the Prosecutors Office is a member of the School Truancy Task Force that meets monthly with various other disciplines throughout Oakland County in an effort to increase school attendance. The Prosecutors Office also provides training to school teachers and administrators throughout Oakland County on legal issues associated with school truancy.

Performance Measures

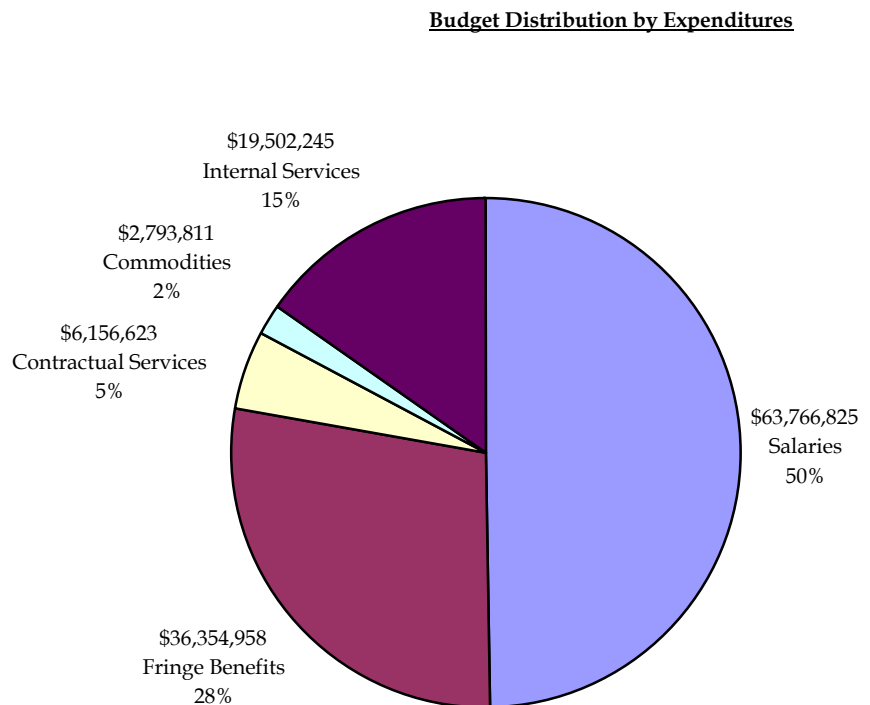
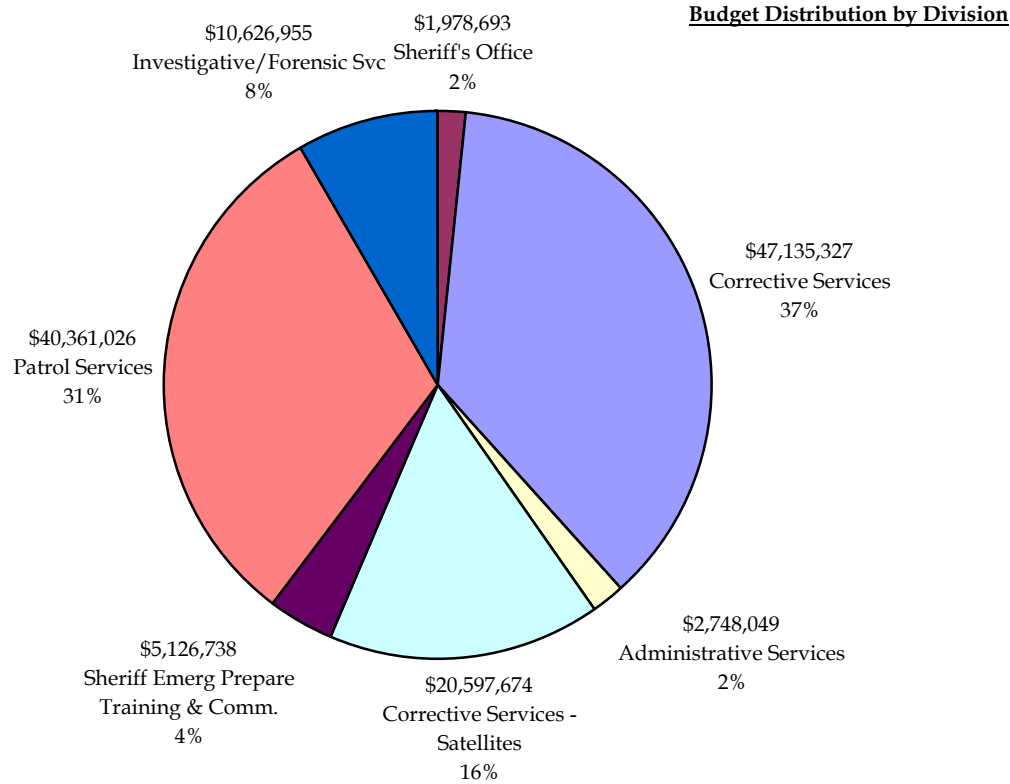
**FY2006
Actual**

Number of truancy referrals received	128
Number of truancy petitions filed	55
Number of intervention meetings conducted	46

Oakland ranks 20th nationally in total disposable income and 43rd in income per household of over 3000 counties.

Sheriff

FY 2008 General Fund/General Purpose



SHERIFF'S DEPARTMENT

SHERIFF'S DEPARTMENT			
TOT			
FY 08	FY 09	SHERIFF	
1082	1082	Gen Fund/Gen Purpose	
38	38	Special Revenue	
16	16	Proprietary	
1136	1136	Total Positions	

SHERIFF'S OFFICE			
TOT			
FY 08	FY 09	SHERIFF	
13	13	Gen Fund/Gen Purpose	
		Special Revenue	
13	13	Total Positions	

ADMINISTRATIVE SERVICES			
TOT		BUSINESS MANAGER - SHERIFF DEPT	
FY 08	FY 09		
27	27	Gen Fund/Gen Purpose	
11	11	Proprietary	
38	38	Total Positions	

CORRECTIVE SERVICES - DETENTION FACILITIES			
TOT		MAJOR	
FY 08	FY 09		
343	343	Gen Fund/Gen Purpose	
12	12	Special Revenue	
355	355	Total Positions	

CORRECTIVE SERVICES - SATELLITE FACILITIES			
TOT		MAJOR	
FY 08	FY 09		
229	229	Gen Fund/Gen Purpose	
0	0	Special Revenue	
1	1	Proprietary	
230	230	Total Positions	

PATROL SERVICES			
TOT		MAJOR	
FY 08	FY 09		
353	353	Gen Fund/Gen Purpose	
10	10	Special Revenue	
4	4	Proprietary	
367	367	Total Positions	

INVESTIGATIVE & FORENSIC SERVICES			
TOT		MAJOR	
FY 08	FY 09		
63	63	Gen Fund/Gen Purpose	
16	16	Special Revenue	
79	79	Total Positions	

SHF - EMERG PREP TRAINING & COMM.			
TOT		MAJOR	
FY 08	FY 09		
54	54	Gen Fund/Gen Purpose	
		Special Revenue	
54	54	Total Positions	

Prepared by Human Resources Dept. 10/1/07.

Department Revenue by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Sheriff's Office	106,900	106,900
Admin Services	85,100	85,100
Corrective Services	1,273,000	1,273,000
Corr. Serv. - Satellites	2,313,314	2,313,314
Emerg. Preparedness, Training & Comm.	425,175	456,347
Patrol Services	31,837,154	32,721,194
Investigative/Forensic	236,826	236,826
Total Revenue	\$36,277,469	\$37,192,681

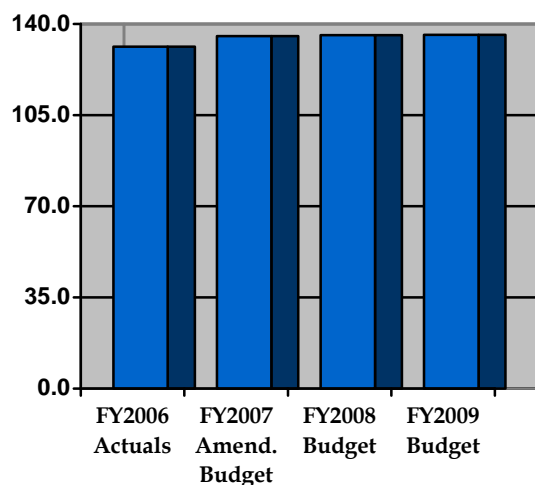
Department Expenditures by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Sheriff's Office	1,978,693	1,979,510
Admin Services	2,748,049	2,748,049
Corrective Services	47,135,327	47,171,156
Corr. Serv. - Satellites	20,597,674	20,605,024
Emerg. Preparedness, Training & Comm.	5,126,738	5,130,056
Patrol Services	40,361,026	40,380,698
Investig./Forensic	10,626,955	10,629,399
Total Expenditures	\$128,574,462	\$128,643,892

Staffing

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Full Time Positions	1,006	1,006
Part Time Positions	130	130
Total Positions	1,136	1,136

Department Expenditures (\$ in millions)



Summary

The Office of Sheriff is created by the Michigan Constitution. As a constitutional officer, the Sheriff must operate a county jail; serve and execute all civil writs and process as well as criminal process that are issued pursuant to rule; produce and maintain records as prescribed by law. In addition, the Sheriff cooperates in operation of a Marine Safety Program (with the Department of Natural Resources), provides contracted law enforcement services, and miscellaneous other duties.

The Office of the Sheriff is organizationally divided into seven (7) divisions: Sheriff's Office, which houses the command staff; Administrative Services, conducting the business operations; Corrective Services, which oversees operations of the main jail and inmate support services; Corrective Services - Satellites, which oversees the operations of facilities outside the main jail; including court security; Emergency Preparedness, Patrol Services, which administers law enforcement activities including contracted patrol; and Investigative/ Forensic Services, which provides county-wide police service support including investigations, forensic labs.

Current Issues

- Jail overcrowding remains an operational challenge for the Office of the Sheriff. The Sheriff's Office is working with members from the judiciary, Board of Commissioners, executive, prosecutors, probation/parole, community corrections, defense bar and other law enforcement agencies in the development of a Criminal Justice Coordinating Council to study and make recommendations on "best practices" that will serve to enhance criminal justice processes and better manage the inmate population.
- Inmate mental health services continue to be a crucial issue within the jail setting. In collaboration with Community Mental Health Authority, and the Oakland County Office of Substance Abuse, the Sheriff's Office developed and operates a post-book jail diversion program. The program fast-tracks mentally ill inmates into a treatment-readiness pod housing area after they have been stabilized. A community reintegration plan is developed in conjunction with mental health providers that is presented to the Court for consideration of an expedited release and ensures pre-release planning. Through September, 2007, 448 inmates have participated in the program; 47 currently participating, 144 being followed in the community; and 45 terminated from the program. There were 163 expedited releases resulting in 10,726 jail bed days saved. A jail housing unit provides a 25-bed direct-observation housing unit is operational for placement of mentally ill and special management inmates.

Department Revenue by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Inter Gov't Revenue	394,523	340,000	300,000	300,000
Federal Grants	168,883	157,532	150,000	150,000
State Grants	162,652	12,000	0	0
Charges for Services	36,704,660	36,344,201	35,795,143	36,710,355
Other Revenues	829,615	822,407	32,326	32,326
Total GF/GP Rev.	\$38,260,333	\$37,676,140	\$36,277,469	\$37,192,681
<u>Other Funds</u>				
Friend of the Court	0	66,000	33,000	33,000
Commissary*	1,384,338	1,447,411	1,451,970	1,455,176
Law Enforce Grants	3,155,640	3,762,326	3,019,678	3,019,678
Sheriff Aviation	1,744,356	1,823,443	1,756,654	1,760,821
Total Revenue	\$44,544,667	\$44,775,320	\$42,538,771	\$43,461,356

*Variance between Commissary Rev. and Exp. in FY2006 is due to a portion of Commissary Expenses being reported in Bd of Commissioners/Library.

Current Issues (Cont'd)

- County-wide terrorist issues and security for the courts is a priority for all parties involved. To secure our County is of the utmost importance for Law Enforcement. The need to have a secure setting for both the public and government will be a continuing issue.
- County-wide emergency communications is an area that is upon us. Cost containment measures and a countywide emergency communications center will be a primary concern for law enforcement over the next two years.

Department Expenditures by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	62,879,016	63,447,248	63,766,825	63,769,497
Fringe Benefits	33,064,410	34,274,542	36,354,958	36,354,958
Contractual Services	6,402,698	6,156,911	6,156,623	6,156,623
Commodities	2,956,457	3,446,308	2,793,811	2,793,811
Capital Outlay	498,885	191,395	0	0
Internal Services	17,092,508	19,239,985	19,502,245	19,569,003
Transfers	1,861,519	526,178	0	0
Total GF/GP Exp.	\$124,755,493	\$127,282,567	\$128,574,462	\$128,643,892
<u>Other Funds</u>				
Friend of the Court	753,722	957,234	952,486	958,300
Commissary*	1,334,057	1,447,411	1,451,970	1,455,176
Law Enforce Grants	3,182,075	3,768,643	3,019,678	3,019,678
Sheriff Aviation	1,306,858	1,823,443	1,756,654	1,760,821
Total Exp.	\$131,332,205	\$135,279,298	\$135,755,250	\$135,837,867

Department Goals

- The Sheriff has established his primary goal for the Office to maintain and provide care and custody of inmates within the Corrective Services divisions.
- Assist the county in its efforts to maintain a county-wide communications system.
- Improve the patrol services by utilizing more community policing strategies, citizen's watches, crime prevention and Aviation patrols.
- Continue to harden the County's potential terrorist targets by securing buildings, policing special events, and informing the public of potential terrorist activities.
- To provide support for all police and fire agencies throughout the County in Arson Investigations, Fugitive Apprehension, Narcotics Enforcement, Major Crime Investigation and Forensic Science.

Program Expenditures

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Program Name</u>				
Administration	7,092,818	6,273,890	6,560,144	6,561,597
Incarceration	57,845,171	60,480,352	59,889,315	59,933,879
Law Enforcement	43,010,239	42,591,311	43,232,611	43,256,450
Emergency Comm	3,627,739	3,754,751	4,135,123	4,138,195
Court Services	7,027,323	8,154,327	8,216,910	8,218,095
Forensic Analysis	1,535,378	1,492,527	1,882,571	1,883,075
Investigations	9,886,574	11,009,062	10,802,485	10,810,239
Records Mgmt	84,270	303,966	43,992	43,992
Training	1,222,690	1,219,113	992,099	992,345
Total Prog. Exp.	\$131,332,203	\$135,279,298	\$135,755,250	\$135,837,867

Summary of Major Program Changes

FY 2008

FY 2009

Revenue

State grant budget has decreased (\$12,000) due to funding of Off Road Vehicle (ORV) which is budgeted after notification of grant acceptance. The FY 2008 estimate for Charges for Services is less than the FY 2007 amended budget due to less anticipated revenue for Diverted Felon (\$2,100,000). Diverted Felon funds are received from the State for prisoners in the County Jail that would otherwise be housed in state facilities. This is partially offset by increased revenues contracts for services for Road Patrol and Dispatch. The revenue budget for Fire and Police dispatch has increased \$118,643 per recent rate study and contracts. Reimbursement of Salaries and Sheriff Special Deputies have increased \$1,530,294 due to additional contracts with municipalities and annual rates changes. The FY 2009 budget increase is based on the increase in contract rates for Road Patrol. The budget decrease for Other Revenue is the result of a one-time use of funds in FY 2007 for purchase of equipment with forfeited funds of (\$52,383) offset by an increase of \$25,000 in use of forfeited funds for K-9 program and the one time use of enhancement funds in FY 2007 of (\$23,674) for a net decrease: (\$51,057).

Expenditures

The salary budget has increased \$465,251 to reflect the 1% General Salary, cost of shift premium, On Call, and updated calculation of salary adjustment for union settlement for Deputy Sheriff Association, Command Officers and Jail Nurses. The Fringe Benefit budget has increased \$4,087,074 due to the general salary increase, Retirement (Retiree Health Care Benefits) and increased fringe costs associated with overtime and salary adjustment (updated union settlement calculation due to increases in fringe benefit rates over the retroactive period). The Contractual Services increase reflects an increase of \$50,000 for Evidence Fund due to the increased demand for narcotics enforcement; \$43,000 for contracted services to hire contracted nurses for the Jail and \$25,000 for K-9 Program. Note offsetting revenue increase for K-9 program expenses. The Commodities budget increased \$40,000 for Lab Supplies due to an increased need for forensic services and \$21,000 for office supplies for Administrative Services. Internal Services budget increased as follows: Bldg Space Cost allocation - \$428,826 and Motorpool - \$907,343 due to increased fuel and rate change. Increase in Equipment charges of \$74,091 for dispatch center equipment is offset by the decrease in Telephone rates of \$74,688. The FY 2007 transfer out budget of \$526,178 reflects grant match and transfers to other funds for purchase of equipment.

Administration

\$6,560,144

\$6,561,597

This program is in charge of managing and coordinating the activities of the Department. This includes the development of all policies and procedures, business and personnel operations, information systems, and the day to day activities of all the Divisions. Additional activities include administering the patrol contracts, provide ongoing training, and provide public education as it relates to law enforcement, safety and security as well as responding to public inquiries and requests for information.

Objectives

- To provide a high level of supervision and direction to the respective divisions within the Office of the Sheriff.
- To provide timely responses to citizens with concerns regarding the Sheriff's Office.

Records Management

\$43,992

\$43,992

Records Unit is designed to meet the public's need for retrieval of documents, gun registration and concealed weapon license processing. A major function of Records is retaining various pieces of data including incident reports, traffic tickets and jail inmate files. Jail inmate files must be retained for 75 years after the inmate's release.

Objectives

- Respond to Freedom of Information Requests within the statute.
- Process the increased Gun Registrations within the statutes.
- Process Court documents for non-public records.
- Fingerprint and process all Oakland County CCW backgrounds.
- Edit and enter all incident reports.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Guns Registered	3,869	4,078	4,026	4,047
Gun Purchase Permits	2,293	2,069	2,082	2,050
Fingerprints	3,461	5,900	7,236	6,073
FOIA Request	929	863	1,067	1,085
Incident reports/records provided to citizens	9,013	9,058	4,850	1,667

Incarceration

\$59,849,315 \$59,933,879

The Sheriff must operate a county jail and correctional services is the largest expenditure within the Department. The system consists of five different correctional facilities providing for the care, custody, and supervision of the inmates while providing support services for inmates, including, but not limited to, counseling, drug intervention, medical, and food services. The Boot Camp located at the Auburn Hills Complex is a military style program consisting of strict discipline, manual labor, physical exercise and services intended to positively impact the offender's self-esteem and life direction. The Work Release Program is a minimum-security facility which houses sentenced inmates who have the opportunity to continue to work while they serve their sentences. Residents are charged room and board for their stay with a fee based on a sliding scale dependent upon their income. The program is very cost effective, and the recently constructed Work Release facility that provided an additional 188 beds has assisted in managing the ever-increasing inmate population. The Trusty Camp is a work camp for sentenced inmates, which operates inmate work crews that perform various labor tasks for non-profit agencies and municipalities within Oakland County. This facility also offers educational, vocational and employment classes. Total correctional facility general population capacity is 1,828 and the holding area capacity for new arrests is 124. Several capital improvement projects have been submitted to update and expand the new arrest area to avoid utilization of the gym for overflow inmate housing; expand the kitchen and Master Control to accommodate the increase in inmate population and provide a housing dorm for Kitchen trusties.

Objectives

- To continue to explore all possible avenues for management of the inmate population.
- In conjunction with all criminal justice officials, develop by-laws and implementation guidelines for the Criminal Justice Coordinating Council to effect strategies and processes to enhance the effective operation of the criminal justice system and assist in reducing the inmate population.
- To maintain inmate security and supervision; continue to examine the inmate health care delivery system and further develop inmate programming in the areas of substance abuse, educational support, job skills and vocational training while utilizing current levels of staffing.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Inmate Admissions	24,573	26,066	25,734	27,003
Inmate Classification Interviews	14,166	15,126	14,115	15,028
Boot Camp Enrollees	220	292	276	278
Trusty Camp Details	2,506	2,474	2,235	2,041

Law Enforcement

\$43,229,826 \$43,253,665

The Oakland County Sheriff's Road Patrol provides primary police services to over 265,000 citizens in Oakland County. The Patrol Services Division contracts with 11 townships, two cities and two villages in Oakland County to provide around the clock police protection to municipalities. Contracted police services include uniform patrol, traffic enforcement, weigh master enforcement, patrol investigator, school liaison officer and various levels of police command. The division is composed of various other enforcement units including; Aviation Unit, Traffic 416 Unit, Crash Reconstruction Unit, Motorcycle Unit, Alcohol Enforcement Unit, Canine Unit, Marine Unit, Mounted Unit, Parks Unit, Bicycle Unit, Special Response Team, Reserve Deputy Unit and the Explorer Unit.

The Aviation program provides aerial patrol and emergency response to every municipality and police agency in Oakland County. The Sheriff's Office has 2 state of the art fully equipped EuroCopter helicopters. The unit is available to all Oakland County police agencies, 24 hours a day. The Aviation Unit also responds to emergency calls from police agencies outside of Oakland County. The unit is fully funded, thanks to an innovative plan that privatized food services for jail inmates, saving \$1.6 million dollars a year. The various traffic enforcement units patrol all areas of the county, investigate fatal or serious accidents, specialize in drunken driving enforcement and provide traffic education to high school students in Oakland County. The Canine Unit responded to 1,400 requests for police service during the year 2006. They successfully located missing children, robbery suspects, and burglars. They recovered large quantities of narcotics, stolen property, and evidence from crime scenes. The Canine Unit is composed of 12 Narcotic and Tracking dogs, 2 Bomb and Explosive dogs, and 1 Arson Detection dog. The Marine Unit is charged with the responsibility of patrolling over 450 lakes in Oakland County. The Marine Unit maintains a 12 member, highly trained dive and rescue team. The Mounted Unit has 29 part-time deputies assigned to the unit. The Mounted Unit is assigned to a variety of details including park patrols and special events. The Parks Unit provides contract police service to 13 Oakland County Parks. The Special Response Team {SRT} responds to critical situations involving barricaded gunmen, high risk warrant arrests, drug raids and civil disturbances. The Reserve Unit is a group of highly dedicated civilian volunteers that assist deputies with patrol, special events and other related duties. Reserve Deputies worked over 23,538 hours during the year 2006. The Explorer Unit is comprised of young aspiring adults who are interested in a career in law enforcement.

Objectives

- To maintain and improve community based Law Enforcement services within contracted local units of government.
- To continue to support and offer assistance in emergency situations to any law enforcement agency in the County.
- To provide officers with additional equipment and training to respond to terrorism, both foreign and domestic.
- To provide a high level of public service and satisfaction to both our contracting units and the citizens we serve during these periods of rapid growth within the County.

Performance Measures

	CY2003	CY2004	CY2005	CY2006
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Calls for Service	128,193	146,174	134,283	133,771
Violation Citations	57,258	55,330	56,829	52,500
Hours of Lake Patrol	10,784	12,207	11,887	11,984
Boater Safety Students Certified	7,763	8,540	8,776	8,635
Drunk Drivers Arrested	979	1,028	315	400
S.C.O.P.E. Students	18,123	20,061	19,450	19,000

Emergency Communications

\$4,135,123 \$4,138,195

The Sheriff's Emergency Communications Program supports all divisions of the Sheriff's Office and provides dispatching services for other police agencies and fire departments. The Emergency Communications Unit answers incoming calls from twenty-two 9-1-1 telephone lines, ten 10-digit telephone lines, and ten administrative lines. The center is equipped with additional phone lines to be utilized for direct communication with command personnel during emergencies.

This program is made up of one Chief, one Quality Assurance Supervisor, and forty-one Communication Agents. The Oakland County Sheriff's Communications Center services units of the Sheriff's Office, the Clarkston, Lake Angelus and Wixom Police Departments, and all five campuses of Oakland Community College Public Safety. The fire agencies served are Addison Township, Brandon Township, Commerce Township, Groveland Township, Highland Township, Independence Township, North Oakland Fire (Holly Township and Rose Township), Springfield Township and the City of Wixom and the Franklin/Bingham Farms Fire Department. The Oakland County Sheriff's Communication Center is the designated "alternate", or back up 911 answering point, for Southfield, Holly, Novi, Oxford, Waterford, and Pontiac Police Departments in the event of an emergency.

Recently, a significant increase has been seen in the number of 911 cellular calls. In 2006, of the total number of 911 calls received, 69 percent were cellular calls and 31 percent were Wireline calls.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Non-Emergency Calls	299,423	286,102	263,801	241,426
Wireline 9-1-1 Calls	34,304	33,674	35,230	35,423
Wireless 9-1-1 Calls	122,243	121,295	94,773	78,323
Total Dispatch Calls	455,970	441,071	393,804	355,172

The Communications Unit features enhanced 911 capabilities, computer-aided dispatch (CAD), video link from the Sheriff's Office Aviation Unit helicopters, and an 800 MHz trunked system linked to numerous law enforcement agencies and fire departments throughout Oakland County. Emergency Medical Dispatching and Emergency Fire Dispatching has been added which enables dispatchers to assist during medical and fire emergencies with pre-arrival instructions for the caller.

This year the County has awarded the new radio system bid to MA/COM. MA/COM has designed a simulcast digital communications system that allows the same frequencies to be used at the same time in different sites without interfering with each other. This frequency characteristic expands the coverage and interoperability with other city, township and county agencies. This new system will be brought online during the 2008 calendar year.

The **Civil Program** staff is responsible for the processing and service of Personal Protection Orders, the service of seizure and foreclosure of tax delinquent homes and the auction of those properties. The number of foreclosures has increased dramatically and the new bankruptcy legislation will have an impact on the quantity of foreclosures. In 2000 there were 934 property foreclosures, in 2006 there were 5,321 property foreclosures.

Gun Board: The Oakland County Sheriff is responsible for the review of gun permit requests from residents of Oakland County. All requests are reviewed to ensure that individuals seeking a permit are legally able to carry a concealed weapon. The Sheriff's designee is a member of the Oakland County Gun Board which has the authority to issue, suspend or revoke a CCW permit within the perimeters of State statute. Under exigent circumstances, the Oakland County Gun Board members may, after careful review, issue a temporary CCW permit to residents that meet the guidelines set forth in statute. The Oakland County Gun Board meets at least once a month to review to approve or deny new requests and to suspend or revoke issued permits.

Training	\$992,099	\$992,345
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The Training function continues to be one of the top priorities with the Sheriff. P.A. 302 of 1982 provides approximately \$120,000 per year in funding for Michigan Commission on Law Enforcement Standards (M.C.O.L.E.S.) certified officers to participate in various training programs. The County also provides over \$90,000 per year to assist in various specialty instructions as well as standard training for non-certified and civilian personnel.

The Training program is responsible for an on-site classroom providing the instructional base for in-service and vendor provided courses. A video library is also maintained to provide officers with access to law enforcement and other mandated training information. An extensive Range program insures that all officers, and those individuals issued county weapons, are afforded the best instruction in force continuum training.

The Training program oversees all range activities, field training programs, police academy functions, in-service training classes, special unit instruction, mandated training requirements, and off site course scheduling.

Objectives

- Continue to provide basic training and advanced instruction in Law Enforcement fundamentals.
- Maintain standards of performance and research changes in instructional techniques.
- Monitor current events and adjust the training required to deal with social changes.
- Increase the training for specialty teams to respond to critical incidents.
- Develop methods of instruction that provide for increased officer and citizen safety.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
In-Service Training Hours	2,282	2,055	2,277	2,344
Vendor-provided Training Hours	6,078	5,379	9,094	7,275

Court Services	\$8,216,910	\$8,218,095
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Court Services is a multi-tasked program which provides security for the Oakland County Court Building, including all Circuit and Probate courtrooms, the offices of the Prosecutor, Treasurer, County Clerk, Friend of the Court, Reimbursement and the County Commissioners. All four county subsidized District Courts are covered (52-1, 52-2, 52-3 & 52-4) and two Class III District Courts contract with Court Services for the security aspect of entry screening (47th & 48th). Court Services is also responsible for the County Campus Complex security by responding to police calls upon the campus, prisoner transport from the various county detention facilities for court and medical purposes, and out-of-county (and out-of-state) writ pick ups and returns.

Objectives

- Try to improve, but at a minimum, maintain current standards of excellence regarding safety and security.
- Increase the security level within the courts.
- Improve the timely transportation of inmates to and from the various courts and local lock-ups for court proceedings.
- Continue to strive for new technology implementation to enhance the redeployment of deputies within the Court Services program to provide the continued high standard of service.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Inmates Handled	14,544	13,804	13,486	14,084
Trials in Circuit Court Requiring Security	151	150	132	165

Forensic Analysis	\$1,882,571	\$1,883,075
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The Forensic Science Laboratory conducts forensic testing in disciplines of controlled substances, firearms, toolmarks, latent prints, lamps and filaments, shoe and tire impressions and serial number restorations. The laboratory is acquiring cutting edge technology in areas such as AFIS (Automated Fingerprint Identification System), providing palm print and two finger searching capability for identifications. Likewise, the laboratory's IBIS (Integrated Ballistics Identification System), one of three linked systems in the state, searches locally and nationally for matching fired bullets and fired cartridge cases to firearms used in crimes. The Chemistry Section employs current technology such as GC/MS (uses a high-energy beam to obtain molecular fragmentation patterns) and FTIR (uses a laser to obtain molecular vibration patterns) instrumental analysis to identify the fingerprints of illicit drugs. The Forensic Art section of the laboratory

provides composite drawings and cranial-facial reconstruction for identification of victims and suspects. Additionally, the laboratory processes and reconstructs crime scenes to assist investigators and provides expert testimony in local and federal courts.

Objectives

- To achieve and maintain an effective quality assurance system that meets accreditation by the American Society of Crime Laboratory Directors-Laboratory Accreditation Board (ASCLD- LAB) as specified by International Standard ISO 17025:1999 and ASCLD/LAB – International Supplemental Requirements.
- Seek out and retain highly skilled and educated personnel that are motivated to advance forensic science.
- Ensure that laboratory testing utilizes state-of-the art equipment that is appropriately maintained and calibrated.
- Employ sound management practices that assure accountability to our clients.
- Offer consistent and scientifically appropriate laboratory testing services to clients that are delivered in a timely, effective and efficient manner.
- Provide leadership, education, and training in the application of forensic science to the criminal justice community.
- Maintain a safe and healthy work environment that impacts all employees.

Performance Measures

	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Crime Scene Investigations	214	161	160	247
Assists to Outside Agencies	2,127	1,898	2,559	2,426
Total Identifications	3,395	2,679	4,843	3,511

Investigations

\$10,805,270 \$10,813,024

The Investigation Division of the Sheriff's Office exists to serve all police agencies and residence throughout Oakland County. In 21st Century law enforcement, progressive agencies recognize the need for specialists in investigating many types of crimes. The Oakland County Sheriff's Office Investigation Division is comprised of highly trained specialists in the field of narcotics enforcement, fire investigation, crime scene investigation, auto theft, fugitive apprehension, internal affairs, homicide investigation, and the newest trend of computer crimes investigation (Internet Child Predators, Identity Theft, Auction Fraud, etc.). These special units consist of plain-clothes and undercover investigators, who are cross-trained in their specialties and also in support of the other units. The services, of each of these units, are available to all police agencies throughout Oakland County and serve all populations. In this day of shrinking funding sources for law enforcement, the Oakland County Sheriff's Office's Investigations Division is able to provide these specialty services and thus avoid duplicating expensive local investigations.

Objectives

- To continue the NET efforts and encourage more participation to provide a safer environment for our citizens.
- Maintain and coordinate a County wide communications system.
- To continue to support all law enforcement agencies within the County by providing a high level of sophisticated support services.
- To provide a high level of Computer Crime prevention by the Computer Crime unit.

The **Fire Investigation Unit** is comprised of 5 court-qualified experts in the field of fire investigations and post-bombing incidents. This highly-specialized unit is available to respond to any calls for investigative assistance on a 24 hour a day basis. Historically, the Fire Investigation Unit has been the investigative unit utilized by nearly all fire departments within Oakland County. The unit has been the recipient of numerous local, regional, state, and international awards for their investigative skills. The unit includes 1 Sergeant and 4 Investigators.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Contracted areas by OCSO	85	76	62	67
Assisted to Other Fire/Law Enforcement	103	78	91	84
Total Fire Scenes Investigated	188	154	153	151
Dollar Value Loss Investigated	\$22,464,780	\$16,471,000	\$16,770,076	\$21,157,000
Arson Related Arrests for All Jurisdictions	21	14	17	12

The Auto Theft Unit is a multi-agency task force, funded 75% by the Auto Theft Prevention Authority, whose goal is to reduce, deter and investigate auto theft, carjacking, insurance fraud, and other related crimes. Auto theft investigations have become increasingly more complex over the years. Today's thieves are far more sophisticated and organized in their approach to stealing cars and using fraudulent documents, stolen identities, and other elaborate schemes to perpetrate their crimes. Information obtained in these investigations has led to arrests in several other crimes including homicide, home invasion, and identity theft. Since the units inception in 1987 the auto theft rate has dropped 60% in Oakland County leading to a \$47 savings on vehicle insurance policies for Oakland County residents. In 2006 the unit made 311 arrests, recovered 492 stolen vehicles, parts, or other equipment valued at \$5,593,925. The Oakland County Auto Theft Unit was rated as the number one auto theft unit in the state last year by the state ATPA and has won several awards for their efforts and dedication to reduce auto theft related crimes in Oakland County.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Property Rec. Incidents	285	281	568	492
Value	\$2,465,450	\$2,860,700	\$4,968,560	\$5,593,925
Arrests	182	226	268	311
Investigations	664	574	777	853

The **Special Investigations Unit** is composed of veteran Detectives and Sergeants who investigate major and violent crimes for this and any other police agency who make a request, along with handling the internal affairs investigations of this department.

The Fugitive Apprehension Team has experienced and dedicated investigators that locate and arrest some of the most violent criminals wanted in Oakland County. The team uses some of the latest technology available through its databases to provide assistance to local law enforcement agencies. They also locate and arrest fugitives residing in Oakland County who are wanted by other counties in Michigan and throughout the country. Any law enforcement agency in Oakland County requesting assistance will be provided services by the team who has assisted in several homicide investigations. Members of the team travel throughout the country to bring fugitives back to Oakland County to be held accountable for their crimes. The team also identifies habitual and serial criminals that commit armed robberies, home invasions, and business breaking and entering throughout the County. Ongoing surveillance frequently results in arrests of these criminals while they are committing a crime. The Fugitive Apprehension Team responds immediately to requests from the Oakland County Prosecutor's Office to locate key witnesses that have not be located by local law enforcement agencies. The team also responds to requests from Oakland County Circuit Court judges to apprehend defendants with outstanding bench warrants.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Complaints Opened	628	663	544	554
Fugitive Arrests	213	152	91	90
Assist Other Agency Arrests	144	178	147	138
Extraditions	26	31	49	37

The **Computer Crimes Unit** is a group of highly trained investigators available to assist any law enforcement agency with the investigation of cyber crimes, ranging from auction fraud and identity theft to sexual predators.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Arrests	26	9	13	14
Search Warrants	48	22	58	56
Forensic Exams	54	31	57	68

OAKFORCE is a task force comprised of local, county, state, and federal officers whose primary objective is to investigate major/violent cold cases.

Narcotic Enforcement Team (NET) is a full service multi-agency undercover taskforce whose purpose is to arrest, prosecute, and disrupt all offenders of state and federal narcotic laws. This is accomplished through cooperation and intelligence sharing with 43 local police departments, along with the State Police, FBI, and DEA. This unit is comprised of investigators from 13 local police agencies, 2 Sheriff's Departments, the FBI, and the DEA.

In these tough economic times, of shrinking local police department budgets, this concept unit has been relied upon to be the primary drug enforcement team through out Oakland County. This unit's operation is supported by federal HIDTA grants, for equipment, training, overtime reimbursement. We also receive a matching Michigan State Byrne Memorial Grant to fund 4 investigators. For the last five years, the NET unit has averaged over \$900,000/year in closed asset forfeiture that has been redistributed back to the local agencies. This unit is responsible for taking approximately \$10 million of illegal narcotics off the street. Across the United States, to be successful, drug enforcement agencies have to rely more and more on intelligence sharing and inter-agency cooperation. The Oakland County NET unit prides itself in being the leader in this trend.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Arrests	454	311	215	213

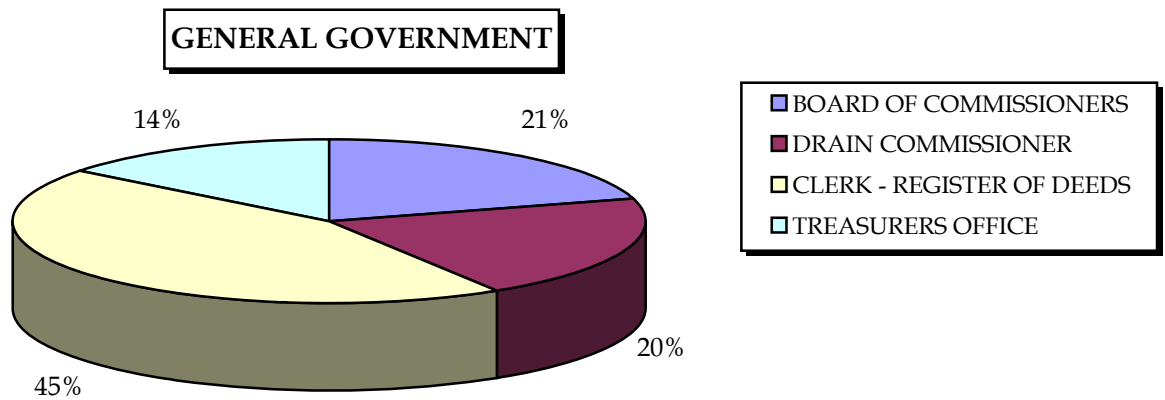
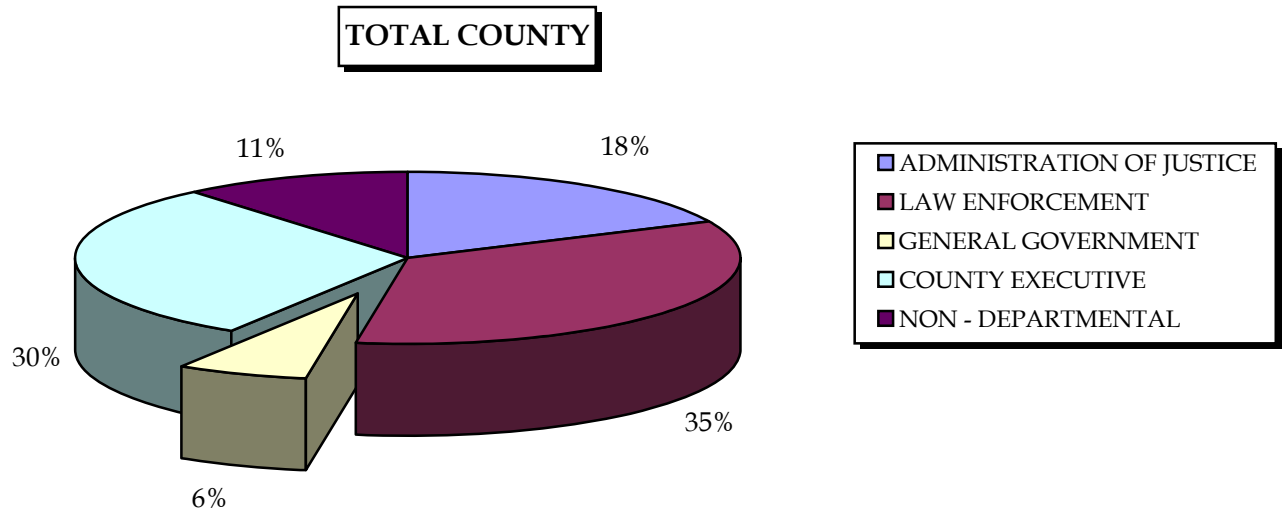
The Warrants Unit Investigators are responsible for picking up defendants that are arrested on Oakland County warrants by other law enforcement agencies throughout the State of Michigan. The investigators also locate, and arrest individuals wanted on Oakland County warrants, with emphasis on clearing nearly 11,000 misdemeanor warrants currently outstanding. Additional responsibilities include facilitating extradition of violators wanted by out of state agencies, and arraignment of misdemeanor offenders. The Warrants Unit Clerks are responsible for entering, canceling and certifying the accuracy of any felony and misdemeanor warrants obtained by the Sheriff's Office, and all civil warrants county wide.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Warrant Arrests	379	511	671	787
Warrants Registered	6,287	7,137	6,750	6164
Adult Cases Presented to Pros Office	864	691	612	198
Juvenile Cases Present to Pros Office	389	259	281	175

Friend of the Court Investigators became members of the Sheriff's Office on December 25, 2004. The F.O.C. Investigators are responsible for picking up defendants that are arrested on Oakland County warrants throughout the state and arraign them. The F.O.C. Investigator also locates and arrests defendants at their homes and place of employment. Two-thirds of the funding for the unit is reimbursed by a grant.

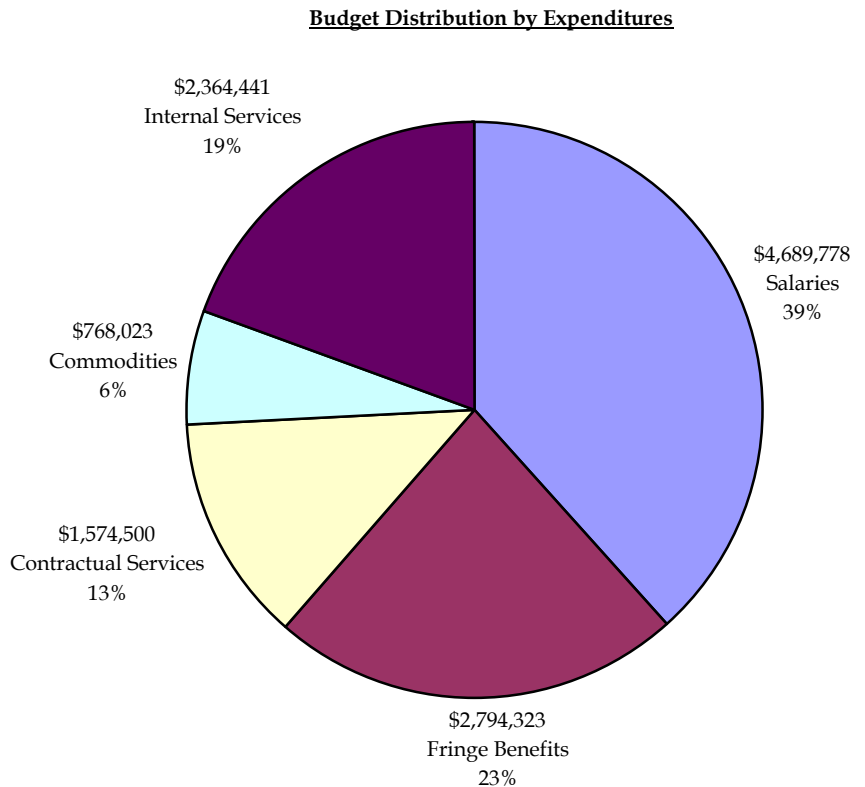
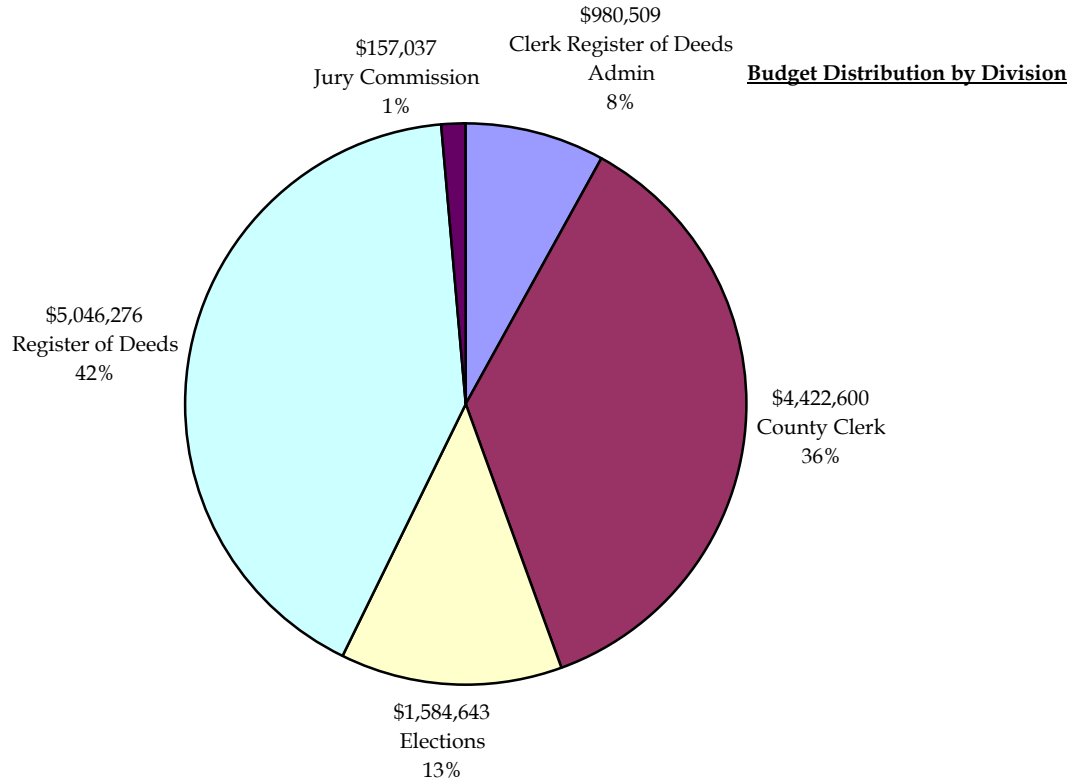
Only seven metro areas nationwide have a median Effective Buying Income (EBI) higher than Oakland County's \$54,804.

GENERAL FUND/GENERAL PURPOSE BUDGET GENERAL GOVERNMENT EXPENDITURES



Clerk - Register of Deeds

FY 2008 General Fund/General Purpose



COUNTY CLERK / REGISTER OF DEEDS

COUNTY CLERK / REGISTER OF DEEDS (a)		
TOT		COUNTY CLERK /
FY 08	FY 09	REGISTER OF DEEDS
116	116	Gen Fund/Gen Purpose
3	3	Special Revenue
9	7	Proprietary
128	126	Total Positions

ADMINISTRATION DIVISION		
TOT		COUNTY CLERK/
FY 08	FY 09	REGISTER OF DEEDS
6	6	Gen Fund/Gen Purpose
1	1	Special Revenue
		Proprietary
7	7	Total Positions

ELECTIONS DIVISION		
TOT		DIRECTOR OF
FY 08	FY 09	ELECTIONS
9	9	Gen Fund/Gen Purpose
		Special Revenue
		Proprietary
9	9	Total Positions

FY 08	FY 09	JURY COMMISSION
3	3	Jury Board Member
1	1	Office Assistant I
4	4	Total Positions

REGISTER OF DEEDS DIVISION		
TOT		CHIEF DEPUTY
FY 08	FY 09	REGISTER OF DEEDS
40	40	Gen Fund/Gen Purpose
2	2	Special Revenue
9	7	Proprietary
51	49	Total Positions

COUNTY CLERK DIVISION (a)		
TOT		CHIEF DEPUTY
FY 08	FY 09	COUNTY CLERK
57	57	Gen Fund/Gen Purpose
		Special Revenue
57	57	Total Positions

Prepared by Human Resources Dept. 10/1/07.

Clerk/Register of Deeds

Department Revenue by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Administration	0	0
County Clerk	2,597,434	2,645,634
Election	273,466	276,166
Register Of Deeds	13,373,000	13,373,000
Jury Commission	0	0
Total Revenue	\$16,243,900	\$16,285,800

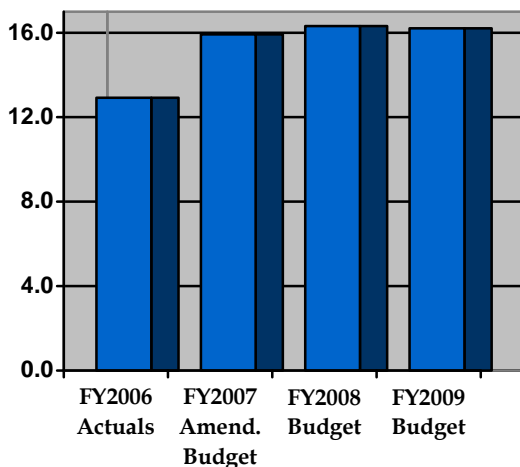
Department Expenditures by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Administration	980,509	979,907
County Clerk	4,422,600	4,424,325
Elections	1,584,643	1,579,384
Register Of Deeds	5,046,276	5,050,136
Jury Commission	157,037	157,222
Total Expenditures	\$12,191,065	\$12,190,974

Staffing

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Full Time Positions	113	113
Part Time Positions	15	15
Total Positions	128	128

Department Expenditures (\$ in millions)



Summary

The office of the Clerk/Register of Deeds statutory function is to act as the official record keeper for a variety of public and non-public documents. This office has three (3) separate divisions which are mandated by statute and also operates the Micrographics and Jury Commission divisions. We strive to make government more accessible by putting as many documents as we can on the Internet for easy retrieval.

- The County Clerk division is comprised of the Legal Records unit and the Vital Records unit. Legal Records is responsible for recording and maintaining all 6th Judicial Circuit Court paper and electronic documents in accordance with all statutory and Supreme Court guidelines. Vital Records is responsible for recording and safeguarding birth, death, marriage, notary public and assumed names documents. Vital Records also processes concealed weapons permits and passport applications.
- The Elections division is responsible for overseeing all county and multijurisdictional elections, programming elections tabulators, printing ballots, training poll workers and maintaining permanent records of election results. The division also maintains all campaign finance records for local offices and updates the statewide Qualified Voter File (QVF) database. Additionally, the Elections Division records and maintains the official minutes of the Board of Commissioners.
- The Register of Deeds records and safeguards all land related documents including subdivision plats and condominium plans. This office was one the first to become fully automated. It has the distinction of being the first in Michigan to accept electronic filings. Since 2002, users have been able to search records back to 1983 using the Internet. Soon the on-line records will go back to 1964. In 2007 we were the first county in the U.S. to offer Fraudcheck; a free tool for property owners to check if any fraudulent documents have been filed on their property.
- The Micrographics division films and scans county records so that the records may be retrieved over the next 100 years. They also scan records for the Register of Deeds using auto-indexing software that eliminates as many as 80% of the keystrokes for indexing land related documents. They microfilm records for the Register of Deeds, Record Retention, Family Court, Probate Court, Sheriff's Office, Health Division, Medical Examiner and Treasurer's Office.
- The three (3) member Jury Commission is appointed by the Board of Commissioners. They oversee the process of compiling a list of names of those eligible for jury duty and providing those lists to all thirteen District Courts in Oakland County.

Clerk Register of Deeds

Department Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Charges for Services	18,677,408	17,502,920	16,093,900	16,135,800
Investment Income	180,080	2,000	150,000	150,000
Other Revenues	10,155	0	0	0
Total GF/GP Rev.	\$18,867,643	\$17,504,920	\$16,243,900	\$16,285,800
<u>Other Funds</u>				
Other Grants	665,506	498,850	987,218	987,218
Micrographics	408,941	964,002	1,038,630	935,825
Reg. of Deeds Auto.	1,796,823	2,000,000	2,099,583	2,100,325
Total Revenue	\$21,738,913	\$20,967,772	\$20,369,331	\$20,309,168

Department Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	4,394,635	4,560,787	4,689,778	4,689,140
Fringe Benefits	2,351,360	2,491,855	2,794,323	2,794,219
Contractual Services	1,096,583	1,644,655	1,574,500	1,574,500
Commodities	449,619	814,701	768,023	761,723
Non-Departmental	0	0	0	0
Capital Outlay	0	2,697	0	0
Internal Services	2,589,482	2,922,207	2,364,441	2,371,392
Transfers Out	52,500	32,000	0	0
Total GF/GP Exp.	10,934,179	12,468,903	12,191,065	12,190,974
<u>Other Funds</u>				
Other Grants	665,506	498,850	987,218	987,218
Micrographics	954,878	964,002	1,038,630	935,825
Reg. Of Deeds Auto	375,803	2,000,000	2,099,583	2,100,325
Total Expenditures	\$12,930,366	\$15,931,755	\$16,316,496	\$16,214,342

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name</u>				
Administration	859,204	945,696	911,534	910,984
Court Records Mgmt.	3,887,854	3,995,885	3,761,168	3,762,886
Election Services	1,218,622	1,690,421	1,584,643	1,579,384
General Services	870,684	795,897	874,839	874,979
Land Records Auto.	375,804	2,000,000	2,099,583	2,100,325
Land Records Mgmt.	4,097,814	5,041,004	5,058,881	5,062,741
Micrographics	954,878	964,002	1,038,630	935,825
Remonumentation	665,506	498,850	987,218	987,218
Total Program Exp.	\$12,930,366	\$15,931,755	\$16,316,496	\$16,214,342

Current Issues

- Expand the current pilot program, of electronic filing of court documents, to more judges and case types.
- Monitor pending legislation for redacting personal information from public documents.
- Expand voter outreach and poll worker training.
- Implement new guidelines from Homeland Security regarding document storage.
- Monitor pending legislation for recording land related documents.

Department Goals

- Continue to provide quality services and be accountable to the public we serve.
- Increase voter turnout while ensuring our citizens are using the most accurate voting machines available.
- Utilize state of the art technology for recording, maintaining and retrieving public documents in the most cost efficient manner possible.
- Provide enhanced election training and support for local clerks and poll workers.
- Utilize technology to facilitate legal and vital records storage retrieval and transmission via the Internet.
- Provide programming services for local and county wide elections.
- Promote "online not inline" Internet based services to allow around-the-clock access to certain land related documents, legal, vital and campaign finance records.

Summary of Major Program Changes

FY 2008

FY 2009

Revenue

The FY 2008 revenue budget decreased by (\$1,261,020). The Land Transfer Tax decreased by (\$1,305,000) based upon recording activity in the Register of Deeds and the current real estate market. Court relates Bond Forfeitures decreased by \$185,586 based on reduction in bond forfeitures. General Reimbursement increased by \$65,730; Interest Income on Court Cases increased by \$148,000 and other miscellaneous revenue line items increased by \$15,836.

Expenditures

The Controllable Personnel budget increased by \$431,459 Salary and Fringe Benefit budget reflects a 1% general salary increase, as well as an increase in related Fringe Benefits and increased Retiree Health Care costs. Contractual Services decreased by (\$70,155) due largely to the elimination of one-time expenditure to cover the cost of training election worker's as required by the Help America Vote Act (HAVA). The Commodities budget decreased \$38,690 due reductions to election and office supplies; Capital Outlay Misc. reduced by \$2,697 due to elimination of one time special appropriation. Internal Services budget decreased by (\$557,766) reflective of current operations, and additional allocation will be approved during the fiscal year for Information Technology (IT) Development, IT Imaging Development and Maintenance Department Charges based on usage.

Administration**\$911,534****\$910,984**

The Administration program sets the overall policies, procedures and gives directions to all divisions. It is responsible for tracking legislation and assists in the shaping of statewide policies.

Objectives

- Provide employees and public with state of the art technology.
- Insure prompt and professional services in recording, maintaining and retrieving of records.
- Promote professional, friendly and courteous service to all users.

Court Records Management**\$3,761,168****\$3,762,886**

The County Clerk is the general recorder of the 6th Judicial Circuit Court.

Objectives

Receive, file, maintain, and retrieve all records under the County's jurisdiction in such a manner to allow easy accessibility by the public and business people at the lowest possible cost.

Performance Measures	CY 2004	CY 2005	CY 2006	CY 2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Civil Cases	22,383	18,833	21,305	20,833
Criminal Cases	6,059	5,251	6,097	6,146
District Appeals	159	137	190	158

Election Services

\$1,584,643 \$1,579,384

Election Services is responsible for overseeing all county-wide elections, printing of ballots, maintaining permanent records of election results, assisting local clerks and citizens in interpreting Michigan Election Law and Campaign Finance Law according to state statutes. Also, all campaign finance records, for local offices, are filed with this division. In addition, this division performs functions related to the Qualified Voter File (QVF). The QVF links State, County, City and Township election officials through an automated, interactive statewide voter registration database and provides election officials with the ability to generate master and ID cards, precinct lists, maintain voter history and provide voter registration data in numerous custom formats. This division also records and maintains official minutes of the Oakland County Board of Commissioners.

Objectives

Receive, file, maintain and retrieve all records under the County's jurisdiction in such a manner to allow easy accessibility by the public and business people at the lowest possible cost.

Performance Measures	CY 2004 Actual	CY2005 Actual	CY 2006 Actual	CY2007 Actual
Primary Election	1	1	1	1
General Election	1	1	1	1
Regular Elections	48	24	35	59
Special Elections	4	6	3	6

General Services

\$874,839 \$874,979

The County Clerk is the general recorder of various official County records, such as birth, death, marriage, military discharge, business and professional registrations.

Objectives

Receive, file, maintain, and retrieve all records under the County's jurisdiction in such a manner to allow easy accessibility by the public and business people at the lowest possible cost.

Performance Measures	CY2004 Actual	CY2005 Actual	CY2006 Actual	CY2007 Actual
Births	21,380	15,361	20,262	18,103
Deaths	11,236	8,244	11,638	10,819
Marriages	7,400	6,597	7,106	6,906
Concealed Weapons	4,956	6,287	4,733	3,654
Assumed Names	11,051	8,993	9,979	8,956
Co-Partnerships	662	421	391	346
Notaries	4,298	4,298	4,349	3,604
Military Discharge (DD-214)	674	598	655	612

Land Records Management

\$5,058,881 \$5,062,741

The Register of Deeds Division records official documents affecting property ownership such as warranty deeds, quit claim deeds, mortgages, land contracts, state, federal and mechanics liens, etc. This division is also the official recorder of subdivision plats and condominiums, records fixture filings in the Financing Unit and facilitates the redemption of Sheriff/Clerk Deeds in the Real Estate Unit.

Objectives

Record, maintain and retrieve all records under the County's jurisdiction in such a manner to allow easy accessibility by the public and business people at the lowest possible cost.

Performance Measures	CY 2004 Actual	CY 2005 Actual	CY 2006 Actual	CY 2007 Actual
Deeds (b)	61,455	45,244	47,370	44,550
Mortgages (b)	162,098	103,612	93,850	66,050
Misc. Recordings (a)(b)	282,156	158,250	171,016	154,370
Plats	24	22	11	3
Condos/Amendments	274	254	258	185
Sheriffs Deeds	2,168	2,100	4,881	7,647
Clerks Deeds	29	12	22	27
Foreclosures Redeemed	482	409	468	395
Documents Filed Electronically	n/a	44,846	53,239	35,565

(a) Discharges, Assignments, Affidavits, Liens, Releases

(b) Includes Deeds, Mortgages and Miscellaneous Recordings. The number of electronic documents is included in the individual totals listed above for each category.

Micrographics

\$1,038,630

\$935,825

The Micrographics program is responsible for preserving county documents for various departments. Presently, this program is microfilming documents for Register of Deeds, Record Retention, Family Court, Probate Court, Sheriffs Department, Health Division, Medical Examiners and Treasurers Office. This is accomplished by first preparing the documents, filming, indexing and storing these records on film, thus preserving the records. In addition, Non-County businesses, such as title companies, engineers, and surveyors utilize Micrographics services.

Objectives

To be an effective service bureau by providing accurate and timely service and to expand the Micrographics customer base if possible.

Performance Measures	CY2004 Actual	CY2005 Actual	CY2006 Actual	CY2007 Actual
Hard Copies (8 1/2 x 11 sheets)	27,060	62,640	42,235	62,640
Hard Copies (bulk, 1,800 pages to a stack)	2,547,000	2,034,000	1,542,600	2,034,000
Film Duplicating (rolls)	3,950	3,890	2,650	3,890
Microfilming (approx. for all projects)	6,491,554	5,845,083	2,442,299	5,845,083
Plats (11 x 17)	958	771	407	771
Plats (18 x 24)	567	782	422	782
Imaging Daily Recordings*	0	0	1,524,600	1,179,000
Microfilming Daily Recordings*	0	0	1,524,600	1,179,000
Laminated Plats (11 x 17)	278	602	618	88
Laminated Plats (18 x 24)	101	110	134	13
Laminated Plats (8 x 11)	121	296	343	215

*New for CY2006 and CY2007

Remonumentation**\$987,218****\$987,218**

Act 345 of the Public Acts of 1990 requires all counties to establish and submit a model plan for the monumentation and remonumentation of property controlling corners. Property controlling corners are used by surveyors to establish property lines and to develop the grid that is the foundation of the County's geographic information system (GIS). This program coordinates the accurate location of each corner and also the on-going maintenance of monument boxes to identify the corner.

Objectives

- Insure that property controlling corners are accurately identified.
- Provide ongoing maintenance to monument boxes that have been destroyed or moved.

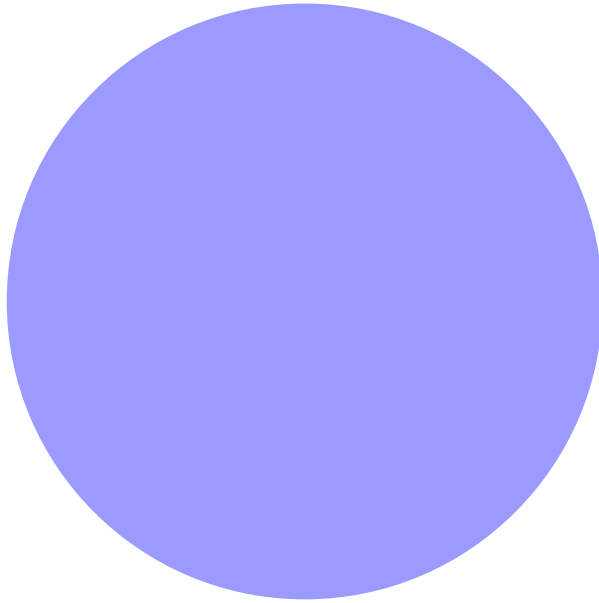
Land Records Automation**\$2,099,583****\$2,100,325**

Miscellaneous Resolution #01322, unanimously adopted by the Board of Commissioners on December 13, 2001 authorized the Register of Deeds Division to provide electronic filing of land record documents. This resolution allowed this office to begin to test and implement a system to accommodate electronic recording. In June of 2003 the first land record documents were recorded electronically. Public Act 698 of 2002 took effect on March 31, 2003 and required counties to establish an "Automation Fund" to be used to upgrade technology within the Register of Deeds.

As of April 2007, 12.6% of all people employed in Michigan worked in Oakland County.

Treasurer

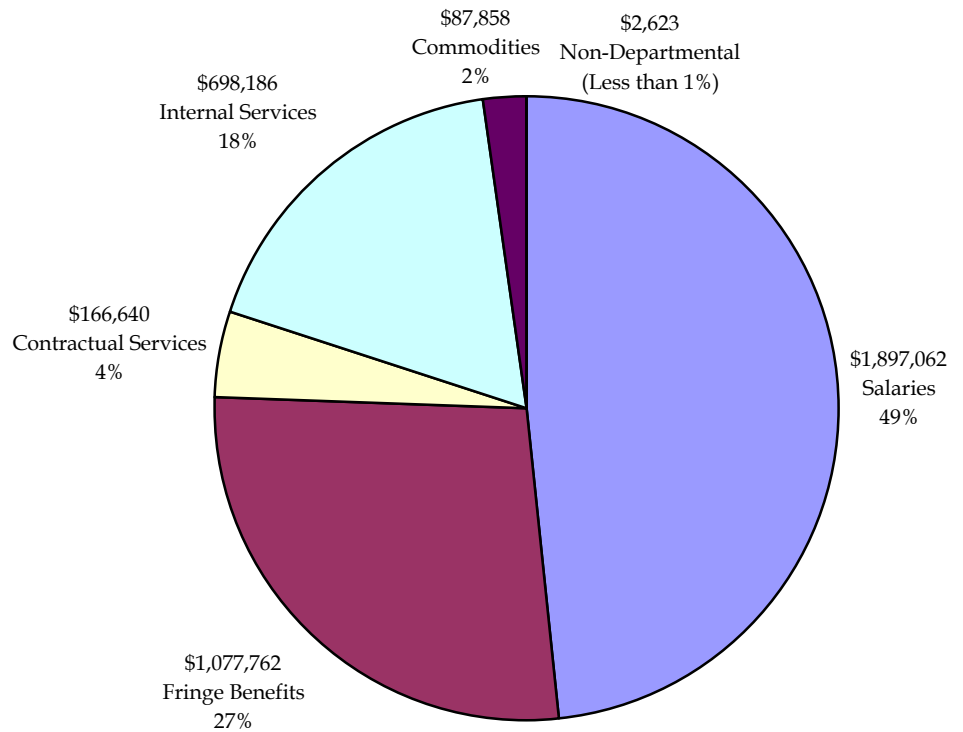
FY 2008 General Fund/General Purpose



Budget Distribution by Division

Treasurers Office
\$3,930,131
100%

Budget Distribtuion by Expenditures



TREASURER

TREASURER		
TOT		
FY 08	FY 09	COUNTY TREASURER
38	38	Gen Fund/Gen Purpose
2	2	Special Revenue
8	8	Proprietary
48	48	Total Positions

ADMINISTRATION		
TOT		
FY 08	FY 09	COUNTY TREASURER
7	7	Gen Fund/Gen Purpose
		Special Revenue
7	7	Total Positions

GENERAL ACCOUNTING (a)		
TOT		CHIEF -
FY 08	FY 09	TREASURER ACCT.
11	11	Gen Fund/Gen Purpose
1	1	Special Revenue
1	1	Proprietary
13	13	Total Positions

TAX ADMINISTRATION (a)		
TOT		CHIEF - TAX
FY 08	FY 09	ADMINISTRATION
20	20	Gen Fund/Gen Purpose
1	1	Special Revenue
7	7	Proprietary
28	28	Total Positions

(a) Positions show in Administration unit on salaries pages.

Prepared by Human Resources Dept.10/1/07.

Department Revenue by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Administration	5,601,554	5,601,554
Total Revenue	\$5,601,554	\$5,601,554

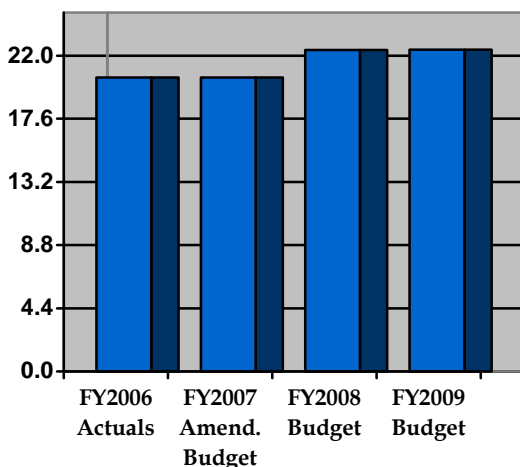
Department Expenditures by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Administration	3,930,131	3,933,177
Total Expenditures	\$3,930,131	\$3,933,177

Staffing

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Full Time Positions	44	44
Part Time Positions	4	4
Total Positions	48	48

Department Expenditures (\$ in millions)



Summary

Virtually all of the functions and services of the Treasurer's Office are State mandated. Other duties and powers are authorized by the Board of Commissioners. The two main roles of the Treasurer's Office are the custodian of all county funds and the collector and distributor of property taxes. Additionally, the Treasurer fulfills many other duties.

As the custodian of all county funds, the county receives money from several sources. The principal source of revenue is from property taxes. Other income is received from state and federal grants, interest income, and various service and license fees. Many county departments, such as the County Clerk, the Parks and Recreation Commission, and Drain Commissioner collect money in the course of their business. This money is periodically deposited with the Treasurer's Office, which is in a sense, the county's bank. Besides revenue items, the Treasurer is responsible for large amounts of money in various trust and agency funds. The Treasurer maintains approximately \$1 billion in daily cash and investment balances. Through prudent investment practices the county's short-term investment portfolio consistency exceeds the short term U.S. Treasury T-Bill by half of one percent (.50%).

All disbursements of county money, such as payroll and payments to vendors, are made by the County Treasurer as approved by the County Executive.

As the collector of taxes, the County Treasurer administers a system of property tax collections. City, Village and Township Treasurers originally send out annual bills for taxes on both real and personal property. After the local unit's Treasurer collects property taxes, they forward them to the County Treasurer's Office where an accounting is made. At the end of the collection period (March 1st) the local units return as delinquent any unpaid county, school, state, and local taxes. From this point, the delinquent real property tax collections are the responsibility of the County Treasurer. If the delinquent taxes remain unpaid after a twenty-five month period they are sold at a County land sale. After the County settles with the local units for delinquent taxes, the County prepays real property tax delinquencies to more than one hundred taxing authorities throughout the county (Cities, Villages, Townships, School Districts, Community Colleges, Special Districts, and the State of Michigan). The prepayment is done by means of a delinquent tax revolving fund; the costs involved are offset by interest and penalties collected from delinquent taxpayers. Oakland County is one of only a few counties in the State of Michigan that allows local taxing units to contract with them for the collection of delinquent personal property taxes (taxes on furniture, fixtures, and equipment of businesses).

Department Revenue by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Taxes	305,966	110,000	110,000	110,000
Special Assessments	0	0	0	0
Charges for Services	2,173,214	3,897,980	3,138,453	3,138,453
Other Revenue	886	1,000	1,000	1,000
Transfers In	3,354,967	2,352,101	2,352,101	2,352,101
Total GF/GP Rev.	5,835,033	6,361,081	5,601,554	5,601,554
<u>Other Funds</u>				
Delinquent Personal				
Property Tax Adm.	1,215,466	965,354	991,770	992,169
Delinquent Tax				
Revolving	20,666,970	13,881,317	15,969,926	15,975,945
Property Tax				
Forfeiture Fund	1,667,028	1,505,537	1,506,592	1,506,592
Total Revenue	\$29,384,497	\$22,713,289	\$24,069,842	\$24,076,260

Current Issues

- Ongoing issues and changes to P.A. 123 of 1999 (property tax foreclosure legislation).
- Tracking, working on and reacting to ever changing legislation affecting the Treasurers office.
- Prudent investing in a historically low interest rate market.

Department Expenditures by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	1,691,741	1,858,069	1,897,062	1,897,062
Fringe Benefits	862,437	958,877	1,077,762	1,077,762
Contractual Services	131,225	166,664	166,640	166,640
Commodities	34,227	87,858	87,858	87,858
Capital Outlay	0	0	0	0
Internal Services	983,874	1,059,888	698,186	701,232
Budget Transition	0	2,623	2,623	2,623
Total GF/GP Exp.	\$3,703,504	\$4,133,979	\$3,930,131	\$3,933,177
<u>Other Funds</u>				
Delinquent Personal				
Property Tax Adm.	1,097,754	965,354	991,770	992,169
Delinquent Tax				
Revolving*	14,398,274	13,881,317	15,969,926	15,975,945
Property Tax				
Forfeiture Fund	1,321,197	1,505,537	1,506,592	1,506,592
Total Expenditures	\$20,520,729	\$20,486,187	\$22,398,419	\$22,407,883

Goals

- Make every effort possible to ensure that no homeowner-occupied property is lost to property tax foreclosure provided the homeowner is making an effort to bring their delinquent taxes up to date.
- Provide for the safety of all county funds.
- Provide for the maximum amount of investment earnings while keeping the county's funds safe and liquid enough to meet its daily cash flow requirements.
- Continue to stay on the cutting edge of new technology especially in the area of banking services.

Program Expenditures

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Program Name</u>				
Administration	1,702,250	1,799,708	1,481,100	1,484,146
Delinquent Taxes*	1,805,856	1,687,835	1,745,088	1,745,108
Investments	209,215	239,757	256,040	256,040
Personal Property	1,130,211	998,946	1,018,138	1,018,537
Settlement & Dist	507,745	611,712	640,800	640,800
Spec Acct/Disburse	200,456	242,805	244,268	244,268
General Accounting	582,291	649,887	678,865	678,865
Prop. Tax Land Sale	1,333,412	1,505,537	2,334,120	2,340,119
Countywide Oper.	7,704,967	7,550,000	7,550,000	7,550,000
Debt Service	5,344,326	5,200,000	6,450,000	6,450,000
Total Program Exp.	\$20,520,729	\$20,486,187	\$22,398,419	\$22,407,883

*Figures reflect administrative and operational costs

Summary of Major Program Changes
FY 2008**FY 2009**

Revenue

The Treasurer's revenue budget decreased by \$759,527 all in Charges for Services largely due to anticipated decreases in Industrial Facilities Tax revenue of \$635,877 due to Board of Review legislative changes in assessment amount, and expired certification, assessments are set at the local government level and are contingent upon the number of assessments issued, which have been decreasing in the last three years; and TIFA/DDA Recovery Ad Valorem revenue of \$117,285, which is reflective of slowing of business and industrial development in Oakland County, these assessments are also controlled at the local level; and a decrease in Alternate Energy fee revenue of \$6,365 due to a decrease in capture amount assessed by local authority to attract energy conservation industries.

Expenditures

The Controllable Personnel budget increased by \$157,878 and reflects a 1% across the board Salary increase as well as an increase in related fringe benefits and increased Retiree Health care costs. Internal Service budgets decreased overall by \$361,702 due largely to Info Tech Development charges budgeted in Non-departmental expense and appropriated to the departmental budget as utilized along with actual charges.

Administration
\$1,481,100**\$1,484,146**

The Administration section of the County Treasurer's Office sets overall policies and the direction for the department. It is responsible for tracking legislation and assists in the shaping of countywide policies.

Objectives

- Provide employees and public with state of the art technology.
- Provide access to information that will in turn promote friendly, timely and courteous service to all users.

Delinquent Taxes
\$15,745,088**\$15,745,108**

The Delinquent Tax program section of the County Treasurer's Office is responsible for the collection of all real property taxes returned delinquent by the County's sixty-one cities, villages and townships. In addition, it is responsible for the sale, at public auction, of any land for which real property taxes remain unpaid after a twenty-five months of delinquency. There are also a number of ancillary duties related to this primary task. *Note: Program expenditures referred to as Debt Service and Countywide Operations on the previous page relate to Delinquent Tax Revolving Fund revenues utilized to pay a portion of the Debt Service obligations on County facilities, Treasury Services in the amount of \$2,200,000, Annual Subsidy to the general fund of \$4,100,000, and \$1,500,000 to fund the Tri-Party Agreement with the Road Commission and local municipalities.*

Objectives

- Make every effort possible to assure that no owner occupied home is lost due to property foreclosure because of the non-payment of property taxes provided the homeowner is making an effort to bring their delinquent taxes up to date.
- Promote friendly, timely, and courteous service to all County departments, citizens, and taxpayers.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006* <u>Actual</u>
Real Property Delinquent Parcels	38,850	38,148	38,669	42,082
Real Property Tax Delinquent Dollars	\$85,137,150	\$80,979,318	\$90,880,082	\$122,129,735
• Partial Year Data (03/01/06 to 09/30/06)				

Performance Measures, cont.	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006* <u>Actual</u>
Real Property & Special Assessment				
Payments Processed (full & partial)	48,990	52,192	46,923	51,361
Payment Dollar Amount Collected	\$73,031,449	\$103,981,632	\$101,235,638	\$118,798,514
Number of Notices Mailed	92,446	83,600	79,218	93,463
Deeds Certified	31,226	23,129	22,939	12,337

* Partial Year Data (03/01/06 to 09/30/06)

Investments	\$256,040	\$256,040
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The Investment section of the County Treasurers office invests all the idle funds of the County. In addition, it is the Bond Debt manager for the County. It is responsible for ensuring that the Investment and Debt Management policies of the County are followed and adhered to. This section, in conjunction with our General Accounting section and various departments, determines the daily cash needs of the County. The County's Retirement System investments are accounted for in a different section of the County's budget.

Objectives

- To Invest idle County operating funds in a manner that ensures that they are safe, that cash flow needs can be met and that it achieves a market rate of return provided that safety and liquidity are satisfied.
- Provides adequate cash flow for County payments.
- Ensure that the County's Bond Debt offering documents, including continuing disclosure documents, fully disclose the County's financial and economic position.
- Promote friendly, timely, and courteous service to all County departments, citizens and taxpayers.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006* <u>Actual</u>
Investment Purchases	719	337	340	391
Interest*	\$13,163,625	10,874,109	18,963,353	\$34,189,373
Total Dollar Invested*	\$783,095,191	\$766,662,488	\$839,907,873	\$1,096,416,747
Current Number of Investments	131	137	146	196
Average Value of Investments	\$5,977,826	\$5,596,077	\$5,752,794	\$5,593,963
Number of Funds Managed	1,109	1,037	1,075	1,056
Balance in Managed Funds*	\$783,095,191	\$766,662,488	\$839,907,873	\$1,096,416,747

*FY2003 Reflects County's conversion to a fully pooled investment portfolio.

Personal Property**\$1,018,138****\$1,018,537**

The Personal Property section of the County Treasurer's Office is responsible for the collection of delinquent personal property taxes (taxes on furniture, fixtures, equipment, and leasehold improvements of businesses). This section began in June 1983 and collects these taxes, returned delinquent, under contract with sixty of the County's sixty-one cities, villages, and townships. County collectors make personal visits to delinquent taxpayers in an effort to work out tax payments and, on occasion, will seize and sell personal property at a public auction. This program also handles all real and personal property bankruptcies filed by county property owners.

Objectives

- Ensure timely collection of personal property taxes, returned delinquent, by contracting with local units of government.
- Promote friendly, timely, and courteous service to all County departments, citizens, and taxpayers.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Personal Property Delinquent Parcels	10,026	9,955	9,229	9,020
Delinquent Personal Property Taxes*	\$22,897,745	\$21,331,995	\$9,585,466	\$8,692,690
Personal Property Payments Processed (full & partial)	10,530	9,858	10,336	5,718*
Delinquent Personal Property Collected	\$11,352,878	\$14,290,971	\$ 11,035,439	\$7,762,216
Bankruptcies Processed	961	2,021	932	1,006

Note: Figures reflect tax year.

**Delinquent Taxes begins on March 1st of each Fiscal Year. Activity from October, 2006 to June, 2007*

Settlement and Distribution**\$640,800****\$640,800**

The Settlement and Distribution section of the County Treasurer's Office works closely with State and local officials to verify the tax collections of the County's local treasurers and to make adjustments to property tax rolls as ordered by local Boards of Review and State agencies.

Objectives

- Provide for the settlement of delinquent taxes with local Treasurers which facilitates the purchase of delinquent taxes through the Delinquent Tax Revolving Fund, insuring that local units of government have sufficient funding for their operations.
- Promote friendly, timely, and courteous service to all County departments, citizens, and taxpayers.

Performance Measures	CY2003 <u>Actual</u>	CY2004 <u>Actual</u>	CY2005 <u>Actual</u>	CY2006 <u>Actual</u>
Number of Adjustments (Real & Personal) (1)	3,188	4,525	3,652	4,908
Settlement Dollars (Real & Personal) (1)	\$2,141,805,576	\$2,328,575,713	\$2,428,621,008	\$2,557,038,960

(1) Adjustments represent periods starting on January 1st and Ending December 31st each year.

Treasurers General Accounting**\$678,865****\$678,865**

The General Accounting section of the County Treasurer's Office is responsible for the collection and accounting for all funds that come into the County. In a sense, this area functions as the County's bank. Once funds are deposited at the "County's Bank", appropriate general ledger postings are made to the appropriate funds. This group, also in conjunction with our investment section and various departments, determines the daily cash needs of the County.

Objectives

- Provide cash handling training for new County employees and other municipalities.
- Provide electronic movement of funds from the Deposit Account to the General Fund.
- Account for and assure the timely deposit of all money that comes into the hands of the County Treasurer.
- Continue to implement state of the art technology for the receiving and depositing of county funds.
- Promote friendly, timely, and courteous service to all County departments, citizens, and taxpayers.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Number of Cash Receipts	6,564	6,584	6,731	7,798
Number of Wire Receipts	1,146	1,080	1,049	965
Delinquent Tax Receipts	\$125,403,330	\$123,294,843	\$124,408,571	\$127,696,345
All Other Cash Receipts	\$549,963,948	\$565,713,525	\$541,343,264	\$543,652,755
Total Cash	\$8,595,097	\$9,652,911	\$10,565,491	\$8,849,377
Total Checks	\$666,778,745	\$643,739,639	\$704,598,376	\$607,787,704
Total Receipts Deposited	\$675,373,842	\$689,014,952	\$665,758,566	\$671,349,100
Total of Wire Receipts	\$1,012,291,274	\$1,008,297,117	\$1,192,016,310	\$1,087,614,088
Total All Receipts	\$1,687,665,116	\$1,697,312,069	\$1,857,774,876	\$1,758,963,188

Special Accounting and Disbursing**\$244,268****\$244,268**

The Special Accounting and Disbursing section of the County Treasurers office provides accounting services to a number of Special County functions and funds. It also tracks and resolves bad checks received by the County. The disbursing side of this function includes the creation and distribution of all checks and electronic payments issued by the County. In addition, it also assists in the transmission of check issued files, to financial institutions, as part of the County's check fraud deterrence program.

Objectives

- Provide accounting services to Special functions of the County.
- Account for and issue all authorized County payments.
- Continue to implement state of the art technology for the disbursement of County Funds.
- Promote friendly, timely, and courteous service to all County departments, citizens, and taxpayers.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Total Dollars Disbursed:	\$3,249,243,294	\$1,707,790,716	\$2,019,482,321	\$1,824,345,975
Number of Direct Deposits	4,298	5,329	6,428	8,396
Number of Checks	56,111	91,637	85,774	78,399
Total Dollars Paid Payroll:	\$129,314,095	\$151,066,602	\$162,028,716	\$164,355,619
Number of Direct Deposits	91,233	107,251	110,121	111,776
Number of Checks	27,197	34,298	31,554	30,139
Total Dollars Paid Retirement:	\$23,479,162	\$31,298,053	\$33,243,030	\$35,284,338
Number of Direct Deposits	18,900	23,977	24,709	25,281
Number of Checks	816	975	894	751

Property Tax Land Sale**\$2,334,120****\$2,340,119**

The Property Tax Land Sale section of the County Treasurers office accounts for the monies collected from the land foreclosure sale. Real property taxes returned delinquent by the County's sixty-one cities, villages and townships are sold at, public auction, if they remain unpaid after a twenty-five month period.

Objectives

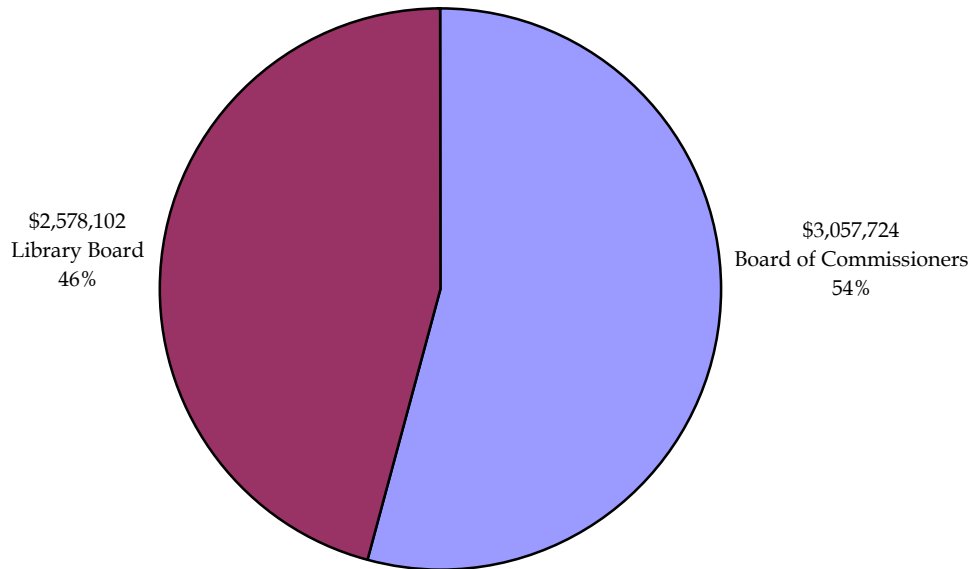
- Provide for a full accounting of all funds collected from the land foreclosure sale.
- Promote friendly, timely, and courteous service to all county departments, citizens and taxpayers.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Real Property Parcels Offered at Auction	373	314	233	206
Real Property Parcels Sold at Auction	273	279	168	125
Title Searches Processed	5,085	3,530	3,818	3,773
Show Cause Hearings	285	62	137	154
Personal Services Processed	4,661	3,431	4,057	3,784
Circuit Court Hearings	85	16	7	72

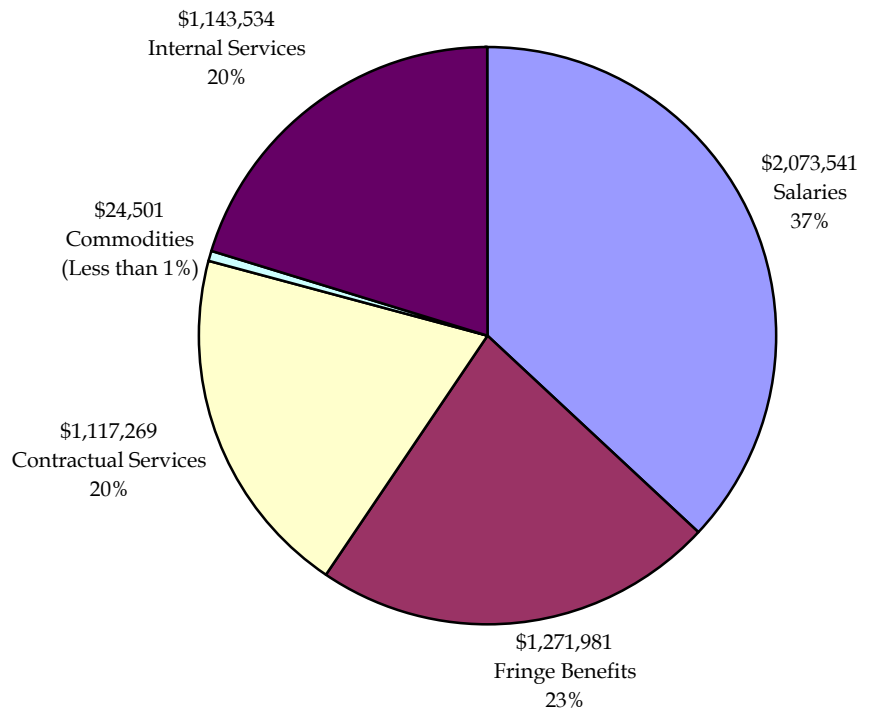
Board of Commissioners

FY 2008 General Fund/General Purpose

Budget Distribution by Division



Budget Distribution by Expenditures



BOARD OF COMMISSIONERS

BOARD OF COMMISSIONERS			
TOT			CHAIRPERSON - BOARD
FY 08	FY 09	OF COMMISSIONERS	
51	51	Gen Fund/Gen Purpose	
		Special Revenue	
0	0	Proprietary	
51	51	Total Positions	

LIBRARY BOARD			
TOT			DIRECTOR -
FY 08	FY 09	LIBRARY SERVICES	
17	17	Gen Fund/Gen Purpose	
0	0	Proprietary	
17	17	Total Positions	

BOARD OF COMMISSIONERS ADMINISTRATION			
TOT			CHAIRPERSON - BOARD
FY 08	FY 09	OF COMMISSIONERS	
34	34	Gen Fund/Gen Purpose	
		Special Revenue	
34	34	Total Positions	

PARKS & RECREATION DEPARTMENT			
TOT			EXECUTIVE OFFICER -
FY 08	FY 09	PARKS & RECREATION	
		Gen Fund/Gen Purpose	
341	341	Proprietary	
341	341	Total Positions	

ADMINISTRATION			
TOT			EXECUTIVE OFFICER -
FY 08	FY 09	PARKS & RECREATION	
		Gen Fund/Gen Purpose	
2	2	Proprietary	
2	2	Total Positions	

DESIGN & DEVELOPMENT			
TOT			CHIEF -
FY 08	FY 09	DESIGN & DEVELOPMENT	
		Gen Fund/Gen Purpose	
30	30	Proprietary	
30	30	Total Positions	

COMMUNICATION			
TOT			PARKS & REC.
FY 08	FY 09	COMMUNICATIONS OFFICER	
		Gen Fund/Gen Purpose	
9	9	Proprietary	
9	9	Total Positions	

ACCOUNTING & ADMINISTRATIVE SERVICES			
TOT			ADMINISTRATOR - PARKS &
FY 08	FY 09	REC. ADMIN. SERVICES	
		Gen Fund/Gen Purpose	
11	11	Proprietary	
11	11	Total Positions	

PARKS OPERATIONS			
TOT			ADMINISTRATOR -
FY 08	FY 09	PARKS OPERATIONS	
		Gen Fund/Gen Purpose	
289	289	Proprietary	
289	289	Total Positions	

Prepared by Human Resources Dept. 10/1/07.

Board of Commissioners

Department Revenue by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Board of Comm.	8,000	8,000
Library Board	27,000	27,000
Parks & Recreation	0	0
Total Revenue	\$35,000	\$35,000

Department Expenditures by Division (GF/GP)

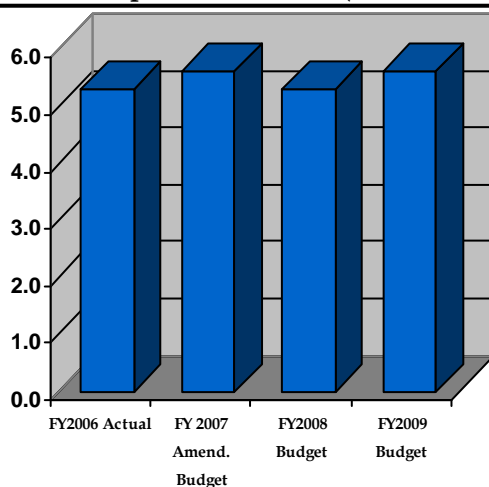
	FY2008 Budget	FY2009 Budget
Board of Comm.	3,057,724	3,062,885
Library Board	2,578,102	2,582,634
Parks & Recreation	0	0
Total Expenditures	\$5,635,826	\$5,645,519

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	147	147
Part Time Positions	245	245
Total Positions	392	392

Note: The number of positions includes 100 full time and 241 part time Parks & Recreation positions.

Department Expenditures (\$ in millions)



Summary

The twenty-five member Board of Commissioners is the governing body of Oakland County. The Commissioners represent 25 equally populated districts and are elected for a two-year term of office. The board is responsible for the adoption of the annual budget, establishing the county property tax millage rate, formulating and establishing county policies, making appointments to various boards and commissions, and adopting ordinances and rules. Five standing committees have been established to facilitate the business of the Board. Each Committee serves as liaison to appropriate county departments and elected officials.

Current Issues

- Due to the impact the current economic climate will have on property tax revenues, the Board of Commissioners must strive to develop alternative revenue sources, preferably those that provide greater tax relief for Oakland County residents. Maintaining high quality services in our growing community while the economy is recovering will be a significant challenge in the coming years.
- Oakland County is one of the few counties that sends more tax dollars to Lansing than it receives in State services. Because of the State of Michigan's budget difficulties, the County must remain poised to react to changing financial conditions. As a result of sound fiscal practices, Oakland County has been granted the highest possible bond rating, AAA, by both major bond-rating agencies. Maintaining this superior rating allows the County to finance projects at the lowest interest rate available.
- Public Safety issues continue to be a high priority for Oakland County. Enhancement of The Courts and Law Enforcement Management Information System (CLEMIS) continues. This consortium provides area law enforcement agencies with computers in police vehicles, on-line access to fingerprints and mugshots, electronic communication with courts, computer-aided dispatch and automated vehicle location. A new radio system is being developed that will allow all area police agencies to communicate with each other, replacing older multi-frequency systems.
- The largest capital projects on the horizon are the potential construction of a new jail and/or new courthouse. A number of factors have impacted the inmate population resulting in increased instances of jail overcrowding. The Board of Commissioners has created a Criminal Justice Coordinating Council to address these issues.

Summary of Major Program Changes
FY 2008**FY 2009**

Revenue

Charges for services – Reduction of (\$ 4,800) from FY 2007 budget is directly related to State of Michigan Libraries discontinuing funds for Library Director Position.

Expenditures

Controllable Personnel reflects General salary increase of 1 % and associated fringe benefits. Includes adjustment in fringe benefit rates for retirement (Retirees' Health Care Benefits) and medical. Additionally, there is a reduction in salaries and fringe benefits for the Secretary position that Sunsets September 30, 2007 due to lack of funding. Internal Services reflects a net increase of \$43,130 with increases in Building Space \$46,300 (utility costs) and Information Technology Operations \$4,000 offset by decreases for Convenience Copier (\$1,800), Insurance Fund (\$270), Mail Room (\$600), Print Shop (\$900) and Telephone Communications (\$3,600) due to rate changes. Allocations for Maintenance Department Charges and Information Technology Development are budgeted in a Non-Departmental account and will be transferred during FY 2008 and FY 2009 as needed (General Appropriation Act).

Administration
\$1,604,551**\$1,609,712**

Administration provides support for the activities of the Board of Commissioners, its Committees, leadership, and individual Commissioners.

Legislative
\$1,453,173**\$1,453,173**

The Legislative program describes activities unique to the legislative process. Included are public information, legal services and expenditures unique to legislative activities.

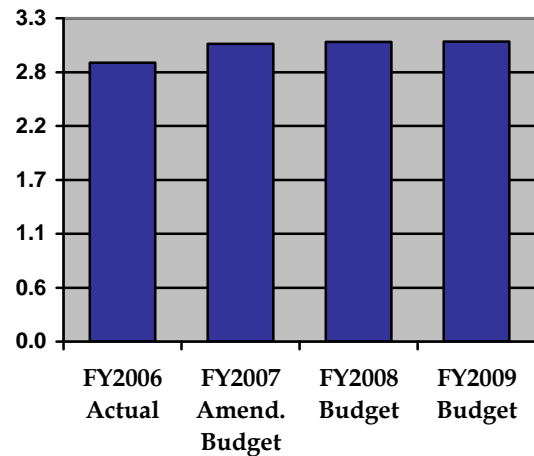
Board of Commissioners/Administration

The twenty-five member Board of Commissioners is the governing body of Oakland County. The board is responsible for the adoption of the annual budget, establishing the county property tax millage rate, formulating and establishing county policies, making appointments to various boards and commissions, and adopting ordinances and rules. The Administration Division is responsible for coordinating and overseeing all Board of Commissioner activities, budget preparation and interacting with the County Departments and elected officials.

Division Goals

- The Board of Commissioners will endeavor to continue the conservative fiscal policies that have resulted in Oakland County's healthy, viable financial condition.
- The Board of Commissioners will continue its commitment to provide responsive programs and services of the highest quality to the communities of Oakland County.
- The ongoing commitment of the Oakland County Board of Commissioners is to provide services that will enhance the quality of life for all residents with initiatives such as the free prescription drug program, the new dental discount program, the addition of new parks and recreation facilities, and using the latest technology to make governmental services more accessible and efficient.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	5,634	8,000	8,000	8,000
Total GF/GP Rev.	\$5,634	\$8,000	\$8,000	\$8,000

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	1,380,120	1,560,279	1,604,551	1,609,712
Legislative	1,466,900	1,479,520	1,453,173	1,453,173
Total Prog. Exp.	\$2,847,020	\$3,039,799	\$3,057,724	\$3,062,885

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	1,377,845	1,406,190	1,435,784	1,435,784
Fringe Benefits	745,688	823,038	902,696	902,696
Contractual Services	443,005	520,708	429,147	433,147
Commodities	5,243	16,001	13,001	13,001
Internal Services	275,239	273,862	277,096	278,257
Total GF/GP Exp.	\$2,847,020	\$3,039,799	\$3,057,724	\$3,062,885

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	34	34
Part Time Positions	0	0
Total Positions	34	34

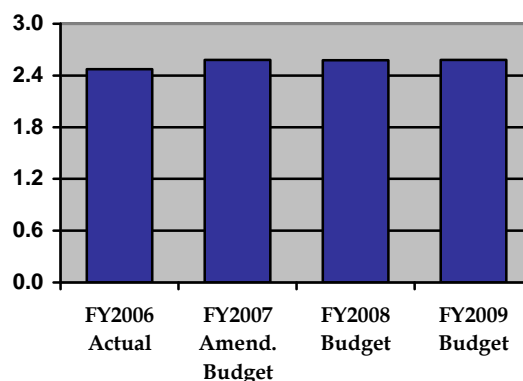
Library Board

Established in 1973 under PA 138 of 1917 and Board of Commissioners Resolution #6233, the Oakland County Library Board oversees the administration of the Oakland County Library. The Library is a division of the Oakland County Board of Commissioners and is comprised of three specialized collections: the Adams-Pratt Law Library, the Library for the Visually and Physically Impaired and the Research Library. Each of these libraries offer services to County residents and employees that are unique and distinctive from library services provided in local communities. Members of the Library Board are appointed and include representatives from the Board of Commissioners, Circuit Court, County Executive and Oakland Schools.

Division Goals

- Provide information services and resources to the Board of Commissioners and County departments that support their work. Meet the legal information needs of Oakland County and its people.
- Give Oakland County citizens access to government information and documents.
- Fulfill the library services needs of visually and physically impaired County residents.
- Support Countywide activities including the Oakland Literacy Council, the Public Library Trustee Association of Oakland County and the Oakland County Historical Resources Consortium.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Charges for Services	87,195	31,800	27,000	27,000
Other Revenue	26	0	0	0
Total GF/GP Rev.	\$87,221	\$31,800	\$27,000	\$27,000

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name</u>				
Administration	212,888	265,432	256,610	256,847
Law Library	1,327,479	1,381,168	1,341,093	1,343,304
LVPI	422,434	427,351	457,896	459,118
Research Library	509,939	507,347	522,503	523,365
Jail Library	0	0	0	0
Total Prog. Exp.	\$2,472,740	\$2,581,298	\$2,578,102	\$2,582,634

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	668,919	685,310	637,757	637,757
Fringe Benefits	318,275	359,880	369,285	369,285
Contractual Services	658,859	690,248	688,122	688,122
Commodities	9,380	11,500	11,500	11,500
Internal Services	817,307	829,360	866,438	870,970
Transfers Out	0	5,000	5,000	5,000
Total GF/GP Exp.	\$2,472,740	\$2,581,298	\$2,578,102	\$2,582,634

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	13	13
Part Time Positions	4	4
Total Positions	17	17

Library Board	FY 2008	FY 2009
Administration	\$256,610	\$256,847

Administration coordinates the activities of the various units and works to ensure that service is provided in a cost-effective manner without duplication. Responsibilities include planning, budgeting, and personnel. The Director-Library Services reports to the Library Board.

Law Library	\$1,341,093	\$1,343,304
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The Adams-Pratt Oakland County Law Library provides an extensive, up-to-date legal research collection for use by the general public and legal professionals alike. Although a legal collection has been available in Oakland County since 1904, the Clark J. Adams-Phillip Pratt Oakland County Law Library was not officially designated until 1976. Today it is the largest public county law library in the State of Michigan, serving government and court employees, attorneys, students and other visitors.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Total Library Visits	39,501	37,644	37,145	40,232
Total Reference Requests	17,664	20,095	17,661	20,509
Total Electronic Visits	28,783	40,527	14,048	24,038

Library for the Visually & Physically Impaired	\$457,896	\$459,118
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The Library for the Visually and Physically Impaired offers services to residents of Oakland County. The Library was established in 1974 as a branch of the federal government's National Library Services (NLS) program for the blind and physically handicapped to provide localized access to library services for those who are unable to read standard printed material because of vision impairment or physical limitations. This service is free of charge to eligible persons, including postage for library related materials.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Total Library Visits	1,214	1,235	1,170	1,084
Total Circulation	70,958	71,361	72,508	63,988
Total Reference Requests	11,182	12,027	10,291	11,352
Total Electronic Visits	7,356	11,333	9,381	9,502

Research Library	\$522,503	\$523,365
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The Oakland County Research Library is open to employees and residents of Oakland County as a source of reference materials on a wide range of topics. It has been designated as a depository and archive for all official reports and documents issued by departments and commissions falling under the oversight of the Oakland County Board of Commissioners. The library's collection includes Michigan and Federal government documents, business, demographic and census resources; and historical and genealogical materials. Portions of the library's collection circulate to the public.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Total Library Visits	12,189	11,290	12,865	11,502
Total Circulation	1,295	1,532	904	617
Total Reference Requests	3,467	3,852	3,921	2,950
Total Electronic Visits	27,025	33,768	23,797	23,168

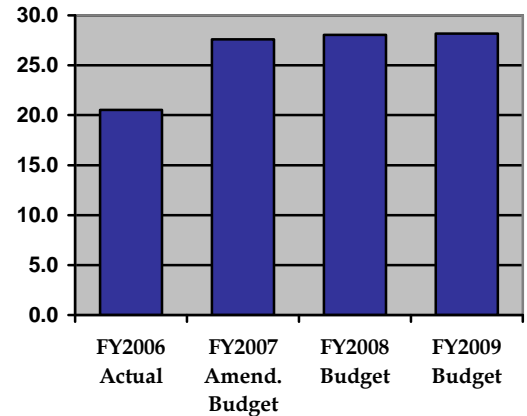
Parks and Recreation

The Oakland County Parks and Recreation Commission provides all the people of Oakland County with recreational, leisure and learning experiences, parks, open spaces, facilities, professional staff and fiscal management resulting in a comprehensive county park system that enhances the resident's quality of life.

Division Goals

- Enhance availability and access to the parks systems to all the people of Oakland County.
- Ensure optimum park land and quality recreational facilities for the people of Oakland County.
- Provide the residents of Oakland County with the highest quality of service and affordable, safe recreational experiences.
- Enhance cooperation and coordination with intergovernmental agencies, the private sector and other organizations.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdg	FY2008 Budget	FY2009 Budget
Parks and Recreation Fund				
Property Taxes	14,071,266	14,295,000	14,865,000	15,013,500
State Grants	0	0	0	0
Charges for Services	8,745,171	9,280,316	8,897,863	8,897,863
Investment Income	871,505	251,000	251,000	251,000
Other Revenue	16,172	0	0	0
Contributions	24,411	3,400	250,000	250,000
Gain -Exch of Assets	37,300	0	1,000	1,000
Transfers In	0	0	0	0
Total Oper. Rev.	\$23,765,825	\$23,829,716	\$24,264,863	\$24,413,363
Capital Contribution	7,955	0	0	0
Use of Fund Balance	0	3,777,100	3,772,100	3,772,100
Total Revenue Plan	\$23,773,780	\$27,606,816	\$28,036,963	\$28,185,463

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdg	FY2008 Budget	FY2009 Budget
Program Name				
Administration	3,484,205	4,512,317	4,886,359	4,878,418
Golf	5,567,192	6,741,760	6,125,960	6,180,911
Nature	572,512	643,375	512,455	516,767
Parks	5,717,904	6,437,005	6,431,417	6,498,347
Recreation	4,111,153	4,674,370	4,896,500	4,937,317
Technical Support	1,069,503	1,485,365	1,518,447	1,531,741
Total Oper. Prog.	\$20,522,469	\$24,494,192	\$24,371,138	\$24,543,501
Capital Res/Equip*	0	1,118,397	1,080,350	1,050,000
Capital Imp Prog*	0	1,994,227	2,585,475	2,591,962
Total Prog. Plan	\$20,522,469	\$27,606,816	\$28,036,963	\$28,185,463

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdg	FY2008 Budget	FY2009 Budget
Parks and Recreation Fund				
Salaries	7,878,391	8,176,014	8,288,470	8,371,355
Fringe Benefits	2,752,173	2,899,054	2,892,539	2,921,466
Contractual Services	4,681,930	7,528,221	7,553,326	7,680,764
Commodities	937,567	1,938,367	1,605,175	1,549,825
Internal Services	1,043,693	1,217,933	1,264,003	1,264,003
Depreciation	3,134,960	3,777,100	3,772,100	3,772,100
Interest on Debt	93,669	75,600	75,575	33,688
Paying Agent Fees	86	300	300	300
Total Oper. Exp.	\$20,522,469	\$25,612,589	\$25,451,488	\$25,593,501
Capital Imp. Program	0	1,994,227	2,585,475	2,591,962
Total Plan Exp.	20,522,469	27,606,816	28,036,963	28,185,463

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	99	99
Part Time Positions	218	218
Total Position	317	317

*Capital Programs funded by Current Budget and Prior Years Surplus

Summary of Major Program Changes

Revenue The FY 2008 budget for Taxes increased \$570,000 compared to the FY 2007 amended budget because of an increase in tax base. The budget for charges for services decreased \$382,543 because of an expected decrease in activity for golf, camping and water activities related to a slow economy and normal summer temperatures. The budget for contributions increased 4250,000 because of the expected creation of a wetland area at Lyon Oaks contributed by the Road Commission for Oakland County.

Expenditures The FY 2008 Controllable Personnel reflects a 1% Salary increase for full time employees and related Fringe Benefit costs. The remaining categories reflect an overall net decrease in expenses.

Administration

\$4,886,359

\$4,878,418

Administration provides administrative and clerical support to the parks, golf courses, and recreation, nature and technical support programs. Additional activities include developing and monitoring budgets, accounting for revenue and expenditures, managing cash and investments, internal/external auditing for financial and compliance review, evaluating and modifying departmental procedures, facilitating purchasing requests, directing and coordinating IT requirements, and meeting personnel requirements (payroll, hiring/firing etc), also "responding to public inquiries and request for information". In addition to the budgeted positions as shown on the organization charts, Parks and Recreation utilizes approximately 469 temporary employees during the summer months.

In addition, Public Communications provides support in all areas of public information, marketing communications and community relations. Among these are coordinating media information, writing and designing publications, developing employee communications and planning event promotion. Additional activities include creating advertisements, planning and executing direct mail projects, providing graphic design, coordinating group sales promotion, and providing photography and video services.

Capital Improvement

\$1,080,350

\$1,050,000

Design and Development provides support to all Oakland County parks and golf courses in the following areas: project design, project management, contract management, construction management, RFP development to engage consulting/construction services, grant management, acquisition documentation and research, natural resource conservation/management, CIP development/budgeting, utilization of GIS resources, CAD site plan development, specification development, master plan development parks/total system, as well as, state and local permitting and approvals. Parks and Recreation capital funding comes from the net of each fiscal year's actual revenue minus expenditures. A total of \$4,128,437 was spent for capital projects in FY 2006 and approximately \$5,388,326 in FY 2007. Grant and contribution revenue of approximately \$2,133,886 is expected to offset these capital project expenses.

Golf

\$6,125,960

\$6,180,911

The golf section is responsible for providing playable, affordable, well-maintained golf courses for all segments of the Oakland County population. The golf courses are maintained in an environmentally sensitive manner and present a reasonable challenge to all levels of play.

Performance Measures

	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Visitors: 18 holes	64,455	58,019	55,976	50,087
Visitors: 9 holes	136,546	128,723	129,505	116,629
Visitors: Driving Range	14,550	13,779	13,968	11,728

Interpretive Services (Nature Center)**\$512,455****\$516,767**

Interpretive services include the staff at the Lewis E. Wint Nature Center and Lyon Oaks County Park. The goal is to provide a system wide environmental education program at the nature centers, day use parks and waterparks. The naturalists are involved with outreach programs with service organizations, volunteers, scouts and Oakland Schools. The Interpretive Services Section monitors and inventories the natural history of the parks as well as being involved with the Oakland County Parks natural resource plan.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Visitors	34,744	34,937	35,893	28,380
Outside Visits	10,223	12,125	10,535	6,846

Parks**\$6,431,417****\$6,498,347**

The Parks are responsible for providing recreation facilities for the general public's use. These facilities consist but are not limited to; day use sites, picnic areas, pavilions, swimming beaches, boating lakes, walking trails and campgrounds. The Parks' staff is responsible for maintaining all buildings, roads, trails, and grounds associated with the facilities and their use. The staff is also responsible for the safety and welfare of the park users.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Visitors	752,662	793,215	799,867	778,616

Recreation**\$4,896,500****\$4,937,317**

The Recreation Section is responsible for the day to day operations of the recreation facilities and programs, including Red Oaks Waterpark, Waterford Oaks Waterpark, The Fridge, Mobile Recreation, adaptive and senior programming and BMX, as well as special events. This section hires and trains 242 part-time staff that plays an integral part in providing recreation opportunities. The Recreation Section provides recreational opportunities at the Oakland County Parks facilities as well as in conjunction with other communities, organizations or special interest groups.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Visitors	186,470	247,576	230,708	233,841
Mobile Visits	179,484	133,449	144,134	139,373

Technical Support**\$1,518,447****\$1,531,741**

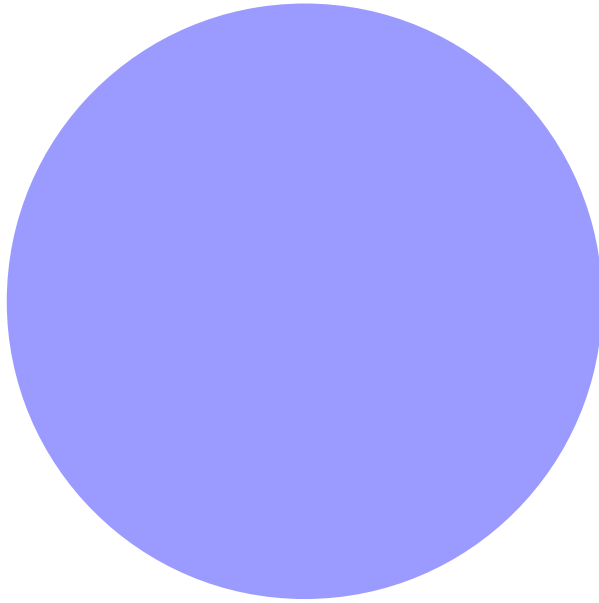
The Technical Support section is responsible for the preventive maintenance, repair maintenance, remodeling and building of the parks' system significant buildings and facilities. These facilities include banquet facilities, office buildings, septic systems, water towers and storage buildings. The Tech Support staff includes highly skilled trade's personnel. This section has a large pool of construction equipment and vehicles. It has a full-time auto mechanic that maintains and repairs this floating equipment as well as all the Mobile Recreation equipment that includes: trailers, buses, and trucks.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Work Orders	1,100	1,200	1,200	1,200

More than 720,000 people work in Oakland County's 41,812 business establishments and government agencies.

Drain Commissioner

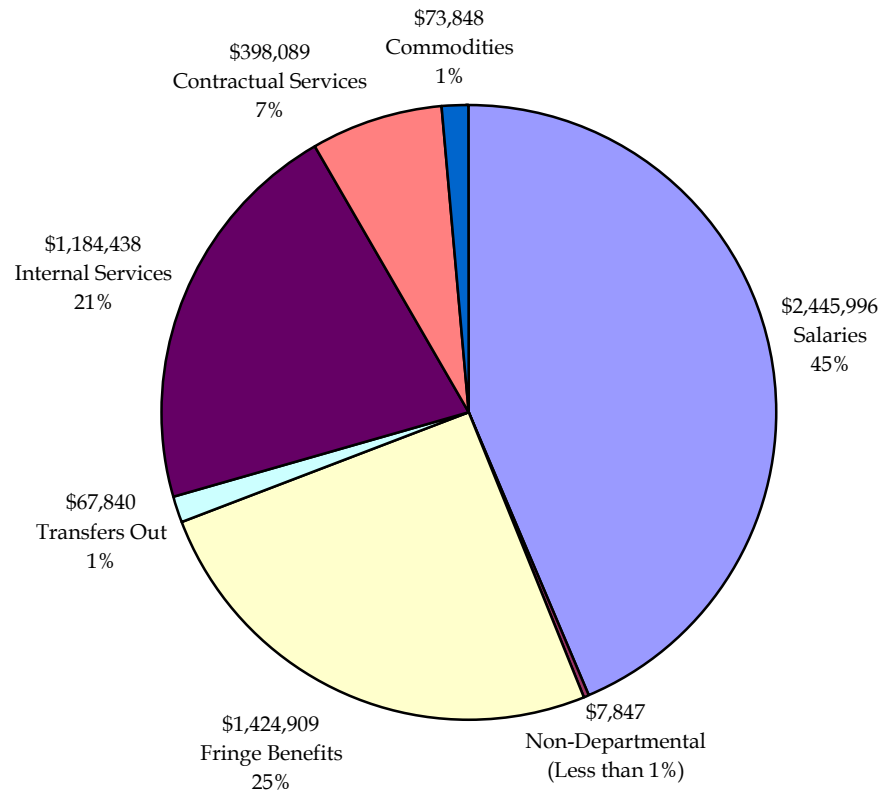
FY 2008 General Fund/General Purpose



Budget Distribution by Division

Drain Administration
\$5,602,967
100%

Budget Distribtuion by Expenditures



DRAIN COMMISSIONER		
TOT		DRAIN
FY 08	FY 09	COMMISSIONER
32	32	Gen Fund/Gen Purpose
56	56	Special Revenue
184	184	Proprietary
272	272	Total Positions

ADMINISTRATION		
TOT		DRAIN
FY 08	FY 09	COMMISSIONER
12	12	Gen Fund/Gen Purpose
4	4	Special Revenue
26	26	Proprietary
42	42	Total Positions

OPERATIONS & MAINTENANCE DIVISION		
TOT		MANAGER - OPER.
FY 08	FY 09	& MAINTENANCE
0	0	Gen Fund/Gen Purpose
17	17	Special Revenue
145	145	Proprietary
162	162	Total Positions

ENGINEERING & CONSTRUCTION DIVISION		
TOT		MANAGER - ENGIN.
FY 08	FY 09	& CONSTRUCTION
20	20	Gen Fund/Gen Purpose
35	35	Special Revenue
13	13	Proprietary
68	68	Total Positions

Prepared by Human Resources Dept. 10/1/07.

Drain Commissioner

Department Revenue by Division (GF/GP)

	<u>FY2008 Budget</u>	<u>FY2009 Budget</u>
Administration	1,933,778	1,933,778
Total Revenue	\$1,933,778	\$1,933,778

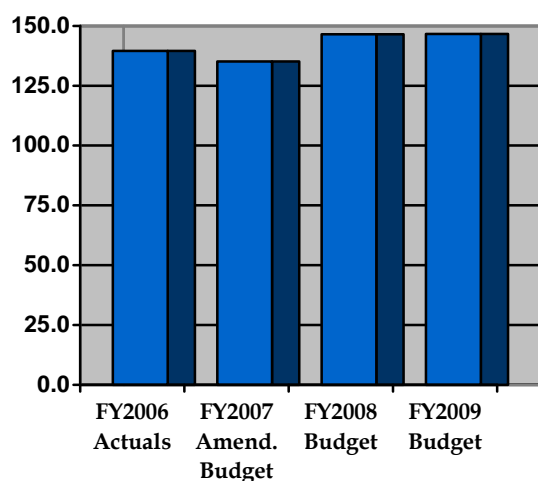
Department Expenditures by Division (GF/GP)

	<u>FY2008 Budget</u>	<u>FY2009 Budget</u>
Administration	5,602,967	5,606,988
Total Expenditures	\$5,602,967	\$5,606,988

Staffing

	<u>FY2008 Budget</u>	<u>FY2009 Budget</u>
Full Time Positions	262	262
Part Time Positions	10	10
Total Positions	272	272

Department Expenditures (\$ in millions)



Summary

The Drain Commissioner's Office oversees drainage and water quality issues within Oakland County under a myriad of laws and statutes. The primary duties of the Drain Commissioner are described in the Michigan Drain Code, Public Act 40 of 1956, as amended. In conjunction with the United States Environmental Protection Agency and the Michigan Department of Environmental Quality, the Oakland County Drain Commissioner's Office is responsible for ensuring the integrity of water quality. Additionally, the office is charged with the responsibility of maintaining and operating all county drains and county-operated infrastructure, representing the conduit for eliminating basement flooding and improving water quality. Most functions of the Drain Commissioner's Office fall under the Engineering and Construction Division or the Operations and Maintenance Division. The Engineering and Construction Division performs a multitude of engineering tasks, including plat and site plan review, soil erosion and sedimentation control, construction permits, new construction of storm drains, waste water and water systems, the permitting for storm, sanitary sewer and water construction involving county facilities, and the implementation of the current federal storm water program for Oakland County along with the other necessary functions to satisfy various state and federal laws.

Current Issues

- Construction of the George W. Kuhn Drainage Project, the largest drain construction project in Oakland County history at \$144 million.
- Numerous projects to remove inflow and infiltration from county sanitary sewers to improve treatment efficiency and provide additional sewer capacity.
- Innovative initiatives are in the works, including a plan to combine the hundreds of individual drainage districts into one of five comprehensive drainage districts developed along watershed boundaries.
- Numerous drainage projects and water and sewer projects currently are under construction.
- All drainage projects and sewer construction projects are designed to assist local communities resolve drainage and /or flooding problems while protecting the water quality and promoting the environmental integrity of the area.
- Manage the current federal storm water permit program for Oakland County, including public education efforts and overseeing the County Illicit Discharge Elimination Plan.

Drain Commissioner

Department Revenue by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Charges for Services	1,817,114	1,755,328	1,933,778	1,933,778
Other Revenues	1,845	0	0	0
Total GF/GP Rev.	\$1,818,959	\$1,755,328	\$1,933,778	\$1,933,778

Other Funds

Water & Sewer	50,881,148	40,088,111	42,636,962	42,749,719
Sewage Disposal	87,096,019	84,866,036	93,630,413	93,665,123
Drain Equipment	3,521,257	4,148,433	4,668,709	4,687,494
Total Revenues	\$141,498,424	\$129,102,580	\$140,936,084	\$141,102,336

Gen. Fund/Gen. Purpose

Salaries	1,400,359	2,308,335	2,445,996	2,445,996
Fringe Benefits	1,882,838	1,251,872	1,424,909	1,424,909
Contractual Services	594,816	891,491	417,611	417,611
Commodities	51,599	73,148	73,848	73,848
Internal Services	1,526,992	1,362,557	1,184,438	1,188,459
Transfers Out	56,165	181,165	56,165	56,165
Total GF/GP Exp.	\$5,512,769	\$6,068,568	\$5,602,967	\$5,606,988

Other Funds

Water & Sewer	39,961,057	40,088,111	42,636,962	42,749,719
Sewage Disposal	90,093,987	84,866,036	93,630,413	93,665,123
Drain Equipment	4,068,035	4,148,433	4,668,709	4,687,494
Total Expend.	\$139,635,848	\$135,171,148	\$146,539,051	\$146,709,324

Program Expenditures

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Program Name</u>				
Eng. & Constr.	3,925,028	4,595,230	3,789,624	3,793,645
Environmental	486,925	387,247	636,335	636,335
Site Plan/Plat Rev.	142,302	65,000	65,000	65,000
Soil Erosion	958,514	1,021,091	1,112,008	1,112,008
Sewer Op & Maint	14,419,528	14,487,468	15,492,607	15,535,687
Wastewater Treat.	4,896,035	4,919,104	5,260,391	5,275,018
Water System Op. Maintenance	24,713,529	24,829,972	26,552,673	26,626,508
Drain & Sewer Maint & Lake Level	90,093,987	84,866,036	93,630,413	93,665,123
Total Prog. Exp.	\$139,635,848	\$135,171,148	\$146,539,051	\$146,709,324

Department Goals

- To continue coordinated efforts to protect lakes, streams and wetlands from preventable and detrimental effects of soil erosion, sedimentation and illicit discharges.
- To assist landowners, developers and local municipalities in understanding and complying with the provisions of the Michigan Drain Code.
- To expedite the review process of site plans and permit applications and to ensure conformance with engineering design standards.
- To ease the financial burden on local municipalities and end users by employing technological innovations that promotes water quality at reduced costs.

Summary of Major Program Changes

FY 2008**FY 2009**

Revenues

The increase in the salaries reimbursements is the result of the general salary increase.

Expenditures

The salary and fringe benefit appropriation reflects a 1% general salary increase for FY 2008. The most significant change is the Oakland County Water and Wastewater Master Plan program that is expected to be completed in early FY 2008. Over four years in development, this comprehensive study will identify long-term water and wastewater options for each of the 61 cities, villages and townships in Oakland County, allowing each community to make its own decision concerning infrastructure solutions based on sound, realistic evidence and projections.

Engineering and Construction

\$3,784,881**\$3,788,902**

The Engineering and Construction program performs a multitude of engineering tasks necessary for the Drain Commissioner to satisfy various state laws and construct a variety of public works facilities. A staff of professional engineers and technical personnel are responsible for the design and construction of new storm drains, sanitary sewers, water mains, wastewater treatment facilities and lake level control measures.

Objectives

To assist developers and local communities meet their water and sewer needs by working in close cooperation with local units of government along with state and federal agencies.

Environmental

\$636,335**\$636,335**

The Environmental program manages the current federal storm water permit program for Oakland County. This involves coordinating water quality programs with other Oakland County agencies, subwatershed groups and communities within five major watersheds in Oakland County. The Environmental program coordinates required storm water permit public education efforts, surface water quality sampling programs and the surface water pollution hotline program. Additionally, the Environmental program coordinates various environmental and water quality related projects and maintains a grant database for the Oakland County Drain Commissioner's office.

Objectives

To ensure compliance with the requirements of the federal storm water permit for Oakland County and assist local communities in dealing with their environmental and water quality issues.

Performance Measures

In FY 2007, the Environmental program completed 1,240 storm water outfall inspections and responded to 57 pollution hotline complaints resulting in the identification of 44 illicit discharges. Of the 44 illicit discharges identified, 30 have been eliminated and the others remain under investigation until removed or closed out.

Site Plan and Plat Review

\$65,000

\$65,000

Under the provisions of the Land Division Act, the Drain Commissioner reviews and approves all new subdivision plats in Oakland County to ensure that adequate storm drainage facilities have been included in the engineering plan. Additionally, the Mobile Home Commission Act requires the Drain Commissioner to review and approve the outlet drainage for new mobile home developments. This program also reviews and evaluates site plans for proposed development to determine involvement with any legally established County drains.

Objectives

The objectives of plat review are to provide a public service to local communities to ensure that adequate storm drainage facilities have been included in any proposed plat.

Performance Measures

Performance measures for the review of subdivision plats, mobile home developments, private development drainage facilities to be maintained by this office, and site plans submitted to determine if there is an involvement with county storm drains are processed within 30 days of receipt by the Oakland County Drain Commissioner.

The Drain Commissioner's staff approves construction plans and final plats for new subdivisions. Drain tap permits are issued for site plans that have a direct involvement with drainage facilities under the jurisdiction of this office. Construction plans are approved and agreements prepared for county drainage facilities established to serve private developments.

Soil Erosion

\$1,116,751

\$1,116,751

The Soil Erosion program works with local municipalities and the Michigan Department of Environmental Quality to administer Part 91 of Public Act 451 of 1994, as amended, Soil Erosion and Sedimentation Control, and holds meetings with developers, builders and engineers. The program also conducts a continuing program of site inspections and, when necessary, initiates enforcement actions with the cooperation of local cities, townships and villages.

Objectives

To protect the County's lakes streams and wetlands from the preventable and detrimental effects of accelerated soil erosion and sedimentation as development occurs.

Performance Measures

Count of Inspection Visits by Fiscal Year and Type

Type	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual
Commercial Permits	8,297	10,977	11,291	11,306
Single Family/Single Lot/Residential Permits	17,235	24,981	23,973	20,031
Total	25,532	35,958	35,264	31,337

Average Days for New Plan Reviews by Fiscal Year and Type

Type	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual
Commercial Permits	104.72	128.85	92.61	88.99
Single Family/Single Lot/Residential Permits	30.03	33.44	47.81	53.42
Total	134.75	162.29	140.42	142.41

Sewer Operations and Maintenance

\$15,492,607 \$15,535,687

The County provides the sewage outlets for 43 communities via County Sewer Interceptors and Waste Water Treatment Plants. The Oakland County Drain Commissioner Sewer Operations and Maintenance division currently maintains 1,237.19 miles of sewer and related appurtenances.

Oakland County Drain Commissioner has contracted with 18 separate Cities, Villages or Townships to operate and maintain their lateral collection systems.

This program also provides regulatory plan review for all proposed sewer extensions, which connect directly or indirectly into the County Interceptor system.

Objectives

Sewer Operations provide superior service in the maintenance and operation of sewer-collecting systems.

Performance Measures

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual
New Miles of Sewer	55.74	40.36	9.43	6.56
Total Sewer Miles	1,180.84	1,221.2	1,230.63	1,237.19
Retail Water Customer	37,294	38,351	39,399	39,844
Retail Sewer Customers	33,934	34,778	35,527	35,769

Wastewater Treatment

\$5,260,391 \$5,275,018

The Wastewater Treatment program currently operates and maintains 14 wastewater treatment facilities including two municipal Wastewater Treatment Plants (WWTPs), three community septic systems, one privately owned wastewater treatment facility, four County owned wastewater treatments facilities and four municipal combined sewer overflow Retention Treatment Basins (RTBs). It provides engineering plan review for new and upgraded wastewater treatment facilities and administers an Industrial Pretreatment Program (IPP) in accordance with EPA requirements and local ordinances. This Program is also responsible for coordinating the Michigan Department Environmental Quality (MDEQ) approved Land Application Program for the beneficial use of biosolids produced at the Walled Lake/Novi (WLN) and Commerce Township WWTPs (COT).

Objectives

The Wastewater Treatment program is dedicated to ensuring that all wastewater treatment facilities are operated in accordance with their discharge permits and that they comply with state and federal regulations to preserve and protect water quality.

Performance Measures

Municipal Wastewater Treatment Plants

Fiscal Year	Total Volume Treated (Millions of Gallons)		Total Volume of Biosolids Land Applied (Millions of Gallons)		Number of Controllable Permit Violations	
	WLN	COT	WLN	COT	WLN	COT
2004	724	432	1.9	1.6	1	0
2005	753	526	2.7	2.3	1	0
2006	723	555	2.4	2.6	1	0
2007	767	578	2.6	2.6	0	0

Combined Sewer Retention Treatment Basins

Fiscal Year	Number of Overflows	Total Volume Captured & Treated (Mill.Gal)	Volume Returned to Interceptor	Volume Discharged to Rivers	Number of Controllable Permit Violations
2004	9	662	413	422	0
2005	13	2,402	1,801	601	0
2006	17	1,560	1,011	642	1
2007	27	2,452	1,664	1,051	0

Progress on Past Projects and Proposed Projects

In FY 2005, this program completed a significant expansion of the George W. Kuhn (GWK) Retention Treatment Basin. It is presently fully operational. In FY 2007 this program began servicing sanitary facilities at a fourth County Park, Springfield Oaks. Going forward, a significant expansion of the Commerce Township WWTP is planned. This expansion will result in a facility that has a capacity of four times its present capacity.

Water System Operations & Maintenance**\$26,552,673 \$26,626,508**

The Water System Operations & Maintenance program operates and maintains 977.05 miles of water mains and related appurtenances along with 22 local community water systems within 15 municipalities. More than 10,139 fire hydrants and 10,851 gate valves fall under the responsibility of the Water System Maintenance program. Additionally, personnel read 39,769 water meters four times a year as the first step in customer billing, as well as, install new water service and water meters for new customers and repair broken water mains and fire hydrants. Personnel also review engineering plans for all new water systems installed or constructed in any of the communities served by the Oakland County Drain Commissioner's Office.

Objectives

The dedicated personnel in this program are focused on customer service in the manner in which they handle complaints, suggestions and recommendations from the public. This program also seeks to preserve the accuracy and integrity of data collection to ensure proper billing for services rendered.

Performance Measures

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual
New Water Meters Installed	994	1,016	917	463
Water Meters Replaced	1,323	1,480	1,212	1,237
Radio Read Transponders Installed	2,825	2,313*	0	0
Water Main Break Service Repairs	146	119	114	74
New Service Water Permits Issued	1,188	1,016	811	370

*Non-Radio Read Device

Drain and Sewer Maintenance and Lake Level**\$93,630,413 \$93,665,123**

The Oakland County Drain Commissioner Drain and Sewer Maintenance Unit operates and maintains county owned drains within 61 communities, 52 lakes are maintained using 35 lake level control structures and there are 1,237.19 miles of sanitary sewer within 43 communities. Responsibilities include drain and sewer inspections, cleaning, repairs, sewage flow metering and dam operation and maintenance on legally established lake levels.

Objectives

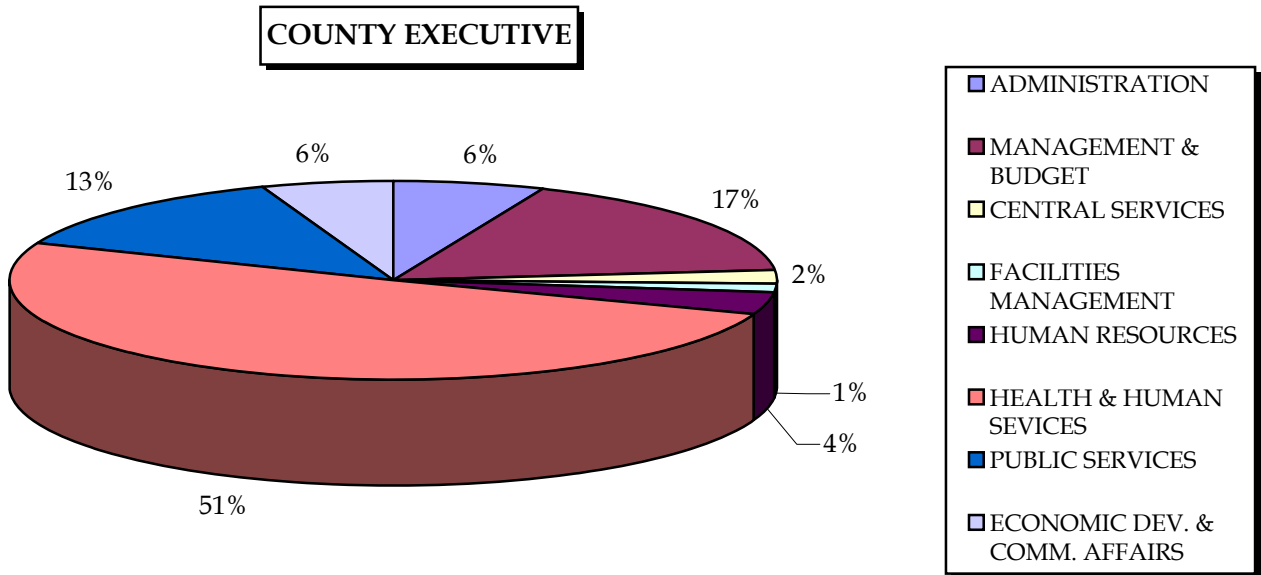
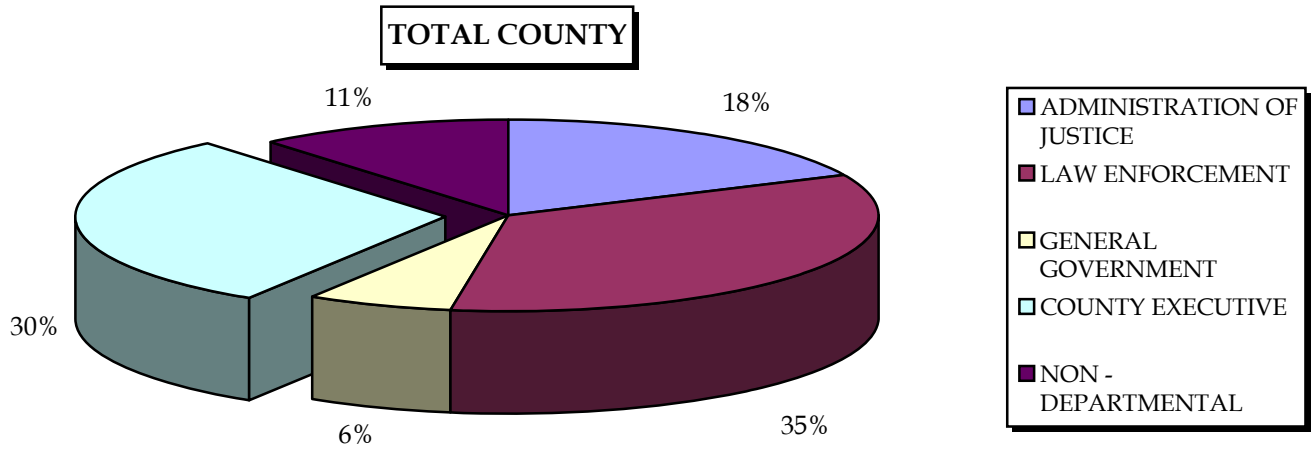
The Drain and Sewer Maintenance and Lake Level program is dedicated to ensuring that facilities are operated in accordance with regulatory requirements and customer satisfaction in all issues relating to system performance.

Performance Measures

The following system enhancements were added as indicated:

	FY 2004 Actual	FY 2005 Actual	FY 2006 Actual	FY 2007 Actual
New Miles of Sewer	55.74	40.36	9.43	6.56
Additional Sewer Customers	1,326	844	749	242
Rehabilitated Manholes in Flood-Prone Areas	443	914	745	632

GENERAL FUND/GENERAL PURPOSE BUDGET COUNTY EXECUTIVE EXPENDITURES



COUNTY EXECUTIVE DEPARTMENTS			
TOT			
FY 08	FY 09	COUNTY EXECUTIVE	
981	981	Gen Fund/Gen Purpose	
157	157	Special Revenue	
433	433	Proprietary	
1571	1571	Total Positions	

COUNTY EXECUTIVE ADMINISTRATION			
TOT			
FY 08	FY 09	COUNTY EXECUTIVE	
53	53	Gen Fund/Gen Purpose	
3	3	Special Revenue	
10	10	Proprietary	
66	66	Total Positions	

MANAGEMENT & BUDGET DEPARTMENT			
TOT		DIRECTOR - MGMT & BUDGET	
FY 08	FY 09		
200	200	Gen Fund/Gen Purpose	
4	4	Special Revenue	
1	1	Proprietary	
205	205	Total Positions	

CENTRAL SERVICES DEPARTMENT			
TOT		DIRECTOR - CENTRAL SERVICES	
FY 08	FY 09		
21	21	Gen Fund/Gen Purpose	
		Special Revenue	
45	45	Proprietary	
66	66	Total Positions	

INFORMATION TECHNOLOGY DEPARTMENT			
TOT		DIRECTOR - INFORMATION TECHNOLOGY	
FY 08	FY 09		
		Gen Fund/Gen Purpose	
		Special Revenue	
169	169	Proprietary	
169	169	Total Positions	

FACILITIES MANAGEMENT DEPARTMENT			
TOT		DIRECTOR - FACILITIES MANAGEMENT	
FY 08	FY 09		
12	12	Gen Fund/Gen Purpose	
		Special Revenue	
192	192	Proprietary	
204	204	Total Positions	

HUMAN RESOURCES DEPARTMENT			
TOT		DIRECTOR - HUMAN RESOURCES	
FY 08	FY 09		
35	35	Gen Fund/Gen Purpose	
16	16	Proprietary	
51	51	Total Positions	

HEALTH & HUMAN SERVICES DEPARTMENT			
TOT		DIRECTOR - HEALTH & HUMAN SERVICES	
FY 08	FY 09		
475	475	Gen Fund/Gen Purpose	
94	94	Special Revenue	
0	0	Proprietary	
569	569	Total Positions	

ECONOMIC DEV & COMMUNITY AFFAIRS			
TOT		DIRECTOR - ECONOMIC DEV & COMMUNITY AFFAIRS	
FY 08	FY 09		
50	50	Gen Fund/Gen Purpose	
35	35	Special Revenue	
		Proprietary	
85	85	Total Positions	

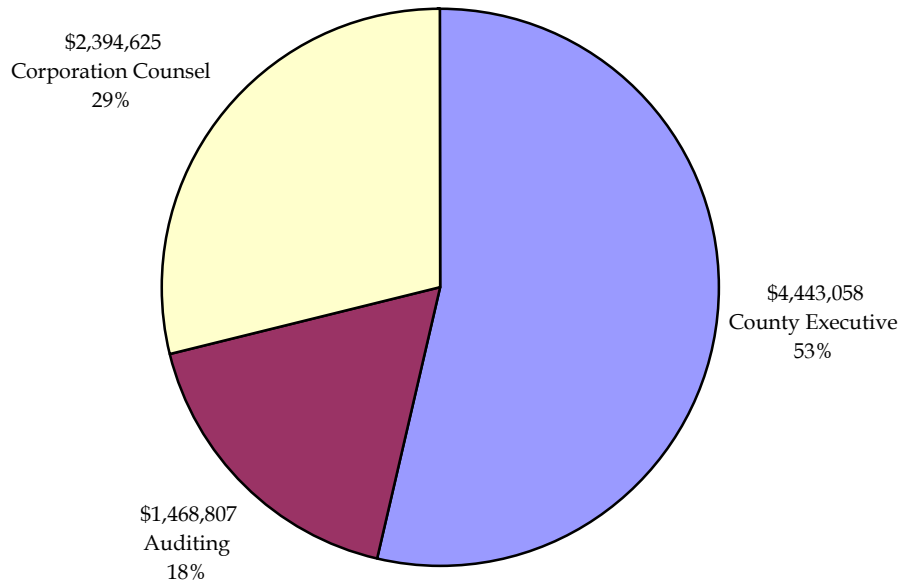
PUBLIC SERVICES DEPARTMENT			
TOT		DIRECTOR - PUBLIC SERVICES	
FY 08	FY 09		
135	135	Gen Fund/Gen Purpose	
21	21	Special Revenue	
		Proprietary	
156	156	Total Positions	

Prepared by Human Resources Dept. 10/1/07.

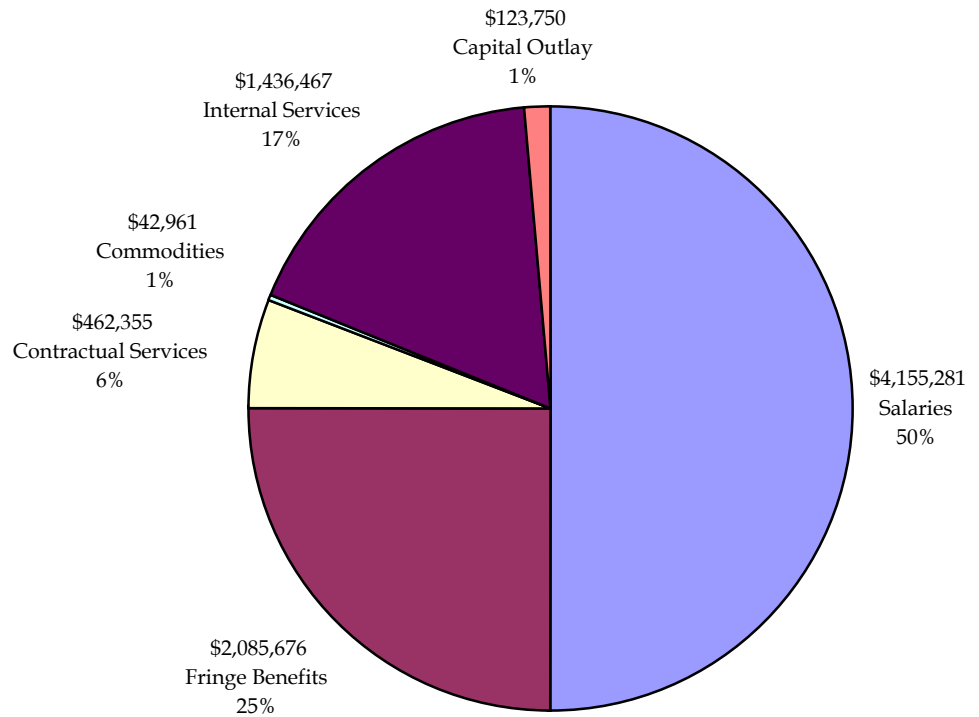
Oakland County's payroll in 2005 for its 720,201 employees was over \$35 billion.

County Executive FY 2008 General Fund/General Purpose

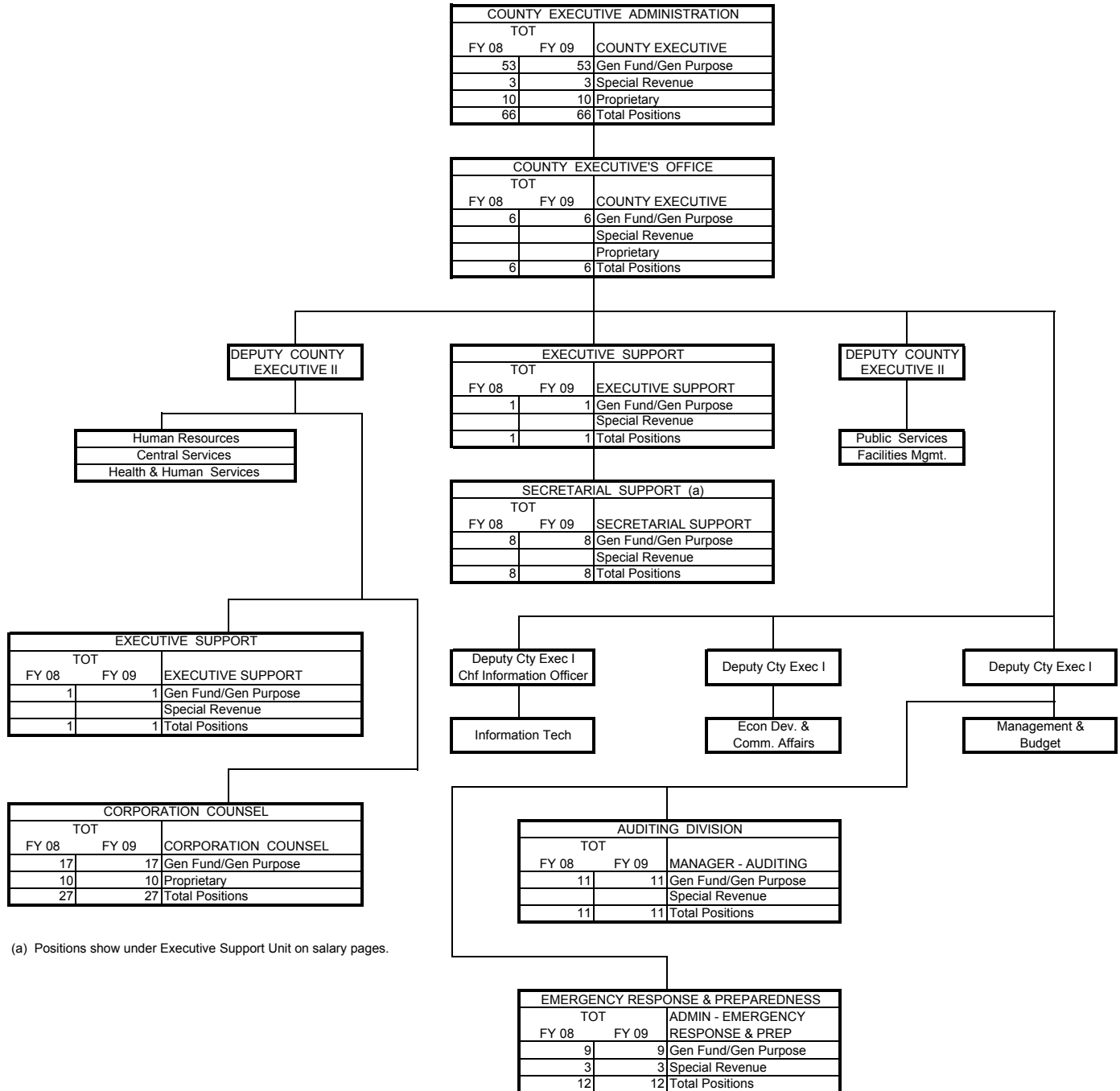
Budget Distribution by Division



Budget Distribution by Expenditures



COUNTY EXECUTIVE ADMINISTRATION



(a) Positions show under Executive Support Unit on salary pages.

Prepared by Human Resources Dept. 10/1/07.

Department Revenue by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	306,000	306,000
Auditing	30,750	30,750
Corporation Counsel	0	0
Total Revenue	\$336,750	\$336,750

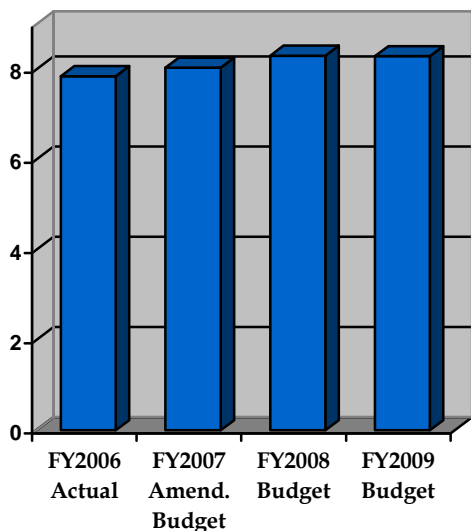
Department Expenditures by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	4,443,058	4,447,042
Auditing	1,468,807	1,454,676
Corporation Counsel	2,394,625	2,395,693
Total Expenditures	\$8,306,490	\$8,297,411

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	61	61
Part Time Positions	5	5
Total Positions	66	66

Department Expenditures (\$ in millions)



Summary

Pursuant to Public Act 139 of 1973, the voters of Oakland County elected a County Executive form of government in 1974. The County Executive Administration Division is made up of the County Executive and Executive Liaisons. The powers and duties of the County Executive are to supervise, direct and control the functions of County Departments under Executive control. The County Executive is responsible to enforce all orders, rules and resolutions of the Board of Commissioners, including the preparation and submission of a recommended County Budget to the Board each fiscal year. The County Executive coordinates County activities, including appointing directors to head various departments within the Executive branch. The Executive Liaison is comprised of the following offices:

- Media & Communications Office
- South Oakland Liaison/Special Projects Coordinator
- Emergency Response and Preparedness
- Senior Liaison

Current Issues

The County Executive has initiated several projects with the goal of securing new commercial entities to locate within Oakland County and bring jobs with them. The County Executive's ground-breaking programs such as Emerging Sectors and Wireless Oakland will help to ensure that the County's economic climate remains strong and vibrant. In doing so, the County should retain its AAA bond rating – providing the County's residents, commercial entities and individuals who work in the County a cost effective and safe community in which to work and live.

Department Goals

- Enhance the quality of life for Oakland County citizens by providing excellent services in the most expedient, dependable and cost-effective manner possible.
- Recognize that county government is accountable to its citizens and make the services as efficient as possible.
- Strive to make Oakland County an economic powerhouse in a global market in order to increase its ability to compete in the corridors of commerce around the world with programs such as Wireless Oakland and Emerging Sectors.
- Reinforce a commitment to technological advances to enhance the County's ability to compete in the marketplace of the 21st century, provide efficiencies to the county government and local governmental units as well.
- Cultivate partnerships between governments, businesses, educators and artists that produce successful projects, which enhance the quality of life in Oakland County.

Summary of Major Program Changes

Revenue

Revenues reflect a decrease of (\$18,000) in Federal and State Grants due to reduced receipt of grant funding for Federal Emergency Management pass-through dollars and a decrease of intergovernmental program revenue due to communities limited funds for the purchase of sirens.

Expenditures

Controllable Personnel reflects a 1% across the board Salary increase, related Fringe Benefits and an increase in Retiree Health Care costs, as well as, an increase in overtime and on-call pay for Emergency Response and Preparedness. Contracted Services involves an increase in Emergency Response and Preparedness budget for Maintenance Contracts for Tornado Sirens. Also included is an increase in Corporation Counsel \$6,500 for Computer Research Service for e-filing in Federal Court. The FY2007 amended budget \$79,895 includes equipment for the Emergency Operations Center. Emergency Response and Preparedness budget for Tornado Siren Equipment was reduced \$25,412. Budgets for the internal services category is for current operation and additional allocation will be approved for Information Technology (IT) Development and Maintenance Department Charges based on usage.

Administration

The County Executive Administration is responsible for coordinating County activities, maintaining fiscal policies and interacting with the County Board of Commissioners. The Administration strives to achieve the goals and objectives as set forth by the County Executive.

Division Goals

- To promote economic development within the County;
- To provide the necessary fiscal and financial analysis and programs necessary to demonstrate to the public a fiscally sound County government and retain the AAA bond rating resulting in lower borrowing costs for the taxpayers of Oakland County;
- To ensure policies and programs established by the County comply with required legal and fiscal standards;
- To maintain the quality of life enjoyed by the citizens of Oakland County; and
- Coordinate planning activities in order to address infrastructure and environmental issues.

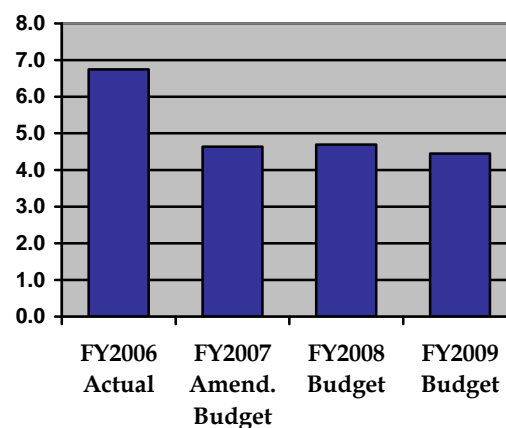
Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Intergov Program Rev.	39,071	67,500	54,000	54,000
Federal Grants	21,764	67,296	46,000	46,000
Charges for Services	150,360	202,500	201,000	201,000
Other Revenue	12,000	5,000	5,000	5,000
State Grants	3,833	0	0	0
Total GF/GP Rev.	\$227,028	\$342,296	\$306,000	\$306,000
<u>Other Funds</u>				
Other Grants	2,439,477	335,859	250,000	0
Total Revenue	\$2,666,505	\$678,155	\$556,000	\$306,000

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	1,916,542	1,909,479	1,935,019	1,935,019
Fringe Benefits	867,185	834,861	942,458	942,458
Contractual Services	305,455	364,867	393,320	393,320
Commodities	78,467	133,075	28,473	28,473
Capital Outlay	184,948	149,162	123,750	123,750
Internal Services	912,879	905,703	1,020,038	1,024,022
Total GF/GP Exp.	\$4,265,476	\$4,297,147	\$4,443,058	\$4,447,042
<u>Other Funds</u>				
General Serv. Grant	32,765	0	0	0
Other Grants	2,451,215	335,859	250,000	0
Total Expenditures	\$6,749,456	\$4,633,006	\$4,693,058	\$4,447,042

Division Expenditures (\$ in millions)



Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name</u>				
Gen. Exec Serv	2,772,715	2,744,235	2,903,355	2,905,533
Emergency Prep	3,976,741	1,888,771	1,789,703	1,541,509
Total Prog Exp	\$6,749,456	\$4,633,006	\$4,693,058	\$4,447,042

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	24	24
Part Time Positions	4	4
Total Positions	28	28

County Executive**FY2008****FY2009**

General Executive Services**\$2,903,355****\$2,905,533**

The County Executive coordinates County activities and appries management of its affairs, including appointing directors to head various departments within the Executive branch. The following offices are within the Executive Liaison:

Media & Communications Office
South Oakland Liaison/Special Projects Coordinator
Senior Liaison
Emergency Response and Preparedness

Programs:

The Media & Communications Office distributes press releases, arranges for press conferences, organizes periodic editorial meetings between the major local newspapers and members of the administration and responds to media requests for information and interviews. Media & Communications has been involved in providing public relations and marketing support for the Oakland County Business Roundtable, the Oakland Partnership, the Woodward Corridor Study, World AIDS Day and Student Government Day programs.

The South Oakland Liaison/Special Projects Coordinator serves the County Executive Administration in a number of specified areas, providing research, representation, analysis and reports as requested. The Coordinator directs and/or assists in producing various county-related employee events, student government programs and serves on the Employee Suggestion Program Committee and compiles and submits NACO (National Association of Counties) award applications. In addition, the Coordinator acts as the County Executive's representative to support the southernmost municipalities of the County, attending meetings and events as warranted.

The Senior Liaison manages programs, provides educational material and assistance to seniors (such as Medicare enrollment matters) and provides other services directly relating to the senior population in Oakland County.

Emergency Response and Preparedness**\$1,789,703****\$1,541,509**

The Emergency Response and Preparedness (ERP) Unit is responsible for developing proactive emergency operational plans and procedures at the strategic, regional, county and local levels. ERP develops and implements effective preparedness, response, recovery and mitigation procedures / policies to address disasters occurring anywhere in Oakland County or in support of the SE Michigan region. ERP provides direct coordination and communication with regional, state and federal agencies for emergency planning and response procedures as well as planning and conducting operational readiness exercises for our Cities, Villages and Townships (CVTs), first responder agencies and business community. ERP is dedicated to providing direct and timely support (technology, plans, communications, training, equipment) through a coordination of effort to our CVTs before, during and after emergencies or disasters.

Objective

To continue to provide support, response and recovery to all county CVTs, first responder agencies and business communities during actual events, operations and disasters.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Actual countywide event / disaster				
• Regional Exercises			2	3
• Tornado				1
• Severe Weather Events	60	55	42	40
• Woodward Dream Cruise	1	1	1	1
• Arts Beats & Eats	1	1	1	1
• Ryder Cup		1		
• Hurricane Katrina		1		1
• All Star Game		1		
• Super Bowl			1	
• NBA Playoffs			1	

Objective

To continue the development and enhancement of countywide first responder mutual aid Consortiums to effectively respond to single or multiple large scale incidents anywhere in the county.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Number of HAZMAT Mutual Aid Consortiums in place	5	5	5	5
Number of CVTs participating in HAZMAT Mutual Aid	56	59	59	59

Objective

To expand county and regional mutual aid capabilities.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>To Date</u>	FY2007 <u>To Date</u>
SE MI Counties/Cities in a Regional Mutual Aid Pact	0	5	6	7

Objective

To expand Urban Area Security Initiative (UASI) funding region to include Oakland County.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
SE MI Counties / Cities receiving UASI Grant dollars	2	2	7	7

Objective

To provide standardized, comprehensive and effective training to our first responders ensuring their levels of technical and tactical proficiency is second to none anywhere in the state.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Cumulative</u>	FY2006 <u>Cumulative</u>	FY2007 <u>Cumulative</u>
# of first responders trained (terrorism awareness)	1310	1625	1765	1885
# trained to HAZMAT Technicians	60	60	120	120
# trained search & rescue/Technical rescue	0	98	120	120
# of County Employees trained in facilities emergency training (bomb, mail, NIMS, UIC, E-Team etc)	107	1054	2,054	2,054
# citizens trained and certified as CERT members	135	602	1,002	1,052
# of CVT and county responders/officials E Team trained		110	720	820
# of other Training Classes presented/hosted by ERP	29	48	121	130

Objective

To equip our first responder agencies with state-of-the-art equipment ensuring standardization and interoperability.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Maintain fully equipped HAZMAT Vehicles	4	4	4	4
Purchase of standardized police personal protective equip	1543	90	400	30

Objective

To coordinate / conduct Weapons of Mass Destruction exercises to effectively test the deployment of our Mutual Aid Response Teams and the Oakland County Emergency Operations Plan in strategic and local community exercises.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Number Countywide HAZMAT/WMD exercises held			3	1
Number Table Top exercises for CVTs	7	5	2	1
Number Table Top exercises for private sector	1	1	4	2
Number of ERP presentations to CVTs and businesses	7	7	10	14

Objective

To ensure timely, efficient and effective execution and utilization of Grant dollars. Ensure that Oakland County receives appropriate amount of Federal Grant dollars to support our first responder communities readiness and response capabilities.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Total # of grants received	9	2	2	3
Total dollars represented by grants	\$5.9M	\$4.5M	\$18.6M	TBD
% of total grant dollars spent in DIRECT SUPPORT of CVTs and first responder agencies (98.7% average)	99.6%	97%	TBD	TBD

Objective

To develop a comprehensive countywide Hazard Mitigation plan for the county and all CVTs (adopted by Board of Commissioners on Feb 17, 2005). Plan will provide for the protection of public health and safety, preservation of essential services, prevention of property damage and preservation of local economic base.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Cumulative</u>	<u>Cumulative</u>	<u>Cumulative</u>
# of CVTs which have approved and adopted County Hazard Mitigation Plan by local resolution	1	30	43	52

Objective

To identify all Extremely Hazardous Substances (EHS) sites for all Oakland County facilities and develop response plans to reduce the threat posed to first responders and CVTs.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Cumulative</u>
Total # EHS facilities in Oakland County	201	201	192	210
Total # EHS facility plans completed	270	469	511	541

Objective

To continue implementation and expansion of the Oakland County Outdoor Warning System.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
# old sirens replaced	15	19	22	7
Dollar amount of old sirens sold (93 for \$105,300)	\$147,100	\$145,100	\$12,000	\$4,500
Additional grant funding obtained for siren program expansion into county parks	0	\$369,000	0	0
UASI Funding	\$0	\$0	\$0	\$68,909

Auditing

The Auditing Division is the independent appraisal and evaluation function established to provide internal auditing services to the County. The Auditing Division assists the County's administration, management and elected officials in the effective discharge of their responsibilities by providing analyses, recommendations, counsel, and information concerning the activities reviewed.

The Auditing Division reviews, measures and evaluates the effectiveness of the County's internal controls and planned programs. A system of internal control includes the plans, methods, and procedures used to meet an organization's missions, goals and objectives. Internal controls should provide reasonable assurance that:

- Operations are effective and efficient,
- Financial reporting is reliable, and
- Applicable laws and regulations are complied with.

Controls should also safeguard assets, and prevent and detect errors and fraud.

Work performed by the Auditing Division is conducted in accordance with generally accepted government auditing standards (GAGAS), and other applicable standards. To ensure the Auditing Division's organizational independence, requests for non-audit services are evaluated to ensure they do not violate the two overarching independence principles:

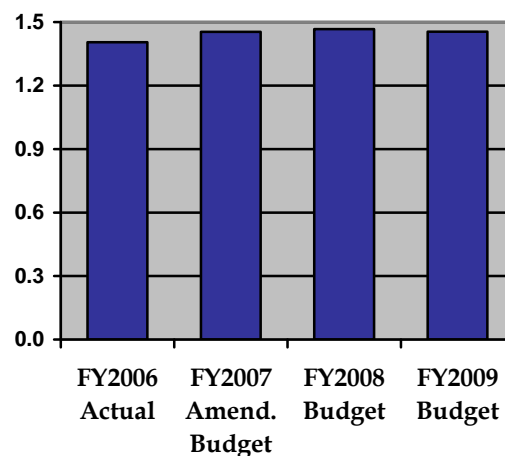
- 1) Internal audit organizations cannot perform a management function or make a management decision; and
- 2) Internal audit cannot audit its own work or provide a service that is significant or material to the subject matter of its audits.

Unlike external auditors that concentrate mainly on financial and compliance reviews, internal auditing conducts financial and compliance reviews as well as performance audits which examine the effective and efficient use of resources, and program accomplishments.

Division Goals

- Evaluate the efficiency and effectiveness of County department operations and provide recommendations relating thereto;
- Evaluate internal controls to identify weaknesses and make recommendations to safeguard County assets;
- Investigate compliance with regulations, governmental agencies, and legislative actions and present findings and recommendations;
- Assist operating management in identifying potential cost savings opportunities;
- Communicate common control concerns and techniques to all divisions and operating units; and
- Investigate possible improprieties and allegations involving County departments and financial activities.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	57,110	30,750	30,750	30,750
Total GF/GP Rev.	\$57,110	\$30,750	\$30,750	\$30,750

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Gen. Audit Serv.	1,404,599	1,454,029	1,468,807	1,454,676
Total Prog. Exp.	\$1,404,599	\$1,454,029	\$1,468,807	\$1,454,676

Division Expenditures by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend</u>	<u>Bdgt</u>	<u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	809,306	838,100	827,852	812,852
Fringe Benefits	406,942	406,455	433,535	433,535
Contractual Services	21,802	30,106	19,945	19,945
Commodities	3,613	7,185	7,185	7,185
Internal Services	162,936	172,183	180,290	181,159
Total GF/GP Exp.	\$1,404,599	\$1,454,029	\$1,468,807	\$1,454,676

Staffing

	FY2008	FY2009
	<u>Budget</u>	<u>Budget</u>
Full Time Positions	11	11
Part Time Positions	0	0
Total Positions	11	11

Auditing

FY 2008

FY 2009

General Audit Services Program

\$1,468,807

\$1,454,676

The Auditing program provides value-added audit, non-audit, and investigative services to the County administration, management, and elected officials while maintaining its independence and its compliance with generally accepted government auditing standards (GAGAS).

The Auditing program is called upon to evaluate the efficiency and effectiveness of activities and programs. The scope of work has expanded from financial and compliance auditing to include performance and operational auditing.

The goal of the audit planning process is to eliminate duplication, improve overall audit coverage, and reduce costs to the County. To maximize the usefulness of our audits, our work is closely coordinated with our external auditors. Areas with the most risk exposure, or potential benefit to the County, as well as requests of management and the external auditors will be incorporated into the audit planning process.

Audits and non-audit services are scheduled on a priority basis. Audit priorities will also be coordinated with the Audit-Subcommittee of the Finance Committee.

FY 2004
Actual

FY 2005
Actual

FY 2006
Actual

FY 2007
Actual

Objective: Provide Value-Added Financial, Compliance, Performance and Operational Audit Services

	# of	% of	# of	% of	# of	% of	# of	% of
Performance Measures	<u>Audits</u>	<u>Time</u>	<u>Audits</u>	<u>Time</u>	<u>Audits</u>	<u>Time</u>	<u>Audits</u>	<u>Time</u>
Financial & Compliance Audits	17	18.8%	16	32.8%	14	30.4%	10	38.8%
Health Div. Office of Substance Abuse Services	41	8.2%	23	6.2%	37	15.4%	32	31.9%
Community Development Block Grants	51	9.7%	45	7.0%	18	4.8%	1	0.0%
Performance & Operational Audits	<u>2</u>	<u>14.2%</u>	<u>1</u>	<u>7.7%</u>	<u>4</u>	<u>2.9%</u>	<u>1</u>	<u>0.0%</u>
	111	50.9%	85	53.7%	73	53.5%	44	70.7%

Objective: Provide Independent Non-Audit Services

	# of	% of	# of	% of	# of	% of	# of	% of
Performance Measures	<u>Projects</u>	<u>Time</u>	<u>Projects</u>	<u>Time</u>	<u>Projects</u>	<u>Time</u>	<u>Projects</u>	<u>Time</u>
Bank Compliance and Reconciliation	26	16.8%	25	12.7%	26	17.9%	27	13.3%
Special Assignments	23	27.1%	21	23.4%	36	15.3%	20	2.1%
Cash Management	<u>5</u>	<u>1.4%</u>	<u>9</u>	<u>1.5%</u>	<u>11</u>	<u>4.0%</u>	<u>3</u>	<u>1.5%</u>
	54	45.3%	55	37.6%	73	37.2%	50	16.9%

Cash Handler Training	<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>
Training Sessions Conducted	14	5	13	9
County Employees Trained	127	93	102	89
Non-County Employees Trained	292	56	284	199

Objective: Provide Fraud and Misappropriation Investigative Services

	# of	% of	# of	% of	# of	% of	# of	% of
Performance Measures	<u>Projects</u>	<u>Time</u>	<u>Projects</u>	<u>Time</u>	<u>Projects</u>	<u>Time</u>	<u>Projects</u>	<u>Time</u>
Investigations	6	3.8%	7	8.7%	13	9.3%	17	12.4%

Corporation Counsel

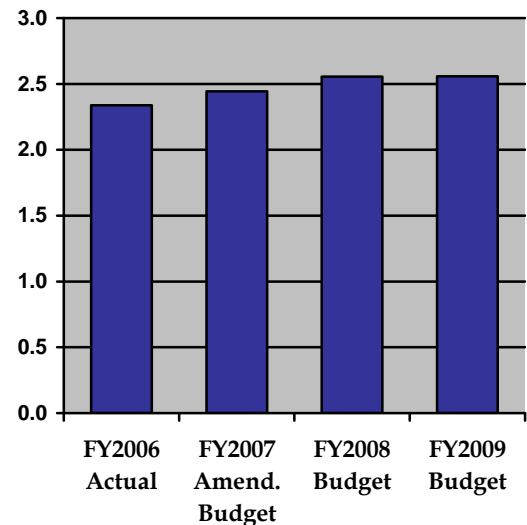
Pursuant to P.A. 139 of 1974 (MCL 45.563(e)), Corporation Counsel supervises and manages all civil cases filed against the County, its divisions, departments, officials, and employees; assists in negotiating business transactions with third parties; reviews contracts with other entities and evaluates changes in laws impacting the County.

Division Goals

- Efficiently and accurately providing a high quality of professional legal services to Oakland County and its County Executive, Board of Commissioners, and Elected and Appointed Officials.
- Timely delivering legal opinions to elected and appointed officials, department heads, and managers;
- Working closely with departments to negotiate business transactions with third parties;
- Promptly reviewing contracts with other entities, including grants;
- Closely monitoring litigation and outside counsel to insure efficient use of Oakland County financial resources;
- Counseling at law of the various officials and departments;
- Defending the actions or conduct taken by officials and departments of the County;
- Saving County funds relating to outside counsel costs and expenses by handling selected civil law cases in-house;
- Advising departments impacted by changes in State and Federal laws.

Division Expenditures

(\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Charges for Services	0	0	0	0
Total GF/GP Rev.	\$0	\$0	\$0	\$0

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name</u>				
Legal Services	2,338,151	2,443,699	2,554,902	2,557,447
Total Prog. Exp.	\$2,338,151	\$2,443,699	\$2,554,902	\$2,557,447

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	1,336,898	1,363,652	1,392,410	1,392,410
Fringe Benefits	597,151	638,238	709,683	709,683
Contractual Services	27,495	42,835	49,090	49,090
Commodities	4,765	15,933	7,303	7,303
Internal Services	219,987	229,463	236,139	237,207
Total GF/GP Exp.	\$2,186,296	\$2,290,121	\$2,394,625	\$2,395,693
<u>Other Funds</u>				
Building & Liability	151,855	153,578	160,277	161,754
Total Expenditures	\$2,338,151	\$2,443,699	\$2,554,902	\$2,557,447

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions		
Part Time Positions	18	18
Total Positions	1	1
	19	19

Legal Services Program**\$2,554,902****\$2,557,447**

This program represents the County in mental health commitment cases, provides written opinions to the County Executive, Board of Commissioners, elected and appointed officials, and departments on matters of law as it applies to the function of County government. Reviews, prepares, and/or handles contracts, professional services agreements, grants, Freedom of Information Act requests, Board of Commissioners resolutions, and collections on behalf of the County; appears on behalf of the County in administrative hearings and serves as Parliamentarian to the Board and its standing committees.

Objectives

To efficiently and accurately provide a high quality of professional legal services to Oakland County and its County Executive, Board of Commissioners, and Elected and Appointed Officials.

Performance Measures

	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
New Assignments	1,247	1,373	1,206
Ongoing Assignments	247	317	330
Mental Health Hearings	773	787	920
	*(3 Jury)	*(10 Jury)	*(13 Jury)
Assignment Totals	2,267	2,477	2,456

*Jury Total counted in New Assignments Total

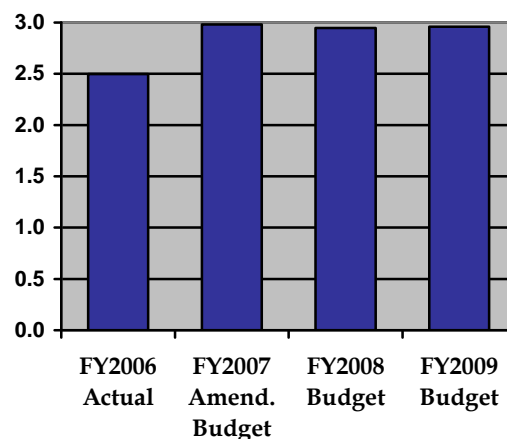
Risk Management

The Risk Management and Safety Division is responsible for establishing programs and processes that support Oakland County's efforts to create the highest quality environment for its residents, visitors and businesses. The Division cost effectively manages County exposure to losses in ways that assure continuity of its operations and protect the County's employees and property.

Division Goals

- Minimize the long-term cost of County activities through the identification, prevention and control of accidental losses and their consequences;
- Apply risk management techniques through aggressive claims management to minimize the adverse effects of losses and to serve as a cost reduction center;
- Preserve the County's assets and service capabilities from destruction or depletion;
- Protect the County against the financial consequences of accidental losses of a catastrophic nature through cost effective risk transfer where economically feasible.

Expenditure History



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	0	0	0	0
Total GF/GP Rev.	\$0	\$0	\$0	\$0

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Asset Protection	2,080,677	2,403,044	2,275,781	2,285,500
Employee Protection	418,735	577,614	671,963	674,571
Total Prog. Exp.	\$2,499,412	\$2,980,658	\$2,947,744	\$2,960,071

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose	\$0	\$0	\$0	\$0

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	8	8
Part Time Positions	0	0
Total Positions	8	8

Building & Liability Insurance Fund

Salaries	347,831	325,415	348,609	351,986
Fringe Benefits	134,190	153,826	192,218	193,545
Contractual Services	1,523,497	1,847,018	1,611,740	1,616,348
Commodities	2,135	6,612	6,712	6,712
Internal Services	73,024	70,173	116,502	116,909
Total Bldg & Liab.	\$2,080,677	\$2,403,044	\$2,275,781	\$2,285,500

Other Funds

Fringe Benefit Fund	418,735	577,614	671,963	674,571
Total Expenditures	\$2,499,412	\$2,980,658	\$2,947,744	\$2,960,071

Risk Management**FY 2008****FY 2009****Asset Protection****\$2,275,781****\$2,285,500**

The activities in this program include categorizing the exposures to the County and determining the most cost-effective method of protecting these assets by self-insuring or by purchasing insurance. The assets are both physical (such as building) and financial (such as cash). The department handles all self-insured liability claims against the County and oversees all insured claims and litigated matters. This includes first-party claims (County-owned property).

Objectives

To insure all just claims are settled and the others are defended. Also, to insure all County property and assets are protected from loss in the most cost-effective manner.

Performance Measures

	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>	<u>FY2007 Actual</u>
<u>Subrogation</u>				
Number of Subrogations	74	60	74	69
Number of Subrogations Collected	59	36	57	49
Subrogation Amount Collected	\$46,528	\$35,661	\$45,902	\$44,547
Average Collected per Subrogation	\$789	\$991	\$805	\$909
<u>General Liability Claims</u>				
Number of New Claims	50	51	52	32
Open at End of Year	6	17	0	11
Claims Paid	\$606	\$6,222	\$12,218	\$71,092
Administrative Costs Paid	<u>0</u>	<u>0</u>	<u>1,626</u>	<u>0</u>
Claims & Administrative Costs Paid	\$606	\$6,222	\$13,844	\$71,092
Average Claims & Adm. Costs per Claim	\$12	\$122	\$266	\$2,222
<u>Prisoner Property Claims</u>				
Number of New Claims	9	23	11	13
Open at Year End	6	18	0	10
Claims Paid	\$215	\$4,783	\$95	\$3,090
Average Paid per Prisoner Property Claim	\$108	\$957	\$9	\$1,030
<u>Auto Claims</u>				
Number of New Claims	253	232	281	219
Open at Year-End	0	0	0	0
Self Insured Claims Paid	\$41,332	\$6,795	\$15,105	\$11,186
Average Paid per Auto Claim	\$163	\$29	\$54	\$51
<u>Property Losses</u>				
Number of New Claims	45	34	39	48
Open at Year-End	4	1	0	0
Claims Paid	0	0	0	0
Value of Submitted Losses	\$35,743	\$45,488	\$48,409	\$119,113
Amount Paid	\$0	\$0	\$0	\$0

Employee Protection

\$671,963**\$674,571**

Risk Management & Safety program is primarily related to administration of the Workers' Compensation Program for Oakland County employees injured on the job. Personnel from Risk Management & Safety and Corporation Counsel conduct various training programs and work site safety inspections. These activities are intended to reduce the number and severity of injuries and to eliminate workplace hazards. Also included are MIOSHA inspections.

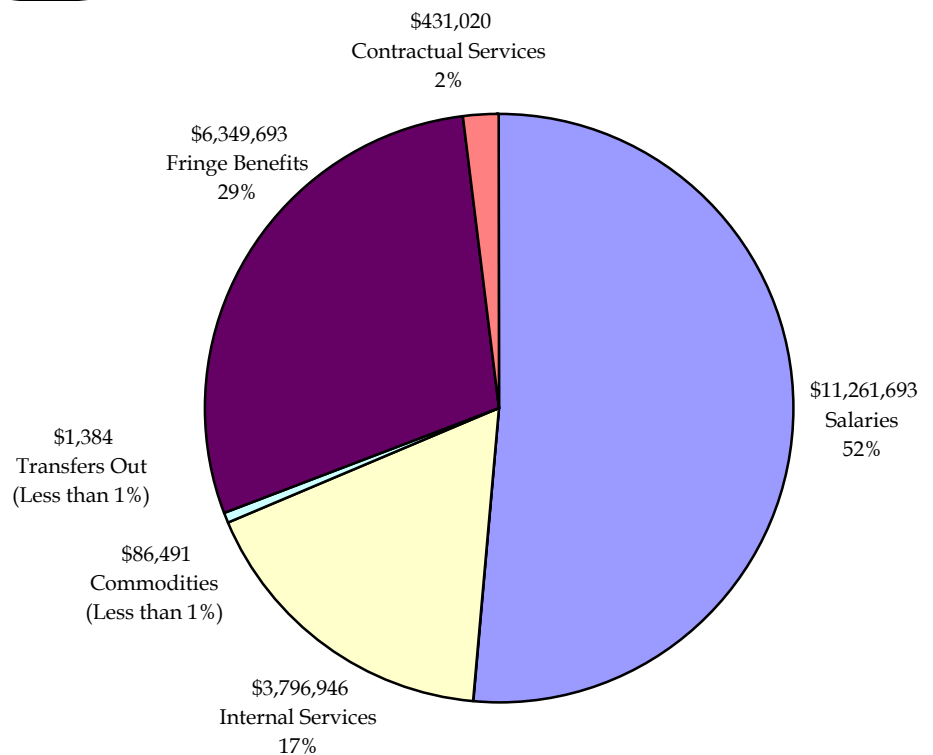
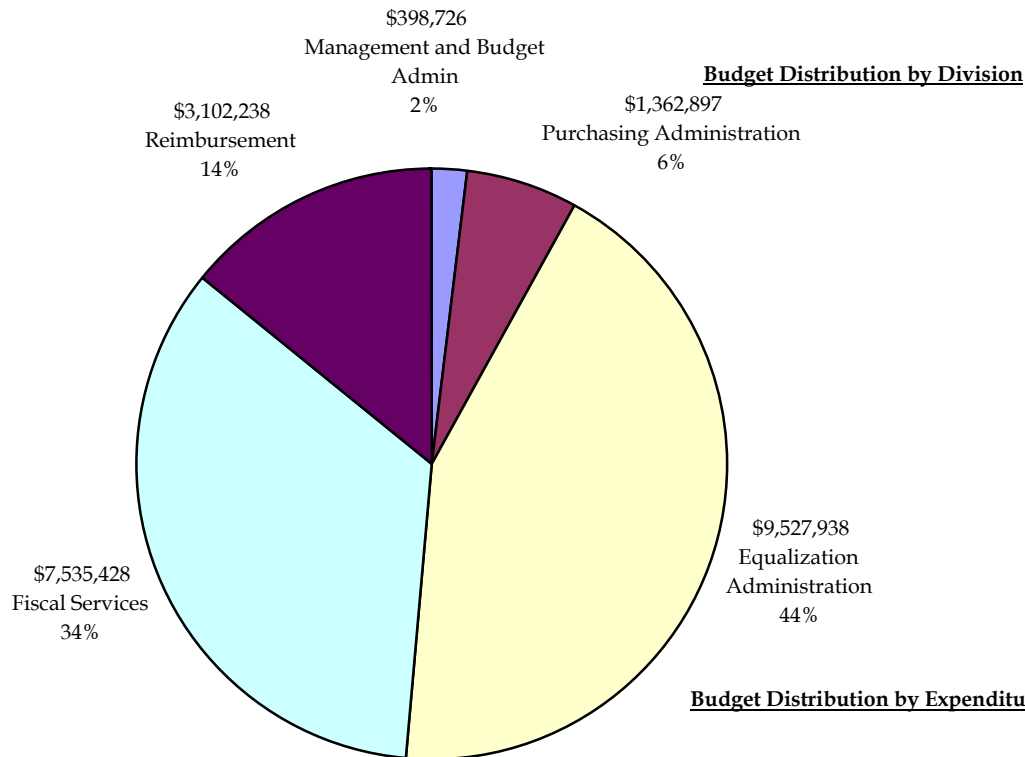
Objectives

To return employees to a productive status as soon as practical.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
<u>Workers' Comp Claims</u>				
Number of Claims	276	295	363	468
Indemnity	46	39	85	84
Medical	230	256	278	384
Open	95	267	121	89
Total Claims Paid	\$313,125	\$266,286	\$531,250	\$632,490
Average	\$1,135	\$903	\$1,464	\$1,351
 <u>Employee Safety Activity</u>				
Safety Inspections	26	30	22	32
Miscellaneous Inspections	28	30	27	35
Training classes held	<u>19</u>	<u>51</u>	<u>41</u>	<u>36</u>
Total	73	111	90	103

Management & Budget

FY 2008 General Fund/General Purpose



MANAGEMENT & BUDGET DEPARTMENT			
TOT		DIRECTOR -	
FY 08	FY 09	MANAGEMENT & BUDGET	
200	200	Gen Fund/Gen Purpose	
4	4	Special Revenue	
1	1	Proprietary	
205	205	Total Positions	

MANAGEMENT & BUDGET ADMINISTRATION			
TOT		DIRECTOR -	
FY 08	FY 09	MANAGEMENT & BUDGET	
2	2	Gen Fund/Gen Purpose	
		Special Revenue	
2	2	Total Positions	

FISCAL SERVICES DIVISION			
TOT		MANAGER - FISCAL	
FY 08	FY 09	SERVICES DIVISION	
59	59	Gen Fund/Gen Purpose	
3	3	Special Revenue	
1	1	Proprietary	
63	63	Total Positions	

PURCHASING DIVISION			
TOT		MANAGER -	
FY 08	FY 09	PURCHASING	
13	13	Gen Fund/Gen Purpose	
1	1	Special Revenue	
14	14	Total Positions	

REIMBURSEMENT DIVISION			
TOT		MANAGER -	
FY 08	FY 09	REIMBURSEMENT	
35	35	Gen Fund/Gen Purpose	
0	0	Special Revenue	
35	35	Total Positions	

EQUALIZATION			
TOT		MANAGER -	
FY 08	FY 09	EQUALIZATION	
91	91	Gen Fund/Gen Purpose	
		Special Revenue	
91	91	Total Positions	

Prepared by Human Resources Dept. 10/1/07.

Management & Budget

Department Revenue by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	0	0
Purchasing	75,000	75,000
Equalization	2,695,519	2,695,519
Fiscal Services	0	0
Reimbursement	365,600	365,600
Total Revenue	\$3,136,119	\$3,136,119

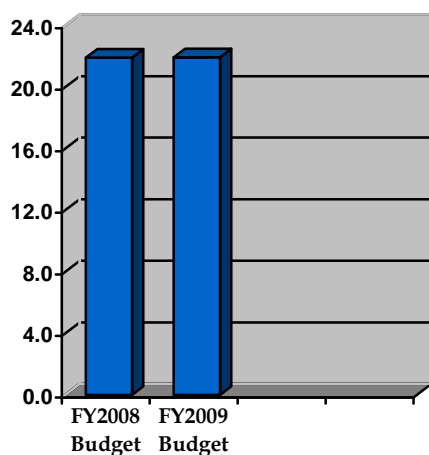
Department Expenditures by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	398,726	398,801
Purchasing	1,362,897	1,363,720
Equalization	9,527,938	9,531,748
Fiscal Services	7,535,428	7,543,725
Reimbursement	3,102,238	3,104,501
Total Expenditures	\$21,927,227	\$21,942,495

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	195	195
Part Time Positions	10	10
Total Positions	205	205

Department Expenditures (\$ in millions)



Summary

The Department of Management and Budget (DMB) was established under the authority of Public Act 139 of 1973, the Unified Form of County Government Act, and Public Act 621 of 1978, the Uniform Local Budgeting Act. DMB supervises the preparation and execution of the County's Biennial Budget and maintains expenditure control; performs all central accounting functions, including payroll and accounts payable/receivable; promotes fiscal responsibility across departments; coordinates with the internal audit division to oversee internal accounting controls and separation of duties; collects moneys owed the County not within the jurisdiction of other County departments; performs the central purchasing function; contracts to provide assessing services to local municipalities and prepares the annual property tax reports, including the Equalization Report and the Local Tax Report; performs the equalization function; participates in major County initiatives as fiscal advisor.

The Director of DMB is designated as the Fiscal Officer of Oakland County by the County Board of Commissioners.

Current Issues

The DMB Administration's primary focus has been on resolving budgetary issues, assisting local communities with inter-governmental cooperative initiatives, participating in service outsourcing initiatives with other County departments, and developing/testing our Business Continuity of Operations and Recovery Plan (BCORP).

Budgetary issues have required significant attention over the past several years, which is expected to continue for at least several more years. For Oakland County, property tax represents the single largest revenue source in the General Fund/General Purpose budget, as is the case for most local governments in Michigan. As a result of a weakened Michigan economy along with a declining real estate market in some areas of the County and escalating mortgage foreclosure rates, property tax revenue is forecasted to be nearly flat for at least the next several years. However, costs are not projected to remain flat, thus the expectation that budgetary pressures will continue to require much of DMB's attention.

Healthcare is one of those costs that have been rising rapidly over the past few years and presents a financial challenge across the nation, both in the public and private sectors. The good news is that the County has fully funded its retiree health care liability through a combination of pre-funding over the past 22 years, closing the traditional benefit plan to newly hired employees, and financing the remaining liability with pledged debt that will be repaid over 20 years. The annual budgetary savings is

Current Issues (Cont'd)

\$12 million which is the difference between the annual debt service payment of \$48.5 million which will be paid over the next 20 years versus the \$60.2 million amortized annual required contribution which would have been paid over 30 years. While the retiree healthcare liability has been resolved and fully funded, the challenge that remains is the rising cost of healthcare benefits for active employees. The county is actively pursuing cost containment initiatives in this area such as a wellness program and potential benefit plan design changes.

One of the County's recent initiatives is the Capital and Cooperative Initiatives Revolving Fund program (CCIRF). The CCIRF provides feasibility study funding for communities within the County to encourage shared citizen services across local government boundaries with the goal of enhancing services and/or saving taxpayer dollars. This program was the recipient of the 2007 Best of Category Award from the National Association of Counties (NACo).

DMB is also working very closely with all County departments in developing, testing and refining their BCORP plans. In the event that there is an unforeseen major disruptive event, such as the loss of a County facility due to a tornado or excessive employee absenteeism due to a pandemic, these tested plans will be ready to use so that the County can quickly respond to its citizens needs and ensure that critical functions continue to be provided. Within DMB specifically, the recently implemented web-based financial system provides the ability for employees to work from remote locations which greatly enhances the department's ability to continue to provide critical functions, such as payroll processing and procurement of goods and services. This program also received a 2007 NACo Award.

Goals

Professional Development/Demonstration of Best Practices: A primary goal for DMB is to continue the development of its staff and encourage its employees to pursue professional certification and active involvement in standard-setting organizations. This will help to ensure continued use of best practices in government finance. Included in this goal is to continue receiving all three awards from the Government Finance Officers Association (GFOA) for the biennial budget document, Comprehensive Annual Financial Report (CAFR), and the Popular Annual Financial Report (PAFR).

Also included in this goal is to continuously receive the Outstanding Agency Accreditation Achievement Award from the National Institute of Governmental Purchasing (NIGP).

Continued Financial Strength: DMB is committed to retaining the AAA bond rating assigned by Wall Street analysts. As part of that effort, DMB will continue its focus on long-term financial planning, which includes preparation of a Biennial Budget process as well as a five-year total revenue and total expenditure projection for General Fund/General Purpose operations. Also, DMB will remain committed to prudent budgetary control practices to ensure continued favorable fund balance.

Innovations: In the role of Fiscal Officer, DMB Administration seeks innovative means to maintain or enhance financial stability with emphasis on cost reduction/containment and program efficiency. At present, the following initiatives are underway:

- Comprehensive review and update of the accounting policies and procedures manual, which will include publication in digital media format for availability on the intranet.
- Further strengthen internal controls by embedding accounting policies and procedures within the processing rules of the recently implemented financial system.
- Exploration of potential out-sourcing of DMB functions in an effort to reduce annual operating costs and to avoid investment in future capital outlay, such as needed computer system enhancements or upgrades that may be necessary to support processes currently provided internally.
- Reorganization of management functions with the potential merging of tasks within the department to reduce annual cost of operations and enhance services provided.
- Continue to focus on resolving anticipated budget shortfalls at least two years in advance. This approach allows the time necessary to identify potential areas of savings throughout the County and adequate implementation time that may be required to change how services are provided.

Summary of Major Program Changes

Revenue

Charges for Services are expected to increase \$221,604 for Equalization due to new contracts with Municipalities. Purchasing Division expects an increase of \$25,000 for Reimbursement Miscellaneous (quantity discounts from vendors), while the Reimbursement Division expects increases in Court Ordered Board and Care \$10,000, Reimbursement Contracts \$1,000, Reimbursement Filing Fees \$100 and Tax Intercept Fees \$5,000.

Expenditures

Controllable Personnel reflects general salary increase of 1% and associated fringe benefits. Includes adjustment in fringe benefit rates for retirement (Retirees' Health Care Benefits) and medical. Additionally, there are fringe benefits calculated for Overtime. Emergency salary positions are budgeted in non-departmental and will be added on an as need basis.

Controllable Operating Expenditures- Contractual Services reflects increases in Contingency \$6,500 per new contracts established by the Equalization Division. A budget amendment is needed to move the amount to Non-Departmental. Filing Fees \$2,500 in the Reimbursement Division offset by a decrease in Personnel Mileage (\$2,600) across the department. A budget adjustment may be presented at a later date.

Commodities reflect a decrease of (\$5,800) from Expendable Equipment (\$5,100) and Office Supplies (\$700) based upon actual usage.

- Capital Outlay decreased (18,200) as this was a one time appropriation for FY 2007.
- Internal Services- Increased a net \$216,400 across the department as a result of higher Building Space costs \$232,200 (3 of 5 Divisions have moved to the new Executive Office Building), Mail Room \$6,900 (higher mailing rates), and Print Shop \$26,300 (higher cost of supplies) offset by decreases to Convenience Copier (\$1,200), Information Technology Operations (\$22,700), Insurance (\$300), Telephone Communications (\$20,600) and Equipment Rental (\$4,200) based upon new rates. Allocations for Maintenance Department Charges and Information Technology Development are budgeted in a Non-Departmental account and will be transferred during FY 2008 and FY 2009 as needed per the General Appropriation Act.
- Transfers Out increased \$1,380 for computer and phone purchases connected with Equalization position for Birmingham contract.

Administration

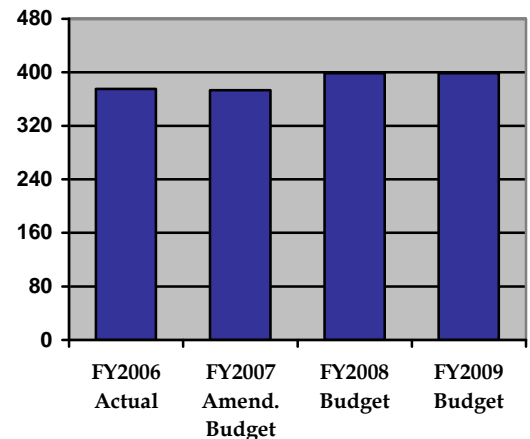
Management and Budget Administration is responsible for the overall administration of the Department of Management and Budget and oversees the Purchasing, Equalization, Fiscal Services and Reimbursement functions of the County. The Director is designated as the Fiscal Officer of the County and is responsible for ensuring that the County operates within a balanced budget and that all financial transactions and financial reporting are completed in accordance with the accounting and reporting standards set by the Governmental Accounting Standards Board.

Division Goals

- Continue a fiscally sound approach to County finances to ensure that expenditures do not exceed the resources available and a balanced budget is maintained.
- Enhance financial stability with an emphasis on long-term planning, cost containment and program efficiency.
- Continue to promote fiscal responsibility among departments.
- Maintain the County's AAA Bond Rating.
- Ensure the integrity of departmental work products and the continued use of best practices through the professional development of Management and Budget staff.

Division Expenditures

(\$ in thousands)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend. Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	0	0	0	0
Total GF/GP Rev.	\$0	\$0	\$0	\$0

Program Expenditures

	FY2006 Actual	FY2007 Amend. Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	375,460	373,595	398,726	398,801
Total Program Exp.	\$375,460	\$373,595	\$398,726	\$398,801

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend. Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	242,947	247,806	250,284	250,284
Fringe Benefits	114,523	108,705	122,903	122,903
Contractual Services	9,324	7,683	7,625	7,625
Commodities	0	963	963	963
Internal Services	8,666	8,438	16,951	17,026
Total GF/GP Exp.	\$375,460	\$373,595	\$398,726	\$398,801

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	2	2
Part Time Positions	0	0
Total Positions	2	2

Management and Budget

FY 2008

FY 2009

Administration

\$398,726

\$398,801

The Administration program is responsible for the overall administration of the Department of Management and Budget and oversees the Purchasing, Equalization, Fiscal Services and Reimbursement functions of the County. Activities include promoting fiscal responsibility among the departments, providing fiscal advice for major County initiatives, implementing a program management system throughout the County, coordinating technology initiatives within DMB, long range financial planning and presenting the County's financial status to Wall Street and County leaders.

Objective

Maintain a balanced budget that appropriately allocates limited financial resources while continuing to provide excellent citizen service. Proactively develop recommendations to meet current and future budget challenges resulting from issues such as property tax revenue limitations, reduced State and Federal funding, and rising health costs. Continue to maintain the County's strong financial position as evidenced by low debt and healthy fund balances.

Performance Measures

- Continuation of County's AAA bond rating.
- A balanced biennial budget plan through Fiscal Years 2008/2009.
- Holding the County's general operating tax levy rate at 4.19 mills, less than the authorized maximum rate of 4.2242 mills and the third lowest general operating millage rate among all counties in the State of Michigan.
- Continuation of the plan to "wean" the County away from reliance on State revenue sharing, reducing the amount of revenue budgeted for general operations from this source each year until completely "weaned" by 2015.
- Creation of a new Capital & Cooperative Initiatives Revolving Fund (CCIRF) from existing revenue resources to provide a long-term funding strategy for capital improvement projects and services voluntarily provided by the County to assist local cities, villages, and townships.

Objective

Continue the development of Management and Budget staff through professional certification and active involvement in standard-setting organizations. This will help to ensure continued use of best practices in government finance.

Performance Measures

- The Department of Management and Budget Director and Fiscal Services Manager are Certified Public Finance Officers (CPFO). This certification is administered by the Government Finance Officers Association (GFOA).
- The Deputy Director is a Certified Production and Inventory Manager as designated by the American Production and Inventory Control Society (APICS). The Deputy Director is also Chairperson of the MGFOA Intergovernmental Cooperation Committee and Past Chairperson of the MGFOA Technology Committee, as well as Vice President of the Michigan Association of Governmental Computer Users.
- The Fiscal Services Manager is a Past President of the Michigan Government Finance Officers Association (MGFOA) and current Chairperson of the MGFOA Strategic Planning Committee. Also, in general, DMB representatives actively serve on the various MGFOA committees.
- The Purchasing Division is an accredited agency of the National Institute of Governmental Purchasing
- The Equalization Division Manager is appointed by the Governor to her Local Government Financial Stability Task Force. The Equalization Manager is required by law to hold a Level IV Assessor Certification. That division has four Level IV Assessors; there are only 167 people that hold this certification to serve 120 taxing jurisdictions in the State of Michigan. Seventy-five percent of the Division's employees hold a certification of Level I or higher. The remaining employees who are not certified are primarily clerical support employees.

Purchasing

Purchasing is responsible for the acquisition of supplies, materials, equipment, and contracted services used by the various County departments and countywide elected officials. The division was established as a centralized operation to implement the County's procurement policies, reduce and control acquisition costs, and formalize the acquisition process.

Division Goals

- Optimize the acquisition costs and quantity of goods and services purchased while maintaining expenditures within adopted budget parameters.
- Foster greater compliance with the County's acquisition process by proactively reducing the number of after-the-fact purchase orders and the number of exceptions appearing on the Contract Exception Report.
- Continue the migration to a fully web-based procurement process while applying industry "best practices".
- Foster participation by vendors in the procurement process.
- Expand cooperative purchasing efforts with, and the number of extended contracts available to other counties and CVTs.

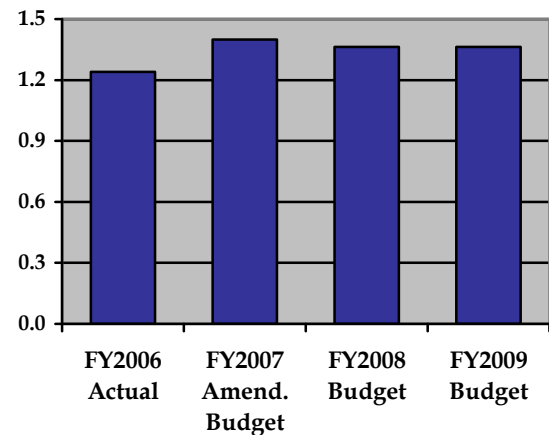
Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Charges for Services	163,095	50,150	75,000	75,000
Tot. GF/GP Revenue	\$163,095	\$50,150	\$75,000	\$75,000
<u>Other Funds</u>				
Emergency Response		72,830		
Total Revenue	\$163,095	\$122,981	\$75,000	\$75,000

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	731,135	760,202	719,352	719,352
Fringe Benefits	340,188	386,763	415,802	415,802
Contractual Services	40,277	36,241	39,751	39,751
Commodities	5,602	6,572	6,572	6,572
Internal Services	123,362	134,390	181,420	182,243
Transfers Out	0	2,445	0	0
	\$1,240,564	\$1,326,613	\$1,362,897	\$1,363,720
<u>Other Funds</u>				
Emergency Response	0	72,830	0	0
Total GF/GP Exp.	1,240,564	1,399,443	1,362,897	1,363,720

Division Expenditures (\$ in millions)



Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name*</u>				
Procurement	1,120,081	1,258,595	1,065,090	1,065,913
E-Commerce	119,605	140,848	221,186	221,186
Administration	878	0	76,621	76,621
Total Prog. Exp.	\$1,240,564	\$1,399,443	\$1,362,897	\$1,363,720

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	14	14
Part Time Positions	0	0
Total Positions	14	14

Purchasing

FY2008

FY2009

Procurement

\$1,065,090

\$1,065,913

Purchasing procurement efforts are designed to optimize County acquisition costs and the quality of goods and services purchased within the budgetary constraints of the departments and countywide elected officials. The program continuously:

- Sponsors periodic training classes on the County's procurement policies and procedures.
- Encourages employees to become a National Institute of Government Purchasing (NIGP) Certified Professional Public Buyer (CPPB).
- Maintains the division's NIGP Certificate of Achievement.
- Participates in professional associations, including the NIGP and the Michigan Public Purchasing Officers Association (MPPOA).

Purchasing has staff at four satellite locations to more closely manage the acquisition of goods and services for those specialized operations:

- Oakland County Drain Commissioner
- Information Technology
- Parks and Recreation
- Main Office (manages acquisition of goods and services not handled by the satellite locations).

Performance Measures

	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Bid Solicitations	482	481
Purchase Orders	39,617	35,260
Total Purchase Order Expenditures (millions)	\$154.1	\$120.3
New Contracts	502	457

Purchasing will begin tracking other performance measures that reflect internal operational efficiency improvements and countywide compliance with policies and procedures, including:

- Number of after-the-fact purchase orders
- Number of exceptions appearing on the Contract Exception Report
- Number of complaints/ protests from departments/vendors regarding vendor performance or product/service quality
- Total number of Positions/Total number of buyers
- Total purchase order expenditures/Total number of buyers

Cooperative Purchasing

Purchasing administers and operates a cooperative purchasing program used by over 100 municipalities. By allowing cities, villages, townships (CVTs) and counties to combine their purchase quantities or to consolidate services being bid out, they are able to take advantage of economies of scale and scope to achieve more favorable pricing. This proves particularly beneficial to smaller CVTs. To foster our efforts, Oakland County will work with, and actively pursue membership in governmental purchasing cooperatives.

The County's extended contracts are posted on the Purchasing webpage. One of these – the OfficeMax contract – provides a rebate to users as volume surpasses certain thresholds, thereby providing an additional revenue source of sorts for the County.

Performance Measures

	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Cooperative / extended contracts	N/A	18

Purchasing will begin tracking:

- Total expenditures(value of purchases) using cooperative or extended contracts per year
- Number of participating CVTs and counties making use of the County's extended contracts

E-Commerce**\$221,186****\$221,186**

Purchasing currently posts bid solicitations on the County's website and sends e-mail notices to selected vendors/bidders. Over the course of the next two years, purchasing will be completing its implementation of a fully web-based procurement process that incorporates "best practices" into the electronic exchange of solicitations and responses.

Purchasing will begin tracking the following:

- Number of bids posted per year via e-commerce system
- Number of proposals received per year via e-commerce system

Contract Administration**\$0****\$0**

Contract Administration currently consists of three contracts covering laboratory supplies, janitorial supplies and office products. All items are ordered by the departments via the vendor's websites. Each contract requires an administrator to make changes to the contract and the web order process, and to monitor the price and invoicing process. Budget is included under procurement.

Administration**\$76,621****\$76,621**

Program Administration currently consists of two programs requiring oversight on a daily basis: the Procurement card Program (P-Card) and the web-based Bidder Registration program.

The Procurement Card Program allows departments to use County-issued credit cards to make purchases (products, travel, professional development) valued at less than \$1,500. Merchant codes are used to control the types of purchases cardholders are authorized to make. The administration of the program includes expanding its use to reduce dependencies on traditional time-consuming procedures, loading transactions from the credit card bank into the financial system, training cardholders and department reconcilers, monitoring daily transaction reports for use and abuse, and rectifying purchase disputes.

The web-based Bidder Registration program allows companies to register with the County via the internet. Approved bidders are granted system access through unique user names and passwords to view, add, and change their company profile. Once the e-commerce initiative is complete, bidders will be able to receive and respond to bid solicitations in the category codes they select. The administration of this program includes reviewing bidder application data, obtaining W-9 documentation, approving bidder applications, creating system access, corresponding with the bidders via e-mail and phone, and providing customer help desk activities. To promote on-line registration and the e-mail initiative, Purchasing continuously updates its website with pertinent information, participates in the annual Bid and Breakfast, directs vendors to the registration web page as opportunities arise, and sponsors vendor seminars on bidding procedures, contract requirements and compliance.

Performance Measures**FY2006
Actual****FY2007
Actual**

Registered Bidders	449	1,196
P-Card expenditures (millions)	\$4.66	\$5.39
P-Card transaction average	\$230	\$247

Purchasing will begin tracking the following:

- Vendor electronic participation to bid solicitations
- Number of complaints/ protests from departments/vendors regarding performance or product service quality

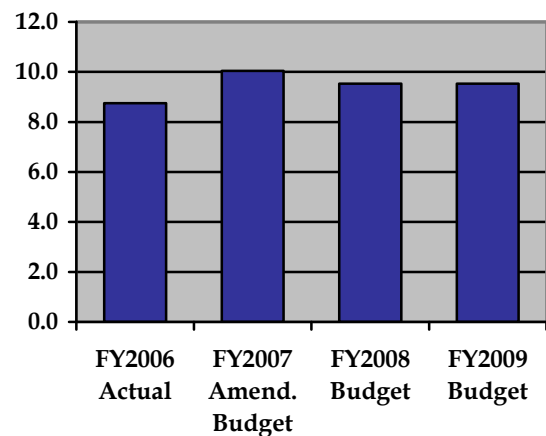
Equalization

Pursuant to the General Property Tax Law of the State of Michigan, the Equalization Division assists the Board of Commissioners in ascertaining whether the real and personal property in the townships and cities of Oakland County have been equally and uniformly assessed at true cash value. If, on such examination, it deems the assessments to be unequal, it shall equalize the same by adding to or deducting from the valuation of the taxable property in any township or city such an amount as in its judgment will produce a common level of valuation in all 51 assessing units. The division compiles sampling data, reports, and other statistics on property valuations in the County for use by the Finance Committee, and assists in the annual preparation of the Local Tax Report by the Board of Commissioners to the State Tax Commission. The Equalization Division is also responsible for determining homestead exemption of homeowners and ownership transfers as well as handling the appeals pertaining to these activities.

Division Goals

- To efficiently provide our citizenry and the tax-paying public with high quality products and services within a healthy work environment, encouraging cooperation, honesty, integrity, and respect.
- To provide a stable and equitable tax base for each assessing district in the County to generate revenues for the support of police, fire, schools, roads, parks, libraries and other services that citizens require.
- To provide assessing, reappraisals, and maintenance or service contracts for both real and personal property for cities and townships requesting the service.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	2,491,557	2,512,855	2,695,519	2,695,519
Total GF/GP Rev.	\$2,491,557	\$2,512,855	\$2,695,519	\$2,695,519

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Admin. Services	988,261	1,010,959	1,090,812	1,090,812
Assessing	6,515,070	7,712,196	7,248,687	7,252,497
Equalization	527,164	609,159	427,301	427,301
Mapping	726,284	715,327	761,138	761,138
Total Prog. Exp.	\$8,756,779	\$10,047,641	\$9,527,938	\$9,531,748

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	4,600,755	4,931,890	5,097,756	5,097,756
Fringe Benefits	2,323,713	2,557,543	2,871,922	2,871,922
Contractual Services	125,215	185,937	183,608	183,608
Commodities	39,312	54,888	49,052	49,052
Capital Outlay	0	18,200	0	0
Internal Services	1,666,049	2,285,243	1,324,216	1,329,410
Transfers Out	1,735	13,940	1,384	0
Total GF/GP Exp.	\$8,756,779	\$10,047,641	\$9,527,938	\$9,531,748

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	88	88
Part Time Positions	3	3
Total Positions	91	91

Equalization

FY 2008

FY 2009

Administration

\$1,090,812

\$1,090,812

Equalization administration provides direction and guidance for the efficient implementation and execution of goals and objectives, oversees budget recommendations for the division and monitors approved budget expenditures, schedules staff training, monitors staff development and performance, and responds to public inquiries and requests for information.

Assessing

\$7,248,687

\$7,252,497

Real Property Assessing: renders quality assessment services in fulfillment of Equalization Division's responsibilities as the contracted assessor to 26 units of government, maintains and balances assessment rolls in contracted assessing units, and provides decisions on homestead applications, property transfer affidavits, and various exemption issues raised by taxpayers.

Personal Property Assessing: renders quality assessment services as the contracted assessor to 26 units of government, performs assessing services to enable 10 local units of government to access current technology and trained staff to ensure uniform and equitable personal property assessment. Maintains contact and provides assistance to all 51 assessing units within Oakland County to achieve uniform and equitable assessments of personal property.

Processes Tax Tribunal appeals on behalf of 26 assessing units from initial filing to appraisal and final state determination of the property value under appeal.

Standards & Data Control: Maintains and updates division manuals pertaining to real property consisting of two volumes (residential and commercial/industrial), personal property, and office procedures.

Reviews and studies state bulletins and communications. Incorporate changes into appropriate operating manuals. Oversees production and distribution of reports and notices of change of tax and assessment rolls for each new cycle for assessing units.

Certifies millage rates and rectifies certified rates to rates spread. Calculates Headlee rollbacks for all assessing units.

Monitors Truth in Assessing and Truth in Taxation calculations.

Monitors community actions and elections and ensures that no assessing unit spreads incorrect or untimely tax rates.

Performance Measures

- Update and maintain field records of real property parcels in 26 units of government on contract basis for a total of 159,807 parcels
- Maintain real property records for approximately 149,319 residential and 9,387 commercial and industrial parcels
- Attend and assist board of review sessions of 26 assessing units
- Conduct audits of personal property records of taxpayers involving some 25,808 parcels within 33 contracted units of government.

Performance Measures

Parcel Counts

FY2004

FY2005

FY2006

FY2007

Actual

Actual

Actual

Actual

Real Property (assessor 26 units)

125,225

11,159

14,030

10,858

File Maintenance (assisting assessor)

127,183

11,116

13,668

10,526

Personal Property (assessor 26 units)

134,999

11,048

13,860

10,359

Personal property (assisting 7 assessors)

145,689

11,142

43,715

10,371

County Equalization**\$427,301****\$427,301**

Undertakes equalization functions for all classes of property located in Oakland County. Also conducts annual sales, land, and Economic Condition Factor (E.C.F.) studies for each class of property within the county to assist local assessors in valuing all classes of property for assessment purposes.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Equalization of Parcels				
Agricultural	806	783	793	660
Business	18,226	18,315	18,332	18,505
Industrial	7,189	7,196	7,264	7,309
Developmental	218	105	112	25
Residential	436,825	432,118	446,517	450,790

Mapping**\$761,138****\$761,138**

Maintains parcel identification numbers, tax descriptions, and GIS tax parcel mapping for the Oakland County Land File System consisting of 533,798 parcels of land. Processes new parcels to the Land File System arising from land divisions, combinations, or newly platted subdivision lots and condominium units in the 51 assessing units of Oakland County. Approximately 10,000 parcels are processed annually.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Parcel ID #'s in Land File System	520,768	526,856	531,456	533,798
Parcels processed to the Land File System				
Additions	7,282	8,910	6,085	2,181
Deletions	1,970	2,330	2,029	1,342

Fiscal Services

The Fiscal Services Division provides all financial services to the County's departments and divisions, with the exception of cash management and investments, which are provided by the Treasurer. The division's responsibilities extend to externally reporting the financial position and economic condition of the County to interested parties, as well as assisting the executive and legislative branches of Oakland County government in the rational allocation of scarce County resources to promote economic and efficient public services, which effectively meet community needs.

Division Goals

- Report the financial position and economic condition of the County in an accurate, timely, consistent, reliable manner, leading to the publication of a Comprehensive Annual Financial Report (CAFR) that receives an unqualified audit opinion.
- Issue payments to employees and vendors, for goods and services delivered, in a timely and accurate manner.
- Accurately forecast personnel, contractual services, supplies, equipment, and space requirements for all County activities, and validate quantities needed to accomplish the operational objectives of all County agencies.
- Respond efficiently to requests by elected officials and county staff for financial information and analysis.
- Continue receiving awards of excellence from the Government Finance Officers Association for the Popular Annual Financial Report, Comprehensive Annual Financial Report and the Biennial Budget document.

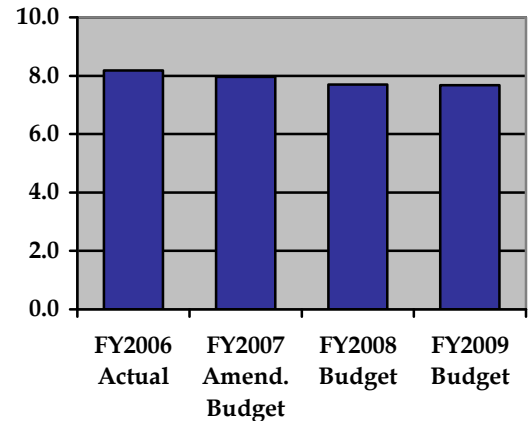
Division Revenue

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose	\$0	\$0	\$0	\$0
Other Funds				
Housing& Dev Grant	89,391	0	109,908	109,908
Law Enforcement Grant	0	240,956	0	0
Office Equipment	751,926	1,085,930	1,009,108	862,729
Workforce Dev. Grants	0	0	0	0
Total GF/GP Rev.	\$841,317	\$1,326,886	\$1,119,016	\$972,637

Division Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	3,663,827	3,668,807	3,657,877	3,657,877
Fringe Benefits	1,715,508	1,834,634	2,048,889	2,048,889
Contractual Services	130,340	143,811	118,700	118,700
Commodities	12,026	19,540	19,540	19,540
Internal Services	2,235,236	2,111,504	1,690,422	1,698,719
Total GF/GP Exp.	\$7,756,937	\$7,778,296	\$7,535,428	\$7,543,725
Other Funds				
Fringe Benefit	103,383	105,099	108,677	109,761
Housing & Dev Grant	89,391	0	109,908	109,908
Law Enforcement Grant	0	240,956	0	0
Office Equipment	1,049,832	1,085,930	1,009,108	862,729
Water and Sewer Trust	157,230	0	0	0
Workforce Dev. Grants	58,292	0	0	0
Total Expenditures	\$9,215,065	\$9,210,281	\$8,763,121	\$8,626,123

Division Expenditures (\$ in millions)



Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	2,756,469	2,658,110	2,079,038	2,085,300
Fin. Planning	764,172	814,816	878,228	878,701
Fin. Processing	2,518,114	2,794,318	2,612,240	2,466,299
Fin. Reporting	3,176,310	2,943,037	3,193,615	3,195,823
Total Prog Exp.	\$9,215,065	\$9,210,281	\$8,763,121	\$8,626,123

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	62	62
Part Time Positions	1	1
Total Positions	63	63

Fiscal Services**FY 2008****FY 2009****Administration****\$2,079,038****\$2,085,300**

The Administration is responsible for obtaining and managing the personnel, contractual and technological resources of the division. This activity includes hiring the staff; providing a growth path for deserving individuals and professional development opportunities for all; and supervising contractual and technological resources, specifically the County's human resources/financial information system, to maximize the productivity of division staff. In addition, the Division's Administration is the primary conduit of financial information to the County Executive, the Board of Commissioners, and other Countywide Elected Officials.

Objective

- Manage and monitor the County's financial performance in order to maintain sufficient fiscal stability to provide necessary services

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Maintain an unreserved General Fund Balance of between 10% and 20% of expenditures	17%	15%	14%	17%
Receive a AAA rating for county issues from Standard & Poor's and Moody's rating agencies	yes	yes	yes	yes

Objective

- Dissemination of County financial information to the widest audience through electronic means, by placing the County's budgets, Comprehensive Annual Financial Reports (CAFR) and Popular Annual Financial Reports (Financial Summaries) on the County's website.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Number of budgets on website	0	2	2	3
Number of CAFRs on website	2	3	3	4
Number of Financial Summaries on website	3	4	5	6

Financial Planning**\$878,228****\$878,701**

The program of Financial Planning consists of two activities. The first is to accurately forecast personnel, contractual services, supplies, equipment, and space requirements for all County activities and to validate quantities needed to accomplish the operational objectives of all County agencies. The second is to monitor implementation of the biennial salaries, operating and capital budgets, and to report variances and proposed adjustments on a timely and accurate basis to assist management and the Board in the County's decision-making process. This second activity includes responding to requests for financial analysis as well as providing recommendations for fiscal improvements.

Objective

- Develop and maintain a biennial budget that provides flexibility to meet unanticipated and emergency needs

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Percent Actual Operating Revenues of Budgeted Revenues	100%	102%	101%	100%
Percent Actual Operating Expenditures of over Budgeted Expenditures	92%	96%	98%	98%

Objective

- Accurately forecast General Fund/General Purpose revenues and expenditures, through the quarterly financial forecast process

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Percent first quarter forecast of net year end results				
Revenues	97.3%	97.1%	81.9%	98.8%
Expenditures	97.2%	87.3%	83.7%	99.0%
Percent second quarter forecast of net year end results				
Revenues	97.5%	98.2%	81.8%	99.0%
Expenditures	94.8%	89.6%	83.9%	99.5%
Percent third quarter forecast of net year end results				
Revenues	99.7%	99.4%	82.4%	99.8%
Expenditures	95.1%	89.1%	84.1%	99.3%

Financial Processing

\$2,612,240 \$2,466,299

The activities in this program area include the receipting and disbursing functions, and are conducted with the goal of achieving accuracy and timeliness while maintaining appropriate records for federal and state reporting. The receipting function involves accurately recording all exchange (charge for services) and non-exchange (property taxes) revenues received by the County. Disbursements include payroll activities and vendor payments.

Objective

- Issue paychecks to employees in accordance with all requirements including the filing of all tax statements.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Average number of checks issued per pay period	4,535	4,603	4,497	4,715
Average payroll each period	\$7,749,852	\$8,125,545	\$8,081,394	\$8,584,859

Objective

- Record revenue items in an accurate manner (Please note that previously recorded statistic not available for FY 2006).

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>
Number of revenue documents processed	7,446	7,631	7,735
Number of write-offs and refunds	599	622	668
As a Percent of documents processed	8.0%	8.1%	8.6%

Objective

- Process vendor payments and maintain appropriate records for Federal reporting on form 1099.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Number of direct vouchers	15,580	16,153	15,778	83,605
Number of purchasing payments	47,669	49,325	50,176	45,595
Number of cancelled payments	1,174	1,195	1,174	605

Financial Reporting

\$3,193,615 \$3,195,823

This program area is responsible for reporting the financial position and economic condition of the County in accordance with the standards set by the Governmental Accounting Standards Board (GASB). Independent Certified Public Accountants verify that the financial reports meet the GASB standards. This effort culminates in the Comprehensive Annual Financial Report (CAFR) which is produced under the guidelines established by the Government Finance Officers Association (GFOA). The reporting activity also includes the publication of reports required by Federal guidelines for grants, reports required by the Michigan Department of Treasury pursuant to state statutes, and special reporting needs of various departments. This function publishes a summarized annual report that is intended for use by the general public. This document is called the Popular Annual Financial Report (PAFR) and is reviewed by the GFOA for appropriate content.

Objective

- Provide timely and accurate external financial reporting

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Number of days to process year end transactions	31	29	35	38
Receipt of unqualified Audit Opinion	yes	yes	yes	yes

Objective

- Receive the Government Finance Officers Association (GFOA) awards for the Comprehensive Annual Financial Report, Popular Annual Financial Report and Biennial Budget documents.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Number of awards received	3	3	3	3

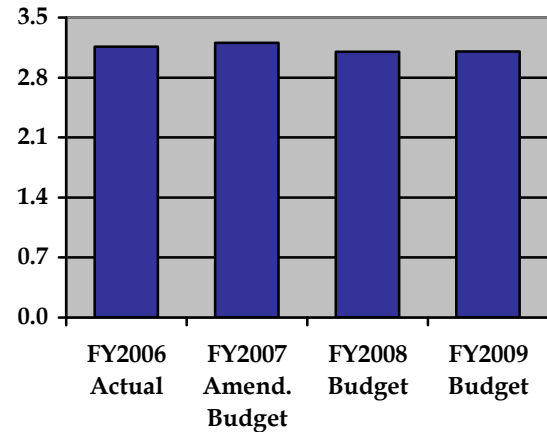
Reimbursement

Reimbursement manages collections for Circuit, Family, and Probate Courts for all court-ordered fees and determines an individual's ability to pay for various court services. The Division is responsible for collections of the inmate board and care program for the Oakland County Sheriff's Department. Reimbursement conducts administrative Order to Show Cause hearings, prepares Reimbursement Orders, processes tax intercepts and garnishments, and disburses restitution monies to crime victims. The Division is also responsible for managing collections for services and care provided by the Golden Oaks Medical Care Facility.

Division Goals

- To operate an efficient collections process, assess fees in an accurate and timely manner, ensure maximum recovery of costs to the Courts and the County, and operate within the confines of the resources allocated to the division.
- To continue to assist the Courts' Collection Committee in their efforts to increase collections.
- To continue to examine all of our procedures, particularly those that relate directly to the court, to determine and implement ways to improve efficiency in our operation.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	403,626	349,500	365,600	365,600
Tot. GF/GP Revenue	\$403,626	\$349,500	\$365,600	\$365,600

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	921,287	901,126	899,912	901,611
Circuit Ct Collec.	1,145,522	1,162,699	1,186,657	1,186,939
Family Ct Collec.	917,032	949,059	1,015,669	1,015,951
Medical Care Fac.	177,861	192,890	0	0
Total Prog. Exp.	\$3,161,702	\$3,205,774	\$3,102,238	\$3,104,501

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	1,518,818	1,529,437	1,536,424	1,536,424
Fringe Benefits	767,033	801,978	890,177	890,177
Contractual Services	60,827	78,841	81,336	81,336
Commodities	5,691	10,364	10,364	10,364
Internal Services	631,472	592,264	583,937	586,200
Total GF/GP Exp.	\$2,983,841	\$3,012,884	\$3,102,238	\$3,104,501

Staffing

	FY2006 Budget	FY2007 Budget
Full Time Positions	29	29
Part Time Positions	6	6
Total Positions	35	35

Other Funds

Medical Care Fac.	177,861	192,890	0	0
Total Expenditures	\$3,161,702	\$3,205,774	\$3,102,238	\$3,104,501

Reimbursement	FY 2008	FY 2009
Administration	\$899,912	\$901,611

Administration ensures compliance with current statutes, analyzes new and pending legislation for impact on the collections process, evaluates new and current programs for increased efficiencies, modifies division procedures as appropriate, and prepares financial reports and statistics in a timely and efficient manner. Administration oversees total court collections and service of approximately \$8,313,047 and total court unit expenses of \$2,968,763. Figures may change after 2007 totals are audited for the annual report.

Circuit Court Collections	\$1,186,657	\$1,186,939
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Circuit Court Collections is responsible for the collection of all fees ordered by the Circuit Court including court costs, attorney fees, restitution, fines, and crime victim's rights fees. The Unit also collects inmate board and care charges as well as fees associated with the Community Service Program.

Staff conducts financial interviews with defendants, establishes payment schedules, and applies community service credits to defendant's accounts when appropriate. In addition to initiating lawsuits and preparing court orders, staff also schedules Order to Show Cause hearings (which result in a consent judgment or default judgment) and processes state tax intercepts and garnishments. They are also responsible for disbursing restitution payments to victims.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007* <u>Actual</u>
Total Collections on behalf of the Circuit Court and Sheriff's Department	\$5,524,950	\$5,864,806	\$6,391,401	\$5,947,714
# of Order to Show Cause Hearings Scheduled	3,700	3,700	3,700	3,700
# of Tax Intercepts Processed	1,804	2,704	2,452	2,419
# of Garnishments Processed	270	250	230	180
Restitution Payments Disbursed to Crime Victims	\$2,372,619	\$2,288,526	\$3,254,055	\$2,146,297

Family Court Collections	\$1,015,669	\$1,015,951
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Family Court Collections is responsible for the collection of fees ordered by Family Court including the cost of care for court wards, attorney fees, restitution, court costs, service fees, crime victim's rights fees, and clinical evaluations. Staff conducts financial interviews to determine parents' ability to reimburse the County for costs incurred due to a minor's involvement with the Family Court, and prepares Orders for Reimbursement. Staff also schedules Order to Show Cause hearings, conducts the hearings when parents appear, processes wage assignments, and requests bench warrants. Staff also processes tax intercepts and are responsible for maintaining and collecting court-appointed attorney fees for Probate Court Mental Health accounts. In addition, the Unit collects guardian ad litem fees and psychological evaluation fees ordered by The Friend of the Court, and birth record fees and filing fees for the Clerk's Office on Prosecutor Office initiated child support orders. This Unit also disburses restitution payments to crime victims.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007* <u>Actual</u>
Total collections on behalf of the Family Court, Probate Court and Clerk's Office	\$2,065,003	\$2,441,889	\$2,568,471	\$2,365,334
# of Order to Show Cause Hearings Scheduled	1,500	1,500	1,500	1,500
# of Tax Intercepts Processed	3,254	3,567	4,693	4,988
Restitution Payments Disbursed to Crime Victims	\$130,826	\$120,791	\$110,751	\$94,030

Medical Care Facility Collections

\$0**\$0**

The Golden Oaks Medical Care Facility Collections unit is responsible for collecting monies from insurance companies, Medicare/Medicaid/ and private pay patients for cost of care and services provided.

	FY2004	FY2005	FY2006	FY2007*
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Total Expenditures	\$ 177,861	\$192,890	\$177,861	\$75,140

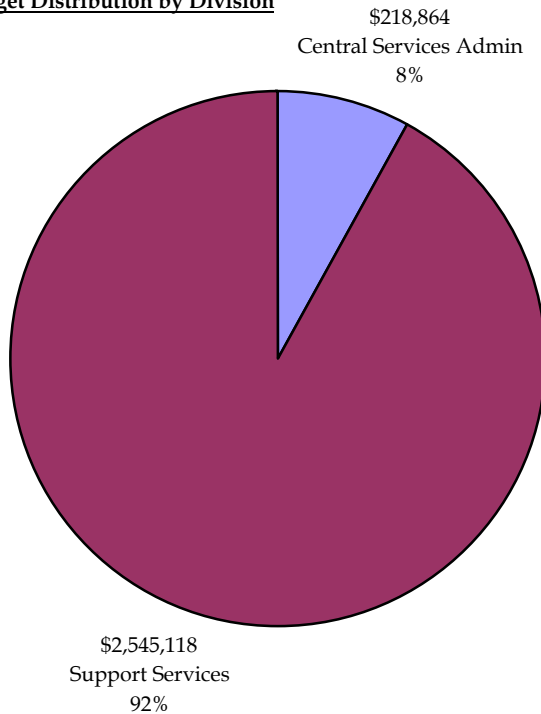
*Figures may change after 2007 totals are audited for the annual report.

Sixty percent of Fortune 500 companies and 50% of Global Fortune 500 companies have business locations in Oakland County.

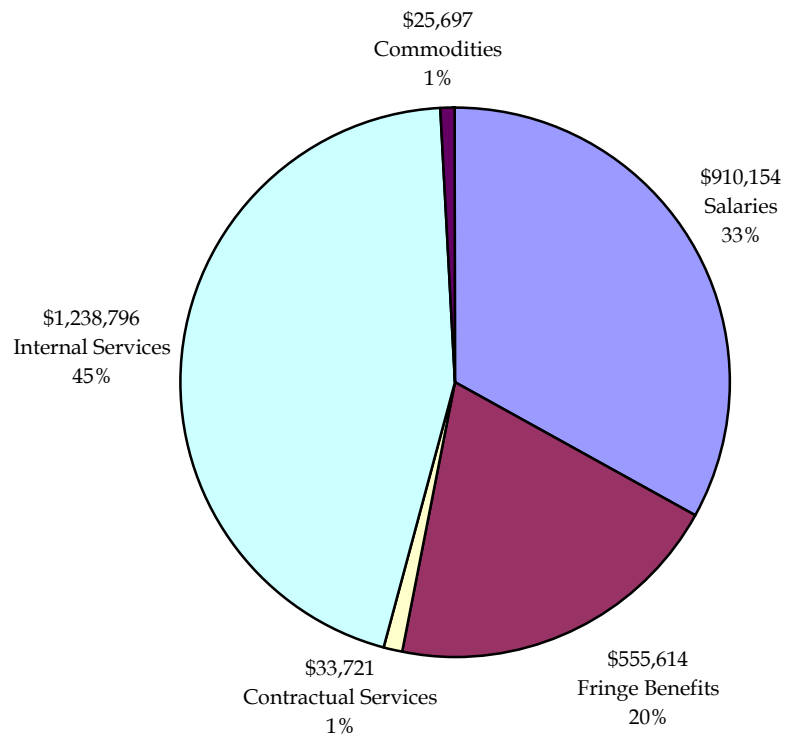
Central Services

FY 2008 General Fund/General Purpose

Budget Distribution by Division



Budget Distribution by Expenditures



CENTRAL SERVICES DEPARTMENT			
TOT		DIRECTOR -	
FY 08	FY 09	CENTRAL SERVICES	
21	21	Gen Fund/Gen Purpose	
45	45	Proprietary	
66	66	Total Positions	

ADMINISTRATION			
TOT		DIRECTOR -	
FY 08	FY 09	CENTRAL SERVICES	
1	1	Gen Fund/Gen Purpose	
		Proprietary	
1	1	Total Positions	

AVIATION & TRANSPORTATION			
TOT		MANAGER - AVIATION	
FY 08	FY 09	& TRANSPORTATION	
		Gen Fund/Gen Purpose	
22	22	Proprietary	
22	22	Total Positions	

SUPPORT SERVICES			
TOT		MANAGER -	
FY 08	FY 09	SUPPORT SERVICES	
20	20	Gen Fund/Gen Purpose	
23	23	Proprietary	
43	43	Total Positions	

Prepared by Human Resources Dept. 10/1/07.

Central Services

Department Revenue by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	0	0
Aviation & Trans.	0	0
Support Services	181,300	181,300
Total Revenue	\$181,300	\$181,300

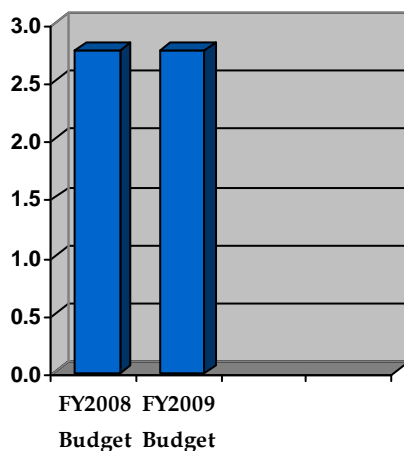
Department Expenditures by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	218,864	218,896
Aviation & Trans.	0	0
Support Services	2,545,118	2,549,756
Total Expenditure	\$2,763,982	\$2,768,652

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	59	59
Part Time Positions	7	7
Total Positions	66	66

Department Expenditures (\$ in millions)



Summary

Central Services Administration is responsible for the overall administration and operations of two primary areas of Oakland County and several units:

Support Services Division. This Division provides a wide variety of governmental and internal services to county departments, including Vehicle Operations, Record Retention, Mailroom, Print Shop, Convenience Copier and the Courthouse Cafeteria.

Airports Division. This Division is comprised of three county-owned airports; Oakland County International Airport, Oakland/Troy Airport, and Oakland/Southwest Airport.

The Director of Central Services also represents the County Executive on the Oakland County Parks and Recreation Commission.

Current Issues

Support Services:

- Provide incoming and outgoing mail service in a safe and secure manner.
- Research and investigate ways to lower postal expenses.
- Develop alternate forms of record storage and retention to reduce amount of space used for this purpose.

Airports:

- Prepare and implement an upgraded security plan.
- Continue implementation of Part 150 Noise/Land Use Compatibility Study.
- Begin implementation of completed Master Plans at Oakland County International and Oakland/Southwest Airports.

Department Goals

Support Services:

- Operate and maintain the County vehicle fleet in a cost effective manner to meet the automobile, van and truck travel needs of the Oakland County workforce.
- Provide copying and printing services to County departments on a timely, efficient and cost effective basis.
- Maintain same day U.S. mail service for outgoing and incoming mail at the lowest possible postage rate.
- Store and retrieve records in an efficient basis utilizing the minimum of space.

Airports:

- Plan for and provide facilities and services adequate to meet the demands and needs for general aviation travel.
- Promote safety by maintaining and improving facilities, services and equipment in airport development and operations.
- Function on the basis of a balanced operational budget in which airport-generated revenues are equal to direct, operational expenses.

Summary of Major Program Changes

Revenue

Major changes in revenue include decreased charges for services of \$8,700 due to less than anticipated vending machine commissions.

Expenditures

The FY2008 budget reflects general salary increase of 1% and associated fringe benefits. Includes adjustment in fringe benefit rates for retirement (Retirees' Health Care Benefits) and medical. Decrease in salaries and fringe benefits due to the replacement of positions #2251 and #6785 with newly hired employees.

Contracted Services reflects an increase of \$5,036 – personal mileage decreased (\$20), mail equipment rental increase of \$500 and food service equipment repair decrease of (\$1,844) based on history. Licenses & Permits reflects an increase due to the cost to USPS for the FASTFORWARD black box of \$5,000. Maintenance contract reflects an increase of \$1,400 per the invoice for the mail meter machine. Commodities reflect an increase of \$11,403 office supplies for the increased cost of ink for the new mail meter machine.

Internal Services reflects a decrease of (\$66,849) – Building Space Allocation increased \$57,942 due to significant increase in utility costs, Insurance decreased (\$343) due to decreased self insurance premium, Printing increased \$2,647 based on history, and I.T. Operations decreased (\$3,186) due to completed implementation of record retention software system. Equipment Rental increased \$3,192 for new PA system used for the county auctions. Motorpool increased \$3,597 due to an increase in fuel costs, Telephone Communications decreased (\$3,216) due to reduction in monthly land line charges, Convenience Copier increased \$238 due to increase in rates from \$.0250 to \$.0275 and Micrographics decreased (\$75,892) due to a decrease in volume of records microfilmed. Maintenance Dept Charges decreased (\$2,299) and I.T. Development decreased (\$49,430) as the budget for these line-items is transferred during the year on an as-needed basis.

Administration

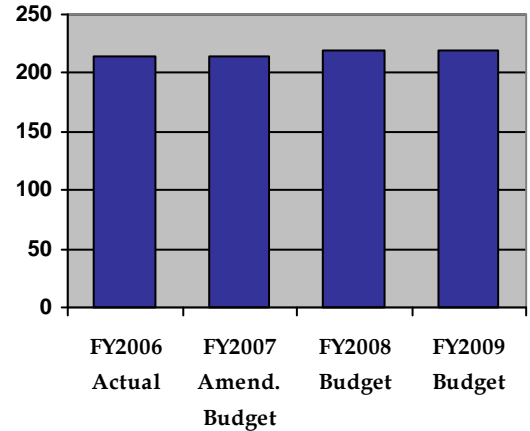
Central Services Administration is responsible for the overall administration and operations of the Oakland County Airports and the Support Services Division.

Division Goals

- All Support Services are provided on a timely, efficient and cost effective basis.
- County Airport facilities and services are adequate to meet the demands and needs for general aviation travel.
- Ensure all aspects of Airport and Support Service Operations are safe for both the employees and the public.
- Airport generated revenues are equal to or greater than direct, operational expenses.

Division Expenditures

(\$ in thousands)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	0	0	0	0
Total Revenue	\$0	\$0	\$0	\$0

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administrative Sys.	213,952	214,582	218,864	218,896
Total Program Exp.	\$213,952	\$214,582	\$218,864	\$218,896

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	135,733	138,017	139,397	139,397
Fringe Benefits	60,365	57,878	62,952	62,952
Contractual Services	1,330	2,604	2,600	2,600
Commodities	0	0	0	0
Internal Services	16,524	16,083	13,915	13,947
Total GF/GP Exp.	\$213,952	\$214,582	\$218,864	\$218,896

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	1	1
Part Time Positions	0	0
Total Positions	1	1

Aviation & Transportation

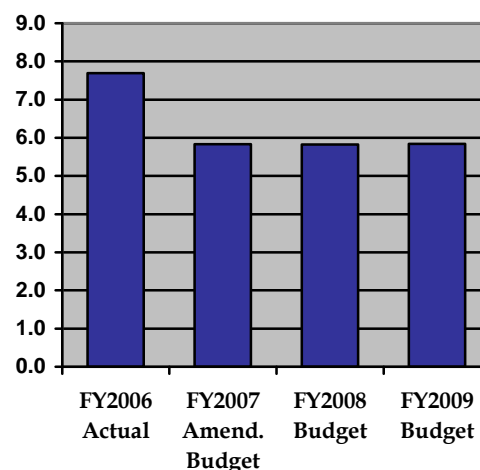
The primary mission of the Airports Division is to provide the aviation segment of the Oakland County transportation system, currently comprised of three county-owned airports. The division is mandated by applicable federal and state agencies (Federal Air Regulations promulgated by the Federal Aviation Administration and rules and regulations of the Michigan Aeronautics Commission) to fulfill a number of requirements for the operation of airports. The numerous functions and level of services mandated by these agencies include the following categories: airport certification, airport condition assessment and reporting, airport design, Aircraft Rescue Fire Fighting equipment and manpower, bird hazard reduction, emergency plan, ground vehicles, handling and sorting hazardous materials, identifying and marking construction and other unserviceable areas, marking and lighting runways, thresholds and taxiways, obstructions, protection of navigational aids, public protection, safety areas, self-inspection program, and traffic and wind direction indicators. Oakland County is the only local government in Michigan to own and operate three airports. Oakland County International Airport ranks as the **80th** busiest airport in the nation with **202,973** takeoffs and landings. It is ranked as the nation's tenth busiest general aviation airport and second to Detroit Metro in Michigan. The total based aircraft at the three County-owned airports exceeds all other towered airports in Michigan combined.

Division Goals

- Plan for and provide premiere facilities and services adequate to meet the demands and needs for general aviation travel.
- Promote safety and security by maintaining and improving facilities, services and equipment in airport development and operations.
- Function on the basis of a balanced operational budget in which airport-generated revenues are equal to direct, operational expenses.

Division Expenditures

(\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose	0	0	0	0
Airport Facilities Fund				
Charges for Services	4,843,789	5,447,313	5,447,313	5,457,064
Investment Income	664,815	280,000	267,999	278,744
Other Revenues	15	0	0	0
Contributions	0	108,451	108,451	108,451
Capital Contributions	1,370,266	0	0	0
Transfers/Oth. Sources	2,020,000	0	0	0
Total Airport Rev.	\$8,898,885	\$5,835,764	\$5,823,763	\$5,844,259

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	1,220,666	2,289,654	2,308,764	2,319,509
Operations	6,475,598	3,546,110	3,514,999	3,524,750
Total Program Exp.	\$7,696,264	\$5,835,764	\$5,823,763	\$5,844,259

Division Expenditures by Category**Staffing**

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>		FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>	0	0	0	0			
<u>Airport Facilities Fund</u>					Full Time Positions	18	18
Salaries	1,086,531	1,129,965	1,140,216	1,150,570	Part Time Positions	4	4
Fringe Benefits	543,067	517,953	539,481	539,481	Total Positions	22	22
Contractual Services	1,801,854	1,881,417	1,881,417	1,881,417			
Commodities	144,516	86,458	86,458	96,209			
Internal Services	267,007	330,011	286,231	286,622			
Depreciation	1,585,629	1,614,500	1,614,500	1,614,500			
Interest on Debt	247,360	275,160	275,160	275,160			
Paying Agent Fees	300	0	300	300			
Transfers Out	2,020,000	0	0	0			
Special Items-Other	0	0	0	0			
Total Expenditures	\$7,696,264	\$5,835,764	\$5,823,763	\$5,844,259			

Summary of Major Program Changes**Revenue**

There are no major program changes in revenues for the Aviation & Transportation for FY 2008 and FY 2009.

Expenditures

Controllable Personnel reflects a general salary increase of 1% and associated fringe benefits, increased Retirees' Health Care Benefits and medical for FY 2008 and FY 2009.

Commodities have increased slightly due to inflationary cost adjustments.

Aviation & Transportation**FY 2008****FY 2009****Administration****\$2,308,764****\$2,319,509**

Administration provides the operational and clerical support necessary to operate Oakland County International, Oakland/Troy and Oakland/Southwest Airports. Responsibilities include obtaining/administering Federal Grants for land acquisition and noise or safety programs (\$6,264,500 in 2006); development of the budget and monitoring of budget expenditures; evaluating and modifying of division procedures to meet federal/state mandates; management of over 600 individual T-hangar units; strategic planning for development of airports; and responding to public inquiries and requests for information. The Oakland County International Airport recently constructed a state of the art, aesthetically treated ground run-up enclosure as part of its continuing noise mitigation program. This facility is the most technically advanced facility of its type in the United States. The Aviation Division completed the construction of 185 new T-Hangar units (158 at Oakland County International Airport and 27 at Oakland/Troy Airport) early in 2007 to meet pent-up demand.

Performance Measures**FY 2004
Actual****FY 2005
Actual****FY 2006
Actual****FY 2007
Actual**

Federal Grants	\$2,982,000	\$12,426,645	\$6,264,500	\$7,288,331
Land Acquisition	0 parcels/ 0 acres	0 parcels/ 0 acres	0 parcels/ 0 acres	0 parcels/ 0 acres
Sound Attenuation (186 Homes)	N/A	\$7,500,000	\$3,750,000	\$6,259,482
New Construction	\$2,982,000	\$4,926,645	\$2,145,000	\$3,145,550
Bldg Administration	684	684	682	682
Land Lease Admin	42	43	49	49
Based Corporations	150	150	150	150
Based Aircraft	784	789	720	741

Operations**\$3,514,999****\$3,524,750**

Operations at Oakland County International Airport provide 24-hour Aircraft Rescue Fire Fighting emergency response; equipment and building maintenance for county-owned buildings and 478 T-hangar units; snow plowing of runways, taxiways, ramps and service roads; landscape work, including considerable formal landscaping, and mowing over 625 acres of grass on the airport and an additional 90 acres off the airport. Additional responsibilities at Oakland/Troy and Oakland/Southwest Airports include electrical repairs to airfield lights; airfield striping and pavement repairs; building maintenance of county-owned buildings and an additional 260 T-hangar units. Airport employees also maintain 2.27 miles of irrigation systems at the three airports. In addition to the foregoing services, in order to promote public health and safety and to fulfill our Airport Certification Manual (ACM) requirements, the Operations Division provides: Airport familiarization (Waterford Fire & Police, other Oakland County Police and Hazmat agencies, U.S. Secret Service & FBI, Michigan State Police); Live burns (cross train 7 different fire departments; Fixed Base Operator (FBO) Training (Snow removal procedures, hand held fire extinguisher usage, Fuel farm inspections, Storm Water Pollution Protection Plan (SWPPP) compliance, ground operations).

Performance Measures**FY 2004
Actual****FY 2005
Actual****FY 2006
Actual****FY 2007
Actual**

Lawn Mowing	625 acres	625 acres	625 acres	625 acres
Snow Removal	85 acres	85 acres	85 acres	85 acres
Pavement Maintenance & Repair	34 acres	34 acres	34 acres	34 acres
Electrical related to underground wiring and above ground lighting	12 miles	12 miles	12 miles	12 miles
Structural/Electrical/Mechanical maintenance of buildings	614	614	614	614
Operation and maintenance of fleet (45 major/25 minor)	70	70	70	70

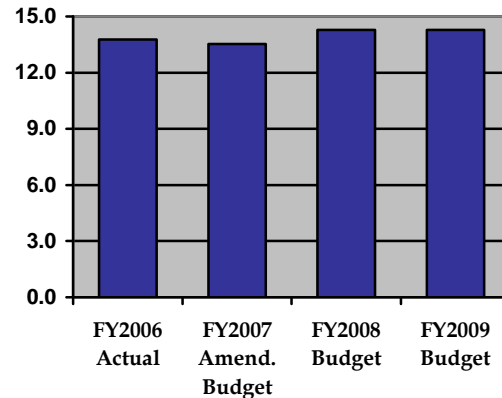
Support Services

The Support Services Division of the Department of Central Services provides a wide variety of internal support services to county departments. The division is comprised of both governmental and internal service funds. The governmental fund portion includes Administration, Record Retention, and Mailroom Operations. The internal service portion includes Vehicle Operations, Print Shop, Convenience Copier Fund, and Postage Expenses. The division also is responsible for contract administration for the courthouse cafeteria and vending machines placed in county buildings.

Division Goals

- To operate and maintain the County vehicle fleet in a cost effective manner to meet the automobile, van and truck travel needs of the Oakland County workforce.
- Provide copying and printing services to County departments on a timely, efficient and cost effective basis.
- To maintain safe, same day U.S. mail service for outgoing and incoming mail at the lowest possible postage rate.
- To store and retrieve records in an efficient basis utilizing the minimum of space.
- To continue to market printing and mail services to cities, villages and townships (CVT's) and schools

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdg	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	171,922	185,700	177,000	177,000
Other Revenue	2,579	4,300	4,300	4,300
Total GF/GP Revenue	\$174,501	\$190,000	\$181,300	\$181,300
Other Funds				
Motor Pool Fund	7,969,440	7,498,393	8,174,859	8,174,859
Mail, Copier, Print	3,406,688	3,396,038	3,562,830	3,563,197
Total Revenue	\$11,550,629	\$11,084,431	\$11,918,989	\$11,919,356

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdg	FY2008 Budget	FY2009 Budget
Program Name				
Administration	200,125	213,975	221,215	221,215
Food Services	156,582	161,135	169,542	170,452
Materials Mgmt.	310,615	342,355	349,132	349,892
Record Retention	1,097,672	1,351,136	1,251,141	1,253,833
Mailroom	1,922,031	1,852,753	1,930,368	1,931,144
Vehicle Operations	7,774,605	7,498,393	8,174,859	8,174,859
Printing	1,851,550	1,653,235	1,758,310	1,758,177
Convenience Copier	458,580	450,000	428,240	428,240
Total Prog. Exp.	\$13,771,760	\$13,522,982	\$14,282,807	\$14,287,812

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdg	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	762,878	780,710	770,757	770,757
Fringe Benefits	405,909	446,614	492,662	492,662
Contractual Services	13,228	32,481	31,121	31,121
Commodities	10,264	24,194	25,697	25,697
Capital Outlay	0	0	0	0
Internal Services	1,092,719	1,344,552	1,224,881	1,229,519
Transfers Out	0	0	0	0
Total GF/GP Exp.	\$2,284,998	\$2,628,551	\$2,545,118	\$2,549,756
Other Funds				
Motor Pool Fund	7,774,605	7,498,393	8,174,859	8,174,859
Mail, Copier, Print	3,712,157	3,396,038	3,562,830	3,563,197
Total Expenditures	\$13,771,760	\$13,522,982	\$14,282,807	\$14,287,812

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	40	40
Part Time Positions	3	3
Total Position	43	43

Summary of Major Program Changes

Printing, Mailing and Convenience Copier Fund

Revenue

Major changes in revenue include increased charge for services of \$6,739 due to an increase in the number of convenience copier machines, an increase of \$19,332 for metered postage and \$7,500 standard mailing due to postal increases. Also, an increase of printing charges \$110,000 is based on increased printing activity for Departments and an increase of \$11,106 is due to increase in mark up from 10% to 15% for outside services. The revenue increase in external standard mailing of \$85,000 is due to increased use of mailroom for tax statement mailings by cities, villages and townships. Decrease in external stationery stock (\$5,000) is due to less use by cities, villages and townships.

Expenditures

The FY08 budget reflects general salary increase of 1%, summer help of \$275, and associated fringe benefits including adjustment in fringe benefit rates for retirement (Retirees' Health Care Benefits) and medical. The decrease in salaries and fringe benefits is due to the replacement of positions 862 and 9189 with newly hired employees. Contractual Services reflects a 3% anticipated increase \$16,928 in Indirect Cost charges to the Fund.

It also reflects a decrease in contractual services of (\$21,760) due to the elimination of add on charges for new convenience copier machines and increase in copier machine rental \$10,000 due to increase in number of convenience copier machines. A decrease of (\$1,000) licenses and permits and increase of \$1,284 maintenance contracts are based on estimated charges for Olympus mail meter machine. An increase of \$83,204 mail handling is due to increased use of mailroom by cities, villages and townships.

Internal Services increase \$10,607 due to increase of \$2,143 building space allocation, increase of \$10,048 I.T. Operations, decrease of (\$32) for insurance, and decrease of (\$1,552) for telephone communications. Decrease of Depreciation (\$12,511) is due to digital production punch and ink jet equipment not purchased due to lack of funds.

Motor Pool

Revenue

Major changes in revenue include increased charges for services of Gas, Oil and Grease \$1,937,204 due to increase in fuel prices and rate increase to cover equipment cost, as well as Parts and Accessories \$120,000 due to expected equipment additions to vehicles and decreases in Leased Equipment (\$531,433) due to changes in billing (departments billed directly for fuel usage) and Productive Labor (\$40,000) due to fewer repairs required. Decrease in Gain on Sale of Vehicles (\$147,083) due to 20% salvage value on vehicles sold. Decrease in Transfers In (\$164,718) as there are no anticipated transfers expected for purchase of additional vehicles.

Expenditures

Reflects general salary increase of 1% and associated fringe benefits. Includes adjustment in fringe benefit rates for retirement (Retirees' Health Care Benefits) and medical.

Contractual Services reflects increases in Insurance \$52,476 due to increase in number of leased vehicles and Maintenance Contracts \$4,200 for annual maintenance on software for Faster System. Also reflects a decrease of (\$30,606) in Indirect Cost charges to the fund. Commodities reflects increases in Gas, Oil and Grease \$561,580 as a result of higher fuel costs and Parts and Accessories \$120,000 for purchase of additional equipment for vehicles. Depreciation reflects decrease in Equipment (\$10,053) as a result of equipment being fully depreciated.

Internal Services increase of \$52,034 due to increases of \$15,265 Building Space Allocation, \$18,261 I.T. Development, \$30,355 I.T. Operations and \$35 Mail Room. Also reflects decreases of (\$209) Convenience Copier, (\$9,183) Insurance, (\$483) Print Shop and (\$2,007) Telephone Communications.

Support Services**FY2008****FY2009****Administration****\$221,215****\$221,215**

The Administration program is comprised of a manager and secretary. Under general direction from the Director of Central Services, the manager is responsible for the daily operations of the Support Services divisions. In addition, the manager represents Oakland County on the SEMCOG Transportation Authority and MDOT Detroit Intermodal Freight Terminal committee.

Food Services**\$169,542****\$170,452**

The Food Services Program oversees the third party contract for operation of the cafeteria located in the Oakland County Courthouse. The cafeteria operation was privatized several years ago; however, the County owns and maintains a majority of the equipment in this facility and pays the building space rental. The County also contracts with a third party for vending machine service in county buildings. The county receives commissions from the vending sales, of approximately \$175,000 annually. The manager of Support Services is the contract administrator for these contracts.

Materials Management**\$349,132****\$349,892**

The Materials Management program is responsible for the sale of surplus county items. The surplus items are sold in live bi-annual county auctions. County live auctions generate approximately \$717,000 in sales annually. In addition, several surplus items are sold in the county on-line auction through a third party. The Office Supplies portion of this program was privatized several years ago. The program also warehouses used county furniture for the use of county departments and delivers various items (copy machine paper, used furniture) to county departments.

Record Retention**\$1,251,141****\$1,253,833**

Record Retention is the custodian of county records. It is the responsibility of Record Retention to store and maintain County records as required by law. Staff members review departments' record storage guidelines and destruction schedules with the State of Michigan. Stored documents are retrieved on a daily basis for the public and county departments, including Circuit Court judges.

Performance Measures**FY2004
Actual****FY2005
Actual****FY2006
Actual****FY2007
Actual**

Boxed Records Stored

39,306

38,755

38,843

41,601

Rolls of Microfilm

29,357

28,972

30,595

34,613

Drawers of Microfiche

193

255

263

365

Open Shelf Files

631,992

668,296

693,804

703,603

Number of Transactions

200,065

199,537

149,914

120,875*

*year-to-date

Mailroom

\$1,930,368

\$1,931,144

The Mailroom is the central point for all incoming and outgoing County mail. The primary daily operation consists of picking up approximately 12,000 pieces of mail daily from the U.S. Post Office and sorting for delivery to County departments. In an effort to provide additional safeguards for all County employees, each piece of incoming mail is screened through an x-ray machine for suspicious materials before the mail is sorted and delivered to county departments. Inter-county mail (approximately 10,000 pieces daily) is also sorted and delivered with the daily mail.

The Mailroom staff meters and automates outgoing mail in an effort to receive the maximum postal discounts allowed through the United States Post Office. This automation process saves county departments over \$200,000 annually in postage costs. In addition to the annual postage savings, the Mailroom provides a rebate for mail pieces that qualify for automation discounts. In FY 2007, \$38,000 in automation credits were given to county departments. The Mailroom jointly markets its services with the Oakland County Print Shop. This marketing effort has lead to the Print Shop and Mailroom printing, processing and mailing Tax Bills, Change of Assessment Notices, Personal Property Statements, and annual reports and newsletters for 45 CVT's throughout Oakland County. The present marketing efforts continue to focus on universities, school districts and municipalities. The Mailroom also processes daily mail for the Oakland County Community Mental Health Authority, Oakland Schools, and Waterford Township. The work performed for outside agencies generates additional revenue to help offset expenditures for the Print Shop and Mailroom.

Vehicle Operations

\$8,174,859

\$8,174,859

The Vehicle Operations program provides, maintains repairs and installs specialized equipment in County vehicles. The program operates under a separate working capital program that purchases and leases both new and used vehicles. The unit also operates a central garage facility. In addition to the maintenance and vehicle repair function, the Vehicle Operations staff builds patrol cars for the Oakland County Sheriff's Office and three local agencies. Oakland County Vehicle Operations is a General Motors warranty certified facility. Therefore, warranty repairs performed in-house on General Motors products are reimbursed by the manufacturer. Other warranty repair work, transmission and heavy engine jobs are taken to local dealers. All collision and glass repairs have been privatized and are performed by outside vendors. In FY 2007, Vehicle Operations modified its oil change/service intervals for non-patrol vehicles. The new schedule will save over \$50,000 annually in oil change/inspection costs. Vehicles are replaced through a revolving fund and leased to user departments at a fixed per mile rate. All costs (except gasoline) such as oil, labor, parts and insurance are recaptured through the lease rates. In the event of an emergency, the Vehicle Operations facility has generator power back-up. Therefore, program may provide fuel and vehicle repairs to local agencies.

Performance Measures

	<u>FY2004</u> <u>Actual</u>	<u>FY2005</u> <u>Actual</u>	<u>FY2006</u> <u>Actual</u>	<u>FY2007</u> <u>Actual</u>
Number of Vehicles	718	722	732	736
Miles Driven	11.6 million	12.2 million	12.3 million	12.4 million
Mechanics	8	8	8	9

Printing

\$1,758,310

\$1,758,177

The Print Shop provides a combination of custom printing services and high volume copy services to County departments and CVT's. The Print Shop provides custom color offset printing, business cards, preprinted forms, NCR forms, and high volume black & white copy services. The Print Shop has high-speed networked color copy and black & machines. Therefore, departments can send their print jobs directly to the Print Shop without leaving their desk. In addition the Print Shop can save printed jobs to cd's. In FY 2007, the Print Shop made over 17 million impressions. As a result of the combined effort with the Mailroom, the Print Shop offers variable data printing services to 45 CVT's throughout Oakland County. The Print Shop/Mailroom has the functionality to print, fold, insert and automate mail pieces all under one roof.

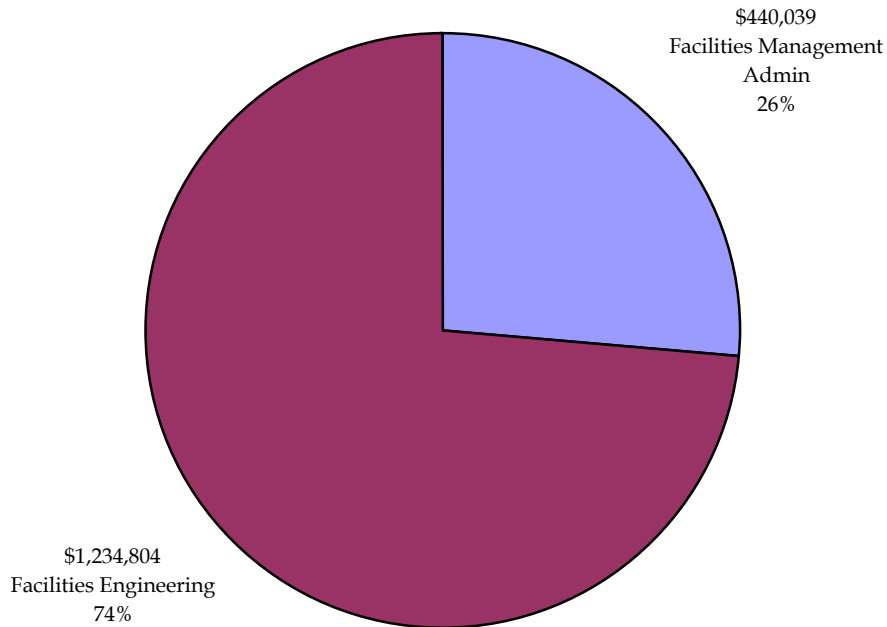
Convenience Copier	\$428,240	\$428,240
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This program oversees the copy machines located in various county departments. The County has a contract with a third party for lease of its copy machines and assistance in managing the equipment and services funded through the County's Convenience Copier Fund. The Convenience Copier Fund operates under a separate working capital and charges the user departments a fee per impression. The cost per impression fee charged includes all supplies except paper. In 2005, the entire copy machine fleet was replaced. All machines in the fleet are capable of being networked to serve as a printer/copier/scanner. In 2007, the county completed a copy fleet refresh, wherein 55 machines were replaced and portions of the contract were restructured. The total savings for the fund is estimated at \$366,400 over the remainder of the contract term.

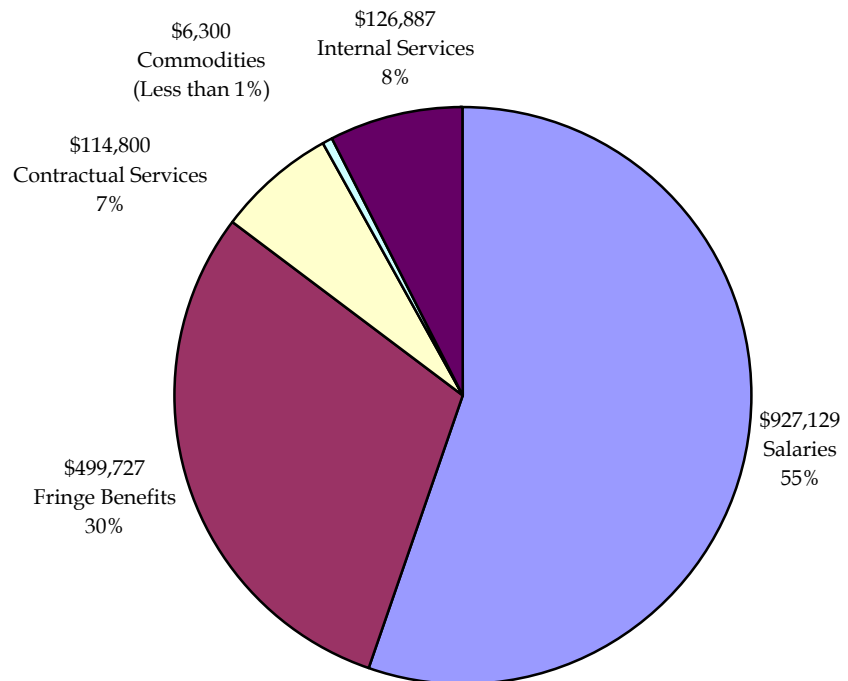
Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Number of Machines	206	210	216	222

Facilities Management FY 2008 General Fund/General Purpose

Budget Distribution by Division



Budget Distribution by Expenditures



FACILITIES MANAGEMENT DEPARTMENT			
TOT		DIRECTOR -	
FY 08	FY 09	FACILITIES MGMT.	
12	12	Gen Fund/Gen Purpose	
192	192	Proprietary	
204	204	Total Positions	

ADMINISTRATION			
TOT		DIRECTOR -	
FY 08	FY 09	FACILITIES MGMT.	
3	3	Gen Fund/Gen Purpose	
9	9	Proprietary	
12	12	Total Positions	

FACILITIES MAINTENANCE & OPERATIONS			
TOT		MANAGER - FACILITIES	
FY 08	FY 09	MAINT. & OPERATIONS	
		Gen Fund/Gen Purpose	
183	183	Proprietary	
183	183	Total Positions	

FACILITIES ENGINEERING			
TOT		MANAGER -	
FY 08	FY 09	FACILITIES ENGINEERING	
9	9	Gen Fund/Gen Purpose	
		Proprietary	
9	9	Total Positions	

Prepared by Human Resources Dept. 10/1/07.

Facilities Management

Department Revenue by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Facilities Mgmt. Admin.	0	0
Facilities Maint. & Op.	0	0
Facilities Engineering	0	0
Total Revenue	\$0	\$0

Summary

The Facilities Management Department plans, designs, constructs, renovates, maintains, operates and provides security for the majority of facilities and grounds owned by Oakland County. In addition, the Department prepares and administers all lease agreements, assists departments in the sale or purchase of property, and is responsible for the preparation of the County's five-year Capital Improvement Program.

Department Expenditures by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Facilities Mgmt. Adm.	440,039	440,253
Facilities Maint. & Op.	0	0
Facilities Engineering	1,234,804	1,235,054
Total Expenditures	\$1,674,843	\$1,675,307

Current Issues

Overcrowded Facilities - All facilities are at or exceed design capacity. Some relief has been achieved with the renovation of the 105,000 square foot former Oakland Schools Administration Building. However, facilities remain overcrowded.

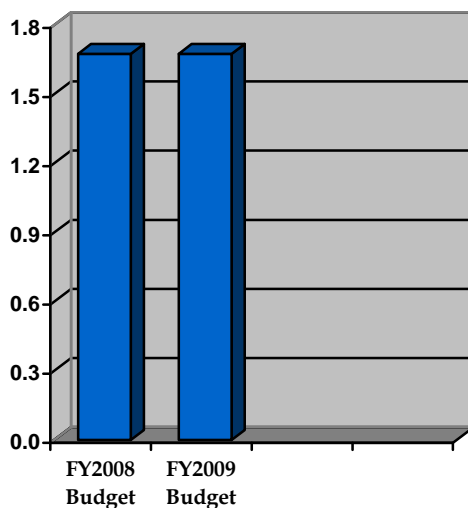
Security of County Facilities - The September 11, 2001 terrorist activities added a heightened dimension of responsibility to the department in the short- and long-term planning of facilities and current operations.

The County's 5-year Capital Improvement Program indicates that approximately 80% of the County's long-term facility needs are in the Law Enforcement and Judicial areas. This includes Courts, Jails and related support functions.

Staffing

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Full Time Positions	176	176
Part Time Positions	28	28
Total Positions	204	204

Department Expenditures (\$ in millions)



Department Goals

- Continue to provide long-range planning, design and construction or renovation of County-owned facilities including site improvements, parking lots and utilities.
- Continue to refine the maintenance and operation of County facilities including Service Center utilities, custodial services, grounds maintenance and departmental support services.
- Improve the development and administration of County Capital Improvement Program.
- Allocation, management forecasting of space needs within County facilities.
- Negotiation and administration of lease agreements associated with the district courts and office space utilized by various County departments.
- Recommend the purchase and sale of County facilities and properties as needed.
- See Program Goals of the Facilities Engineering and Facilities Maintenance and Operations Divisions.

Summary of Major Program Changes

General Fund

Revenue

No revenues are anticipated in FY 2008 or FY 2009.

Expenditures

Total Personnel appropriation reflects a 1% across the board Salary increase, related Fringe Benefits and increased Retiree Health Care and medical costs. Total Operating budget includes a decrease of (\$5,000) for discontinuation of Appraisal Fees used for sale or purchase of County property. Internal Service budgets are for current operation and additional allocations will be approved for Information Technology (IT) Development and Maintenance Department Charges based on usage.

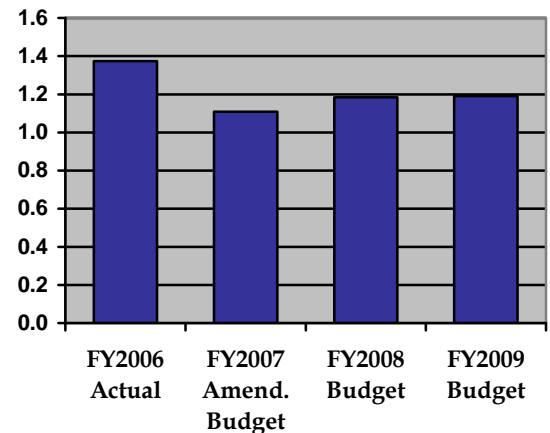
Administration

The Administration Division oversees the construction, management, and operation of most facilities and properties owned by Oakland County. It provides long-range planning to ensure adequate facilities to meet future space requirements as well as design services and construction management of interior renovations to County-owned facilities. Lease agreements are prepared and administered for off-campus facilities and departments are assisted with the sale and purchase of property.

Division Goals

- Provide long-range planning and oversee design, construction, renovation, and maintenance of County-owned facilities including site improvements, parking lots and utilities.
- Allocation and management of space within County facilities.
- Negotiation and administration of lease agreements associated with the district courts and office space utilized by various County departments.
- Recommend the purchase and sale of County facilities and properties as needed.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	0	0	0	0
Total GF/GP Revenue	\$0	\$0	\$0	\$0

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	422,317	439,002	440,039	440,253
Technical Support	951,600	669,482	743,649	750,211
Total Program Exp.	\$1,373,917	\$1,108,484	\$1,183,688	\$1,190,464

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	248,535	253,506	256,040	256,040
Fringe Benefits	122,773	134,459	136,399	136,399
Contractual Services	8,995	9,129	4,100	4,100
Commodities	4	400	400	400
Internal Services	42,010	41,508	43,100	43,314
Total GF/GP Exp.	\$422,317	\$439,002	\$440,039	\$440,253

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	11	11
Part Time Positions	1	1
Total Positions	12	12

Other Funds

Facilities, Maint. & Operations	951,600	669,482	743,649	750,211
	\$1,373,917	\$1,108,484	\$1,183,688	\$1,190,464

Administration**FY 2008****FY 2009**

Administration**\$440,039****\$440,253**

The Administration program oversees the activities of the Facilities Maintenance and Operations Division and the Facilities Engineering Division. It is responsible for long range planning and ensuring that the Capital Improvement Program is implemented as approved. In addition, this program negotiates and administers lease agreements for off-site facilities, including the district courts and office space utilized by County departments. This program also recommends and negotiates the purchase and sale of County facilities and other properties.

Performance Measures**CY1996***
Actual**FY2004**
Actual**FY2005**
Actual**FY2006**
Actual**FY2007**
Actual

Facility Maintenance and Operation facility budgets

Cost per Square Foot (avg.)

\$11.94

\$12.90

\$12.54

\$11.81

\$12.03

Full-time staffing level & facility square footage

Staff

185

182

171

171

175

Square footage

1,775,411

1,693,808

1,921,388

1,921,388

1,921,388

*Change to a fiscal year began in 1997.

Technical Support**\$743,649****\$750,211**

The Technical Support program is responsible for design and construction management of interior renovation projects in most county facilities. This program also designs and coordinates the installation of furniture for county departments in new and existing buildings, and provides coordination of move management services. In addition, it handles exterior building maintenance projects involving roofing, caulking, waterproofing, masonry restoration, window replacement, concrete, and asphalt paving. This program also provides technical support to FM&O, Facilities Engineering and Facilities Management Administration which includes property management. It oversees and maintains 12,000 facility record drawings, campus utility infrastructure records, and space allocation and assignment data.

Facilities Maintenance & Operations

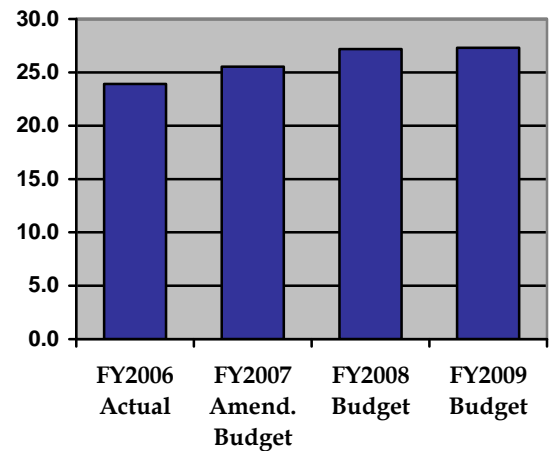
The Facilities Maintenance and Operations (FM&O) Division is responsible for energy management, maintenance, operations, and security for 46 County facilities, totaling ±1.9 million square feet, 600 acres of grounds, 60 acres of parking lots, and more than 30 miles of utilities. Activities include building maintenance; facility security, grounds maintenance, custodial services, minor building alterations, maintenance and operation of the Service Center heating plant and utilities, and providing support services to approximately 95 departments, divisions, and units occupying the County facilities. This division also provides a variety of contracted services to Parks & Recreation, Road Commission, and other agencies.

While there are no federal or state laws establishing a FM&O Division, Public Act 139, Section 13. (a) states, in part, "The department... shall...manage and maintain all County building space." Also, numerous building codes, insurance requirements, Employee Right-To-Know laws, the Michigan Occupation Health and Safety Act, hazardous materials storage and disposal laws, medical waste disposal regulations, Americans with Disabilities Act (ADA), Indoor Clean Air Act, and other legislation impact this division's responsibilities.

Division Goals

- FM&O seeks to provide, in a cost effective and quality manner, a safe and comfortable environment for the efficient operation of business for both County employees and the public they serve
- Evaluate and improve cost effectiveness of program operations through benchmarking with similar public and non-public sector organizations.
- Improve staff training to meet all existing and new local, state, and Federal guidelines for facility operations. These include, but are not limited to, ADA, indoor air quality, hazardous materials, Occupational Safety & Health Admin (OSHA), asbestos awareness, and building control technology.
- Improve responsiveness in the provision of support services to other County departments where applicable.
- Implement new compensatory time program to minimize overtime costs and improve employee satisfaction.
- Continued implementation and enhancement of Maximo Computerized Maintenance Management System.
- Continual evaluation of providing services through private sector contracting versus use of County-employed personnel.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose	0	0	0	0
FM&O Fund				
Charges for Services	24,362,011	25,058,235	26,953,946	27,088,418
Investment Income	360,910	270,000	400,000	400,000
Other Revenues	2,041	600,000	400,000	400,000
Gain On Sale	3,726	0	0	0
Trfr In/Other	16,105	108,917	0	0
Total FM&O Rev.*	\$24,744,793	\$26,037,152	\$27,753,946	\$27,888,418

Other Funds

Market Fund	154,546	159,653	165,822	167,738
Total Revenues	\$24,899,339	\$26,196,805	\$27,919,768	\$28,056,156

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
FM&O Admin.	2,706,785	2,495,510	3,119,704	3,157,008
Building Oper.	7,306,780	8,536,299	8,650,695	8,689,532
Building Safety	1,474,971	1,569,393	1,771,833	1,784,011
Bldg. Utility Sys.	6,348,036	6,299,790	6,833,734	6,838,371
Custodial Serv.	3,964,619	4,279,305	4,484,145	4,508,005
Grounds Maint.	1,965,396	2,187,373	2,150,186	2,161,280
Farmers Market	143,079	159,653	165,822	167,738
Total Prog. Exp.	\$23,909,666	\$25,527,323	\$27,176,119	\$27,305,945

(*) FM&O fund also funds expense for Admin division.

Division Expenditures by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>	0	0	0	0
<u>FM&O Fund</u>				
Salaries	7,058,753	7,564,040	7,693,048	7,765,651
Fringe Benefits	3,704,807	4,062,051	4,703,990	4,732,813
Contractual Services	10,427,940	10,731,440	11,861,197	11,885,669
Commodities	1,127,301	1,212,672	1,215,672	1,215,672
Depreciation	111,123	170,000	170,000	170,000
Internal Services	936,663	1,002,550	966,390	968,402
Oper. Transfers Out	400,000	624,917	400,000	400,000
Total FM&O Fund	\$23,766,587	\$25,367,670	\$27,010,297	\$27,138,207
<u>Market Fund</u>	143,079	159,653	165,822	167,738
Total Expenditures	\$23,909,666	\$25,527,323	\$27,176,119	\$27,305,945

Staffing

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Full Time Positions	156	156
Part Time Positions	27	27
Total Positions	183	183

Facilities Maintenance & Operations

Summary of Major Program Changes

FY 2008

FY 2009

Facilities Maintenance and Operations Fund:

Revenues:

Increase in charges for services of \$1,871,500 reflects receipt of Building Space charges from departments based on building space rates calculated to recover fund expenditures, including higher costs for utilities, sublet repairs, fringe benefits, and indirect costs. A portion of this increase \$420,400 is for the full-year operation of the renovated Executive Office Building. Investment income is expected to increase \$130,000 based on anticipated interest rates. The Planned Use of Fund Balance decrease of (\$200,000) reflects the level of funding, as compared to FY 2007, to be transferred out for maintenance projects. A one-time receipt of a capital asset (truck) from the Motor Pool in FY 2007 of \$108,900 will not be repeated and shows as a revenue decrease.

Expenditures:

Facilities Maintenance & Operations Fund salaries and fringe benefits are increased by a 1% general salary increase and higher fringe benefits, primarily for medical and retirees' health care, as well as an additional ptne Court Deputy Sheriff position, a total of \$845,000. Electrical Services increased \$300,000, Fuel Oil and Natural Gas \$180,500, and Sublet Repairs \$118,000 due to expected utility and commodity price increases. Indirect Cost Charges to the fund are anticipated to increase by \$532,800. The FY 2008 Budget also reflects a lower level of transfers from the fund in FY 2008 of \$224,900 as compared to FY 2007, primarily for maintenance projects. Internal Services appropriations are increased for IT Operations and Motor Pool, offset by reduced Telephone Communications and Insurance Fund costs.

Administration

\$3,119,704

\$3,157,008

The administration unit oversees the long and short-range planning, financial, personnel, technical support, purchasing, budgetary, and clerical functions for the operations and maintenance of Oakland County facilities. The oversight of computer applications, communications, and space allocations are coordinated through the administration unit.

Objectives

- Provide appropriate support to other FM&O Divisional units and coordinate efforts across unit lines.
- Maintain continuity and standardization of operating procedures for operational units.

Building Operations

\$8,650,695

\$8,689,532

The FM&O Building maintenance and operations function has responsibility for the day to day operations, maintenance, repair, and alteration of all County-owned facilities. Work environments for all user departments are coordinated and controlled through this unit. In addition to the major general office requirements, specialty environments for large computer operations centers, Medical Examiner autopsy functions, kitchen services, crime labs, gun ranges, and medical unit requirements fall under the control of this unit. Maintenance, repair and alterations to facilities, including structural, mechanical, electrical, and architectural components. General services as required by user departments including special events, internal furniture, equipment and supplies, moves, and pick up/delivery services are also provided by this group.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Trouble calls by various classifications (repair/emergency):				
• Alarms	211	373	456	462
• Appliance Repair	71	194	163	89
• Asphalt	N/A	1	0	0
• Card Reader	N/A	15	53	83
• Carpet	N/A	N/A	N/A	21
• Ceiling	89	161	84	66
• Ceramic Tile	N/A	N/A	N/A	10
• Clocks	51	48	50	44
• Concrete	N/A	4	1	18
• Doors	545	632	719	776
• Electrical	487	442	362	306
• Elevator	97	115	137	126
• Equipment Repair	N/A	92	255	422
• Fencing	N/A	N/A	N/A	2
• Flags	N/A	4	7	6
• Flooding	9	21	2	1
• Floor Repair	3	17	24	15
• Furniture	327	413	326	251
• Garage Door	7	2	2	1
• Gate	139	141	97	112
• Handrails	N/A	5	19	3
• Keys	N/A	N/A	1	21
• Kitchen	188	142	189	99
• Leaks	N/A	N/A	121	238
• Lights	833	918	1,017	1,223
• Locks	142	200	178	217
• Mechanical	103	110	81	72
• Miscellaneous	297	38	106	470
• Moving	13	37	20	10
• Odor	103	111	95	130
• Pictures	111	63	55	11
• Plumbing	1,422	1,523	1,692	1,696
• Roof	45	49	17	4
• Tile	N/A	N/A	N/A	25
• Temperature (cold)	536	599	557	576
• Temperature (hot)	683	676	647	665
• Windows	<u>76</u>	<u>101</u>	<u>53</u>	<u>61</u>
Totals	6,588	7,247	7,586	8,332
• Completed service requests (non repair/emergency)	2,178	2,078	1,919	1,831
• Backlogged service requests	0	0	0	0

Building Safety

\$1,771,833 \$1,784,011

Building Safety provides building security for over 40 County facilities. Their responsibilities also include routine after-hour fire watch inspections and alarm monitoring of fire, security, and equipment alarms on a 24-hour, seven day-a-week basis for the Drain Commissioner, FM&O, Parks and Recreation, and the Credit Union. This includes 2,800 alarm points and 280 card access readers. A 24-hour centralized control center is manned for reporting of facility-related problems, alarm monitoring, and dispatching of appropriate personnel. County buildings are opened and closed on a daily basis along with raising and lowering of flags.

Building Utility Systems**\$6,833,734 \$6,838,371**

This function includes the purchase, distribution, cost accounting, and system maintenance for gas, electric, steam, water, and sewer utility systems. The aggregate distribution system total ±30 miles with redundant electrical systems for most facilities. Conservation efforts include improved efficiency of building HVAC, lighting, and equipment, and education of both facilities and user staff.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
• Number of units of each utility used per square foot of space:				
• Electric – KWH	15.92	16.49	19.19	19.69
• Gas – MCF	.1246	.1217	.0717	.1003
• Water – CU. FT.	6.85	8.50	8.40	8.74

Custodial Services**\$4,484,145 \$4,508,005**

The FM&O Custodial Unit is responsible for the cleaning of facilities on and off of the Service Center. This responsibility also involves floor mats, trash dumpsters, and window washing services. Custodial services are provided by County employees and contractors.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
• Trouble calls by various classifications (spills, replenish products).	278	414	373	438

Grounds Maintenance**\$2,150,186 \$2,161,280**

This unit in FM&O oversees the maintenance and landscape construction on the Service Center grounds and the County's outlying facilities. This work includes maintenance of lawns and irrigation systems, snow removal, pest control, and minor asphalt repair for the service drives and parking lots. We have on-site composting which saves disposal costs and relieves area landfills of solid waste. Brush and tree trimmings are routinely chipped and used as bedding on the Service Center. Regulatory and directional signs are also maintained by the Grounds Unit.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
• Trouble calls:				
• Snow and Ice	37	82	73	49
• Pests	225	205	167	203
• Trees	N/A	1	2	11
Total	262	288	242	263

Farmers' Market**\$165,822 \$167,738**

This facility operates both a farm and flea market on different days of the week. More than 10,000 customers come through the Saturday Farmer's Market during the summer season.

Facilities Engineering

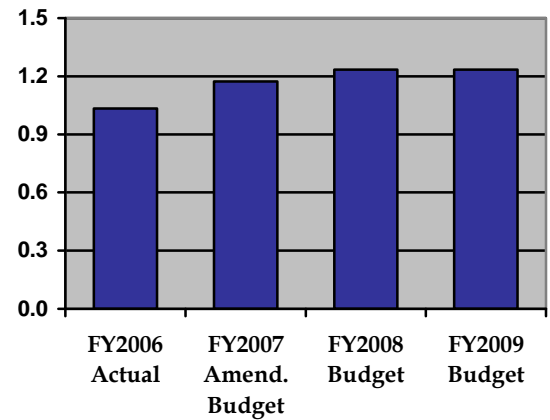
The Project Management program is the single program for Facilities Engineering (FE). The program is responsible for the planning, design, construction, and major renovations of County-owned facilities including site improvements, roads, parking lots, utilities, building remodeling, improvement and expansion projects. FE staff performs work, as do consultants with staff acting as project manager. In addition, Facilities Engineering prepares the Facilities Report and forecasts future County space needs. This program is also responsible for the development and execution of the five-year Capital Improvement Plan.

While there are no federal or state laws establishing a Facilities Engineering Division, Public Act 139, section 8. (1) (d) states, in part, "Not less than once each year the appointed Manager or County Executive shall submit to the board a proposed long-range capital improvement program and capital budget." Sections 13 states, in part, that "The department...shall... plan for, assign, manage and maintain all county building space..." and section 13. (a) States, in part, that: "The department... shall...perform general engineering, construction, and maintenance functions for all County departments..."

Division Goals

- Provide overall management of the Engineering Division and operate efficiently within budget.
- Prepare facility master plan for future County space requirements.
- Implement facility planning, approval, design and construction management activity by a staff of engineers, inspectors and testing personnel.
- Complete Capital Improvement Plan projects on schedule and under budget.
- Utilize Construction Management delivery system for construction projects as appropriate.
- Improve project cost estimating, scheduling and coordination activities.
- Provide additional training to improve staff computer aided design skills.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	0	0	0	0
Total GF/GP Revenue	\$0	\$0	\$0	\$0

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Project Mgmt.	1,032,258	1,173,283	1,234,804	1,235,054
Total Prog. Exp.	\$1,032,258	\$1,173,283	\$1,234,804	\$1,235,054

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	558,209	653,224	671,089	671,089
Fringe Benefits	256,698	314,377	363,328	363,328
Contractual Services	114,302	109,288	110,700	110,700
Commodities	9,873	7,400	5,900	5,900
Internal Services	93,176	88,994	83,787	84,037
Total GF/GP Exp.	\$1,032,258	\$1,173,283	\$1,234,804	\$1,235,054

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	9	9
Part Time Positions	0	0
Total Positions	9	9

Facilities Engineering**FY2008****FY2009**

Project Management**\$1,234,804****\$1,235,054**

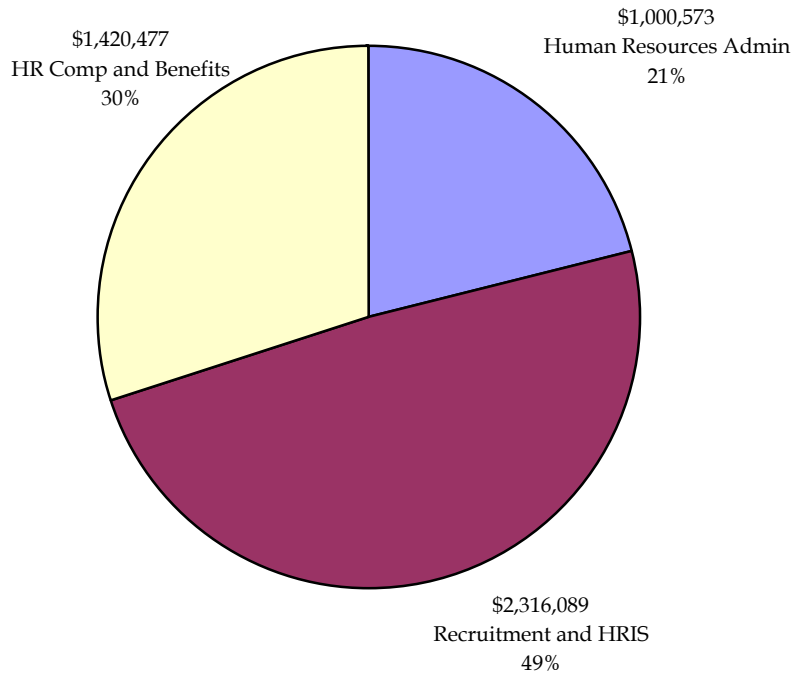
Performance Measures

- Planned, designed and/or managed 11 Capital Improvement Program projects in 2006 and 2007 totaling over \$11,230,000.
- The 2008 program anticipates 11 projects totaling \$11,112,000 and 32 projects in the preliminary planning stages totaling \$451,064,200.
- Utilized engineering consultants with specific expertise for design needs.
- Utilizing Construction Management delivery system for Office Building, CMH, and Jail Renovation and Visitation Addition projects.
- Continue to evaluate long-range space needs for County departments and developed a plan for space allocation over the next 20 years.

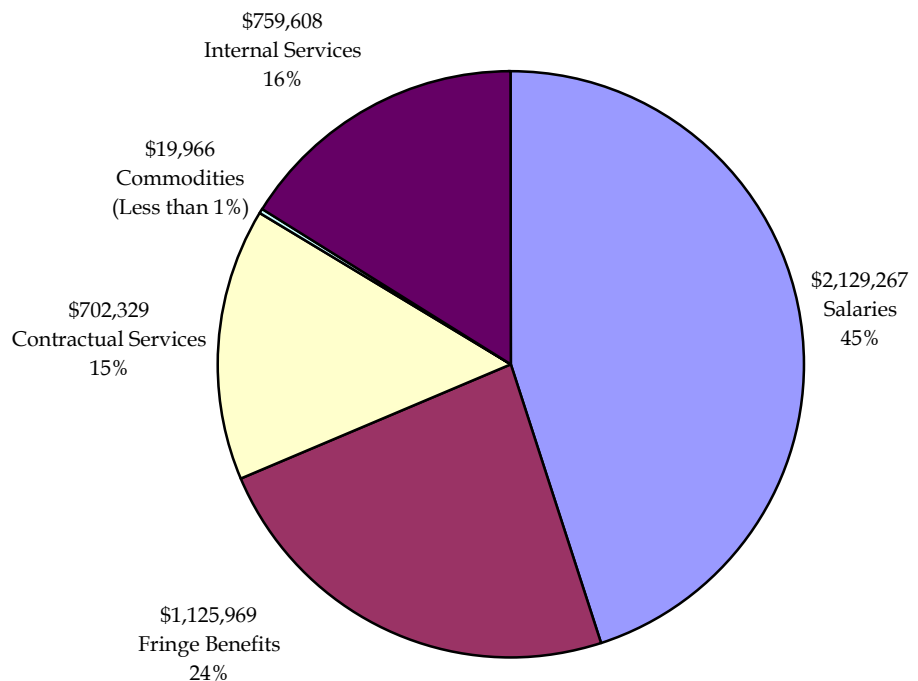
Human Resources

FY 2008 General Fund/General Purpose

Budget Distribution by Division



Budget Distribution by Expenditures



HUMAN RESOURCES DEPARTMENT		
TOT		DIRECTOR
FY 08	FY 09	OF HUMAN RESOURCES
35	35	Gen Fund/Gen Purpose
		Special Revenue
16	16	Proprietary
51	51	Total Positions

ADMINISTRATION		
TOT		DIRECTOR
FY 08	FY 09	OF HUMAN RESOURCES
6	6	Gen Fund/Gen Purpose
1	1	Proprietary
7	7	Total Positions

HR - COMPENSATION & BENEFITS		
TOT		MANAGER -
FY 08	FY 09	HUMAN RESOURCES
9	9	Gen Fund/Gen Purpose
15	15	Proprietary
24	24	Total Positions

HR - RECRUITMENT & HRIS (a)		
TOT		MANAGER -
FY 08	FY 09	HUMAN RESOURCES
20	20	Gen Fund/Gen Purpose
		Special Revenue
20	20	Total Positions

(a) Retitled from Human Resources-General, per FY08 Budget.

Prepared by Human Resources Dept. 10/1/07.

Human Resources

Department Revenue by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	200	200
Recruit & HRIS	18,000	18,000
Comp. & Benefits	600	600
Total Revenue	\$18,800	\$18,800

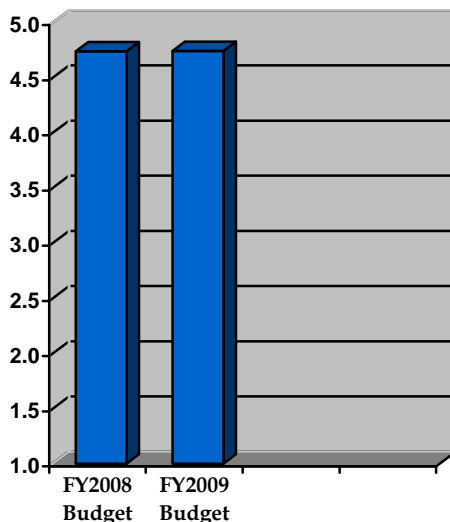
Department Expenditures by Division (GF/GP)

	FY2008 Budget	FY2009 Budget
Administration	1,000,573	1,000,760
Recruit & HRIS	2,316,089	2,318,540
Comp. & Benefits	1,420,477	1,421,285
Total Expenditures	\$4,737,139	\$4,740,585

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	47	47
Part Time Positions	4	4
Total Positions	51	51

Department Expenditures (\$ in millions)



Summary

The Human Resources Department, as mandated by Public act 139, "directs the performance of all personnel and labor relations functions for the county." In the execution of this mandate, the Human Resources Director (Administration Division) is responsible for a full range of human resource management and employee relations services including: labor relations, merit system administration, equal employment opportunity, recruitment, selection, employee records, human resources information system (HRIS), compensation, employee benefits, retirement and training.

The Human Resources Director is also responsible for the department budget and serves as the County Executive's liaison to the Board of Commissioner's Personnel Committee.

Current Issues

- Rising health care costs continue to top off the list of "major challenges" facing the Human Resources Department. During the past two decades, Oakland County has taken significant steps to proactively manage the cost of employee and retiree health care. These efforts include increasing the length of service required to be eligible for health care benefits upon retirement and more recently, in January 2006, eliminating traditional retiree health care for new hires and replacing it with a Retirement Health Savings Account. In addition, office co-pays and deductibles were increased in January, 2007. Trust certificates were issued during the summer of 2007 to ensure properly funded health care obligations for current and future retirees. In an effort to match all employees to the same pace at which health care costs are rising, Oakland County employees will experience higher employee health care contributions in 2008. During the next two years, the Human Resources Department will take the following steps to further address this issue: competitively bid various benefit package components, review and recommend plan design changes to help contain health care costs and expand Wellness Program initiatives to further engage employees in the effort to improve or maintain their health and the health of their family members.

Current Issues (Cont'd)

- The combined economic realities of a declining revenue tax base and rising health care expenditures continues to place pressure on the overall County budget. "Total Compensation", comprised of both salary and fringe benefits, is being used to more accurately describe our employee compensation package. The general salary increase has been reduced to offset the increasing cost of the fringe benefit package. Accordingly, the fiscal year 2008/2009 budget includes a 1% general salary increase (down from original projection of 3%). This level of increase (1%) continues to be below general labor market increases (approx. 3%). While increases below the surrounding labor market are sustainable in the short run (i.e., when labor market supply outpaces demand), this is not a long term solution. The Human Resources Department will continue to compare County salaries/benefit packages with surrounding labor market survey information and offer solutions to remain both competitive and fiscally responsible.
- Approximately, 558 (15%) employees will be eligible for retirement in 2008 with nearly 200 more eligible during the following two years. This potential turnover of seasoned employees will provide both opportunities and challenges. The Training Unit has been working hard to identify individual department training needs and to structure targeted training to meet those needs. The loss of seasoned employees will require Elected Officials/Department and HR to work closely to ensure that staff receive the training necessary to prepare for advancement/leadership opportunities which will undoubtedly occur over the next several years. In addition, the Training Unit recently completed a training needs assessment survey involving cities, townships and villages and plans to offer collaborative training classes to other government entities to deliver efficient and cost effective training.
- The Labor Relations/EEO Unit is charged with the responsibility of negotiating collective bargaining agreements with our 9 bargaining units. One of the goals of this unit is to have all contracts currently open for negotiations completed by the end of the fiscal year 2008. This unit is also charged with the responsibility to oversee the County's Equal Employment Opportunity efforts. In December, 2006, Proposal 2 was passed by the voters in Michigan, modifying the County's approach to ensuring that our workforce demographics are reflective of the community it represents. Diversity remains an important priority for the Human Resource Department. In addition to keeping Departments abreast of workforce statistics and minority representation, the Human Resources Department has created a Diversity Corner website for its employees. This website features stories and articles intended to educate our workforce about cultural differences that exist within our employment base. HR is also an active participant in the Oakland County Employment Diversity Council (OCEDC), an employer based consortium focused on promoting diversity and inclusiveness in the workplace.
- Technology will continue to play an essential role in allowing the HR Department to operate in an efficient manner. The HRIS unit has instituted a number of changes that make employee data readily accessible to end users and improve workflow processes. During the past year, the implementation of e-recruit provided applicants with access to a computer based application system and the ability to update their additional enhancements within our operating system (Peoplesoft) to include establishment of a database for non-County employees (e.g., volunteers, contractors, etc.) and e-performance, a self-service tool to assist management in streamlining the performance appraisal and employee development process.
- The Human Resources Department continues to actively participate in the formulation of plans and policies to address potential disaster recovery efforts impacting the County workforce. The Department operates as part of a team of operational units focused on having plans/templates in place from which to work should a disaster occur.

Department Goals

- To manage a competitive salary and benefits compensation package to recruit and retain a qualified workforce. This will include competitively bidding various components of the benefit package.
- To roll out additional aspects of the Wellness Program to County employees and their families and to evaluate data collected to drive future health care benefit plan design and future Wellness initiatives.
- To insure Elected Officials and Department Directors are aware of existing labor market statistics and the composition of their current staff in an effort to continue to strive toward having a workforce that is representative of the County's population.
- To promote the concept of diversity and inclusiveness in Oakland County government and throughout Southeast Michigan by planning and participating in events that focus on the value of having a diversified workforce.
- To complete a Human Resource needs assessment by meeting with individual Elected Officials and Department Heads to obtain feedback on how the Human Resources Department is meeting their current needs and to gather information regarding

future needs that will require Human Resource Department assistance.

- To identify and prioritize Departments with critical needs for succession planning and to develop Training programs to assist in meeting those needs. In addition, roll out collaborative training courses to local cities, villages and townships.
- To complete negotiations with all bargaining units with open contracts.
- To develop and provide labor relations/legal update refresher course to all County supervisors and attendance clerks/central employee records personnel.
- To implement a County-wide database through the existing HRIS system (Peoplesoft) to capture critical data on non-County workforce including vendors, contractors, students, volunteers. To evaluate and make recommendations regarding e-performance and on-line career planning tools.
- To actively participate in the Business Continuity of Operations and Recovery Plan (BCORP) to ensure that Human Resources policies are clearly in place and communicated to Departments in the event of a disaster impacting Oakland County employees.

Summary of Major Program Changes

Revenue

There are no major program changes in revenues for the Human Resources Department. Revenues for FY 2008 and FY 2009 reflect the anticipated reimbursement in the amount of \$18,000 for Circuit Court Mediation Funds for the annual cost of two Oakland University Interns, which Oakland County has historically received from the Circuit Court Mediation Fund for use of Oakland University Interns.

Expenditures

Personnel Operating budget reflects a general salary increase of 1% and associated fringe benefits. It also includes an adjustment in fringe benefit rates for retirement (Retirees' Health Care Benefits) and medical. Commodities reflect a decrease primarily due to a consolidation and efficient usage of supplies. Budgets for the internal services category is for current operations and additional allocations will be approved for Information Technology (IT) Development and Maintenance Department Charges based on usage.

Human Resources – Administration

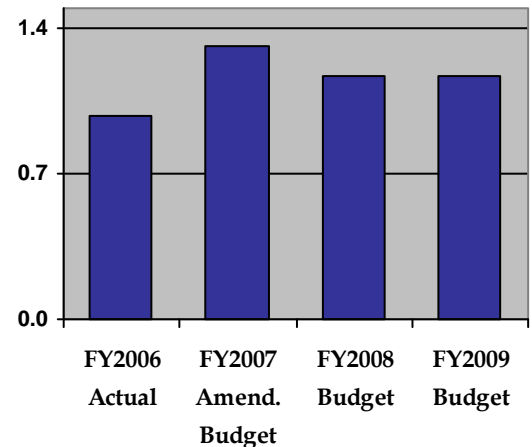
The Human Resources – Administration Division is responsible for directing and overseeing the division's functions. The division plans activities, ensures adherence to applicable Merit System Rules and federal and state laws and regulations, works with divisional managers to develop and monitor the HR department budget and ensures the provision of adequate resources to accomplish the department's functions.

Division Goals

- The Labor Relations/EEO Unit is charged with the responsibility of negotiating collective bargaining agreements with our 9 bargaining units. One of the goals of this unit is to have all contracts currently open for negotiations completed by the end of the fiscal year 2008.
- This unit is also charged with the responsibility to oversee the County's Equal Employment Opportunity efforts. Diversity remains an important priority for the Human Resource Department.

Division Expenditures

(\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Reimb General	210	200	200	200
Tot. GF/GP Revenue	\$210	\$200	\$200	\$200

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	499,325	836,811	673,403	673,590
Labor Rel/EEO	310,278	312,981	327,170	327,170
Retirement Admin*	167,726	167,875	172,804	174,519
Total Prog. Exp.	\$977,329	\$1,317,667	\$1,173,377	\$1,175,279

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	373,400	442,409	446,832	446,832
Fringe Benefits	154,494	196,435	215,946	215,946
Contractual Services	264,933	500,212	300,178	300,178
Commodities	1,950	1,216	1,216	1,216
Internal Services	14,826	9,520	36,401	36,588
Total GF/GP Exp.	\$809,603	\$1,149,792	\$1,000,573	\$1,000,760
Other Funds				
Fringe Benefit Fund*	167,726	167,875	172,804	174,519
Total Expenditures	\$977,329	\$1,317,667	\$1,173,377	\$1,175,279

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	7	7
Part Time Positions	0	0
Total Positions	7	7

*Salary and fringes for Retirement Administrator position is organizationally located under the Administration Division and is funded by the Fringe Benefit Fund. This position oversees function of the Retirement Unit.

Administration	FY 2008	FY 2009
Administration	\$673,403	\$673,590

The Human Resources – Administration Division is responsible for directing and overseeing the division's functions. The division plans activities, ensures adherence to applicable Merit System Rules and federal and state laws and regulations, works with divisional managers to develop and monitor the HR department budget and ensures the provision of adequate resources to accomplish the department's functions.

Labor Relations/EEO	\$327,170	\$327,170
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Responsible for all aspects of labor relations, including negotiations, arbitrations, grievances, special conferences, as well as, participation in matters brought before Michigan Employment Relations Commissions (e.g., Unfair Labor Practice charges, Unit clarification hearings, Representation elections, etc.). Conduct pre-termination and pre-suspension hearings as required by U.S. Supreme Court Case, *Loudermill v Cleveland Board of Education*, receive appeals of disciplines and coordinate and assists the Personnel Appeal Board at all hearings. Provide information to management and employees related to Merit Rule interpretation and general labor laws pertaining to County employment. Consult with and advise management regarding disciplinary actions to ensure uniformity and compliance with Merit Rules. Coordinate the County's employee assistance program through outside vendor. Responsible for oversight and review of the County's Affirmative Action program and preparation of annual affirmative action report, for presentation to Board of Commissioner's Personnel Committee and responsible for compiling requested data from other agencies (e.g., EEOC, federal grants, etc.); investigate accommodation requests of employees/applicants; investigate internal EEO complaints and provide assistance to Corporation Counsel or other attorneys, as requested, related to formal EEO complaints. Review examinations for job relatedness to avoid potential adverse impact. Participate in County training related to the above. Coordinate County's Employee Suggestion Program by processing and implementing employee suggestions.

Objectives

- Negotiate labor contracts and handle grievance, arbitration and unfair labor practice cases in the County's interest.
- Respond to questions related to general labor law and Merit System Rule interpretations and provide recommendations for changes to Merit System Rules as necessary.
- Conduct pre-termination and pre-suspension hearings in compliance with legal guidelines and County policy.
- Coordinate Personnel Appeal Board Hearings, ensuring Merit System Rules are followed.
- Oversee County's expanded Employee Assistance Program provided by TEAM, Inc.
- Coordinate the County's Affirmative Action Plan and EEO-related activities.
- Provide guidance to departments and employees in EEO/AA issues.
- Investigate complaints in a timely manner.
- Provide training to employees/supervisors on EEO/AA related issues, Merit Rules, Disciplinary Procedures, etc.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Administered Labor Relations				
Activities for Cert. Bargaining Units	11	10	9	10
Represented County in union election process	2	1	1	0
Began Negotiations on New Contracts/ Wage and Benefit Re-openers	0	5	8	2
Labor Agreements Completed	3	2	5	6
Grievances Processed and Respond to	4	1	33	17
Special Conferences	7	5	2	5
Arbitrations	6	0	5	9
Number of Arbitration hearing dates	N/A	0	4	19
Unfair Labor Practices filed	0	1	2	2

Unit clarifications filed	0	0	0	1
Unfair Labor Practice hearing dates at Michigan Employment Relations Commission	0	0	1	4
Wage and Hour Complaint filed through State of Michigan	0	0	0	2
Wage and Hour hearing dates	0	0	0	4
Pre-termination Hearings conducted	31	28	30	25
Disciplinary Action Appeals processed	26	27	47	42
Appeal Board hearings	6	5	9	14
Personnel Appeal Board Hearings Resolved	10	11	6	18
Employee Suggestions Processed and Reviewed	104	109	74	105
Employee Suggestions Implemented	14	15	14	15
Participated in Employee Training	N/A	N/A	4	6
Internal ADA Accommodation Requests Processed	5	4	5	2
Internal EEO Complaints Investigated	10	2	7	3

Retirement Administration

\$172,804

\$174,519

The Retirement Administrator organizationally reports under the Administration Division of the Human Resources Department. However, the Administrator's primary responsibility relates to the functions of the Retirement Program under the Compensation and Benefits Division. The Retirement Administrator acts as Secretary to the County's Retirement Board, along with the Retirement Supervisor who acts as the Assistant Secretary to the Board. The Retirement Administrator is responsible for coordinating between money managers and the retirement board, reviewing investment policy statements, reviewing asset allocations retirement and VEBA funds.

Human Resources – Compensation & Benefits

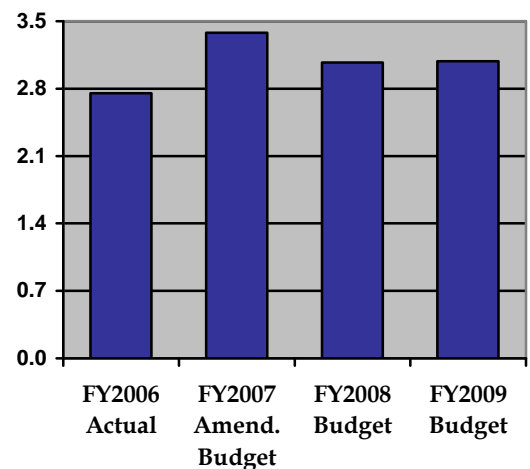
The Human Resources – Compensation & Benefits Division is responsible for analyzing Countywide requests for position creations/reductions, department reorganizations, job reclassifications and salary grade changes. The Division coordinates the agenda and agenda items presented to the Personnel Committee of the Board of Commissioners. The division is responsible for administering benefit programs including medical and hospitalization coverage, disability income coverage, dental, life insurance, vision care, unemployment compensation, and administering compliance with COBRA requirements. The division coordinates the Deferred Compensation Program, Defined Contribution and Defined Benefit Plan with employees, retirees, and outside vendors. The division also administers the Tuition Reimbursement Program, administers the Employee Service Award Program, and provides and/or coordinates training opportunities for all County employees.

Division Goals

- Ensure accurate and timely analysis of countywide department requests for new positions, position deletions and department reorganizations, and prepare recommendations of such to the County Executive and Board of Commissioners.
- Ensure that non-union job classifications are appropriately evaluated and compensated per Merit Rules 2 & 3, and that classifications have a written job description and minimum qualifications.
- Coordinate the preparation of agendas, resolutions and supporting documentation for the Board of Commissioner's Personnel Committee.
- Ensure that benefit and retirement programs are administered efficiently; cost effectively and in a responsive manner.
- Oversee the administration of benefit contracts with vendors and recommend changes as needed.
- Continue to promote and expand employee access to benefit information via the web.
- Continually evaluate County benefits to ensure cost effectiveness as well as competitiveness with regional public and private employers.
- Ensure that training programs and educational opportunities are developed and offered that will assist county employees in their professional growth and help county departments better perform their required services.
- Ensure that training programs and educational opportunities are developed and offered that will assist county employees in their professional growth and help county departments better perform their required services.

Division Expenditures

(\$ in millions)



Division Revenue by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Reimb General	0	18,000	18,000	18,000
Tot. GF/GP Revenue	\$0	\$18,000	\$18,000	\$18,000

** Employee Benefits, Retirement and Training & Development funded by Fringe Benefit Fund.*

Program Expenditures

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Program Name</u>				
Administration	403,125	456,576	415,410	416,218
Compensation	907,458	1,338,413	1,005,067	1,005,067
Employee Benefits*	402,113	433,528	602,889	606,896
Retirement*	432,438	476,786	490,586	495,427
Training & Dev. *	607,077	676,132	557,538	562,399
Total Prog. Exp.	\$2,752,211	\$3,381,435	\$3,071,490	\$3,086,007

Division Expenditures by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	609,723	888,176	658,364	658,364
Fringe Benefits	294,946	454,137	361,072	361,072
Contractual Services	203,631	240,761	218,701	218,701
Commodities	1,691	7,253	7,253	7,253
Internal Services	200,590	204,662	175,087	175,895
Total GF/GP Exp.	\$1,310,581	\$1,794,989	\$1,420,477	\$1,421,285
<u>Other Funds</u>				
Fringe Benefit Fund	1,441,630	1,586,446	1,651,013	1,664,722
Total Expenditures	\$2,752,211	\$3,381,435	\$3,071,490	\$3,086,007

Staffing

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Full Time Positions	23	23
Part Time Positions	1	1
Total Positions	24	24

Compensation and Benefits

FY 2008

FY 2009

Administration

\$415,410

\$416,218

Responsible for directing and overseeing the Human Resource employees and programs engaged in Compensation, Workforce Planning, Employee Benefits, and Training activities. Additional responsibilities include developing and monitoring the Compensation & Benefits Division budget, oversight of County Benefit contracts with vendors, and providing administrative oversight to the Retirement Unit.

Compensation & Workforce Planning

\$1,005,067

\$1,005,067

Responsible for administering Oakland County's salary administration and classification plan as mandated by merit system rules. Unit activities include conducting job duty reviews and making recommendations regarding department and/or employee job audit requests to determine appropriate job classification and salary range; maintaining accurate job descriptions and minimum qualifications for all County classifications; conducting and participating in salary surveys; preparing recommendations, resolutions, and supporting documentation for the Board of Commissioners to address salary issues, new positions requests, grant acceptances and County-wide department reorganizations; overseeing the emergency salary temporary position program; coordinating the intern and summer programs; acting as HR resource for County departments and management; providing information and recommendations to the County Executive regarding departmental Budget requests; creating and maintaining County organizational charts, position forecasts and position change tracking; reviewing grant applications/acceptances for personnel implications, and coordinating the County budget process as it relates to position, salary and/or reorganization issues. Also provides historical information related to positions, funding, and department/division structures.

Objectives

- Timely review, assessment and response to requests for grant reviews, new positions, job audits, and departmental reorganizations.
- Timely review, analysis, and recommendations pertaining to county-wide departmental budget requests related to position creations/deletions, reclassifications, salary levels, reorganizations, and transfers.
- Generate and provide relevant salary survey data to support salary and classification determinations for job classifications that fall within and outside of the County's Salary Administration Plan.
- Provide analysis and input to the process of recommending and tracking budget reductions as they relate to current and/or future downsizing initiatives.
- Maintain and update job descriptions for all county classifications covered under the merit system.
- Prepare and coordinate the preparation of agendas, resolutions and supporting documentation for the Board of Commissioner's Personnel Committee.
- Review, approve, and monitor requests and expenditures related to temporary staffing needs (Emergency Salary positions).

Performance Measures

	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Job audits and classification determinations	56	76	54	63
Completed salary grade reviews	62	52	50	53
Researched and evaluated position requests (position creations & deletions)	268	151	105	33
Created and revised job descriptions	192	133	128	548
Agenda items prepared	141	138	116	75
Emergency Salary requests reviewed, authorized & monitored	146	133	141	129

Employee Benefits

\$602,889

\$606,896

Processes and administers all County benefit programs including short-term and long-term disability, medical, dental, life, vision, and flexible spending accounts for active employees. Process unemployment claims and COBRA benefits for former employees. Administers a comprehensive flexible benefit program and an annual open enrollment. Responsible for contract administration with benefit vendors, including contract changes, rate renewals and review of annual accountings with Aetna, Blue Cross/Blue Shield, Health Alliance Plan and Delta Dental. Also responsible for notifying employees of changes in benefit plan designs and options.

Objectives

- Continue to expand employee access to benefit information via self-service through the County's Internet portal.
- Explore feasibility of employee access to on-line processing of new life events (e.g. births, marriage, divorce).
- Administration of financial and contract administration duties for Blue Cross/Blue Shield, Aetna and Delta Dental. (formerly performed by the County's Risk Management division)
- Develop and issue a request for proposal, review responses and select a vendor for prescription drugs and Medicare A & B portions of health coverage.
- Explore and promote the Blue Cross/Blue Shield Blue Health Connection web resource and other on-line capabilities that can be used by employees to enhance their health care experience and decision making.
- Continually review survey data, medical plan alternatives and other means of addressing the escalation of medical costs and make recommendations regarding future benefit levels and costs.
- Continue the review and update of Aetna contracts and plan provisions.
- Continue to administer and process daily claims and questions from employees.
- Explore the feasibility of making more wellness features/options available to the current benefit package.

Performance Measures

	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Employee medical, dental & vision coverage administered	3,607	3,687	3,708	3,721
Disability claims processed (long & short term)	497	578	543	481
Unemployment claims processed	202	251	203	213
Life insurance claims processed	6	11	6	0
COBRA Notices sent	562	613	427	540

Retirement

\$490,586

\$495,427

Responsible for defined benefit plan retirement including processing monthly pension payments. Process defined contribution plan enrollments, changes and loans. Administer deferred compensation plan for active and retired employees. Process retiree health, dental, vision and life insurance enrollments, changes and Medicare reimbursement. Responsible for purchase and calculation of military time, maintaining PeopleSoft Human Resource system, including benefits administration for retirees. The retirement unit prepares materials needed for the retirement board meetings including agendas, meetings, maintaining books, and acting as an information resource. Responsible for retiree contract administration, contract changes, rate renewals and review of annual accounting with Aetna, Blue Cross/Blue Shield, Health Alliance Plan and Delta Dental. Retirement Administrator and Retirement Supervisor act as Secretary and Assistant Secretary to the Retirement Board. They are responsible for coordinating between money managers and the retirement board, reviewing investment policy statements, reviewing asset allocations retirement and VEBA funds. Search for new money managers and fire money managers as required by the retirement board. *The budget for the Retiree Benefit section is included in Employee Benefits program above, but is being presented separately because of the difference in functionality.*

Objectives

- Continue to pay retirees in an accurate and timely manner.
- Continue personalized education campaigns with Fidelity for Deferred Compensation.
- Administer retiree health, dental, vision and life insurance benefits.
- Continue to review retiree benefits in an attempt to address rising costs.
- Implement Remote Access for Retirees.
- Implement Direct Deposit Advices by e-mail.
- Issue, review, select and implement a new provider for Medicare Supplemental coverage.
- Issue, review, select and implement a Prescription Benefit Manager for retirees.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
<u>Administer for active employees:</u>				
- Defined Contribution plans	2680	2743	2790	2811
- Defined Benefit plans	1031	988	956	895
- Deferred Compensation	2325	2403	2464	2466
- Processed Defined Contribution loans	350	458	552	603
- Processed Retirement Health Savings Plans	N/A	N/A	81	227
<u>Administer for retirees:</u>				
- Deferred Compensation	104	147	87	126
- Defined Benefit	1809	1796	1871	1929
- Defined Contribution	294	322	358	378
- Health, dental and vision coverage	1898	1923	1931	1941
- Process Retiree Life Insurance claims	50	72	50	53
Processed retirements for Defined Benefit and Defined Contribution employees	36	67	69	85
Retirement consultations: Evaluated employees Defined Benefit, Defined Contribution, and/or Deferred Compensation plans for possible distribution	228	277	218	251

Training and Development

\$557,538 \$562,399

The County's Training and Development program was established to enhance employee effectiveness by identifying and improving organizational and individual competencies. Using established competency models, staff are able to assist departments with assessment needs and design a strategy to minimize or eliminate critical performance gaps across the county. The Training and Development unit is responsible for designing and presenting training courses, contracting with outside vendors for certain courses; tracking employee participation; evaluating the success of programs; administering the in-service training budget; facilitating off-site training registration and payment; administering the Tuition Reimbursement program; providing New Employee Orientation training; providing policy training to all county employees; and administering the Service and Retirement Awards Program.

Objectives:

- Partner with departments to fully understand their performance needs and offer training and assessment solutions to facilitate the achievement of County objectives.
- Coordinate and administer training programs in a cost-effective and efficient manner by presenting in-house instructor-based training programs, in-house computer-based training programs, and coordinate outside training vendors and programs where appropriate.
- Administer the Tuition Reimbursement program in accordance with parameters described in Merit Rule 20.
- Administer the Educational Achievement program thereby recognizing County employees who have completed a higher level degree program (Associates, Bachelors, and Masters).
- Administer the Service and Retirement Awards program.
- Increase the marketing and usage of Computer Based Training courses..
- Ensure compliance with mandatory diversity awareness training for all supervisory and managerial positions.
- Oversee and administer all training related vendor contracts.
- Assist departments in assessing their succession planning needs and developing a heightened awareness of potential skill gaps that may be addressed through various training courses and solutions.

- Develop and coordinate policy training for all County employees.
- To provide access of County training courses to local municipalities as part of an inter-local cooperative initiative.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Department Specific Training Sessions Requested	294	308	351	378
Employees Trained	1,304	1,254	1363	2258
Instructor-Based Training Sessions Completed	134	180	120	268
Employees Trained	1,221	1,448	1230	6956
Computer-Based Training Courses Completed	N/A	387	280	142
# of Users	N/A	184	70	46
Tuition Reimbursement Participants	300	298	296	281
Tuition Reimbursement Courses	896	844	851	765
Service Award Recipients	611	552	459	476
Review and processing of department requested Outside training sessions	442	497	491	502

*Combined total for FY2004 and FY2005. Program began in 2004.

Human Resources – Recruitment & HRIS

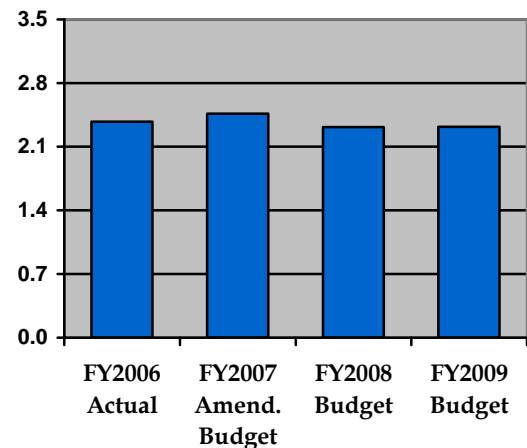
The Human Resources – Recruitment & HRIS Division is responsible for maintaining centralized selection and placement functions consistent with Merit System Rules, state and federal laws. Responsible for maintaining and processing employee records in compliance with federal and state laws and merit system rules. Manages the technology initiatives related to the Human Resources information system to ensure organizational objectives and business needs are met for County staff and employees. Administer the clerical pool program for departments to use for staffing needs. Make recommendations to the County Executive and Board of Commissioners on salary and employment issues. Assist Director in the development of the Human Resources Business Continuity of Operations and Recovery Plan. Assist Director in the development and implementation of the employee Wellness Program. Maintain the Human Resources section of the County's portal (OakSource) which provides information and enhances communication with employees regarding HR topics, services and policies as well as inform employees on monthly topics such as our Wellness Program and the Diversity Corner. Participate as an active partner on Automation Alley initiatives.

Division Goals

- Ensure that the Oakland County employment process results in the selection of the most qualified candidates for hire and promotion and ensure that all employment practices comply with federal and state laws and Merit System Rules.
- Make certain Oakland County employment process does not discriminate except on the basis of relative ability to perform a job and that the employment process is conducted in an efficient and cost effective manner.
- Continue Diversity Development Strategy Initiative by assisting departments in creating inclusive, diverse and culturally competent workplace environment.
- Ensure employee transactions are processed timely and accurately and maintain the confidentiality of employee records and employee information in accordance with federal and state laws.
- Continue to manage technology initiatives to ensure organizational objectives and business needs are met by enhancing the use of features available in the HRIS.
- Implement an online performance management tool to assist management in the performance appraisal and employee development process.
- Utilize the Human Resource section of the County's OakSource portal to disseminate Human Resources policies, procedures, forms and information efficiently to employees and departments.
- Conduct various training sessions for management and employee records clerks throughout the County to remain in compliance with state and federal laws such as Family and Medical Leave Administration and others.
- Implement an online career development tool for employees.
- Implement the non-county employees (i.e. consultants, contractors, interns, etc) database which enables consistent tracking and reporting of all people in one central database.
- Conduct security audits of the HRIS database.
- Complete the development of the Human Resources Business Continuity of Operations and Recovery Plan.

Division Expenditures

(\$ in millions)



Program Expenditures

	FY2006 Actual	FY2007 Amend. Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	1,135,287	1,095,820	906,409	908,860
Staffing	661,515	807,630	1,073,709	1,073,709
Documentation/ Support Services	577,393	559,502	335,971	335,971
Total Prog. Exp.	\$2,374,195	\$2,462,952	\$2,316,089	\$2,318,540

Division Revenue by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Charges for Services	19,018	600	600	600
Tot. GF/GP Revenue	\$19,018	\$600	\$600	\$600

Staffing

	FY2008	FY2009
	<u>Budget</u>	<u>Budget</u>
Full Time Positions	17	17
Part Time Positions	3	3
Total Positions	20	20

Division Expenditures by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	968,356	997,533	1,024,071	1,024,071
Fringe Benefits	435,708	487,914	548,951	548,951
Contractual Services	124,671	211,736	183,450	183,450
Commodities	6,943	14,507	11,497	11,497
Internal Services	838,517	751,262	548,120	550,571
Total GF/GP Exp.	\$2,374,195	\$2,462,952	\$2,316,089	\$2,318,540

Human Resources – Recruitment & HRIS**FY 2008****FY 2009****Administration****\$906,409****\$908,860**

Human Resources – Recruitment & HRIS Administration is responsible for directing and overseeing the Human Resources activities in Recruitment, Employee Records and Human Resources Information System. Activities also include developing and monitoring budget expenditures for these areas. Responsible for hiring and managing staff, providing a career path and professional development opportunities for all staff. Manages the technology initiatives related to the Human Resources system to ensure organizational objectives and business needs are met for County staff and employees. Manage programs to create an inclusive, diverse and culturally competent workplace. Assist Director in the development of the Human Resources Business Continuity of Operations and Recovery Plan and the employee Wellness Program. Participate as an active partner on Automation Alley initiatives.

Staffing**\$1,073,709****\$1,073,709**

The Staffing program (Recruitment unit) is responsible for internal and external hiring processes for the County. Administer the civil service hiring and testing process defined by the Merit System Resolution and Rules. Ensure that all testing and hiring procedures comply with local, state and federal mandates. Assist hiring departments in making selection and placement decisions. Provide career counseling and transfer/re-employment opportunities for current employees per merit system rules. Maintain the internet applicant system. Proactive in creating a diverse applicant population that reflects the population in Oakland County. Administer temporary agency and test vendor contracts.

Objectives

- Continue to ensure the employment process results in the selection of qualified candidates for hire and promotion, using the most cost efficient and effective means possible while complying with related laws, test validation standards, diversity initiatives, and merit system rules.
- Quantify recruitment activity outcomes to determine effectiveness and define future recruiting strategy.
- Continue to upgrade current tests and research new testing processes to ensure accurate measurement of the knowledge, skills and abilities required for successful job performance.
- Ensure placement of displaced County personnel whenever possible from effects of budget cut determinations.
- Continue to attend job fairs that promote the County to the largest diverse populations and attract the most qualified applicants especially for positions where there is a shortage of qualified candidates.
- Maintain the County's paperless employment application and paperless certified eligible list processes. Continue to implement technology initiatives and plan for future upgrades and workflow improvements.
- Continue to conduct and analyze the County's exit interview process to allow separated employees a chance to present information regarding their County experience.
- Continue Diversity Development Strategy Initiatives by assisting management in creating inclusive, diverse and culturally competent workplace environment.

Performance Measures

	<u>FY2004*</u> <u>Actual</u>	<u>FY2005</u> <u>Actual</u>	<u>FY2006</u> <u>Actual</u>	<u>FY2007</u> <u>Actual</u>
Exams Opened	79	78	81	90
Applications screened and processed (total)	15,595	21,817	18,403	16,729
Applicants Tested	5,108	5,077	5,562	5,316
Certified Eligible Lists	361	400	319	337
Employee Physical Facilitated	923	904	792	692
Transfer, re-employment & career counseling sessions	70	98	38	97**
Job Fairs Attended	15	15	16	22
Visitors & Telephone Calls Received/Receptionist	22,148	25,862	29,163	23,565
Exit Interviews completed by separated employees	33	30	28	14
Internet Hits to HR Job Link	N/A	48,000	307,862	380,717***

*Statistics reflect a Hiring Freeze that was in effect from October 21, 2003 through January 7, 2004.

**Statistics reflect an increase due to the closing of the Golden Oaks Medical Care Facility.

***Implemented the mandatory online applicant system

In 2005, during its sixth annual Diversity Champion Honor Roll breakfast, the Race Relations & Diversity Task Force-Birmingham/Bloomfield Area honored our Selection & Placement Supervisor as one of their "Diversity Champions". A diversity champion is someone who has made an impact on their community by celebrating racial, ethnic or other diversity and by working to eradicate racism, bias and barriers.

Documentation/Support Services

\$335,971

\$335,971

Documentation/Support Services (Employee Records unit) is responsible for processing transactions for all County employees in accordance with merit system rules and bargaining union contracts. Maintains employee records in compliance with federal and state laws. Assures adherence to the Employees' Right to Know Act of 1978 and the Family and Medical Leave Act of 1993. Implements decisions affecting employee salary and position changes by miscellaneous resolutions, Personnel Appeal Board decisions, contract agreements, and actions taken by Corporation Counsel. Maintains and publishes quarterly updates to the County's salary schedule book. Responds to subpoenas and Freedom of Information requests. Develops, implements, and maintains the Human Resource Information System to process employee, position, salary, and classification information and changes, and provides reports for employee related statistical data. Maintains position management, which interfaces to the time and labor system and the financial system. Administers a clerical pool program for Oakland County departments to utilize part-time non-eligible employees for staffing needs.

Objectives

- Process all employee transactions, classification, salary and position changes accurately and efficiently.
- Maintain the confidentiality of employee files and employee records in accordance with merit system rules, and federal and state laws.
- Provide training to attendance clerks and management employees in order to assist them in accurately completing employee transactions in accordance with merit system rules and federal and state laws.
- Administer a successful Clerical Pool program to assist departments in meeting their staffing needs
- Upgrade the Human Resources Information System (PeopleSoft applications) to add additional modules such as hiring of non-county employees (i.e. consultants, contractors, interns, etc) which enables consistent tracking and reporting of all people in one central database.
- Continue to work with departments and Information Technology to fine-tune and add additional components to the human resources workflow and self service processes (PeopleSoft applications).

Performance Measures

	<u>FY2004</u> <u>Actual</u>	<u>FY2005</u> <u>Actual</u>	<u>FY2006</u> <u>Actual</u>	<u>FY2007</u> <u>Actual</u>
Transactions approved and processed	25,290	30,832	22,637	23,447
Position changes/account code changes processed	680	1,108	605	1,498
Transactions mailed to employees & departments	50,580	61,664	45,274	46,894
Employment, medical, personal & I9 Files set up	3,872	3,440	3,184	2,676
Verification of employment responded to	501	652	640	451
Reference checks processed	634	624	738	692
Filing of transactions and miscellaneous papers	32,977	35,924	27,917	28,047
On-line Manager self service separations	N/A	429*	751*	817*
On-line Employee self service address changes	N/A	631*	145*	177*
On-line Employee self service phone number changes (During 2005 implementation, all employees were asked to enter their own business phone numbers)	N/A	4,830*	602*	539*

*Also included in transactions processed totals above.

In addition this program also includes staff that supports the **Human Resources Information System** which provides the Human Resources Department with the support and analysis to leverage technology solutions to meet the needs of the HR department and users of HR information systems throughout the County.

Objectives

- Utilizing web-based technologies, continue to automate administrative transactions for departments and employees by continuing to implement and upgrade the County's HR manager/employee self service modules (PeopleSoft applications).
- Utilize the Human Resources section of the County's portal (OakSource) to disseminate Human Resources policies, procedures, forms and information efficiently to departments and employees.
- Continue to upgrade and enhance the use of features available in the personal, job and position data, employee/manager self service, ad hoc query reporting and workflow capabilities.
- Upgrade the Human Resources Information System (PeopleSoft applications) to add additional modules such as hiring of non-county employees (i.e. consultants, contractors, interns, etc) which enables consistent tracking and reporting of all people in one central database.
- Continue to work with departments to replace their shadow systems by further utilizing the Human Resources Management System modules (i.e. company property, license/certificates, etc.) and utilizing existing reports or query ad hoc reports.
- Continue to closely monitor, maintain and assign employees to their proper security roles in the Human Resources Management system.
- Conduct annual security audits of employee roles and permission lists to ensure data is secure.
- Continue to work with Information Technology on the County's Active Directory files ensuring Human Resources folders are set with the proper security.
- Attend New Employee Orientation training to demonstrate Portal and Self Service capabilities to new employees.
- Prepare statistical reports for management and departments from the HRIS and teamsite systems.

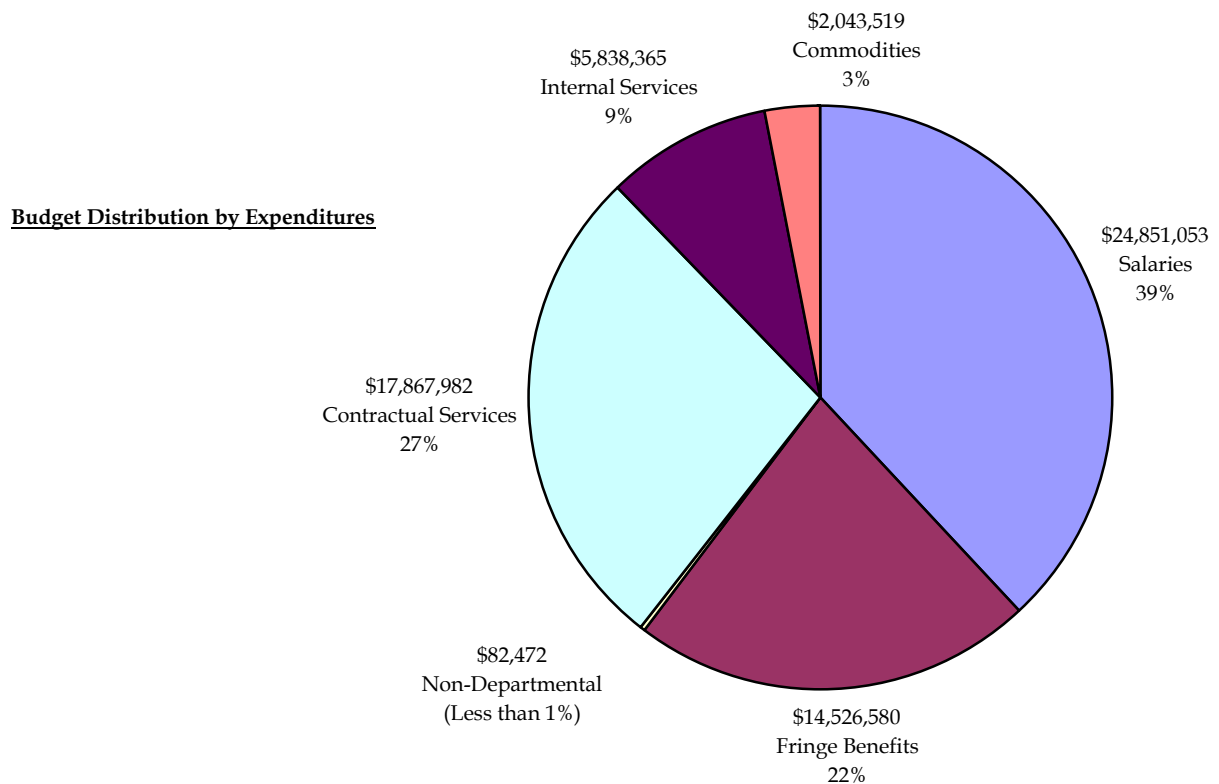
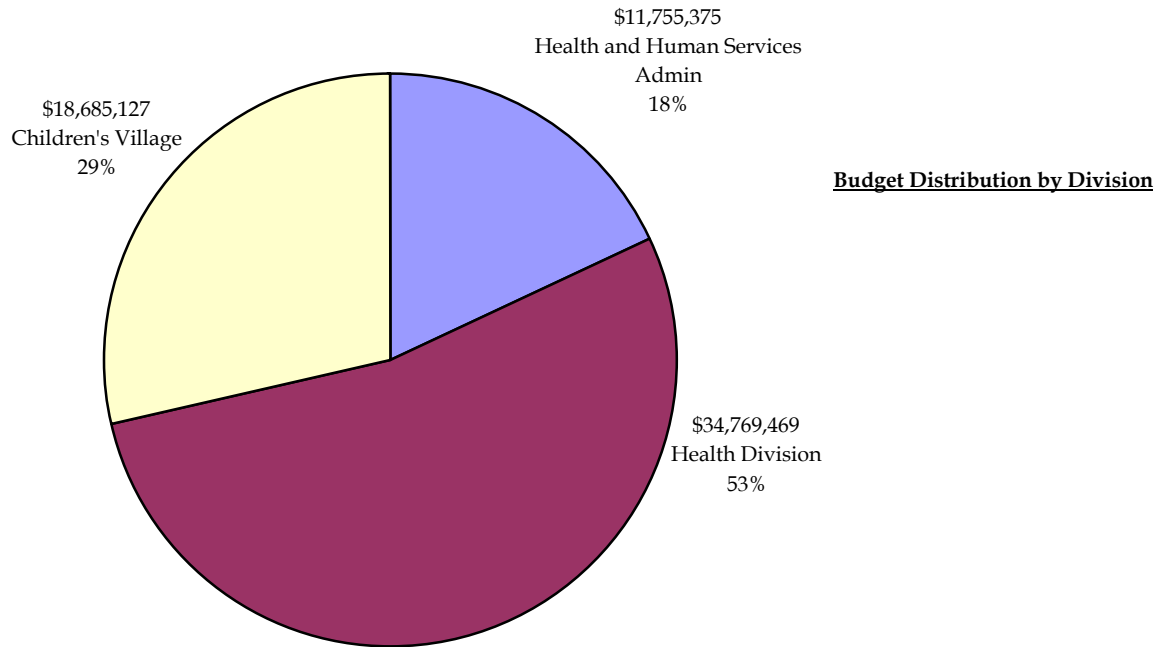
Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual*</u>
HRMS 8.8 Upgrade Training (# of emp attended)	66	n/a	n/a	n/a
HRIS ESS training sessions completed	n/a	257	n/a	n/a
Number of employees attended	n/a	2,817	n/a	n/a
HRMS 8.9 Upgrade Training (# of emp attended)	n/a	n/a	68	n/a
Diversity Corner average monthly hits on website	n/a	n/a	n/a	3,500

Human Resources received a National Association of Counties (NACO) 2007 Achievement Award for its Diversity corner Experiences for Employees in recognition of an effective and innovative program which contributes to and enhances county government in the U.S.

Human Resources received a NACO 2007 Achievement Award for its Oakfit Wellness Website in recognition of an effective and innovative program which contributes to and enhances county government in the U.S.

Human Resources and Information Technology received a NACO 2005 Achievement Award for its OakSource Enterprise Portal and Self-Service Human Resources System program in recognition of an innovative program which contributes to and enhances county government.

Health and Human Services FY 2008 General Fund/General Purpose



HEALTH & HUMAN SERVICES			
TOT		DIRECTOR - HEALTH & HUMAN SERVICES	
FY 08	FY 09		
475	475	Gen Fund/Gen Purpose	
94	94	Special Revenue	
0	0	Proprietary	
569	569	Total Positions	

HEALTH & HUMAN SERVICES ADMINISTRATION			
TOT		DIRECTOR - HEALTH & HUMAN SERVICES	
FY 08	FY 09		
4	4	Gen Fund/Gen Purpose	
		Special Revenue	
4	4	Total Positions	

HEALTH DIVISION			
TOT		MANAGER - HEALTH DIVISION	
FY 08	FY 09		
311	311	Gen Fund/Gen Purpose	
93	93	Special Revenue	
404	404	Total Positions	

MEDICAL CARE FACILITY (a)			
TOT			
FY 08	FY 09		
		Gen Fund/Gen Purpose	
0	0	Proprietary	
0	0	Total Positions	

CHILDREN'S VILLAGE			
TOT		MANAGER - CHILDREN'S VILLAGE	
FY 08	FY 09		
160	160	Gen Fund/Gen Purpose	
1	1	Special Revenue	
161	161	Total Positions	

(a) One hundred and four (104) positions deleted, per FY08 Budget as a result of Misc. Res. #06255.

Prepared by Human Resources Dept. 10/1/07.

Health and Human Services

Department Revenue by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Administration	0	0
Children's Village	2,769,587	2,769,587
Medical Care Fac.	0	0
Health Division	7,387,814	7,387,814
Total	\$10,157,401	\$10,157,401

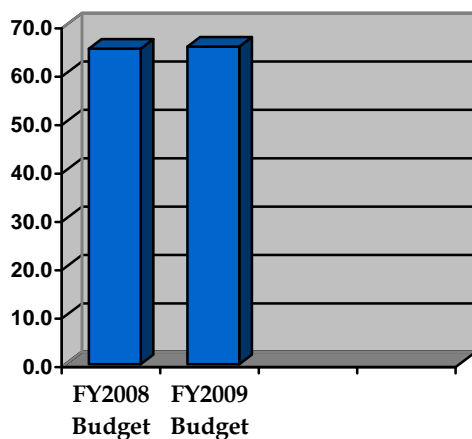
Department Expenditures by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Administration	11,755,375	12,145,424
Children's Village	18,685,127	18,696,395
Medical Care Fac.	0	0
Health Division	34,769,469	34,783,560
Total	\$65,209,971	\$65,625,379

Staffing

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Full Time Positions	525	525
Part Time Positions	44	44
Total Positions	569	569

Department Expenditures (\$ in millions)



Summary

The mission of the Department of Health and Human Services is to provide, coordinate, and facilitate an array of high quality, population-based health and human services that focus on prevention, assessment, care, treatment, and regulatory functions for the citizens of Oakland County. Established pursuant to Public Act 139 of the Public Acts of 1973, the Department is responsible for providing administrative, budgetary, and policy direction for, and in collaboration with, its various operating divisions (i.e., Children's Village, Health Division, and Medical Care Facility). Additionally, the Department is responsible for facilitating coordination and collaboration among other agencies that provide client services such as Oakland-Livingston Human Service Agency (OLHSA), the Michigan Department of Human Services (formerly known as the Michigan Family Independence Agency), and other private and public agencies. The Oakland-Livingston Human Service Agency provides services such as commodity food distribution, housing and energy assistance, and Head Start health services for children. The Department of Human Services - Oakland provides a variety of social welfare services, including Child Protective Services, for Oakland County residents.

Finally, the Health and Human Services Department is the County Executive's primary health and human services liaison with various local, state, and federal organizations and legislative bodies; administers several service contracts; oversees the Indigent Hospitalization Program (IHP); and engages in needs assessment, planning, evaluation activities and conflict-resolution efforts.

Current Issues

- Focused Infant Mortality Reduction Project.
- Countywide assessment of antibiotic resistances in surface waters of Oakland County.
- Upgrading plans, protocols, equipment, and training related to response capability for biological, chemical, radiological, and natural emergency events.

Department Goals

- Facilitate the development and implementation of a community needs assessment.
- Identify and secure the resources necessary to insure Department services and activities are carried out in an operationally effective and cost-efficient manner.
- OLHSA will continue to develop partnerships with and/or establish organizations that are geared toward providing job training programs for low-income families and will collaborate with programs to develop affordable housing for senior citizens.
- The Michigan Department of Human Services - Oakland will continue to provide a variety of state-sponsored social welfare programs to residents of Oakland County.

Summary of Major Program Changes

Revenue

The revenue budget for FY 2008 increased \$140,665. The Health Division reflects a State Grants increase due to the movement of Nurse Family Partnership Grant. Also included is a decrease in funding from the State to reflect the elimination of funding for Type II Operator Certification and an adjustment to radon testing budget based on actual activity. Charges for Services budget decreased due to the elimination of administration fees for the Substance Abuse Mental Health Service Administration (SAMHSA) grant which will not be renewed.

Expenditures

Controllable Personnel reflects a 1% across the board Salary increase, Fringe Benefits and an increase in Retiree's Health Care costs.

The Contractual Services budget increase totals \$25,660. Of this increase, the budget for Health and Human Services Administration increased \$347,455, due to Management Fees for the Medical Care Facility and adjustments to FIA. Budgets for Health Division reflect a decrease totaling (\$385,421), for Membership Dues, Personal Mileage, Professional Services and Substance Abuse-Satellite Centers. Children's Village reflects an increase for Teacher's Services and Expenses and a decrease in Psychological Testing, Laundry and Cleaning, Personal mileage for a combined increase of \$63,626.

The Commodities budget decrease of (\$134,831) is due to a purchase of HPV Vaccines, however, future revenue is anticipated in Charges for Services and reduced budgets for Office Supplies, Security Supplies for the Children's Village, and Lab Supplies in the Health Division.

Budgets for the Internal Services category is for current operations and additional allocations will be approved for Information Technology (IT) Development and Maintenance Department Charges based on usage.

Health and Human Services

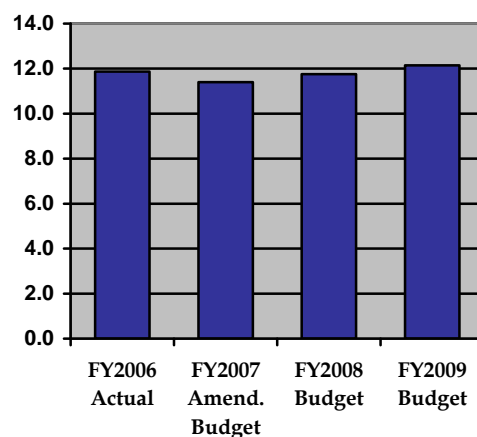
Administration

The Administration program of the Department of Health and Human Services is responsible for providing administrative, budgetary, and policy direction and oversight for and in collaboration with its operating divisions, which include Children's Village, Health, and the Medical Care Facility. It also serves as the County Executive's primary Health and Human Services liaison with local, state, and federal organizations and legislative bodies.

Division Goals

- Continue to improve coordination and cooperation among the Department of Health and Human Services' divisions and other agencies.
- Enhance quality assurance and cost containment/cost avoidance efforts.
- Provide direction and support to the County antibiotic resistance in surface water study developed and implemented in partnership with the United States Geological Survey.
- Oversee and direct Department of Health and Human Services' preparedness and response activities.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	0	0	0	0
Total GF/GP Revenue	\$0	\$0	\$0	\$0

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	317,695	448,389	686,288	1,076,337
FIA Services	6,100,524	6,359,925	6,464,887	6,464,887
Family Services	100,000	100,000	110,000	110,000
Child Placement	2,092,194	2,600,000	2,600,000	2,600,000
Community Serv.	894,170	894,200	894,200	894,200
Indigent Health Plan	1,000,000	1,000,000	1,000,000	1,000,000
Total Prog. Exp.	\$10,504,583	\$11,402,514	\$11,755,375	\$12,145,424

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	137,467	143,270	144,598	144,598
Fringe Benefits	45,599	57,878	63,440	63,440
Contractual Services	10,238,764	11,107,038	11,454,493	11,844,493
Commodities	0	1,200	1,200	1,200
Capital Outlay	0	8,136	0	0
Internal Services	6,691	6,872	11,172	11,221
Non-Departmental	76,062	78,120	80,472	80,472
Total GF/GP Exp.	\$10,504,583	\$11,402,514	\$11,755,375	\$12,145,424

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	1	1
Part Time Positions	3	3
Total Positions	4	4

Administration	FY2008	FY2009
Health and Human Services Administration	\$11,755,375	\$12,145,424

During FY2007, the nine Oakland County hospitals participating in the Indigent Hospitalization Program, under an agreement with the Department of Health and Human Services, provided 6,462 days of service to 1,711 individuals.

During FY2007, the Child Abuse and Neglect Council, under contract to the Department of Health and Human Services, provided case coordination services involving law enforcement, prosecutor, and Michigan Department of Human Services – Oakland Child Protective Services (formerly known as the Michigan Family Independence Agency) staff for 1126 individual child abuse investigations.

During FY2007, Crossroads for Youth, under contract to the Department of Health and Human Services, provided the following estimated days of service to delinquent troubled adolescent boys and girls:

Day Student	8,073
Boys' Center	1,896
Girls' Center	3,599
LPC	3,053
LPC/Day Student	792
Supervised Independent Living	644

During **FY2007**, the Department of Health and Human Services continued to collaborate with and oversee an agreement with the United States Geological Survey to conduct a comprehensive, countywide "Water Resource Assessment" for Oakland County. This five-year study was completed in the summer of 2005 and the final report entitled "Water Resources in a Rapidly Growing Region – Oakland County, Michigan" was published.

During FY2007 the Director served on the Oakland County Human Services Coordinating Council as a member of the Operations Committee.

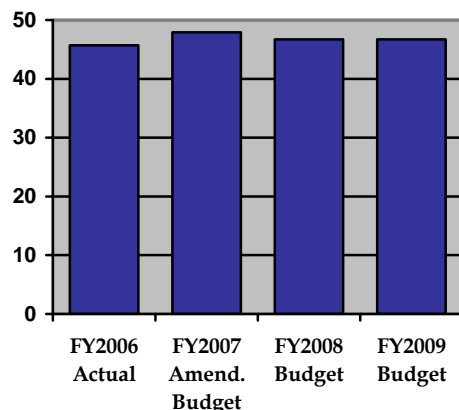
Health Division

The Health Division protects the public's health through health promotion, disease prevention and protection of the environment. In addition to its traditional public health role, the Health Division is committed to protecting the public through continual review and improvement of its emergency response capabilities, having developed nationally recognized preparedness programs. The Health Division executes all of these responsibilities in an exemplary manner in an environment of continually diminishing resources and increasing requirements from State and Federal authorities.

Division Goals

- Improve the public's health through health promotion, disease prevention and protection of the environment;
- Strengthen public health infrastructure by expanding public health response capabilities, maintaining regional collaboration and advocating about public health issues.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Federal Grants	125,231	67,800	15,600	15,600
State Grants	4,491,735	4,491,020	4,822,675	4,822,675
Charges for Services	2,583,636	2,673,339	2,549,539	2,549,539
Other Revenue	5,180	0	0	0
Contributions	0	15,000	0	0
Total GF/GP Rev.	\$7,205,782	\$7,247,159	\$7,387,814	\$7,387,814
Other Funds:				
Human Svs. Grants	12,963,495	12,342,267	11,437,116	11,437,116
Total Revenue	\$20,169,277	\$19,589,426	\$18,824,930	\$18,824,930

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Access to Care	9,474,812	10,493,648	9,371,139	9,371,204
Disease Prev.	7,544,661	5,574,788	6,067,296	6,068,361
Environ. Health	7,722,600	8,007,308	7,548,007	7,549,663
Health Promotion	12,174,417	14,220,220	14,648,064	14,649,133
Surv, Assess, Supp	8,774,778	9,611,768	9,072,079	9,082,315
Total Prog. Exp.	\$45,691,268	\$47,907,732	\$46,706,585	\$46,720,676

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	15,099,503	16,427,109	16,762,904	16,762,904
Fringe Benefits	7,611,894	8,544,091	9,686,890	9,686,890
Contractual Services	3,528,196	3,904,335	3,518,914	3,518,914
Commodities	1,584,560	1,451,797	1,352,835	1,352,835
Internal Services	4,620,725	4,488,911	3,447,926	3,462,017
Transfers Out	0	255,539	0	0
Total GF/GP Exp.	\$32,444,878	\$35,071,782	\$34,769,469	\$34,783,560
Other Funds:				
Human Svs. Grants	13,246,390	12,835,950	11,937,116	11,937,116
Total Expenditures	\$45,691,268	\$47,907,732	\$46,706,585	\$46,720,676

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	368	368
Part Time Positions	36	36
Total Positions	404	404

Health Division	FY 2008	FY 2009
Surveillance, Assessment and Support	\$9,072,079	\$9,082,315

Infectious diseases are the leading cause of death worldwide, and the number of deaths from infectious diseases has increased in the United States. Oakland County Health Division (OCHD) is responsible for protecting the public from these disease threats. OCHD's Medical Services Unit is Oakland County's foundation for identifying, monitoring and preventing infectious disease occurrences. The Medical Services team investigates disease outbreaks, conducts public health surveillance, and provides programs to control further spread of disease.

Health Promotion	\$14,648,064	\$14,649,133
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Health Promotion enables individuals to increase control over and improve their health. Adopting healthy behaviors can prevent or minimize the potential devastating effects of disease. OCHD's Community Health Promotion & Intervention Services (CHPIS) Unit is at the forefront of promoting healthy behaviors. CHPIS provides prevention focused health information, education and services to community groups, businesses and residents of Oakland County.

Accomplishments 2007

- The Health Division's WIC (Women, Infants and Children Supplemental Food Program) program has reached an all-time high enrollment with over 15,000 participants. WIC participants are more likely to receive adequate prenatal care; have a lower risk of delivering a low birth weight baby; and mothers and children are more nutritionally sound. WIC is also cost effective. For every dollar spent on WIC, \$3.50 is saved. This results in millions of health care dollars saved at the local, state and national levels.

Disease Prevention	\$6,067,296	\$6,068,361
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Disease prevention is the primary role of Public Health. The financial impact of preventable illness is tremendous, representing 90% of healthcare costs. Through direct services to our clients and their families, Personal and Preventive Health Services (PPHS) seeks to enhance their health and well being. PPHS offers a wide range of personal services that integrate clinic services, provide health screenings, community outreach, health promotion and education. PPHS nurses counsel clients regarding health issues, visit homes and schools and provide referrals to community resources.

Accomplishments 2007

- Implementation of the Crib Notes program to teach adolescents about personal health and caring for infants such as siblings or other children. Crib Notes was developed as an intervention to reduce infant mortality. A total of 216 Pontiac public school students have participated in the series over the last two years. This program has received national attention regarding its innovation from news media such as CNN and the Today Show.
- Oakland County Health Division is the only county health program in Michigan to provide preventative vaccination for residents exposed to rabid and suspect animals. This year, the State of Michigan, as well as Oakland County, has experienced an unprecedented increase in the number of rabid animals. In response, the Health Division's Communicable Disease Unit has evaluated 155 cases of animal exposure, facilitated treatment for 72 clients and administered 314 doses of rabies vaccine.
- Enhanced an online registration system to expedite client service at the Health Division's Annual Mass Flu Vaccination Clinics. This automated process serves as the prototype for an online registration system that would be used in the event of a county-wide emergency. In 2006, approximately 3,000 individuals pre-registered and paid online to receive a flu shot within 5-9 minutes at the mass flu vaccination clinics.

Environmental Health

\$7,548,007 \$7,549,663

The Environmental Health Services Unit works to prevent illness caused by interactions between people and the environment. Environmental factors pertaining to food, land, air, water and shelter may pose risks to human health when not adequately protected from potential contamination. The unit inspects and regulates food service establishments, on-site sewage systems and private water supplies; monitors surface and groundwater; organizes infectious disease prevention programs; and educates people about environmental health issues.

Accomplishments 2007

- Expansion of an automated information management system -E-Health. Web based technology now enables public health sanitarians to more efficiently conduct food safety inspections and license the county's 4500+ restaurants, numerous vending machines and temporary food booths. Previous to this food service expansion, E-Health only offered online services for customers needing onsite septic system and water well permits. E-Health improves efficiency by accelerating inspection processes and eliminating the need for customers to visit Health Division offices to complete required paperwork. Customers are able to renew food service operation licenses and submit onsite water well and septic system permits applications electronically.

Access to Care

\$9,371,139 \$9,371,204

Access to care activities align with the core public health function of assurance. These services link people to needed personal health services and assure the provision of health care where otherwise unavailable. These services include outreach, advocacy and the direct care of persons in need of substance abuse treatment, and dental services.

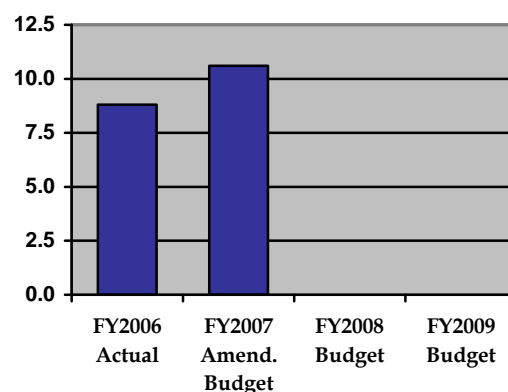
Medical Care Facility

The Medical Care Facility provides quality skilled nursing care and related services for residents of Oakland County who require medical and nursing care, IV therapy, rehabilitative services and other health related care in a nursing facility. The Medical Care Facility also fills the gap between traditional acute care services provided by hospitals and custodial services provided by many nursing homes. The Medical Care Facility provides a higher ratio of Medicare skilled and Medicaid skilled residents than private nursing homes (85% - 90% of total occupancy). Services are also provided to those residents that are most difficult to place due to their ability to pay (i.e.; Medicaid residents with high-level care needs). The Medical Care Facility is currently managed under a contractual agreement with Ciena Healthcare Management, Inc. Cost of management fees is reported in the Health and Human Services Administration budget.

Division Goals

Increase resident census to 90 - 95 % of total capacity.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>	0	0	0	0
<u>Medical Care Facility Fund</u>				
Charges for Services	7,076,986	7,967,979	0	0
Other Revenue	1,928	(2,000)	0	0
Contributions	18,055	17,500	0	0
Investment Income	(92,949)	0	0	0
Transfers In	2,654,651	2,812,587		
Total Revenue	\$9,658,671	\$10,796,066	\$0	\$0

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name</u>				
Admin/Fin Serv.	2,114,246	1,569,231	0	0
Resident Care	6,689,154	9,033,945	0	0
Total Prog. Exp.	\$8,803,400	\$10,603,176	\$0	\$0

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>	0	0	0	0
<u>Medical Care Facility Fund</u>				
Salaries	3,454,072	4,394,994	0	0
Fringe Benefits	1,733,877	2,425,176	0	0
Contractual Services	2,241,671	2,524,571	0	0
Commodities	444,343	376,048	0	0
Internal Services	842,920	795,870	0	0
Depreciation	86,517	86,517	0	0
Total Expenditures	\$8,803,400	\$10,603,176	\$0	\$0

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	0	0
Part Time Positions	0	0
Total Positions	0	0

The difference between revenues and expenditures is due to a portion of the fund expenditures being reported in the Reimbursement Div.

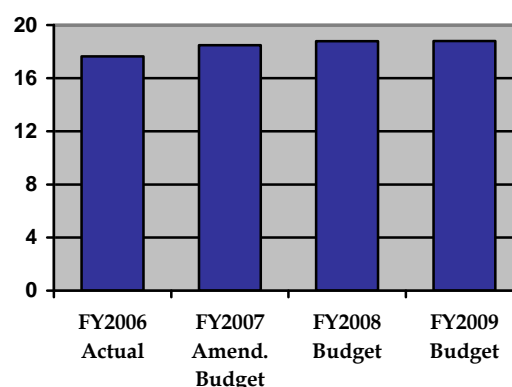
Children's Village

Children's Village is the County of Oakland's residential facility for children and youths, ranging in age from birth to eighteen years, who are court-ordered into care or who have been placed in the facility by the Michigan Department of Human Services - Oakland. Multiple living units located on a 45-acre campus provide the setting for the delivery of specialized services including: *secure custody* for juveniles charged with criminal offenses and determined to be at risk of flight or as posing a danger to public safety; *residential treatment* for youths who have been adjudicated as delinquents and determined by the court to be in need of correctional / rehabilitative services before they can be released back to the community, and *shelter care* for young people who are in need of protection for reasons of abuse or neglect. The current operational capacity of the facility is 240 beds. Children's Village residents attend school on campus, receiving educational services provided via contract with the Waterford School District.

Division Goals

- To provide the best possible services within existing resources to children and youth who come under the jurisdiction of the court and are deemed to be temporarily in need of out-of-home care, custody and treatment.
- Deliver services in a caring, safe and therapeutic environment which also serves to protect the public.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Federal Grants	308,472	245,000	245,000	245,000
Charges for Services	1,922,745	2,524,587	2,524,587	2,524,587
Other Revenue	182,898	0	0	0
Total GF/GP Rev.	\$2,414,115	\$2,769,587	\$2,769,587	\$2,769,587
Other Funds				
Human Serv. Grants	73,163	94,440	94,440	94,440
Total Revenues	\$2,487,278	\$2,864,027	\$2,864,027	\$2,864,027

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Administration	1,540,602	2,391,983	1,714,099	1,714,099
Operations	6,642,043	7,451,687	7,336,517	7,339,520
Intake Treatment	6,079,151	5,425,541	6,325,127	6,331,153
Residential Treat.	3,373,216	3,215,161	3,403,824	3,406,063
Total Prog. Exp.	\$17,635,012	\$18,484,372	\$18,779,567	\$18,790,835

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	7,921,912	8,277,628	7,943,551	7,943,551
Fringe Benefits	4,168,961	4,268,839	4,776,250	4,776,250
Contractual Services	2,144,499	2,832,949	2,896,575	2,896,575
Commodities	785,381	724,902	689,484	689,484
Internal Services	2,541,096	2,283,470	2,379,267	2,390,535
Transfers Out	0	2,144	0	0
Total GF/GP Exp.	\$17,561,849	\$18,389,932	\$18,685,127	\$18,696,395
Other Funds				
Human Serv. Grants	73,163	94,440	94,440	94,440
Total Expenditures	\$17,635,012	\$18,484,372	\$18,779,567	\$18,790,835

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	156	156
Part Time Positions	5	5
Total Positions	161	161

Children's Village	FY 2008	FY 2009
Administration	\$1,714,099	\$1,714,099

Administrative services focus upon providing the necessary fiscal resources, personnel, and other means of support necessary to enable the Intake Treatment Services, Residential Treatment Services and Operations teams to carry out their respective functions, goals and objectives. These functions include the development of the division's budget and ongoing monitoring aimed at remaining within budget parameters. Program goals reflect the Department of Health and Human Services' credo of remaining committed to excellence in service, efficiency, continuous review and improvement of services and staff, and embracing change as an opportunity for improvement. Included in the administrative program structure are the division's revenue efforts such as reimbursement for school meals, board and care reimbursement from the Michigan Department of Human Services for the housing and care of state wards, the daily cost for housing and care for juveniles from outside Oakland County, and the 50% per diem match from the Michigan Child Care Fund. Also, as a product of the contract between the Department of Health and Human Services-Children's Village and the Waterford School District pursuant to the education of Village residents, the County receives reimbursements pertaining to state aid for pupil enrollment, special education funding, and court-placed students.

Objectives

- To expand physical security at Children's Village by continuing to upgrade and refine camera surveillance system. The Shelter Care camera surveillance system will be expanded by September 2007.
- Administrative and supervisory staff will complete Advanced Instructor Training from the Crisis Prevention Institute (CPI) , All Youth Specialists, Case Coordinators, and clinical staff will complete the CIP Advance Training course facilitated by Children's Village instructors by December 2009.
- To further refine staff scheduling system (Telestaff) and time keeping system (Kronos) to minimize mandatory overtime of Youth Specialists and Youth Specialist Supervisors by December 2009.

Operations	\$7,336,517	\$7,339,520
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The function of operations is to provide the ancillary services necessary for the Intake Treatment Services and Residential Treatment Services teams to carry out their respective missions in rendering the best possible care to our young clients and their families. Operations areas include ensuring a properly maintained physical plant, providing transportation, food services, clothing and laundry services, bedding and linen, educational supplies, recreational supplies, security equipment (including radio communications, audio and visual surveillance and alarm systems), equipment rental and repair, toiletries (including diapers and other supplies for infant care), and housekeeping supplies. In short, operations focus on the "care and feeding" of the residents and with equipping staff with the "tools" necessary to deliver services to our clients.

Intake Treatment Services	\$6,325,127	\$6,331,153
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To provide a safe and secure environment and essential services to males and females, ranging from birth through 17 years, who are in need of temporary shelter, secure detention or transitional care. These services relate to the formal admittance of new residents to the facility; and to the assessment of needs and subsequent assignment to an appropriate living unit as well as the implementation of initial and/or interim treatment.

Secure Detention Services – For males and females, ages 12 through 17, residing in two secure (i.e., locked) units, who are awaiting court process or placement in a Children's Village treatment program or with other agencies, and have been deemed to be a risk to community and/or self. Receive short-term services including emotional and physical health assessment and treatment and crisis intervention.

Shelter Care/Transitional Services – For children, ages birth through 17, temporarily removed from their own homes for reasons of parental neglect, dependency or who have been involved with court for home or school difficulties. May be awaiting reunification with family, foster care, placement with other agencies or placement in Village residential

treatment program. Children reside in staff secure (i.e., unlocked) living quarters and receive short-term treatment services, including emotional and physical health assessment and treatment.

Residential Treatment Services	\$3,403,824	\$3,406,063
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To provide comprehensive treatment services in a residential setting to youths who have been identified as being in need of out-of-home placement. Essential to this service delivery is the partnership involvement of parents and guardians and the Family Court with the facility staff in the ongoing treatment process. Additionally, protection for the community is addressed via the continuum of security levels.

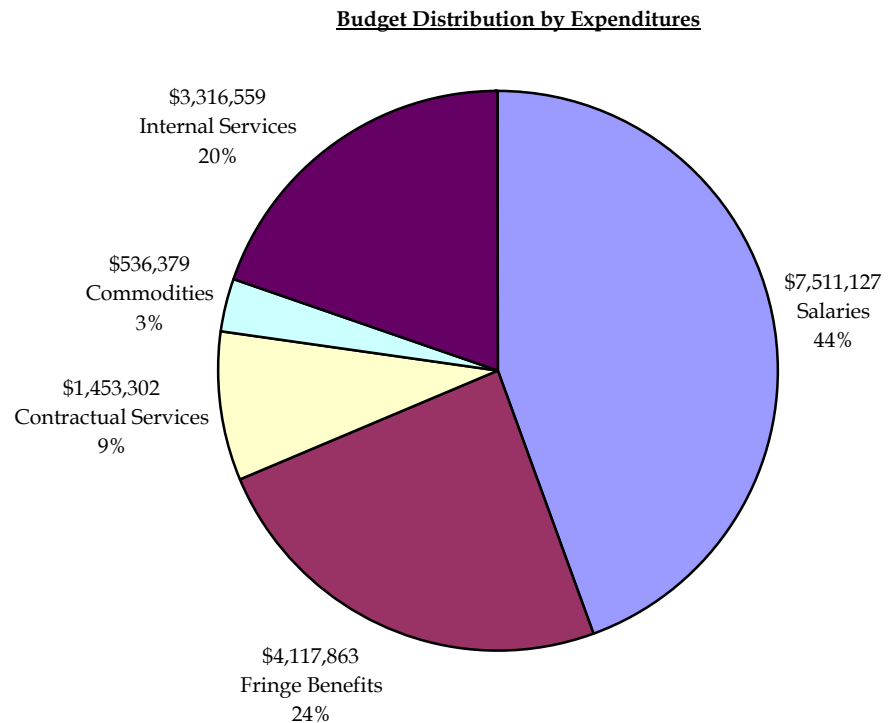
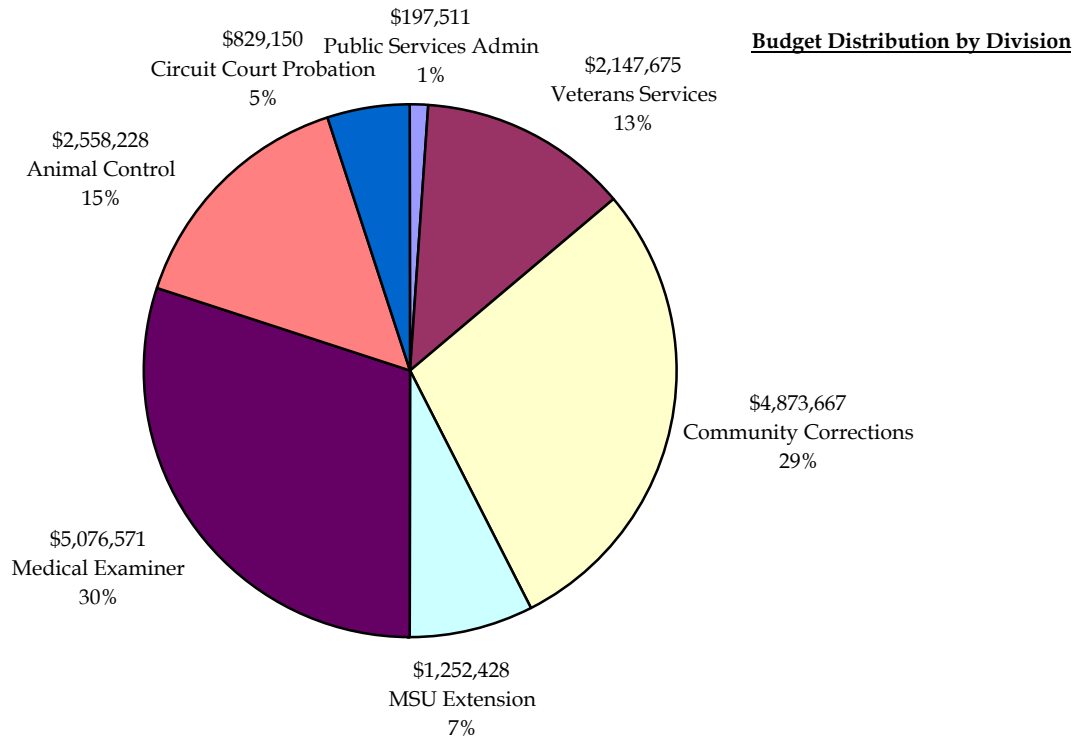
Residential Treatment Program – Provides rehabilitative correctional services to adjudicated youths, ages 12 through 17 years, who have been placed by dispositional orders of the Family Court or by referral from State Department of Human Services. Youths reside in either staff secure living units or a secure setting depending upon the severity of their delinquency and dysfunctional behavior.

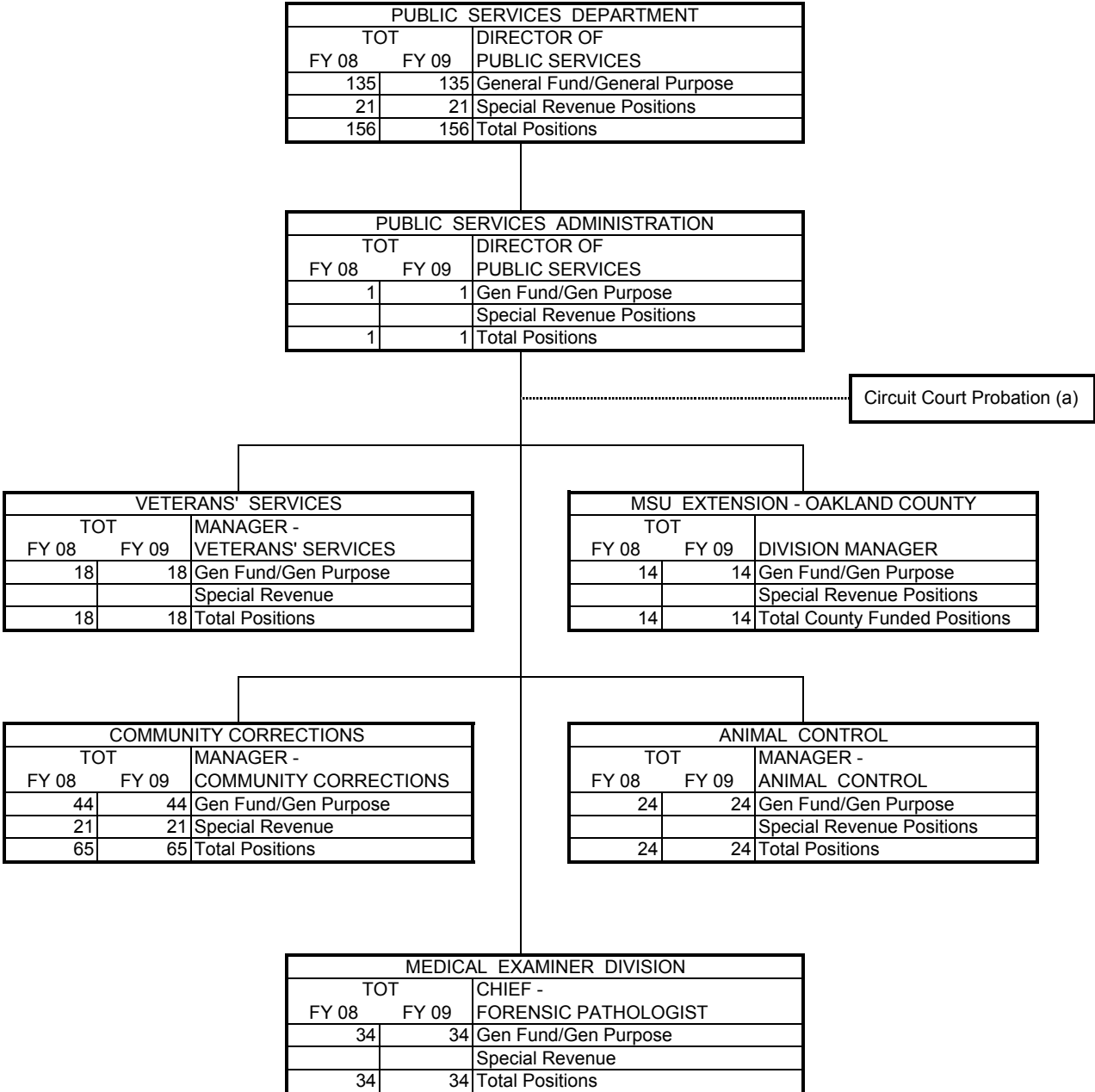
The Residential Treatment Services program is behaviorally-based, utilizing a therapeutic-milieu approach to daily living. Standard services include individual counseling and group therapy with individualized service plans, including aftercare. Specialized services include individual psychotherapy, psychiatric care, family therapy and substance abuse counseling. Length of stay is open-ended, based upon individualized needs and the progress made by youth and family toward achieving those objectives.

The Residential Treatment Services program serves as a lower-cost alternative to youths having to be committed to the state system of care.

Public Services

FY 2008 General Fund/General Purpose





(a) Staffed by State of Michigan/Department of Corrections employees.

Prepared by Human Resources Dept. 10/1/07.

Public Services

Department Revenue by Division (GF/GP)

	FY2008	FY2009
	<u>Budget</u>	<u>Budget</u>
Administration	0	0
Veterans Services	0	0
Community Corrections	413,000	413,000
MSU Extension	66,360	66,360
Medical Examiner	910,200	910,200
Animal Control	785,887	785,887
Circuit Ct. Prob.	0	0
Total GF/GP Rev.	\$2,175,447	\$2,175,447

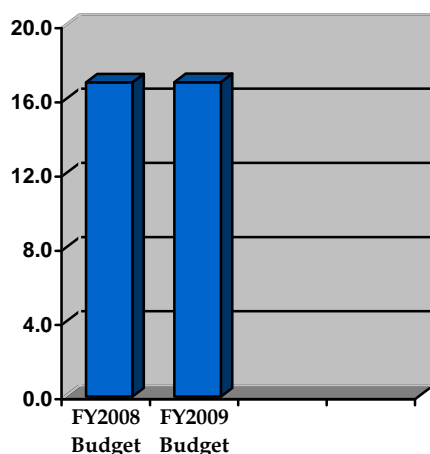
Department Expenditures by Division (GF/GP)

	FY2008	FY2009
	<u>Budget</u>	<u>Budget</u>
Administration	197,511	197,545
Veterans Services	2,147,675	2,148,732
Community Corr.	4,873,667	4,875,754
MSU Extension	1,252,428	1,253,787
Medical Examiner	5,076,571	5,079,695
Animal Control	2,558,228	2,559,874
Circuit Ct. Prob.	829,150	832,501
Total GF/GP Exp.	\$16,935,230	\$16,947,888

Staffing

	FY2008	FY2009
	<u>Budget</u>	<u>Budget</u>
Full Time Positions	139	139
Part Time Positions	17	17
Total Positions	156	156

Department Expenditures (\$ in millions)



Summary

The Administrative Division through the Director of Public Services coordinates, directs, and is responsible for the following divisions: Animal Control, Circuit Court Probation, Community Corrections, MSU Extension - Oakland County, Veterans' Services, and Medical Examiner. This is consistent with provisions of Section 13 and 14 of the P.A. 139 of 1973; the County Executive's organization plan as adopted by the Board of Commissioners. In addition, the Director of Public Services represents the County Executive in preparation and presentation of material for the Public Services Committee of the Oakland County Board of Commissioners. This latter function, in part, involves liaison coordination and management of materials as requested and proposals generated by the following departments and divisions: Prosecuting Attorney, Sheriff, Circuit Court, District Courts, Friend of the Court, local law enforcement agencies, and the Community Development Council.

Current Issues

- In 2005, the new National Cemetery located in Oakland County was opened for burials. The Veterans' Services Division will continue to monitor the progress of this cemetery and provide information, advocacy and future burial assistance to County veterans and their families.
- Meet the growing need for expanded Community Corrections programs to ensure the safety of County Citizens and reduce recidivism. The increased need is due to jail overcrowding and the closing of a number of State prison facilities.
- Improve the delivery of services to Oakland County citizens through innovative programming; for example, sale of dog licenses over the internet at participating Veterinarians.

Department Goals

- To enhance the quality of life for Oakland County citizens by providing excellent services in the most expedient, dependable and cost-effective manner possible.
- To recognize that county government is accountable to its citizens and make every effort to ensure it is as streamline and efficient as possible.
- To strive to make Oakland County an economic powerhouse in a global market in order to increase its ability to compete in the corridors of commerce around the world.
- To reinforce a commitment to technological advances in order to enhance the County's ability to compete in the marketplace of the 21st century.
- To cultivate partnerships between governments, businesses, educators and artists that produce successful projects, which enhance the quality of life in Oakland County.

Summary of Major Program Changes

Revenue

There are no major program changes reflected in the Adopted Budget for the Public Services Department. However, subsequent to the adoption of the budget the Medical Examiner's contract to provide services to Genesee County was terminated. This action will result in a revenue loss of \$451,660 for FY 2008 and \$691,200 for FY 2009 and an expenditure savings of \$98,912 for FY 2008 and \$380,666 for FY 2009. Other services are being pursued by the Medical Examiner's office to make up the shortfall in the FY 2008 and FY 2009 budget.

Expenditures

Controllable Personnel reflects a general salary increase of 1% and associated fringe benefits, increased Retirees' Health Care Benefits and medical. Funding of \$12,140 is included for a new student position in MSU Extension and offset by the deletion of two (2) summer positions for FY 2008 and FY 2009.

Contractual Services and Commodities have increased slightly due to inflationary cost adjustments, while Internal Services is for current operations and additional allocations will be approved for Information Technology (IT) Development and Maintenance Department Charges based on usage.

Veterans' Services

The Veterans' Services Division provides technical, local-level advocacy and assistance to Oakland County Veterans and/or dependents to obtain federal, state and local veterans' benefits. These benefits include disability compensation, pension, education, medical care, burial benefits, etc. In addition, the Veterans' Services Division administers the relief and burial allowances for the Soldier's Relief Commission. Additional services provided are transportation to the Department of Veterans Affairs Medical Centers for treatment purposes and referrals to other appropriate agencies. Currently the division provides services in Troy for the Southeastern region of the County, Walled Lake for the Southwestern region of the County, and Pontiac at the County Service Center.

Division Goals

- Provide Oakland County veterans/dependents with the highest caliber service available to assist them in developing and processing their claims for legislated veterans' benefits.
- Provide Soldiers Relief Burial and Foundation Allowances and Emergency Financial Relief.
- Provide reliable, wheelchair accessible transportation for veterans to the US Department of Veterans Affairs Medical Centers in Detroit and Ann Arbor, MI.
- Continue training for staff to maintain accreditation status granted by the U.S. Department of Veterans Affairs.
- Monitor legislation to determine impact on veterans, their dependents and Oakland County.
- Continue the enhancement and/or replacement of reference materials with CD-ROM and Internet access.
- Maintain and update the division's veterans' networked database, automated forms completion software and Soldiers Relief ledger program.
- Increase public awareness of services available through outreach, advertising, public service announcements and networking.

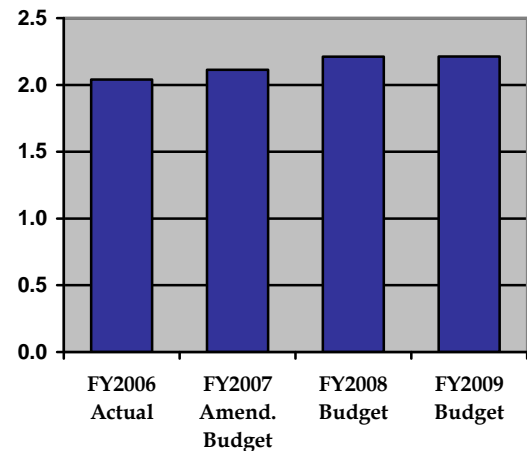
Division Revenue by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Contributions	0	0	0	0
Tot. GF/GP Revenue	\$0	\$0	\$0	\$0
<u>Other Funds</u>				
County Veterans Trust	53,772	63,460	63,460	63,460
Total Revenues	\$53,772	\$63,460	\$63,460	\$63,460

Division Expenditures by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	1,026,317	1,040,443	1,067,345	1,067,345
Fringe Benefits	498,556	539,696	606,767	606,767
Contractual Services	201,555	218,242	214,039	214,039
Commodities	5,919	7,533	7,533	7,533
Internal Services	253,751	243,686	251,991	253,048
Total GF/GP Exp.	\$1,986,098	\$2,049,600	\$2,147,675	\$2,148,732
<u>Other Funds</u>				
County Veterans Trust	53,772	63,460	63,460	63,460
Total Expenditures	\$2,039,870	\$2,113,060	\$2,211,135	\$2,212,192

Division Expenditures (\$ in millions)



Program Expenditures

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
<u>Program Name</u>				
Vet. Benefits Serv.	1,724,977	1,784,572	1,880,379	1,881,436
Soldiers Rel/Burial	243,978	256,753	257,109	257,109
Veterans Trans.	70,915	71,735	73,647	73,647
Total Prog. Exp.	\$2,039,870	\$2,113,060	\$2,211,135	\$2,212,192

Staffing

	FY2008	FY2009
	<u>Budget</u>	<u>Budget</u>
Full Time Positions	18	18
Part Time Positions	0	0
Total Positions	18	18

Veterans' Services**FY 2008****FY 2009****Veterans' Benefits Services****\$1,880,379****\$1,881,436**

Veterans' Benefits Services is comprised of administration, client services, community outreach and staff development. Administration activities include administering all division programs and personnel issues, developing the budget and monitoring budget expenditures, evaluating and developing division policies and procedures. Client Service consists of providing veterans and their families with federal, state and local veterans' benefits counseling and advocacy. This service includes research, development and claims processing. Also, technical and support staff maintain a networked database, forms completion software and hard copy file system. Community Outreach is accomplished through staff presentations, news articles, advertising products, cable broadcasts, pamphlets and mass mailings. This includes the representation of our division at various community organizations, agencies and events. Staff Development consists of continuous training and testing of our benefits counseling staff to obtain and maintain US Department of Veterans Affairs accreditation. This training is provided through seminars, conferences and training classes held by the US Department of Veterans Affairs (USDVA), Veterans Organizations and other related professionals. Other training is also obtained for our staff related to computer software programs, clerical support, personnel and management.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Contracts (personal, phone, mail)	48,210	52,478	56,116	56,311
Claims Filed	6,337	6,684	7,182	7,071
USDVA Monetary Benefits to Veterans/Dependents	\$46,935,000	\$74,718,000	\$78,314,000	Unavailable
USDVA Medical Benefits to Veterans/Dependents	\$42,607,000	\$43,420,000	\$44,232,000	Unavailable

Soldiers Relief/Burial**\$257,109****\$257,109**

Public Act 214 of 1899 establishes the Soldiers' Relief Commission as an appointment of the Probate Court. This law mandates an annual tax levy of an amount not to exceed 1/10 of a mill for financial relief of indigent veterans and their dependents. The Oakland County Board of Commissioners established a levy of .0004 mills in 1994. This millage provided \$29,577 for this program in FY2006 and \$30,576 for FY2007. Public Act 235 of 1911 mandates Michigan counties to provide a \$300 allowance toward the burial expenses of an honorably discharged member of the armed forces of the United States, who served for at least 90 days active duty during a period of war and dies with an estate not exceeding \$40,000. Additionally, this act requires the County to provide an allowance to place the government marker on the eligible veteran's grave. Effective January 1, 2001, on behalf of veterans who qualify for the County Burial allowance, our Division also provides an American flag case to the recipient of the American Flag as issued by the United States in appreciation of his/her honorable service. This program includes the County Veterans' Trust Fund, which is administered by the State of Michigan's Department of Military and Veterans' Affairs. Expenditures from the fund provide aid to needy veterans living within Oakland County.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
<u>Relief Program Indicators</u>				
Total Spent	\$19,615	\$24,473	\$27,837	\$26,977
Applications/ Approved	422/415	360/322	356/309	358/284
<u>Burial Program Indicators</u>				
Burial Expense	\$131,700	\$131,700	\$126,000	\$124,200
Applications approved	439	439	420	414
Marker Foundation Expense	\$32,245	\$35,433	\$33,581	\$28,642
Applications approved	157	173	154	117
Total Expense	\$163,945	\$167,133	\$159,581	\$152,842

Performance Measures (cont'd)	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
<u>Flag Case Indicators</u>				
# Flag Cases Granted (effective 1/1/01)	357	329	326	321
Total Expense	\$4,366	\$3,899	\$3,869	\$3,808

Veterans' Transportation	\$73,647	\$73,647
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Our transportation program provides wheelchair accessible transportation for veterans to and from the US Department of Veterans Affairs Medical Centers in Detroit and Ann Arbor. Transportation is available from the Pontiac and Southeast Offices Tuesdays, Wednesdays and Fridays and from the Pontiac Office and Southwestern Office on Thursdays. Home pick-up is available by appointment for those who are wheelchair bound or with a disability that prevents them from coming into the office.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Trips Made	168	166	175	160
Veterans Transported to Detroit VAMC	216	224	312	295
Veterans Transported to Ann Arbor VAMC	<u>151</u>	<u>87</u>	<u>119</u>	<u>66</u>
Total Veterans Transported	367	311	431	361

Community Corrections

The Community Corrections Division is responsible for creating programs, which may be used in lieu of incarceration for non-violent offenders. These programs offer rehabilitative value to the punitive aspect of sentencing without compromising public safety. The programs are a cost effective alternative to jail space, which allows for the jail space to be reserved for the most serious offenders.

Division Goals

- Ensure public safety through a comprehensive assessment process to identify non-violent offenders
- Provide rehabilitative services to offenders through effectively managed programs
- Minimize jail housing costs and reduce jail overcrowding through programs that serve as alternatives to incarceration
- Facilitate the court in making informed release decisions regarding pretrial defendants
- Assist the court in any way necessary to meet sentencing and/or release orders

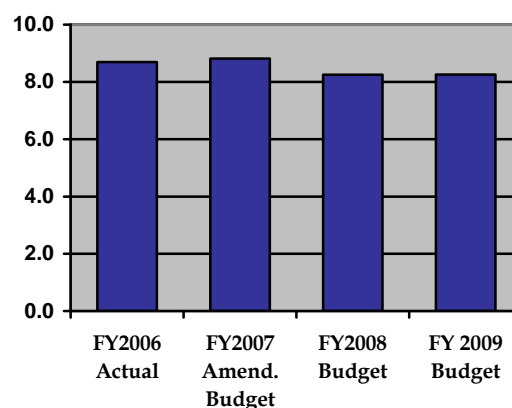
Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Inter. Gov. Revenue	566,610	0	0	0
Other Revenues	138	0	0	0
Charges for Services	0	572,000	413,000	413,000
Tot. GF/GP Revenue	\$566,748	\$572,000	\$413,000	\$413,000
<u>Other Funds</u>				
Multi-Org. Grants	3,360,213	3,394,171	3,381,335	3,381,335
Other Grants	159,827	172,687	0	0
Total Revenues	\$4,086,788	\$4,138,858	\$3,794,335	\$3,794,335

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	2,189,769	2,220,756	2,249,477	2,249,477
Fringe Benefits	1,037,131	1,112,505	1,235,656	1,235,656
Contractual Services	691,697	988,306	779,452	779,452
Commodities	148,515	113,170	63,170	63,170
Capital Outlay	0	0	0	0
Internal Services	740,223	709,025	545,912	547,999
Transfers Out	362,188	105,412	0	0
Total GF/GP Exp.	\$5,169,523	\$5,249,174	\$4,873,667	\$4,875,754
<u>Other Funds</u>				
Multi-Org. Grants	3,361,994	3,394,171	3,381,335	3,381,335
Other Grants	159,827	172,687	0	0
Total Expenditures	\$8,691,344	\$8,816,032	\$8,255,002	\$8,257,089

Division Expenditures (\$ in millions)



Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name</u>				
Administration	1,312,366	1,011,794	867,041	867,148
Comm. Based Prog.	799,200	827,418	856,500	856,882
Pre-Trial Services	2,432,730	2,339,219	2,406,473	2,407,298
Rehab. Services	4,147,049	4,637,601	4,124,988	4,125,761
Total Prog. Exp.	\$8,691,344	\$8,816,032	\$8,255,002	\$8,257,089

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	58	58
Part Time Positions	7	7
Total Positions	65	65

Community Corrections Division**FY 2008****FY 2009****Pretrial Services****\$2,406,473****\$2,407,298**

The Pretrial Services Program consists of 2 distinct units; Screening & Assessment and Supervision. The Screening & Assessment unit is responsible for interviewing in-custody defendants prior to their arraignment. The information gathered includes background, residence, employment, criminal history and other required elements under Michigan Court Rule 6.106. Every attempt is made to verify all information provided by the defendant with a third party for accuracy. Based on the information gathered a narrative report is compiled, and a recommendation as to release suitability is made to the judicial officer. The goal of Pretrial Services is to ensure that similarly situated defendants are treated in a similar fashion regardless of age, race, gender, or socio-economic status.

The Supervision unit is responsible for ensuring that defendants released into the community pending disposition abide by any conditions of release. Conditions of release may include participation in substance abuse testing or counseling, not entering a specified premise or associating with specified persons, maintaining or seeking employment or electronic monitoring. Noncompliance with any condition of release is reported to the court and prosecutor and may result in a revocation of release status. The goal of the supervision unit is to reduce the likelihood of failure to appear for court appearance by the defendant and mitigate the chance of pretrial misconduct.

Objectives

- To maximize the number of pretrial defendants who may be safely released into the community
- To ensure that defendants released on a conditional bond return for all subsequent court appearances

Performance Measures

	<u>FY2004</u> <u>Actual</u>	<u>FY2005</u> <u>Actual</u>	<u>FY2006</u> <u>Actual</u>	<u>FY2007</u> <u>Actual</u>
Reports submitted to court	9,456	9,734	9,148	9,135
Offenders on Pretrial Supervision	2,189	3,144	2,479	1,757
Fail to Appear for court	0%	1%	2%	3%

Community Based Programs**\$856,500****\$856,882**

The activities in this area include managing our heralded Weekend/Weekday Alternative for Misdemeanants (WWAM) program for sentenced offenders. WWAM operates within the community and provides restitution to the citizens of Oakland County in the form of free labor for non-profits and various local CVT offices. The WWAM program is often used by District Court Judges as an alternative to jail because it offers both a punitive and rehabilitative value.

Objectives

- To benefit the citizens of Oakland County through work performed by offenders within their communities
- To provide offenders with an opportunity to learn new skills that may be beneficial in their employment endeavors
- To divert low level offenders from occupying expensive jail beds

Performance Measures

	<u>FY2004</u> <u>Actual</u>	<u>FY2005</u> <u>Actual</u>	<u>FY2006</u> <u>Actual</u>	<u>FY2007</u> <u>Actual</u>
Number of offenders in the program	13,501	14,155	18,477	21,286
Days of work in lieu of jail	13,971	15,583	16,379	18,894
Money saved by non-profit organizations for work performed by WWAM crews*	\$894,144	\$997,312	\$1,048,256	\$1,568,202

*Based on a rate of \$8.00/hour

Rehabilitative Services

\$4,124,988 \$4,125,761

The programs and activities in this area are centered on addressing the offender's need and risk. These activities are intended to assist offenders in becoming productive, law abiding citizens of the county.

The Step Forward program provides offenders with an array of services which may be accessed from a central location. The program offers, among other services, substance abuse and mental health counseling, batterer's intervention, anger management, cognitive restructuring, and case management services.

The Results program is a random drug and alcohol testing operation which assists offenders in maintaining abstinence. Frequent testing is one of the ten key components for drug courts, Community Corrections offers this service to drug / sobriety courts as well as to the entire criminal justice system.

Community Corrections also has contracts with area agencies that provide a range of services from residential substance abuse treatment, to clean and sober living arrangements. These programs are designed to be used either in conjunction with, or in lieu of a jail sentence. In addition the programs provide offenders with needed skills in fighting addiction or making a successful reentry into the community.

Objectives

- To provide programs which offer non-violent offenders treatment instead of jail
- To assist offenders with maintaining abstinence through frequent monitoring
- To promote positive change in offenders by addressing needs through appropriate services

Performance Measures	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>	<u>FY2007 Actual</u>
Offenders completing Step Forward	578	562	785	615
Number of offenders in treatment agencies	776	1,070	742	881
Number of drug tests conducted	21,105	22,748	26,143	44,622
Number of positive tests	1,591	1,791	1,349	4,732

Administration

\$867,041 \$867,148

Activities within this area include the creation of new programs that meet the Division's goals and objectives. Creating policy for those programs and ensuring that all programs are managed in the most cost effective manner.

Objectives

- To create innovative programming using the "what works" philosophy within Community Corrections
- To find alternative sources of financial support including grants and fee based programs

Performance Measures	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>	<u>FY2007 Actual</u>
MDOC /OCC state grant award	\$3,983,872	\$3,805,403	\$3,686,922	\$3,800,384
Revenue from fee based programs	\$510,437	\$521,085	\$566,748	\$649,232

Michigan State University Extension (MSUE)

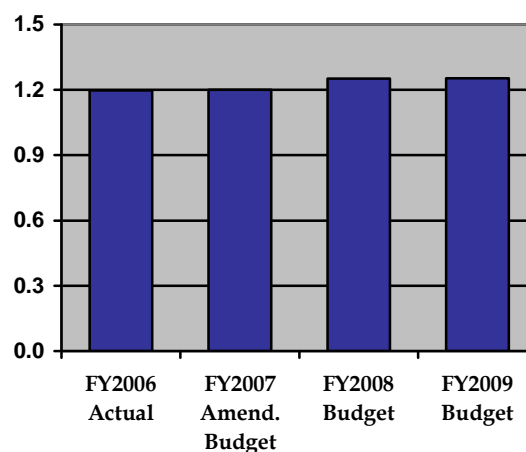
Michigan State University Extension (MSUE) is part of the National Cooperative Extension Service (CES) system that provides unbiased research based education to address critical issues. The mission of MSUE is to help people improve their lives through an educational process that applies knowledge to critical issues, needs and opportunities. Educational programs are provided in adult and youth volunteer development; agriculture/natural resources; business and home horticulture; ground and fresh water education; community and leadership development; family resource management; food safety and nutrition education. MSUE is funded through a three-way partnership with local, state and federal governments. Michigan State University Extension is "BRINGING KNOWLEDGE TO LIFE" for Oakland County individuals, families, neighborhoods, environments and workforce.

Division Goals

To meet the current needs of Oakland County residents with unique, innovative programs the County and MSUE staff work as a team to:

- Link MSU faculty and resources to implement innovative university outreach projects that fit the needs of the communities using best practices from research and national experience.
- Build partnerships and provide educational programs, collaborative support and technical assistance for local officials, community leaders and the agencies/organizations in the County to extend resources.
- Recruit and provide in-depth training and support for adult and youth volunteers.
- Foster a positive environment for diversity and multiculturalism.
- Provide youth and families the opportunity to participate in Youth Development programs. A wide variety of educational programs, 4-H clubs, projects and activities that will give youth personal and leadership skills they can use for a lifetime are available.
- Provide food and nutrition and food safety educational programs for residents, including senior citizens and low-income families with young children to acquire the knowledge, skills, attitudes and behavior necessary to improve their diets for better health. Maintain a food safety hotline to answer consumer questions concerning safe handling, cooking, storing and preserving of food.
- Provide peer counseling for mothers who choose to breastfeed their babies.
- Provide education and support to families on child development, parent-child interactions, positive discipline strategies and developing healthy family formation.
- Provide technical information on plant, insect and soil problems that confront homeowners and businesses and to manage them environmentally, economically and safely. Maintain an office center to answer consumer phone calls and provide in-office assistance.
- Offer State required educational workshops and professional development training for childcare providers.
- Provide education for consumers interested in environmental issues, insect infestations and other horticultural subjects, by offering Master Gardener, Master Composter, Michigan Conservation Stewards and Pesticide Applicator Training.
- Provide education and technical assistance on water quality issues to minimize threats to groundwater and promote the management and stewardship of surface water resources.
- Facilitate the community development process via educational sessions that address the specific capacity building needs of groups and organizations.
- Assist Oakland County Emergency Management with the development and implementation of the Oakland County Animal Emergency Response Plan.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
Charges for Services	51,811	64,100	66,360	66,360
Tot. GF/GP Revenue	\$51,811	\$64,100	\$66,360	\$66,360

Division Expenditures by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
Gen. Fund/Gen. Purpose				
Salaries	509,391	497,180	513,794	513,794
Fringe Benefits	260,034	270,128	297,309	297,309
Contractual Services	61,092	74,429	75,110	75,110
Commodities	11,180	13,743	12,743	12,743
Internal Services	355,090	344,094	353,472	354,831
Total GF/GP Exp.	\$1,196,787	\$1,199,574	\$1,252,428	\$1,253,787

Program Expenditures

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
Program Name				
Comm. Education	1,196,787	1,199,574	1,252,428	1,253,787
Total Programs	\$1,196,787	\$1,199,574	\$1,252,428	\$1,253,787

Staffing

	FY2008	FY2009
	<u>Budget</u>	<u>Budget</u>
Full Time Positions	11	11
Part Time Positions	3	3
Total Positions	14	14

Community Education**\$1,252,428****\$1,253,787**

Michigan State University Extension (MSUE) provides unbiased, up-to-date, research based educational and technical assistance for Oakland County consumers. MSUE is committed to providing positive diversity and multicultural environments through the inclusion of all people at all levels. MSUE provides a wide variety of delivery modes that include educational programs, leadership workshops and diversity seminars conducted in the form of community forums, one-on-one or group instruction, the World Wide Web, satellite downlinks, desktop video conferencing, computer databases, software packages, instructional videos, consumer bulletins and research reports.

Objectives

- Enable Oakland County citizens to make informed decisions for themselves, their associations, and their institutions by “BRINGING KNOWLEDGE TO LIFE”.

Performance Measures

Responding to community needs and requests, education has been provided as follows:

4-H Youth Development Programs

Performance Measures	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>	<u>FY2007 Actual</u>
Provided educational experiences for:				
• Youth (ages 5-19) throughout Oakland	11,640	16,827	15,547	12,925
• 4-H Community Clubs/special interest groups	286	376	394	383
• Volunteer leaders working with Oakland County youth contribute more than 184,000 hours annually directly to Oakland County residents. The U.S. Dept. of Labor values this contribution in excess of \$3.2 million dollars.				
Volunteer Leaders	879	922	856	714
• More than 29% of all participants in the educational programs offered by 4-H are African American.				
• 40.6% of all youth served by 4-H are from diverse racial and ethnic families other than white, reflecting the increasing diversity of Oakland County's population.				
• Asian and Hispanic families, who are the focus of current program expansion efforts, to address the unique needs of youth balancing multiple cultural influences.				
• Pontiac youth, through intensive, ongoing after-school and summer programs.				
• Specialized programs to meet the needs of minority youth in Southeast Oakland County. MSU grant funds provide two part-time, grant funded positions to facilitate focused programs in technology transfer, nutrition education, diversity and multiculturalism, youth entrepreneurship, financial literacy, service learning and teen peer mentoring.				
• Youth Leadership Institutes for young people age 15-19, in partnership with the Oakland County Board of Commissioners, and corporate sponsors. The program is a comprehensive, 9-month program that helps young people build a variety of leadership skills, along with an understanding of how they can take action to improve the community.				
• Volunteers who depend on 4-H Youth Development program staff for volunteer screening, leadership training, educational program materials and designing research-based, developmentally appropriate activities that build assets in youth.				

Horticulture/Natural Sciences

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
• Consumers were provided with technical expertise on plant diseases, insect problems, pesticide selection and use, soil analysis, plant identification and selection, cultural problems and garden stewardship.				
Telephone and counter customers	4,003	5,984	3,706	4,074
Educational programs	n/a	9	11	28
Individuals attending programs	n/a	113	244	1,110
• Clientele were assisted with soil test interpretations and environmentally sound fertilizer recommendations.				
Number of individualized reports	n/a	486	598	658
• Commercial clientele were educated on plant health care and current strategies for managing plant pests.				
On-site consultations	n/a	n/a	38	26
Educational programs	n/a	n/a	n/a	7
Individuals attending programs	n/a	n/a	n/a	538
• Community volunteers received 40 hours of horticulture training through the MSU Extension <u>Master Gardener Volunteer Program</u> . To become a "Master Gardener Volunteer", each trainee provided 40 hours of educational service for their community.				
Training Classes	3	3	3	2
Master Gardeners Volunteers	637	586	594	565
Volunteer Hours	26,568	22,874	27,988	28,156
Contribution Value	\$466,268	\$412,647	\$525,335	\$515,818
• 1,279 county residents, including Master Gardener Volunteers, receive a weekly electronic horticulture newsletter.				
• In 2004, seven municipalities (Rochester Hills, Oakland Township, Addison Township, Oxford Township, Auburn Hills and Waterford Township) consisting of 2,470 acres participated in the <u>Gypsy Moth Suppression Program</u> . Notification letters were sent to 28,000 homeowners in the affected areas. MSU Extension also coordinated the last minute treatment of Oakland Park in the City of Pontiac which was 100% defoliated in 2003.				
Treatment has not been necessary since 2004 for gypsy moth. However, liaisons from Oakland County CVTs are provided with education and training so they are able to identify and count egg masses. Based on the egg mass counts for the past two years, the gypsy moth population is increasing. Treatment could be warranted in the near future.				
• <u>Water quality programs</u> were presented to K-12 students. The programs meet State curriculum guidelines on water issues.				
Water Quality Programs	45	12	31	39
Students Receiving Training	887	477	738	936

- Programs were offered to County residents on a variety of water-related issues including well and septic maintenance, lawn care and lakescaping to promote wildlife and water quality, pond and lake issues, and the importance of soil testing. These programs also helped Oakland County municipalities meet requirements of the Phase II Storm water Public Education Plans.

Water Quality Programs	14	14	39	25
Individuals Receiving Training	410	371	643	340

- Water Stewardship information and educational activity booths were provided at local home and garden shows, outdoor shows and other events.

Individuals Visiting Booths	1,500	900	680	614
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Residents received 42 hours of classroom and field-based instruction through the Michigan Conservation Stewards Volunteer Program (CSP), a program in which participants are trained to understand, promote, support, actively contribute to or lead significant volunteer conservation management activities on public and private lands in Oakland County. To become a "Conservation Steward" each trainee is required to complete 40 hours of volunteer services for their community. Once basic certification is earned, Conservation Stewards must complete 40 hours of service in addition to 8 hours of advanced training each year to retain their status.

Basic Training Classes	n/a	n/a	1	1
Advanced Training	n/a	n/a	n/a	1
Conservation Steward Volunteers	n/a	n/a	38	35
Volunteer Hours	n/a	n/a	721	2,515
Contribution Value	n/a	n/a	\$13,533.10	\$47,206.55

Food and Nutrition Programs

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
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- Low-income families are enrolled in the Expanded Food and Nutrition Education Program (EFNEP). Cash benefit studies show that for every \$1.00 invested in these food and nutrition programs, approximately \$10.00 is saved in health care costs.

Families Enrolled	768	576	598	606
Members Served	2,648	2,039	2,186	2,191
Graduates making positive food changes	94%	92%	95%	95%

- Food and nutrition programs are provided to senior citizens to help them make positive food and behavior changes.

Senior Citizens Attending Program	657	434	449	645
Food and Nutrition Programs Offered	43	32	46	36
Participants making positive choices after completing the program	75%	74%	75%	72%

- In FY 07, low-income families received Project FRESH coupons worth \$20,360 (\$20.00 in coupons per family) to encourage them to eat more fresh fruits and vegetables for better health. They also received education on the value of fruits and vegetables from EFNEP instructors.

Families Receiving Coupons	1,000	1,200	1,281	1,018
Families reporting increased consumption of fresh fruits	68%	66%	81%	86%

- Food and nutrition programs, displays and fairs on healthy eating and food safety were presented to the public.

Programs Held	16	19	10	26
Individuals Attending	1,500	1,264	2,219	9,145

- Food Stamp food and nutrition youth education

Programs held	n/a	33	78	39
Individuals Attending	n/a	856	1,003	1,242

- Volunteers provide assistance to low-income families and teens in the Expanded Food and Nutrition Education program.

Adult Volunteers	50	71	34	47
Volunteer Hours	907	213	420	288
Contribution Value	\$15,918	\$3,842	\$7,883	\$5,388

- Information was provided by phone to County consumers asking questions regarding food safety, sanitation, food preservation and nutrition.

Clients Serviced	2,240	1,907	2,611	4,386
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- Low-income breastfeeding mothers and their infants attend the Mother to Mother Program to learn the health advantages of breastfeeding their infant.

Mothers Enrolled	150	132	93	156
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Parenting Programs

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
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- Building Strong Families is a parenting and child development course for parents and caregivers of young children which was initiated in 2002. In the 2005 and 2006 programming years, Building Strong Families programs have exceeded their participant quotas.

Families Participating	73	119	90	34
Families Graduating	100%	63%	100%	95%

- Better Kid Care provides 36 hours of education and training for individuals who are interested in starting an in-home daycare. 18 hours of training for relative providers and professional development training for childcare providers that need to meet State licensing requirements.

Individuals Receiving Training	47	30	81	190
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- The Caring for My Family Program focuses on family formation, marriage and fathering. This was a pilot program in 2004.

Individuals Receiving Training	45	45	46	51
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Local Government Programming

- The Citizen Planner Program provides 21 hours of education and training for local residents who serve on planning boards and commissions. The training was offered in 2003, 2004 and 2006. Oakland County Planning and Economic Development were partners in the planning and implementation of the program.

Individuals Receiving Training	41	n/a	24	n/a
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- The Michigan Conservation Stewards Program provides over 40 hours of educational training and information to local residents who then provide 40 volunteer hours in their communities to help address natural resources conservation issues. Participants included staff from the following: Oakland Township Parks Department, Oakland County Drain Commissioner's Office, Oakland County Planning and Economic Development Environmental Stewardship Program, Oakland County Facilities Maintenance and Operations and others who serve on township planning boards.

Individuals Receiving Training	n/a	n/a	38	35
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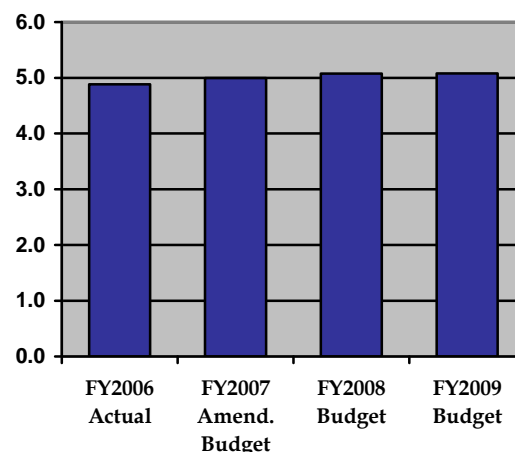
Medical Examiner

The Office of the Medical Examiner is responsible for investigation of death, as mandated by Michigan Statute, Act 181, P.A. 1953, for all deaths within the county that meet our reporting criteria. This includes scene examination, through postmortem examination including, when indicated, a complete autopsy, determination of cause and manner of death, and issuing death certificates. The results of these investigations provide evidence for both criminal and civil prosecution, settlement of estates, etc. It also provides public health authorities with information relative to communicable diseases and other mortality data.

Division Goals

- We are consciously attempting to improve both the quality and the timeliness of the services we provide to the families of the deceased, to the law enforcement community, and all other interested private or government agents.
- In 2004 an Interlocal Agreement between Genesee and Oakland Counties was signed for Oakland County to provide Medical Examiner Services. This agreement was terminated by Genesee County on September 30, 2007. However, outside toxicology testing contacts are being pursued.
- Continue to cooperate with health care providers, emergency medical services, funeral homes, law enforcement, fire agencies, and educational institutions through direct assistance, information, advisory and teaching services throughout the country. The Chief Medical Examiner is also a member of the Smallpox Response Team for Oakland, Macomb and St. Clair Counties. The goal is to develop regional policies, protocols and coordinate networks within the health community for management of smallpox bio-terrorism and other mass fatality occurrences. The office also works closely and participates in any related matters with the County Emergency Response & Preparedness.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	874,124	989,028	910,200	910,200
Tot. GF/GP Revenue	\$874,124	\$989,028	\$910,200	\$910,200

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	2,201,563	2,368,797	2,406,991	2,406,991
Fringe Benefits	953,317	1,129,247	1,232,064	1,232,064
Contractual Services	420,764	349,728	349,704	349,704
Commodities	273,034	283,694	283,373	283,373
Capital Outlay	5,976	0	0	0
Internal Services	1,029,008	864,981	804,439	807,563
Transfers Out	0	0	0	0
Total GF/GP Exp.	\$4,883,662	\$4,996,448	\$5,076,571	\$5,079,695

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Med. Examiner Serv.	4,792,260	4,894,585	4,968,242	4,971,366
Family Counseling	91,402	101,863	108,329	108,329
Total Program Exp.	\$4,883,662	\$4,996,448	\$5,076,571	\$5,079,695

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	30	30
Part Time Positions	4	4
Total Positions	34	34

Medical Examiner**FY 2008****FY 2009**

Medical Examiner Services**\$4,968,242****\$4,971,366**

The Medical Examiner provides cause and manner of death of all reportable medical examiners cases. The Medical Examiner's office investigates and determines cause and manner of death in any violent, sudden, unexpected, suspicious or otherwise unexplained death, inclusive of all jail deaths and deaths in police custody occurring within Oakland County.

Performance Measures**FY2004**
Actual**FY2005**
Actual**FY2006**
Actual**FY2007**
Actual

Total Cases

4,519

4,757

4,897

4,949

Cases Reported & Released

9,629

2,972

3,283

3,679

Inspections

79

84

78

69

Autopsies

1,162

1,201

1,270

1,200

Cremations

3,701

3,909

3,904

4,198

Family Counseling**\$108,329****\$108,329**

Family Counseling provides a full range of twenty-four-hour a-day support to families where death has taken place suddenly and unexpectedly and is under investigation by the Oakland County Medical Examiner. The program's objective is to ease the emotional trauma inevitably associated with the death of a loved one by way of facilitation of compassionate and tactful notification of next of kin, immediate/acute bereavement counseling, crisis assessment at the scene of death, assistance with coordination of funeral services, guidance to indigent families in burial.

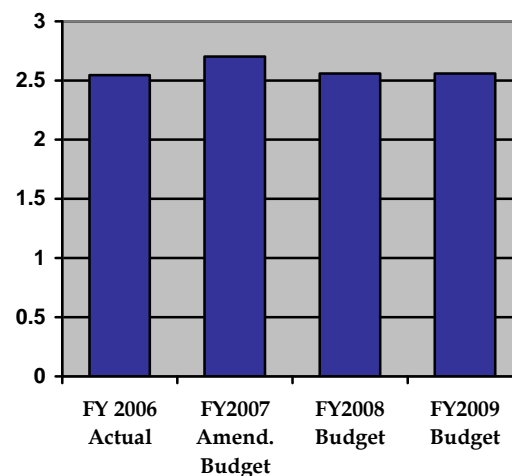
Animal Control

The Animal Control Division is responsible for the enforcement of state laws pertaining to domestic animals and livestock. Under state law this division impounds stray small animals and livestock, investigates animal bites involving humans, licenses dogs, and investigates cruelty complaints involving animals. This division is responsible for the operation of the Oakland Pet Adoption Center that provides shelter for board and care of stray animals and homeless pet adoptions. This division is also responsible to the state for statistics on animal bites and stray animals.

Division Goals

- The Oakland Pet Adoption Center is dedicated to the principles of integrity and professionalism, as well as the protection, preservation and welfare of all animals. We are committed to providing our pet owners with service of high value. It is imperative that each member of our team reacts to the problems of the public promptly, respectfully and with sensitivity.
- Reach the World Health Organization's goal of 70% licensed and vaccinated dogs to prevent a rabies outbreak.
- Maintain service agreements with local cities and animal control agencies.
- To educate and inform the residents of Oakland County concerning the Michigan Dog Law and "Responsible Pet Ownership".
- To reduce pet overpopulation by educating pet owners on spay/neuter benefits
- Increase number of homeless animals adopted, therefore, decreasing euthanasia.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Charges for Services	713,382	780,010	785,887	785,887
Other Revenue	88	0	0	0
Transfers In	17,237	0	0	0
Total GF/GP Revenue	\$730,707	\$780,010	\$785,887	\$785,887

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name</u>				
Administration	801,727	934,730	650,457	650,740
Animal Control	979,390	1,019,112	1,097,912	1,097,912
Kennel	764,533	749,110	809,859	811,222
Total Prog. Exp.	\$2,545,650	\$2,702,952	\$2,558,228	\$2,559,874

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	1,149,303	1,157,034	1,146,796	1,146,796
Fringe Benefits	564,810	596,232	686,892	686,892
Contractual Services	41,560	21,966	24,952	24,952
Commodities	97,613	132,941	129,967	129,967
Internal Services	692,364	695,599	569,621	571,267
Transfers Out	0	99,180	0	0
Total GF/GP Exp.	\$2,545,650	\$2,702,952	\$2,558,228	\$2,559,874

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	21	21
Part Time Positions	3	3
Total Positions	24	24

Animal Control

FY 2008**FY 2009**

Administration

\$650,457**\$650,740**

The Administration program provides managerial and clerical support to the Animal Control Unit as well as the Oakland Pet Adoption Center. Additional activities are to develop and monitor the Division budget, answering public inquiries and requests for information, oversee the selling and the collection of revenue from dog licenses, evaluate and modify departmental procedures to provide fast and efficient service to the public, accounts payable and receivable, overseeing contracts with nine (9) Municipalities to provide services of boarding and disposing of animals. This program also oversees educational activities. Every year schools are visited within our service area to educate the children about animal safety and proper care of animals. We also host several tours for classes where children can come and tour the Animal Shelter and watch educational videos about animals. This unit is also responsible for the implementation and overseeing of programs that will aid in reaching our goal of "no kill" by the year 2010.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Dog Licenses Issued	49,997	50,786	52,112	54,000 est.
Dog licenses processed within the Administration Unit via mail	7,000	7,100	7,000	7,524

The annual census is mandated by State Law P.A. Act 339 of 1919, whereas there shall be a census as to how many dogs are licensed in our Service Area in Oakland County. Part-time employees are hired to go door to door taking statistical information on how many dogs in each household, how many dogs are licensed and how many cats in each household. The program runs from June through September of each year. A violation is issued to persons owning dog(s) that are not currently licensed.

Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Violations Issued	216	504	915	2,285
Dogs in Violation	262	644	1,135	2,788
Dog Licenses Purchased	203	509	1,015	2,239
Relinquished Animal	7	9	7	7
Regular Officer Sent	52	126	113	335
Flyer Left/No One Home/Purchased License	n/a	n/a	n/a	639

Kennel

\$809,859**\$811,222**

The Kennel provides care for the animals held at the Oakland Pet Adoption Center. This program processes adoptions, returns animals to owners, takes in relinquished animals and accepts strays from the Officers servicing our jurisdiction within Oakland County as well as private citizens. The shelter also hosts several special events through-out the year helping to boost our animal adoptions and public awareness. The Kennel also accepts animals from Municipalities that are contracted with Oakland County for board, care and disposal of animals. There are currently nine (9) such contracts.

Contracted Municipalities

Berkley - Disposal Only
Bloomfield Hills - Disposal Only
Farmington - Disposal Only
Huntington Woods - Disposal Only
Lathrup Village - Disposal Only
Southfield Township - Disposal Only
Troy - Disposal and Boarding

Pontiac - Disposal and Boarding
Rochester - Disposal and Boarding

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Total Animals	7,654	5,953	8,230	8,836
Adopted	2,059	1,415	2,336	2,760
Returned to Owners	1,291	1,073	1,049	1,127
Euthanized	2,727	2,351	3,154	3,335
Dead on Arrival/Died	1,169	904	1,293	1,198
Taken for Service Dogs	1	5	0	0
Wildlife Released	407	205	288	273
Miscellaneous (Escaped/Missing/Died)	n/a	n/a	110	143

Animal Control	\$1,097,912	\$1,097,912
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The Animal Control Unit, also known as the Road Patrol, is responsible for enforcing the State Law, P.A. 339 of 1919. It services 790 square miles involving incorporated and unincorporated area of 18 townships and 11 cities. Duties include patrolling and impounding of stray small animals and those for biting quarantine, inspection and licensing of kennels, investigation of livestock and poultry damage done by dogs, impounding livestock straying on private property and public thoroughfares, removal of dead animals from public highways and investigating cruelty complaints involving animals.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Total Complaints Answered	12,572	11,859	11,378	11,162
Bite Complaints	924	1,028	1,102	1,005
Pick Up Complaints	2,855	2,562	2,700	2,725

Circuit Court Probation

The Circuit Court Probation Division provides the Oakland County Circuit Court with a Pre-Sentence Investigation Report consistent with Michigan Compiled Law 771.14 prior to sentencing on each defendant convicted of a felony. The Probation Division acts as a service agency in its secondary role, as offenders are placed on probation or delayed sentence in the community, which provides for an economic alternative to incarceration. The Circuit Court Probation Division is a multi-funded agency, which is funded by both the State of Michigan and Oakland County. This is a result of Public Act # 82 of 1980: "County Assumption of Probation Services". Specifically, the county probation officer employees were absorbed by the State of Michigan Department of Corrections, over a six year period from 1980 to 1986. Under the Public Act, the State of Michigan is responsible for salaries and benefits of the probation staff and Oakland County is responsible for capital equipment and office space.

Division Goals

- It is our goal to efficiently provide the Court and the public with high quality investigations and supervision relative to offenders referred to our agency.
- Protect the public by providing both staff and resources to quickly respond to probation violations or other indication of potential criminal behavior.
- Enhance the administration of an integrated criminal justice system within Oakland County through a collaborative effort.
- Create a supportive, respectful, healthy work environment, where teamwork exists and partnerships flourish.
- Efficiently use limited jail space by appropriately utilizing all sentence alternative options.
- Engage offenders in meaningful supervision processes consisting of a balanced approach of treatment, surveillance and enforcement.

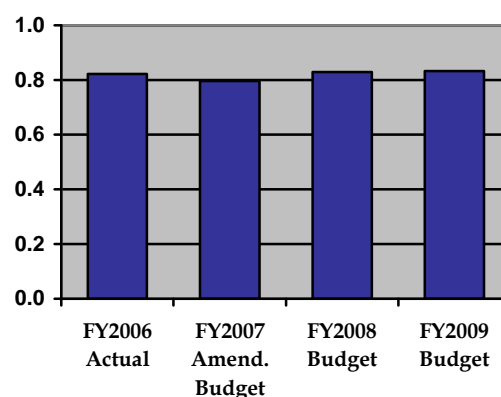
Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose	\$0	\$0	\$0	\$0

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Contractual Services	2,592	5,557	5,545	5,545
Commodities	26,402	39,368	39,293	39,293
Internal Services	793,114	751,452	784,312	787,663
Capital Outlay	0	0	0	0
Total GF/GP Exp.	\$822,108	\$796,377	\$829,150	\$832,501

Division Expenditures (\$ in millions)



Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
Program Name				
Probationer Supv.	822,108	796,377	829,150	832,501
Total Prog. Exp.	\$822,108	\$796,377	\$829,150	\$832,501

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions*	0	0
Part Time Positions*	0	0

* Division Staffed by State of Michigan Employees

Probationer Supervision**\$829,150****\$832,501**

The Probationer Supervision program provides the Oakland County Circuit Court with a Pre-Sentence Investigation reports prior to sentencing on each defendant convicted of a felony. The program also provides supervision of offenders who are placed on probation or delayed sentence in the community, which provides an economical alternative to incarceration. In addition to the traditional three levels of supervision which are based on offender risk, the Operation Night Hawk program holds offenders accountable during evenings, weekends and holidays.

Objectives

- Protect the public by providing high quality supervision of felony offenders placed on probation or delayed sentencing within the community, quickly responding to probation violations or other indications of potential criminal behavior.

Performance Measures	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>	<u>FY2007 Actual</u>
Supervision Compliance Rate	99.2%	99.3%	98.1%	97.8%
Avg. # of Offenders Supervised	4,984	4,842	4,953	4,879

Objectives

- Efficiently and accurately investigate and prepare Pre-Sentence Investigation Reports to aid the Circuit Court in the *appropriate* sentencing of convicted felony offenders.

Performance Measures	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>	<u>FY2007 Actual</u>
Pre-sentence Investigation Reports	5,315	5,346	5,416	5,383

Objectives

- Increase use of sentencing alternatives to divert offenders from more costly jail or prison days to programming consistent with their immediate needs. Alternative sentencing has dramatically impacted and reduced the Oakland County Jail inmate population and has resulted in significant associated cost savings.

Performance Measures	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>	<u>FY2007 Actual</u>
Offender Diversion	576	618	676	691

Objectives

- The Probation Division has embarked on a concerted effort to insure compliance with probation orders outside of normal hours of operation. In collaboration with local police departments within Oakland County, probation officers, accompanied by police officers, make home calls on offenders during non-traditional hours such as evenings, weekends and holidays. This approach places the offender on notice that we will not settle for part-time good behavior, and further insures that public safety is not compromised by offenders given the privilege of a probationary term. During the first four years of operation, we have discovered a violation rate of 14%, which by all accounts, would have otherwise gone undetected.

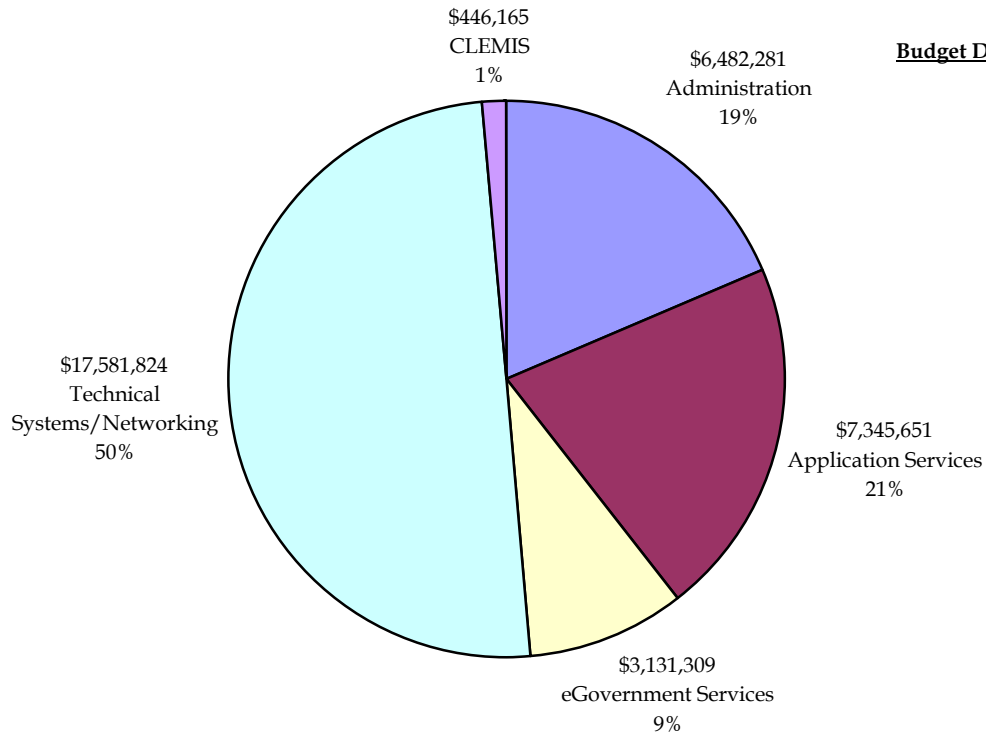
Performance Measures	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Number of Collaborating Police Departments	32	33	33	33
Home Calls during Non-traditional hours	672	731	810	774
Violation Rate Identified during Non-traditional Hours	15%	14%	12%	13%

Sixty-seven percent of foreign owned firms in Southeast Michigan are located in Oakland County. Oakland County has 46% of all Michigan automotive research and development firms.

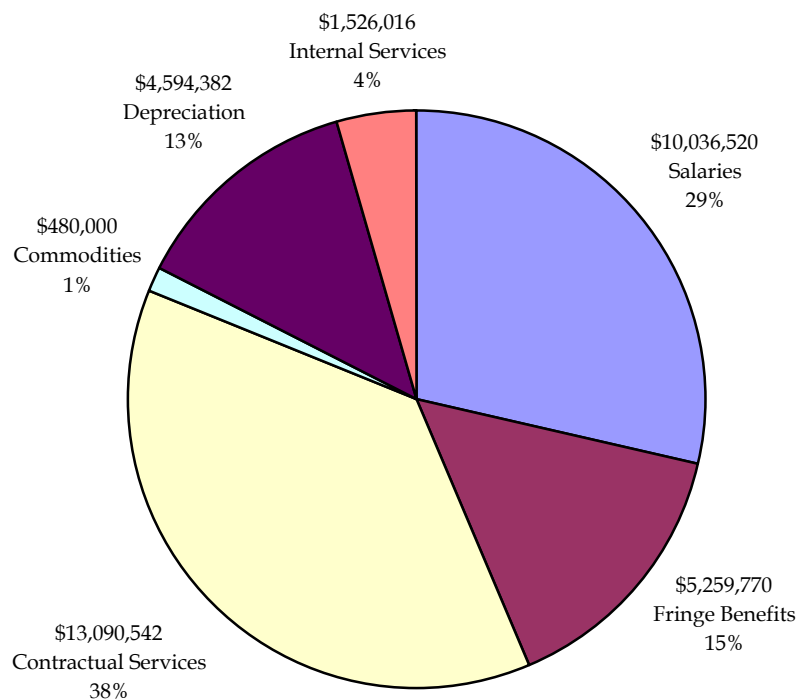
Information Technology

FY 2008 Information Technology Fund

Budget Distribution by Division



Budget Distribution by Expenditures



INFORMATION TECHNOLOGY DEPARTMENT		
TOT		DIRECTOR - INFORMATION TECHNOLOGY
FY 08	FY 09	
		Gen Fund/Gen Purpose
		Special Revenue
169	169	Proprietary
169	169	Total Positions

INFORMATION TECHNOLOGY ADMINISTRATION		
TOT		DIRECTOR - INFORMATION TECHNOLOGY
FY 08	FY 09	
		Gen Fund/Gen Purpose
		Special Revenue
26	26	Proprietary
26	26	Total Positions

APPLICATION SERVICES		
TOT		MANAGER - APPLICATION SERVICES
FY 08	FY 09	
		Gen Fund/Gen Purpose
		Special Revenue
42	42	Proprietary
42	42	Total Positions

eGOVERNMENT SERVICES		
TOT		MANAGER - eGOVERNMENT SERVICES
FY 08	FY 09	
		Gen Fund/Gen Purpose
		Special Revenue
15	15	Proprietary
15	15	Total Positions

TECHNICAL SYSTEMS & NETWORKING		
TOT		MANAGER - TECHNICAL SYSTEMS & NETWORKING
FY 08	FY 09	
		Gen Fund/Gen Purpose
		Special Revenue
52	52	Proprietary
52	52	Total Positions

CLEMIS		
TOT		MANAGER - CLEMIS
FY 08	FY 09	
		Gen Fund/Gen Purpose
		Special Revenue
34	34	Proprietary
34	34	Total Positions

Note: Employees may be assigned to various functional teams as needed to meet project objectives.

Prepared by Human Resources Dept. 10/1/07.

Information Technology

Department Revenue by Division (IT Fund)

	FY2008 Budget	FY2009 Budget
Administration	\$34,987,230	\$35,144,290
Application Services	0	0
eGovernment Services	0	0
Tech. Systems/Networking	0	0
CLEMIS	0	0
Total Revenue	\$34,987,230	\$35,144,290

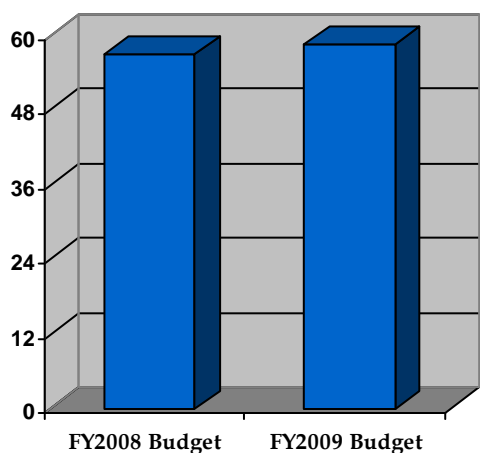
Department Expenditures by Division (IT Fund)

	FY2008 Budget	FY2009 Budget
Administration	\$6,482,281	\$6,511,912
Application Services	7,345,651	7,396,423
eGovernment Services	3,131,309	3,150,063
Tech. Systems/Networking	17,581,824	17,635,951
CLEMIS	446,165	449,941
Total Expenditures	\$34,987,230	\$35,144,290

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	165	165
Part Time Positions	4	4
Total Positions	169	169

Department Expenditures (\$ in millions)



Summary

The Department of Information Technology provides IT services to 82 County Divisions, more than 100 local governmental units (assessors, treasurers, law enforcement, public safety, fire departments, etc.), over 50 private sector customers, and over 2000 @ccess Oakland customers). IT is responsible for over 150 major applications consisting of more than 8,000 programs and provides systems support, maintenance, enhancements and new development for almost all major systems applications.

Current Issues

- Maintaining version control across operating systems, database engines and applications.
- Maintaining employee skills in a dynamically changing environment.
- Recruiting and retaining qualified personnel.
- Integrating cities, villages, townships (CVTs) local area networks (LAN) into the wide area network connection, OAKNet.
- Empowering the CVTs to leverage the enterprise technology solutions developed or acquired at the county level.
- Leveraging technology to extend the useful life of current equipment.

Department Goals

- Provide the highest quality customer service in partnership with County agencies, citizens, communities and customers.
- Provide information technology leadership.
- Deploy creative and appropriate information technology for cost-effective solutions to business issues.
- Empower IT customers to become more self-sufficient and technologically confident.
- Encourage county departments and local governments to use information technology to improve services.
- Support a technically competent workforce through access to continuing education.
- Develop, maintain and distribute high-quality data in support of decision-making and the provision of government services.
- Expand and promote eGovernment web content, web applications, enhanced access applications, and business

Information Technology

Department Revenue by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
Gen. Fund/Gen.	\$0	\$0	\$0	\$0
Purpose				
<u>IT Fund</u>				
Charges for Serv.	25,159,862	26,753,404	27,535,285	27,691,808
Investment Income	748,551	75,000	300,000	300,000
Other Revenues	6,516,500	7,260,418	4,596,445	4,596,982
Capital Contributions	0	0	0	0
Gains on Sale	-317,432	5,000	5,500	5,500
Oper. Transfer In	5,162,386	7,452,090	2,550,000	2,550,000
Total IT Fund Rev	\$37,269,867	\$41,545,912	\$34,987,230	\$35,144,290
<u>Other Funds</u>				
CLEMIS	5,523,881	8,914,569	10,159,378	11,577,069
Fire Records Mgmt	513,390	696,436	636,720	640,621
Radio Comm.	8,894,847	7,217,142	7,468,095	7,480,719
Telephone Comm	4,549,172	4,020,200	3,811,003	3,814,652
Cops More Grant	942,335	0	0	0
Other Grants	416,361	0	0	0
Total Dept. Rev.	\$58,109,853	\$62,394,259	\$57,062,426	\$58,657,351

Program Expenditures

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
Admin.	5,917,852	6,390,811	6,367,836	6,396,706
Court Systems	2,125,339	2,704,153	2,016,730	2,025,837
Finance/ Admin	1,307,290	1,652,226	1,221,850	1,227,393
Land Management	4,461,023	7,276,625	5,362,957	5,405,374
CLEMIS/Public	12,247,719	10,040,553	11,242,903	12,668,270
Safety				
Data Warehouse	856,043	623,780	675,096	679,568
Enhanced Access	365,267	413,111	417,172	421,342
eGovernment	2,194,588	1,133,783	1,200,328	1,208,315
Tech Systems/	20,138,302	24,653,854	20,786,509	20,840,212
Networking				
Voice Comm.	2,434,252	7,505,363	7,771,045	7,784,334
Total Prog. Exp.	\$52,047,675	\$62,394,259	\$57,062,426	\$58,657,351

Department Expenditures by Category

	FY2006	FY2007	FY2008	FY2009
	<u>Actual</u>	<u>Amend Bdgt</u>	<u>Budget</u>	<u>Budget</u>
Gen. Fund/Gen.				
Purpose	0	0	0	0
<u>IT Fund</u>				
Salaries	8,733,995	9,719,524	10,036,520	10,135,472
Fringe Benefits	4,038,325	4,715,943	5,259,770	5,312,368
Contractual Serv.	13,428,621	16,692,670	13,090,542	13,090,542
Commodities	2,225,180	3,510,045	480,000	480,000
Depreciation	4,289,511	5,416,744	4,594,382	4,594,382
Internal Services	1,499,364	1,402,481	1,526,016	1,531,526
Transfers Out	17,330	88,505	0	0
Total IT Fund Exp	\$34,232,325	\$41,545,912	\$34,987,230	\$35,144,290
<u>Other Funds</u>				
ROD Automation	0	0	0	0
CLEMIS	9,722,477	8,914,569	10,159,378	11,577,069
Fire Records Mgmt	655,042	696,436	636,720	640,621
Radio Comm.	2,166,918	7,217,142	7,468,095	7,480,719
Telephone Comm	3,912,217	4,020,200	3,811,003	3,814,652
Cops More Grant	942,335	0	0	0
Other Grants	416,361	0	0	0
Total Dept Exp.	\$52,047,675	\$62,394,259	\$57,062,426	\$58,657,351

Summary of Major Program Changes	FY 2008	FY 2009
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Revenues

The FY 2008 Budget reflects major changes in CLEMIS, with a decrease of (\$1,250,000) due to (\$1,500,000) decrease in COPS MORE grant contributions recognized in FY 2007 which is offset by \$250,000 increase of other grant purchases projected for FY 2008. Information Technology budget was reduced (\$1,076,600) in Transfers In to reflect the transfers from General Fund for capital equipment replacements appropriations for FY 2007. Radio Communications reflect FY 2008 reduction in Charges for Services of (\$563,440) based on a decrease of (\$283,033) in E-911 Surcharges due to decrease in surcharge monthly rate to \$0.28 per line per resolution #06167 and (\$279,407) Leased Equipment revenue as systems becomes operational and anticipated Public Safety users of the new system will not be charged user fees with the extension of operating surcharge.

Expenditures

The increase in Controllable Personnel is the result of a 1% Salary increase. Includes adjustment in fringe benefits rates for retirement (Retirees' Health Care Benefits) and medical. Operating decreased due to a net reduction in Depreciation of (\$822,362) to reflect the projected schedule for FY 2008. Contractual Services also reflect a reduction of (\$1,538,421) reflects the change in Professional Services pertaining to previously funded projects for FY 2007 and FY 2008 planned projects. Commodities decreased (\$1,104,476) due to adjustments for funding of equipment replacements in FY 2007.

Administration - Internal Services	\$6,367,836	\$6,396,706
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The Administration - Internal Services program supports Information Technology and the County in functions related to Project Management, Service Center Requests & Procurement, Training, Customer Support and Telephone Communications.

Objectives:

- Development of the Annual Master Plan and Directing the Leadership Group Processes;
- Providing Project Management Support and Assistance to IT Project Managers;
- Providing hands-on customer instruction and training, customized to the needs of County;
- Provide Service Center Customer Support Services to internal and external customers;
- Provide on-going IT Employee Training and Education;
- Manage IT Department Communication Processes, Customer Service Requests, Telephone Communications, Purchasing, Billing and Clerical staff functions, Department Policies and Procedures and Human Resource Administration.

Application Services - Land Management	\$5,362,957	\$5,405,374
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The Land Management program supports numerous departments and local cities, villages and townships (CVTs) in relating demographic and land related data to the County base map, which is comprised of approximately 440,000 parcels of property. The system contains substantial land-related data and features (both county and CVT information) and covers 910 square miles. Responsibilities include the standardization of data and software used by local municipalities throughout the County. The system provides an enterprise-wide approach to GIS management and land-related technologies, enabling County officials to better perform their functions and to share this information with the CVTs. The system has also allowed many of the CVTs to enter the GIS world. The program provides County departments immediate access to changes in location-based data. CVTs receive direct access to this information on regular basis. This program is also responsible for a variety of other location-based data layers that benefit a large number of users.

Objectives:

- Use the successful development of the enterprise GIS program to promote Oakland County as an information technology center in the United States.
- Enable, through, vertical integration, GIS development in local CVTs.
- Elevate the expertise of the GIS user community and support staff.
- Continuously improve the content and accuracy of all location-based data sets.
- Maintain a responsive GIS technology service delivery model.
- Re-engineer business processes through the inculcation of GIS technology into the workflow of internal County agencies.
- Leverage developing technologies (imaging, Internet, digital photography, field collection, distributed computing, etc.) to enhance land records management in Oakland County.
- Implement improvements to the County's land records systems to insure compliance with new user and statutory requirements.
- Improve the sharing of information between the County Departments/Division and the CVTs.
- Implement an "eHealth" program that reduces the labor associated with restaurant, well, on-site sewage and swimming pool field inspection activities.
- To implement improvements to the Animal Control Center's dog/cat licensing program so that a more efficient licensing and registration program can be deployed.

The program provides IT development and support to the Oakland County Treasurer, Drain Commissioner, Planning and Economic Development Services, Emergency Response and Preparedness, Health, CLEMIS, Facilities Management, Parks/Recreation, Aviation and Transportation, Cooperative Extension, and Animal Control divisions Register of Deeds and Equalization divisions. The program is responsible for development of new applications, enhancements to existing applications, and support and maintenance of both Oakland County developed software and purchased software related to land records. The current portfolio of applications is based on several technology platforms including, web, client/server, and field-based computing. Most of the applications are fully integrated with other applications running on the same or disparate platforms. Support and maintenance is provided 24 hours a day, seven days a week.

Application Services - Courts	\$2,016,730	\$2,025,837
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The Courts program provides IT development to Oakland County's Circuit Court, Probate Court, the 52nd District Courts, Prosecutor, County Clerk, Community Corrections, Medical Examiner's Office, Board of Commissioners, Circuit Court Probation and the non-CLEMIS functions of the Sheriff's Department. The program is responsible for development of new applications, enhancements to existing applications, and support and maintenance of both Oakland County developed software and purchased software. The current portfolio of applications is based on several technology platforms including mainframe, client/server, and web. Many of the applications are fully integrated with other applications running on the same or disparate platforms. Integration is real time updating and/or batch updating which is determined by business need. Support and maintenance is provided 24 hours a day, seven days a week.

Objectives:

- Enhancing the current Circuit, Probate and District Court systems by providing decision support system tools, new functions and web based applications.
- Develop a system to allow electronic submission of documents and access to Court systems over the internet.

Application Services - Finance/Administration	\$1,221,850	\$1,227,393
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The Financial/Administrative program provides IT development and support to Oakland County's County Executive, Treasurer, Management and Budget, Human Resource, Facilities Management, Central Services and Information Technology Departments. The program is responsible for development of new applications, enhancements to existing applications, and support and maintenance of both Oakland County developed software and purchased software. The current portfolio of applications is based on several technology platforms including mainframe, client/server, and web. Many of the applications are fully integrated with other applications running on the same or disparate platforms. Integration is real time updating and/or batch updating which is determined by business need. Support and maintenance is provided 24 hours a day, seven days a week. Systems include the enterprise-wide financial and personnel systems.

Objectives:

- Implement Peoplesoft Human Resource/Financial Information System enhancements and upgrades in a timely manner to insure that departments can fully utilize available resources.
- Implement the Recruitment, Employee Self-Service, and Workflow modules of PeopleSoft.
- Expand the existing web-based Purchasing vendor registration system to include a web-based procurement system that is fully integrated with existing purchasing and financial systems.
- Further automate IT inventory, work order and billing systems so they integrate fully with the County's financial and IT portfolio management systems.

CLEMIS and Public Safety	\$11,242,903	\$12,668,270
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CLEMIS (Courts and Law Enforcement Management Information System) provides computer technology and related services to criminal justice and public safety agencies (police, fire, and emergency medical services). CLEMIS, a regional law enforcement consortium, provides solutions through a cooperative effort that are affordable and efficient for agencies of all sizes. Over 200 police, fire and emergency medical services agencies in a six County region rely on CLEMIS for their records management, dispatch / E911, bio-metrics, mobile data needs and connection to the State and Federal criminal justice systems. By serving as a technical link among multiple agencies, the program promotes communication and sharing of criminal justice information. The program's standards and policies, as established and monitored by the CLEMIS Advisory Committee, ensure the integrity of information entered into the system. The CLEMIS program empowers criminal justice and public safety agencies to maximize the use of collected data through the use of the Law Enforcement Records Management System and Fire Departments Records Management System, for their daily operations and comprehensive planning. This program is also responsible for a new County-wide public safety radio system implementation and support. The system will be used by the majority of the various public safety agencies in Oakland County allowing the ability to communicate between agencies that has not been available in the past and caused a decrease in functionality when multiple agencies respond to large-scale incidents. CLEMIS provides a wireless public safety mobile data system in use by over 90 agencies and consisting of over 1,700 mobile data computers in a six county region. The mobile data system allows officers automatic data transfer from dispatchers, the ability to query criminal justice information local, state and national sources, and the ability to communicate to all other officers / agencies utilizing the system. The mobile data system allows the officers the ability to write their incident reports in their vehicles and transmit to supervision for the approval process, all while staying in the community. CLEMIS has also implemented a county-wide Video Arraignment system to all Oakland County law enforcement, circuit and district courts, prosecutor's office, community corrections, and the county jail. The time savings enjoyed by alleviating the need to transport prisoners, as well as the increase in officer and court personnel safety by keeping the prisoner in a secured area, has made this a major benefit to both the courts and law enforcement agencies in Oakland County. The Macomb County Sheriff's Department has expressed an interest in extending the application to their county; meetings and a pilot test is planned.

Objectives:

- Ensure that CLEMIS Law Enforcement Agencies have the most up-to-date, efficient electronic systems available.
- Provide a regional database, which provides for the sharing of law enforcement data between agencies within Oakland County and the surrounding communities.
- Provide a regional Fire Records Management System meeting Federal government reporting mandates and the needs of local fire agencies.
- Provide a new Public Safety Radio system for use throughout Oakland County
 - It will include an interoperability gateway for communications to the State and surrounding systems
- Provide an Automated Fingerprint Identification System with Palm Print and two digit fingerprint queries
- Provide a Video Arraignment System to all Oakland County Law Enforcement, Circuit and District Courts, Prosecutor's Office and Community Corrections
 - System is also used for Warrant Requests and Swear To needs
- Provide enhanced application uses by mobile data computers
 - Incident Reporting Writing
 - Regional Digitized Mugshot Access
 - Fingerprint Queries
 - Local/State/Federal Criminal Justice System access.

eGovernment Services - Data Warehouse	\$675,096	\$679,568
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The County's Enterprise Data Warehouse program centers on the provision of data from County systems, as well as non-County system data from cities, villages, and townships, the State of Michigan and the Federal Government. Providing this data involves analyzing, cleansing, integrating, and positioning data for access by anyone with an authorized need to know including decision support knowledge workers, GIS analysts, and Access Oakland customers. Currently, users with direct access to the Enterprise Data Warehouse consist of employees from Equalization, Treasurers, Economic Development and Community Affairs, Management and Budget, local cities, villages, and townships, Community Corrections, Courts, Sheriff and local law enforcement agencies. The users are provided with decision support software tools and training which allows them to employ the warehouse to perform their jobs more efficiently and productively. For instance, the Equalization Division uses the data warehouse to satisfy FOIA requests, to perform analysis based on "what if" scenarios, and to provide other county departments with land-related information; staff in the Treasurer's office use the data warehouse for measuring employee performance, troubleshooting, balancing, auditing and creating reports for the State of Michigan; the Economic Development and Community Affairs staff produces statistics for use in County publications; Management and Budget staff use the warehouse to aid in recognizing jail inmates for whom the County can recover the cost of incarceration from the State of Michigan.

The data warehouse is also used by the Courts and Sheriff's departments to help manage or avoid emergency conditions that would require the release of inmates and, in cases where an emergency cannot be avoided, to assist with determining which inmates can safely be released early. The Courts and the Sheriff's departments working together with the Community Corrections department are assisted by the data warehouse in managing the inmate population at the jail on an on-going basis. As the primary source of data for the Enhanced Access (Access Oakland) program, the data warehouse plays a key role in providing residential and commercial information to the citizens and businesses of the County.

Objectives:

- Provide a source of integrated and aggregated data for new informational products made available through the Access Oakland program
- Provide a source of integrated and aggregated data for secure access by County departments and local cities villages and townships via easy-to- use ad-hoc reporting tools
- Help County departments discover new revenue streams and reduce revenue leaks
- To provide time-variant, nonvolatile data for analysis and reporting purposes
- Provide tools that allow customers to become more self-sufficient
- Provide support to the Criminal Justice Coordinating Council

eGovernment Services - Enhanced Access**\$417,172****\$421,342**

The Michigan Enhanced Access Act (P.A. 462 of 1996) provided Oakland County with the impetus to move rapidly with the implementation of a Web-based eCommerce program. This program is known to users as Access Oakland. Access Oakland was designed to provide citizens and businesses with fee-based online access to County information. This same access is provided free-of-charge to County and local governments as well. Revenue from the collection of Enhanced Access fees is used to pay for credit card processing fees and to recover application development costs.

There are 32 enhanced access services currently available via the County's Web site, covering a range of common activities such as ordering certified copies of birth, death and marriage certificates, paying local property taxes, paying tickets issued by the 52nd District Court, applying for well and septic permits, purchasing park permits, and purchasing maps and aerial photographs. Gross revenue collected from Access Oakland online transactions was over \$5.9 million for fiscal year 2007. This figure increased by \$ 1 million, which continues to demonstrate the growing popularity of online services for Oakland County's constituency. To encourage collaboration among different levels of government. Oakland County shares a portion (15%) of the net revenues from Enhanced Access fees for the land related products with the local communities. Total revenues shared to local communities since program inception is \$375,768.

Objectives:

- Place County information into the hands of people when they need it, and where they need it, while recovering the costs of providing the enhanced delivery.
- Provide a common gateway or portal to any and all fee-based informational products or electronic services that the County will offer.
- Support and maintain business and consumer enhanced access applications.
- Continue to develop innovative services and create new opportunities, which enhance both the business climate and the quality of life within Oakland County, further positioning the County as a leader in the global economy.
- Manage the cost of providing enhanced access services through effective use of technology.
- Enhance Access Oakland framework to provide less costly and efficient payment options for recurring billing and secure electronic payments.

eGovernment Services - eGovernment**\$1,200,328****\$1,208,315**

The eGovernment program is responsible for maintaining and supporting the County's entire Internet presence. Today, the County's web site contains 17,371 Internet and 4,863 Oaksources pages. Total pages maintained and supported are 22,234. The County's Web site averages 222,907 visitors per month and 2,674,885 annually. With over 19,239,619 pages viewed per year (averages 1,603,302 pages per month) the County web site delivers substantial content to citizens and businesses. In addition, the eGovernment program is also responsible for web site content management activities including overall editing, proofreading, standards compliance, graphics, photos, sound, video etc. The eGovernment program implements and maintains documented standards for all static, application content, and web application user interface development standards. In addition, the eGovernment group provides planning, marketing, and consulting activities for all eGovernment initiatives. As part of supporting the County's web site and applications the eGovernment team in conjunction with the @ccess Oakland team also operationally supports and maintains 24 hour/7 day a week the County's Internet infrastructure, Netegrity security system consisting of 65 total servers. The eGovernment program works in conjunction with @ccess Oakland team in support of several new initiatives which include development of new products, marketing, promotion and enhancements to the @ccess Oakland Framework. The eGovernment program supports and maintains several centralized eGovernment Service initiatives, such as the Content Management System and Online Store/Shopping cart, Search, Mobile Web Access and Oaksources. Future centralized eGovernment service initiatives proposed include eMail Subscription, Digital Asset Management, Multimedia Center/Hosting, Photo Gallery, Surveys/Polls, and Application Integration.

Objectives:

- Continuously improve the efficiency of, and access to, government information and services.
- Use the successful development of the eGovernment initiative to promote Oakland County as an information technology center in the United States.
- Address privacy and security issues related to eGovernment implementation.
- Ensure sufficient revenue streams and funding that enable the development of core eGovernment competencies.
- Establish leadership and partnerships that advance eGovernment services provided to Oakland County constituents.
- Develop and maintain a seamless and comprehensive eGovernment interface.
- Manage the cost of eGovernment implementation through the effective use of technology.
- Institutionalize the use of eGovernment information and services through the adoption of appropriate organizational models.

Technical Systems and Networking (TS&N)

\$20,786,509 \$20,840,212

The Technical Systems and Networking program manages the County-wide computing and network infrastructure that underpins virtually every service and program delivered to all County departments, cities, villages, townships, public safety agencies, and the public. The Technical Systems and Networking program indirectly provides services to other programs by managing the infrastructure of workstations, printers, servers, fiber links, leased lines, routers, switches, firewalls, etc. that provide the computing power, data storage, security, backup/recovery, database management, and data communications needed by other program areas. *The Technical Systems and Networking budget includes all costs associated with the following areas: Networking Services, Server Management Services, Database Administration, Workstation Services, and Operations Services.*

The Technical Systems and Networking program incorporates security reviews, disaster recovery planning and testing, and future technology planning across all the services areas. The Technical Systems and Networking program manages services for approximately:

- 500 routers and switches
- 35 County buildings on main campus
- 45 County office locations off site (substations, courts, parks, drain offices, etc.)
- 60 City, Village, or Township connections
- 75 Police Department connections
- 40 County-Wide Radio system / tower connections
- 80 Fire Department Sites
- 280 File and Application Servers
- 65 Mail domain names
- 4000 Workstations, Laptops, and Tablets
- 1200 Printers

Objectives:

- Review and implement changes to network security devices, policies, and procedures.
- Implement secure and stable network for critical public safety applications.
- Review and implement improvements to data backup and recovery devices, policies, and procedures.
- Refine and improve disaster recovery policies, procedures, and plans.
- Review and implement selected Microsoft products to leverage existing infrastructure and licensing to the best benefit of the County
- Maintain and enhance file, database, mail, and application servers, reviewing and implementing operating system upgrades, patch management, anti-virus, anti-spam, and anti-spyware, and hardware replacements.

- Maintain and enhance end-user workstations and printers in accordance with life-cycle replacement practices, reviewing and implementing operating system, application software, and anti-virus/anti-spyware upgrades.
- Refine and improve coordination of FM&O building projects with IT infrastructure maintenance plans to facilitate optimum use of personnel and infrastructure resources.

The Technical Systems and Networking program includes the following functional areas:

TS&N – Networking Services

Networking services provides the communication highway between customer devices and the servers that provide the desired information, application, or service. Networking services manages the complex infrastructure of fiber, leased lines, routers, switches, firewalls, and other equipment required for this communication. Networking services is critical to delivery of basic office services of file sharing, printing, email and Internet access, as well as the core financial, judicial, and administrative applications used within the County department, courts, and remote offices. Networking services manages the infrastructure that promotes the cooperative and cost effective sharing of resources between the County and it's Cities, Villages, and Townships including email, Internet, land assessment services, video arraignment, and the County-wide public safety radio system. In addition, Networking Services enables regional cooperation among public safety and law enforcement agencies by managing communication for the CLEMIS program including the use of in-car workstations and other wireless devices provided through integration with private network service providers.

TS&N – Server Management Services

Server management services provide the servers and data storage hardware and software core to the delivery of County-wide and department specific business process applications. Server management encompasses the installation and management of server hardware and operating system and the configuration of critical subcomponents such as anti-virus, backup/recovery, and security to support applications such as GIS, human resources, financial, land records, e-government, data warehouse, etc. in addition to the basic office functions of network file sharing and email. Beyond support of applications servers, Server management includes maintenance of other servers that are needed to provide full application functionality including Active Directory, File Transfer Protocol (FTP), Domain Name Services (DNS), and other servers. Server management also includes the management and maintenance of the legacy IBM mainframe hardware and software on which several critical applications continue to be processed.

TS&N – Database Administration

Database administration provides the support for the server based relational database management software (RDBMS) on which applications depend. Database administration installs, maintains, upgrades, and tunes the RDBMS, consults on managing the underlying data storage, designs and performs database backups/restores, and assists in troubleshooting database and application problems. Database administration reviews and recommends methods to assure data integrity and recoverability in complex applications.

TS&N – Workstation Services

Workstation Services provides the support and maintenance of the typical end user devices. Workstation services manages the repair, replacement, and relocation of workstations and printers, and the installation and configuration of workstation hardware, operating system, office applications, anti-virus, anti-spam, print drivers, etc. Workstation Services also provides migration of user profile, data, and configuration information during workstation upgrades and replacement. Workstation services are often provided onsite at County office locations throughout the County.

Workstations services personnel are often called upon to perform first line troubleshooting, software conflict resolution, and department software installation in support of the end user.

TS&N - Operations Services

Operations Services provides 24 x 7 staffing and monitoring of the server and network systems, and overnight processing for production systems.

Voice Communications Services	\$7,771,045	\$7,784,334
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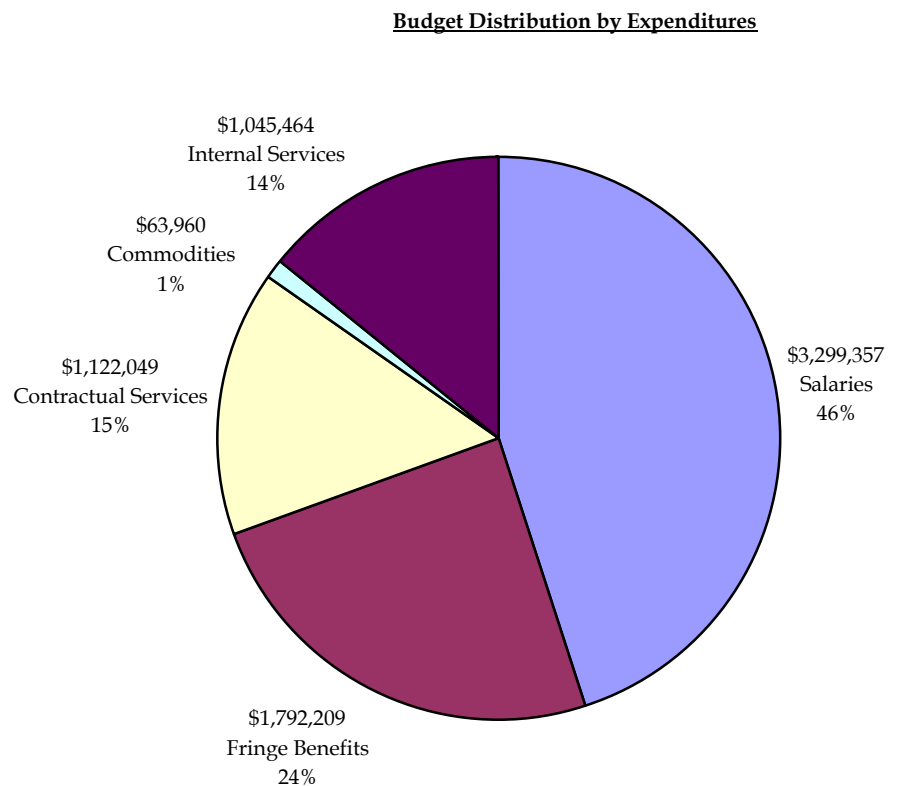
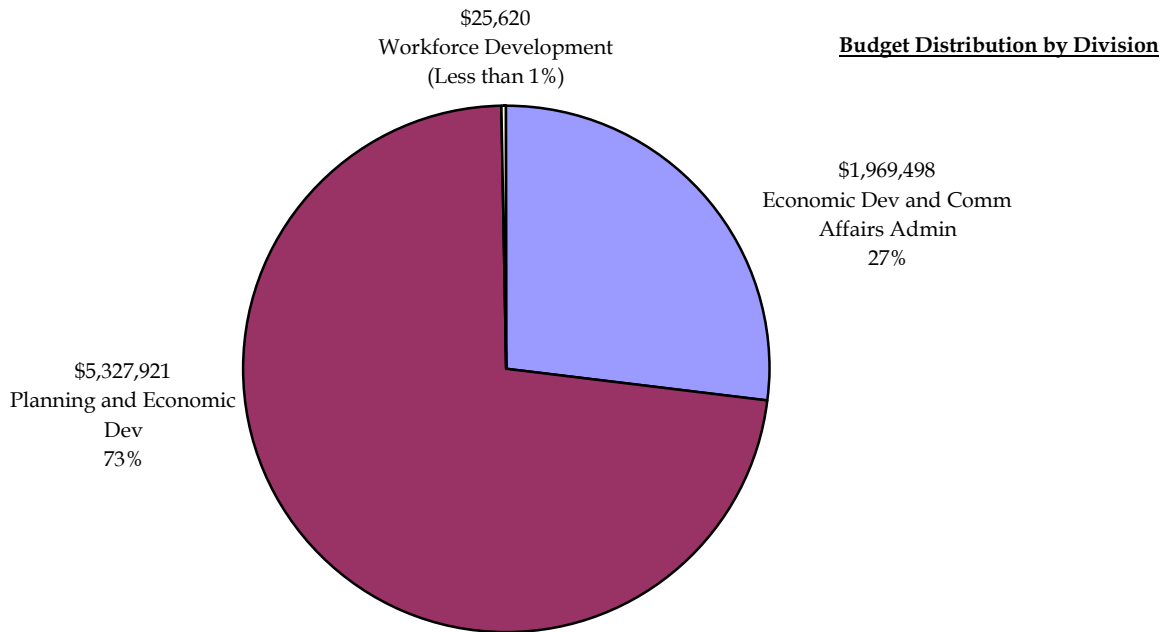
Voice Communications Services provides telephone services and equipment to all County departments. The County has its own private branch exchange (PBX) system telephone switch allowing for reduced costs for operations, including toll charges.

Objectives:

- Connect remote County sites to the campus through the use of an OAKNet in order to save on telephone call charges.
- Evaluate and select vendor(s) that will provide the most cost-effective telephone services for County operations.

Delphi Automotive, Lear Corporation, Pulte Homes, United Auto Group, Arvin Meritor, Federal-Mogul, Kelly Services, and BorgWarner are the Fortune 500 companies with Oakland County headquarters. Chrysler Corporation is also headquartered in the county.

Economic Dev. & Community Affairs FY 2008 General Fund/General Purpose



ECONOMIC DEV & COMMUNITY AFFAIRS		
TOT		DIRECTOR - ECONOMIC DEV
FY 08	FY 09	& COMMUNITY AFFAIRS
50	50	Gen Fund/Gen Purpose
35	35	Special Revenue
85	85	Total Positions

ADMINISTRATION		
TOT		DIRECTOR - ECONOMIC DEV.
FY 08	FY 09	& COMMUNITY AFFAIRS
12	12	Gen Fund/Gen Purpose
		Special Revenue
12	12	Total Positions

PLANNING AND ECONOMIC DEVELOPMENT SERVICES		
TOT		MANAGER - PLANNING
FY 08	FY 09	& ECON. DEV. SVCS.
38	38	Gen Fund/Gen Purpose
5	5	Special Revenue
43	43	Total Positions

WORKFORCE DEVELOPMENT		
TOT		MANAGER - WORKFORCE
FY 08	FY 09	DEVELOPMENT
		Gen Fund/Gen Purpose
9	9	Special Revenue
9	9	Total Positions

COMMUNITY & HOME IMPROVEMENT		
TOT		MANAGER - COMMUNITY
FY 08	FY 09	& HOME IMPROVEMENT
		Gen Fund/Gen Purpose
21	21	Special Revenue
21	21	Total Positions

Prepared by Human Resources Dept. 10/1/07.

Economic Development and Community Affairs

Department Revenue by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Gen. Fund/Gen. Purpose</u>		
Administration	128,000	134,400
Planning & Economic		
Development Services	125,000	125,000
Community & Home Imp.	0	0
Workforce Development	0	0
Total Revenue	\$253,000	\$259,400

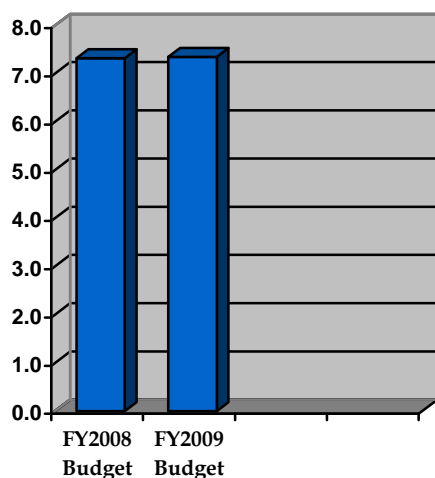
Department Expenditures by Division (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Administration	1,969,498	1,975,421
Planning & Economic		
Development Services	5,327,921	5,348,052
Community & Home Imp.	0	0
Workforce Development	25,620	25,620
Total Expenditures	\$7,323,039	\$7,349,093

Staffing

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Full Time Positions	82	82
Part Time Positions	3	3
Total Positions	85	85

Department Expenditures (\$ in millions)



Summary

The Economic Development and Community Affairs Department coordinates personnel activities for compliance of mandated and regulated programs for Community Development grants from the U.S. Department of Housing and Urban Development. This coordination also includes Workforce Development programs that include Workforce Investment Act and Welfare to Work initiatives. The department also oversees economic development within the County through management and administration of the planning and growth coordination of businesses, communities and land conservation.

Current Issues

Oakland County, like the entire State of Michigan, has been hit by a sluggish economy and the downsizing of many of our corporate citizens. The Emerging Sectors Program in Planning & Economic Development (PEDS) is looking to expand the County's economic base by diversifying our economy with ten fast growing sectors; assisting existing firms with new applications for their technology and identify collaborations for their products worldwide; and facilitating relationships between business and our educational institutions. Our traditional economic development programs will continue to support job retention and creation in Oakland County. The Community and Home Improvement Program, Workforce Development, and Solid Waste Resource Management Program work hand in hand with PEDS in providing support services to residents, our workforce, and our local communities. With the support of the Marketing and Communications Division as well as Automation Alley, this collaboration of divisions strengthens the economy and the individual communities of

Department Goals

- Provide leadership and overall management guidance to the following departments: PEDS, Community Development, Solid Waste Resource Management and Workforce Education.
- Incorporate strategic planning and new business practices into operational activities including: strategic plans, team building, appropriate technology implementation, customer satisfaction measures, benchmarking and best practices and reorganization options.
- Assessment of performance and job functions within each of the four divisions for the purpose of reviewing staffing requirements to ensure positive contributions today and in the future.
- Develop management strategies ensuring success in planning and implementation of new initiatives.
- Develop plans designed to increase corporate financial support for special activity within the division rather than total reliance on County resources.
- Review current staff functions, eliminate inefficiencies and restructure job functions in order to eliminate duplicity.

Summary of Major Program Changes

FY 2008

FY 2009

Revenue

Charges for Services revenue budget decrease reflects lower expected maps sales (\$30,000) and reduced economic development fees charged to the Economic Development Corporation (\$5,000) due to the local economic downturn, as well as reduced reimbursement from local communities participating in the NO HAZ Program (\$8,450) based on expected program collection activity. NO HAZ Reimbursement is expected to increase \$6,400 in FY 2009 to recover higher recycling costs.

Expenditures

Salaries and Fringe Benefits budget reflects a 1% across the board Salary Increase, related Fringe Benefits, and increased Retiree Health Care and medical benefit costs.

The Contractual Services budget decreased due to one-time carry-forward of (\$584,672) and encumbrances of (\$2,150) from FY 2006 activity to the FY 2007 Amended Budget, resulting in a budget reduction when compared with the FY 2008 budget. Other decreases reflect reduced costs for the NO HAZ Program of (\$4,200). Partially offsetting these reductions is an increased appropriation for Business Recruitment of \$24,000 to accommodate planned trade missions for the Emerging Sectors Program.

Budgets for the Internal Services category are for current operations and additional allocations will be approved for Information Technology (IT) Development and Maintenance Department Charges based on usage. Building Space Cost Allocation increased \$73,898 due to the move to expanded space in the new Executive Office Building.

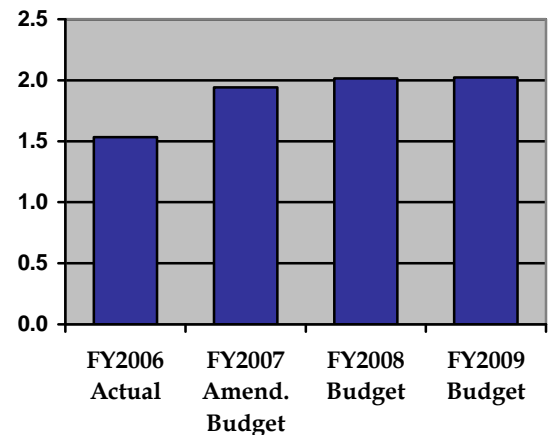
Administration

The Administration of the Department of Economic Development & Community Affairs oversees the operation and direction of Planning & Economic Development Services, Waste Resource Management, Marketing & Communications, Community & Home Improvement, and Workforce Development. In addition the division partners with Automation Alley in the delivery of export assistance and support for technology based firms. The mission of this department is two-fold: to support the community capacity building of all 61 cities, villages, and townships for economic growth in Oakland County; and to provide support programs and services to our business community.

Division Goals

- Provide long-range strategic planning.
- Administer the North Oakland Household Hazardous Waste Recycling Program (NO HAZ) for member communities in Northern Oakland County.
- Publicize department programs and services to residents and businesses through marketing initiatives.
- Provide support to Automation Alley.
- Budget oversight.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Charges for Services	114,515	136,450	128,000	134,400
Transfers In	3,365	0	0	0
Total GF/GP Revenue	\$117,880	\$136,450	\$128,000	\$134,400
<u>Other Funds</u>				
Arts, Culture Grant	43,700	27,200	46,400	46,400
Total Revenues	\$161,580	\$163,650	\$174,400	\$180,800

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name</u>				
Administration	600,587	605,479	625,687	625,826
Marketing & Comm	389,597	555,378	606,934	607,066
Waste Resource Mgt	543,687	780,248	783,277	788,929
Total Program Exp.	\$1,533,871	\$1,941,105	\$2,015,898	\$2,021,821

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	743,835	872,208	891,385	891,385
Fringe Benefits	356,447	439,457	486,670	486,670
Contractual Services	182,616	447,456	442,789	448,189
Commodities	6,533	17,926	15,445	15,445
Internal Services	157,460	136,858	133,209	133,732
Total GF/GP Exp.	\$1,446,891	\$1,913,905	\$1,969,498	\$1,975,421
<u>Other Funds</u>				
Brownfield Grants	76,045	0	0	0
Arts, Culture Grant	10,935	27,200	46,400	46,400
Total Expenditures	\$1,533,871	\$1,941,105	\$2,015,898	\$2,021,821

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	12	12
Part Time Positions	0	0
Total Positions	12	12

	FY 2008	FY 2009
Administration	\$625,687	\$625,826

The Administration of the Department of Economic Development & Community Affairs oversees the operation and direction of Planning & Economic Development Services, Waste Resource Management, Marketing & Communications, Community & Home Improvement, and Workforce Development. In addition the division partners with Automation Alley in the delivery of export assistance and support for technology based firms. The mission of this department is two-fold: to support the community capacity building of all 61 cities, villages, and townships for economic growth in Oakland County; and to provide support programs and services to our business community.

The Automation Alley program consists of an alliance between the 10 county region of SE Michigan, Oakland County and the private sector to build a high-performing, high-tech workforce. Cooperation between more than 500 companies aligned in industry and purpose helps improve operational effectiveness. Joint staffing efforts between companies help attract and retain a highly skilled, high-tech workforce. Concentrations of technology companies also increase the demand for and development of a deep, specialized supplier base. Automation Alley is a catalyst to build and sustain strategic relationships with government, universities that offer access to economic programs, and technology pools. It facilitates performance comparisons among cluster companies making it easier to measure performance and costs. The opportunities for innovation are more visible within a cluster, and its companies are able to innovate with more agility and have a better window on the market with respect to customer needs and business trends. Automation Alley also offers new companies, especially those that supply technology-focused businesses, a lower risk environment in which to grow.

Marketing & Communication	\$606,934	\$607,066
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The Marketing & Communication program is responsible for all aspects of external and internal communication for the Department of Economic Development & Community Affairs. As such it provides the public face for the many facets of the department and is the direct link between the department and the media, and for communication within the department and the division. It is responsible for creating newsletters, magazines, brochures, marketing materials, press releases, coordinating press conferences, event planning and helping shape the public image for the four divisions under Economic Development & Community Affairs. The program also administers the Regional Re-granting/Mini-grant Program through its Office of Arts, Culture & Film to fund locally developed, high quality arts projects.

Waste Resource Management	\$783,277	\$788,929
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The Waste Resource program develops and administers the County's solid waste planning efforts. Public Act 451 of 1994, as amended, requires the development of a Solid Waste Management Plan with periodic amendments and major plan updates at five-year intervals. Certifications of solid waste disposal capacities within the County are prepared annually and interim siting mechanism applications for new facilities are processed as required.

Objectives

- Insure that Oakland County has sufficient solid waste disposal sites to accommodate the needs of local communities.
- Comply with all statutory requirements relating to solid waste planning.
- Continue to advance the Oakland County Brownfield Initiative, including creation of a database that is GIS based to assist in decision making.
- Manage/administer the Brownfield Cleanup Revolving Loan grant.
- Continue the North Oakland Household Hazardous Waste (NO HAZ) collection program and encourage non-member communities to participate.

Performance Measures	FY2004	FY2005	FY2006	FY2007
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>YTD</u> *
NO HAZ communities	13	10	12	11
Population served	331,530	306,627	367,451	356,910
Collections held	6	2	3	2
Participating households	1,140	1,437	2,186	2,063
Pounds of material collected	62,107	53,393	101,753	135,567

* FY 2007 YTD includes 2 collections. One additional collection is planned.

Economic Development and Community Affairs

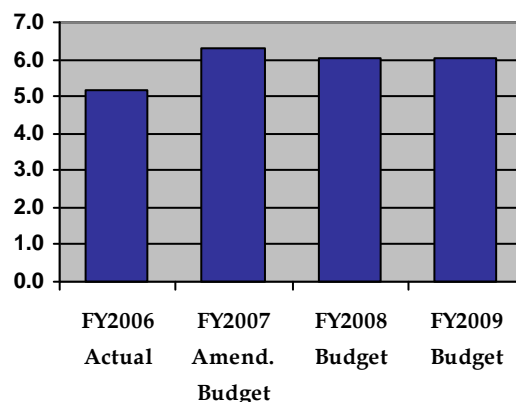
Planning and Economic Development Services

Oakland County Planning & Economic Development Services is committed to promoting economic vitality, supporting distinct communities and conserving environmental resources through knowledge, cooperative initiatives and consultation services.

Division Goals

- **Economic Vitality:** Maintain and improve Oakland County's economic base by assisting Oakland County businesses with comprehensive business assistance services and information products, and proactively recruit new business to Oakland County.
- **Environmental Stewardship:** Prepare and communicate information, plans, and options that conserve, promote and enhance Oakland County's natural environment while supporting beneficial economic growth.
- **Supporting District Communities:** Maximize the economic potential and preserve the heritage and sense of place of Oakland County's downtown areas; prepare and provide land use, zoning, and master plan information to and for Oakland County communities so as to enhance coordination and local decision making.

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdg	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Charges for Services	139,090	160,000	125,000	125,000
Other Revenues	400	0	0	0
Transfers In	0	0	0	0
Tot. GF/GP Revenue	\$139,490	\$160,000	\$125,000	\$125,000

Other Funds:

Business Fin. Corp.	348,797	448,581	429,797	429,797
Econ. Devel. Corp.	20,734	51,500	47,000	47,000
Total Revenues	\$509,021	\$660,081	\$601,797	\$601,797

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdg	FY2008 Budget	FY2009 Budget
Program Name				
Administration	1,006,984	1,568,539	1,528,041	1,532,172
Comm. Dev. Serv.	851,193	879,806	932,994	932,994
Economic Dev.	1,280,669	2,201,707	1,845,002	1,861,002
Envir. Stewardship	764,569	390,491	413,554	413,554
Financial Services	523,774	617,066	602,384	602,384
Product Dev/Serv.	715,382	660,419	707,743	707,743
Total Program Exp.	\$5,142,571	\$6,318,028	\$6,029,718	\$6,049,849

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdg	FY2008 Budget	FY2009 Budget
Gen. Fund/Gen. Purpose				
Salaries	2,084,644	2,325,245	2,390,952	2,390,952
Fringe Benefits	974,707	1,151,108	1,296,939	1,296,939
Contractual Serv.	592,077	1,209,083	679,260	695,260
Commodities	41,387	45,515	48,515	48,515
Internal Services	761,582	866,496	912,255	916,386
Transfers Out	2,990	0	0	0
Total GF/GP Exp.	\$4,457,387	\$5,597,447	\$5,327,921	\$5,348,052

Other Funds:

Main St Oakland	150,000	225,000	225,000	225,000
Planning Grant	34,629	0	0	0
Comm. Partnership	90,962	0	0	0
Business Fin. Corp.	348,797	448,581	429,797	429,797
Econ. Devel. Corp.	60,796	47,000	47,000	47,000
Total Exp.	\$5,142,571	\$6,318,028	\$6,029,718	\$6,049,849

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	41	41
Part Time Positions	2	2
Total Positions	43	43

Planning and Economic Development Services

FY 2008

FY 2009

Administration

\$1,528,041

\$1,532,172

The Administration program oversees the operations of the Planning and Economic Development Services Division (PEDS). Administration also provides leadership, overall management and guidance to the operating units within PEDS. The program supports and implements initiatives related to the Oakland County Business Roundtable, Emerging Sectors, Main Street Oakland County, and Environmental Stewardship activities.

Objectives

- Oversee numeric goals for business retention, attraction and business loan targets
- Support to staff in achieving all program goals and events in the most efficient manner
- Repositioning of products and services in the One Stop Shop.

Performance Measures

Events/Publications

Annual Economic Outlook Forecast & Luncheon

Bid & Breakfast

New/revised marketing materials, in conjunction with Marketing Communications unit.

Community Development Services

\$932,994

\$932,994

The Community Development program prepares and provides land use information to, and zoning and master plan reviews for, Oakland County communities to improve land use coordination and decision-making. Also through the Main Street program maximizes the economic potential and preserves the heritage and sense of place of Oakland County's historic commercial districts.

Objectives

- Continue to perform mandated zoning and master plan reviews in a timely and professional manner.
- Research and compile County-wide land based data on the natural and built environment.
- Stay knowledgeable at the state and federal level on proposed legislation and provide advice on legislation to the County Administration.
- Increase public awareness of the economic benefits of historic preservation and inventory and map the County's historic and cultural resources.
- Provide commercial revitalization services to Main Street Oakland County communities (Rochester, Royal Oak, Walled Lake, Ferndale, Holly, Lake Orion, Pontiac, Farmington, Ortonville, Oxford, Highland and Keego Harbor), and the mentoring of communities of Franklin, Berkley, and Leonard.
- Select up to two new communities to enter the Main Street program each year.
- Continue to refine and utilize Main Street redevelopment tracking tool.
- Update Oakland County Master Plan composite GIS database and map.
- Continue to provide staff support to the Administration and DDA/CIA-TIF AdHoc review committee in their review of community request to capture County tax dollars.
- Provide ongoing support to the Orchard Lake Road Advisory group, WA3 and 8 Mile Blvd Association.
- Provide training to local planning commissioners through Basic Training and Citizen Planner Training programs (implements Business Roundtable recommendation).
- Implement the third goal of Wireless Oakland the "*Telecommunication and Technology Planning Toolkit for Local Governments*".
- Provide consultation to developers on redevelopment, financial packaging and development best practices.
- Host the annual Heritage conference on planning and economic development in Oakland County.
- Represent the County Administration on the Federal Aid Task Force and SEMCOG standing committees.
- Continue to obtain sponsorships to supplement county general fund program expenditures.
- Continue to implement recommendations of the Business Roundtable.

Performance Measures	FY2003	FY2004	FY2005	FY2006
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Master Plans Reviewed	10	8	9	15
Total Zoning Cases	72	96	45	76
Program Cash Sponsorship Received	(data not available)		\$31,330	\$18,000
Local Main Street Program Statistics:				
DDA/TIF Investment	\$13.8 Million	\$13.5 Million	\$13.3 Million	\$14.2 Million
Additional Public Investment	\$12.2 Million	\$2.6 Million	\$16.2 Million	\$9.9 Million
Private Investment Leveraged	\$77.3 Million	\$81.0 Million	\$46.0 Million	\$30.8 Million
New Jobs Created	583	238	396	282
Volunteer Hours	12,000	15,000	18,031	18,000
New Businesses	109	25	40	23
New or Renovated Space	752,000 sq ft	198,000 sq ft	545,000 sq ft	204,000 sq ft
Sponsorships Received	\$1.4 Million	\$1.7 Million	\$388,000	\$290,000

Economic Development

\$1,845,002 \$1,861,002

The Economic Development Program supports the retention and expansion of existing County businesses and entrepreneurs through a comprehensive range of services and information. Via the Emerging Sectors program, increase Oakland County's economic base by attracting new companies throughout the world.

Objectives

- Aggressively pursue business in 10 Emerging Sectors via comprehensive business recruitment campaign.
- Provide individualized and group small business consulting services.
- Increase the number of proactive business retention/customer sales calls of business in targeted industries and firm sizes.
- Counsel companies on export opportunities, procedures and trade mission opportunities.
- Conduct business attraction in cooperation with Automation Alley, the Detroit Regional Economic Partnership, Michigan Economic Development Corporation, utilities and other entities as well as on our own.
- Support Automation Alley Technology Center and Business Roundtable programs with staff time.
- Maintain, update and add marketing materials/information sets that help to promote Oakland County.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Number of Successful Investments	29	14	20	23
Jobs Retained and Created	2,826	2,452	4,016	1,039
Number of Retention Calls	435	369	259	388
Number of Small Businesses Counseled	2,638	2,519	2,719	2,385
Number of Small Business Workshop Attendees	615	576	567	450
Number of Business Starts (estimated)	485	357	354	259
Number of Start-Up Jobs	586	466	434	303
Successful Investments Value	\$182 million	\$210 million	\$279 million	\$67 million
Local Property Taxes Generated	\$4.3 million	\$4.5 million	\$6.9 million	\$1.7 million

Environmental Stewardship

\$413,554 \$413,554

The Environmental Stewardship program strives to support sustainable economic growth, development, and redevelopment through the preparation and communication of information, plans, visions, and options which promote and facilitate proactive, coordinated, locally-driven conservation of Oakland County's natural environment.

Objectives

- Develop a sustainable Green Infrastructure network throughout Oakland County in order to preserve and/or enhance ecosystem integrity and the County's quality of life.
- Continue to promote the County-wide vision of a linked trail and greenway system and to assist local initiatives.
- Identify and communicate to local communities and interests their specific opportunities for watershed management, natural area preservation/restoration, and trail/path system implementation.
- Develop a GIS measurement and tracking system for Watershed Management, Trails, & Natural Areas which would be used as an indicator of progress at the local and county level.
- Continue to obtain public/private sponsorships to supplement county general fund program expenditures.
- Increase public awareness of the economic benefits of environmental protection and inventory and map the county's natural resources.
- Continue to implement quality of life recommendations of the Business Roundtable.
- Develop a public/private mechanism for countywide greenway funding.
- Promote a public/private Ecotourism partnership for Oakland County.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Miles of trails completed (cumulative totals)	41	57	72	90
Acres protected with conservation easements	180	720	800	940
Local Grants dollars received with staff support (MI Natural Resource Trust Fund only)	\$3,750,200	\$250,000	\$219,000	\$3,267,000
Program cash sponsorship received		(initiated in 2005)	\$5,450	\$1,000
Community participation in Green Infrastructure Plan		(initiated in 2005)	5	8

Performance Actions

- Printed and distributed Oak Routes trail user map - 2nd printing..
- Launched web-based applications for natural resources and trails for local government, workgroups & public use.
- Actively working in 4 of the 5 watersheds in Oakland County (Huron, Clinton, Shiawassee and Rouge).
- Participation with Oakland County Parks on threats & opportunities for the county-wide trail system.
- Received \$40,000 grant to assist communities in the Rouge River Corridor.
- Completed environmental needs assessment for the downtown Walled Lake historic lakefront district.
- Provide support to Consumers Energy to locate a major gas pipeline to serve Oakland County customers.
- Roundtable recommendations implemented (Oakland Trail Advisory Council, Natural Area Advisory Group, Green Infrastructure Plan).
- Support local communities in meeting federally mandated Phase II storm water permit requirements.
- Participation with the Department of Natural Resources on state park master plan updates within Oakland County.
- Launched a Green Infrastructure webpage.
- Tracking and promoting natural resource based Best Management Practices (BMP).

Financial Services

\$602,384

\$602,384

The Financial Services program strives to enhance economic activity by providing Oakland County companies fixed asset financing at favorable rates through the U.S. Small Business Administration 504 Loan Programs and tax-exempt industrial development bonds.

Objectives

- Increase the number of businesses obtaining loans and bonds through the two programs.
- Reduce the time required to approve loans by having the Business Finance Corporation obtain and maintain their ability to submit packages to the SBA under the Abridged Submission Method.
- Launch new marketing campaign with radio, billboard and print advertisements.
- Streamline approval and closing process.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Number of BFC Loans	11	19	17	24
Capital Investment	\$14,420,600	\$33,325,700	\$29,491,600	\$30,274,400
Number of EDC Loans	4	3	3	2
Capital Investment	\$16,065,000	\$50,375,000	\$13,440,000	\$11,900,000
Total Jobs Created	163	439	184	164
Total Jobs Retained	317	504	393	437

Product Development and Services	\$707,743	\$707,743
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The Product Development and Services program researches, collects, and disseminates data and maps that describe Oakland County, its communities, businesses, and demographic/development trends. Through the One-Stop Shop, customers are introduced to and assisted in utilizing state-of-the-art information kiosk. The program also develops and maintains a comprehensive array of collateral marketing materials in Oakland County.

Objectives

- Increase access to information services and products by adding the community data base and custom search functionality to the Division web site.
- Respond to 95% of the information requests within 48 hours.
- Implement a process for capturing customer satisfaction information.
- Develop and implement multiple self-serve kiosks that will allow customers to access digital data in the One-Stop Shop or from home or work via the web.
- Continue to create and roll out GIS digital information.

Performance Measures	FY2003 <u>Actual</u>	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>
Number of One-Stop Shop Customers	5,372	5,410	5,600	4,800
Map Sales (in dollars)	\$105,574	\$134,683	\$154,975	\$77,878

New Products

2007 Oakland County Street Map and Atlas

Custom map creation

Provide ownership information for specialized areas of interest

Community Profiles Book on the Web

County Data Book on the Web

Business Analyst software providing business and community information

Developed e-registration with IT for on-line registration of selected events.

Community and Home Improvement

The Community & Home Improvement Division administers four federal housing and community development grants from the U.S. Department of Housing and Urban Development. These grants are designed to create viable communities by providing decent, safe and sanitary housing, a suitable living environment and expanded economic opportunities for persons of low and moderate income, homeless persons and persons with housing issues. Activities include a variety of community infrastructure and capital improvements, public services, planning and administrative services, home improvements, development of affordable housing, homebuyer down payment assistance, housing counseling and emergency shelters for the homeless.

Division Goals

- Assist communities with planning for future development and building capacity to implement housing and community development projects.
- Assist communities to improve neighborhoods and provide public services to low income persons.
- Aid in preventing or eliminating slums or blighted community conditions.
- Reduce the number of substandard dwelling units within the county through the improvement of single family owner occupied homes.
- Affirmatively further fair housing and equal opportunity.
- Build nonprofit agency capacity to assist low income homebuyers purchase affordable housing.
- Provide down payment assistance to help low income first time homebuyers purchase a home.
- Provide comprehensive housing counseling to help residents resolve housing related problems.
- Fund emergency shelters to provide shelter and public services to the homeless.

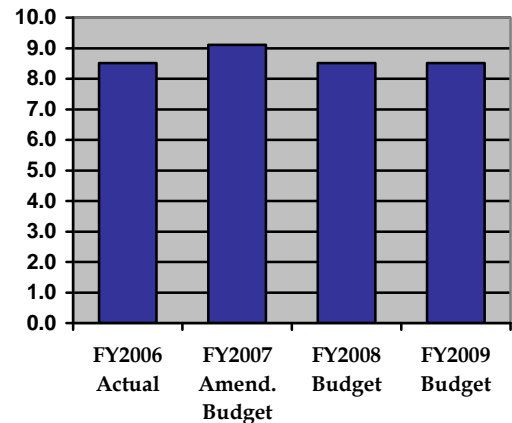
Division Revenue by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Gen. Fund/Gen. Purpose	0	0	0	0
<u>Other Funds</u>				
Housing & Comm.				
Dev. Grants	8,515,493	9,112,014	8,512,678	8,512,678
Total Revenue	\$8,515,493	\$9,112,014	\$8,512,678	\$8,512,678

Division Expenditures by Category

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Gen. Fund/Gen. Purpose				
Contractual Services	355,611	352,722	0	0
Total GF/GP Exp.	\$355,611	\$352,722	\$0	\$0
<u>Other Funds</u>				
Housing & Comm.				
Dev. Grants	8,159,882	8,759,292	8,512,678	8,512,678
Total Expenditures	\$8,515,493	\$9,112,014	\$8,512,678	\$8,512,678

Division Expenditures (\$ in millions)



Program Expenditures

	FY2006 <u>Actual</u>	FY2007 <u>Amend Bdgt</u>	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
<u>Program Name</u>				
Administration	763,694	843,648	800,809	800,809
Community Dev.	2,018,332	2,106,326	2,406,483	2,406,483
Emergency Shelter	138,147	167,568	167,568	167,568
Home Improve.	5,445,360	5,894,776	5,068,057	5,068,057
Housing Couns.	149,960	99,696	69,761	69,761
Total Prog. Exp.	\$8,515,493	\$9,112,014	\$8,512,678	\$8,512,678

Staffing

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Full Time Positions	20	20
Part Time Positions	1	1
Total Positions	21	21

Community & Home Improvement

FY 2008

FY 2009

Administration

\$800,809

\$800,809

Administrative activities provide direction and support to Community and Home Improvement Division programs. To fulfill these responsibilities, the Division works with the Michigan State Office of the U.S. Department of Housing and Urban Development, the Oakland County Board of Commissioners, elected officials and staff of fifty Oakland County municipalities, public service agencies, auditors, contractors and clients. Program administration ensures that all programs are implemented in accordance with specific federal, state, county and local requirements.

Community Development

\$2,406,483

\$2,406,483

The Community Development Block Grant Program provides funding to fifty county communities to initiate hundreds of housing, community improvement and public service activities that benefit low income persons and eliminate or prevent blighted community conditions.

Objectives

- Allocate annual CDBG funding to 50 communities based on a legislative formula to address the immediate needs of low income persons.
- Implement capital improvement activities to improve neighborhood conditions for low income persons and eliminate or prevent blighted community conditions.
- Provide a variety of human services that directly benefit low income households or persons.

Performance Measures

	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Number of low income persons eligible for assistance in the 50 communities	158,763	202,187	202,187	208,216
Percent of expenditures benefiting low income persons (HUD requirement of 70%)	98%	98%	99%	94%

Emergency Shelter

\$167,568

\$167,568

Oakland County contracts with non-profit organizations to provide emergency shelter and essential services to the homeless, including food, emergency medical services, transportation to overnight shelters, and homeless prevention activities.

Objective

- Improve the quality of existing emergency shelters providing emergency lodging and services to the homeless by funding shelter operations, maintenance, organizational support and essential services.

Performance Measures

	FY2004 <u>Actual</u>	FY2005 <u>Actual</u>	FY2006 <u>Actual</u>	FY2007 <u>Actual</u>
Homeless population in Oakland County	1,035	1,169	1,293	827
Number of emergency shelters	24	25	23	24
Number of Emergency Shelters receiving assistance	6	7	6	6
Number of homeless receiving shelter and service	1,870	1,870	1,622	1,622

Home Improvement

\$5,068,057

\$5,068,057

The Home Improvement Program provides comprehensive home improvement services to upgrade substandard housing conditions for qualified low income homeowners. Qualified single family owner occupants receive 0% interest deferred or 3% interest installment loans of up to \$18,000 for necessary repairs that address health and safety issues. In addition, the program funds Community Housing Development Organizations to develop affordable housing for qualified low income homebuyers.

Objectives

- Upgrade about 200 substandard single family owner-occupied houses for low income homeowners throughout 50 county communities.
- Construct new or rehabilitate existing single family houses affordable to low and moderate income home buyers.

Performance Measures	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>	<u>FY2007 Actual</u>
Substandard houses needing improvement	23,000	23,000	23,000	23,000
Applications received for home improvement assistance	369	373	457	457
Applications approved for home improvement assistance	210	216	209	209
Single family homes rehabilitated	239	253	198	198
Homes built and/or rehabilitated by CHDOs and purchased by low income homebuyers	3	12	7	7
Down Payment Assistance for first time homebuyers	-	2	6	5

Housing Counseling

\$69,761

\$69,761

The Housing Counseling program delivers a full range of housing counseling services, information and assistance to housing consumers to help improve their housing conditions and meet the responsibilities of homeownership and tenancy. Housing counseling includes information regarding first time home buyers, pre-occupancy, rental delinquency and mortgage default assistance, home equity conversion mortgage program, home improvement and rehabilitation resources, displacement and relocation resources, tenant and landlord rights, subsidized housing, fair housing issues and pre-foreclosure assistance.

Objectives

- Provide comprehensive housing counseling services to assist persons with various housing related issues.

Performance Measures	<u>FY2004 Actual</u>	<u>FY2005 Actual</u>	<u>FY2006 Actual</u>	<u>FY2007 Actual</u>
Number of clients counseled including: home-owners, mortgagors, homebuyers, renters, potential renters, homeless, landlords, etc.	2,982	2,500	2,755	2,755

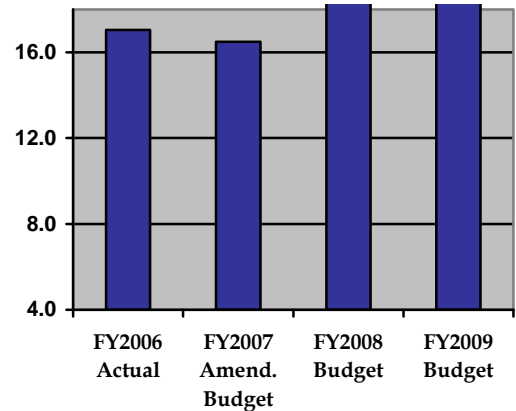
Workforce Development

Under the joint direction of the Oakland County Workforce Development Board and the County Executive, the Workforce Development Division administers numerous programs that serve the County's job seekers and employers. These programs include the Workforce Investment Act, the Welfare-to-Work initiative, and the Employment Service.

Division Goals

- Find long-term employment or re-employment for the youth, adults, and dislocated workers who are enrolled in its programs;
- Qualify these clients for – and place them in -- the jobs Oakland County's employers create;
- Achieve or exceed seventeen performance indicators that are identified for various programs under the Workforce Investment Act (WIA)

Division Expenditures (\$ in millions)



Division Revenue by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Federal Grants	0	0	0	0
Tot. GF/GP Revenue	\$0	\$0	\$0	\$0
<u>Other Fund</u>				
Workforce Dev Grants	17,033,734	16,470,271	18,706,438	18,706,438
Total Revenue	\$17,033,734	\$16,470,271	\$18,706,438	\$18,706,438

Program Expenditures

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Program Name</u>				
Contract Adm.	3,304,738	1,255,043	1,313,507	1,313,922
Empl. Training	13,748,244	15,240,848	17,418,551	17,418,136
Total Prog Exp.	\$17,052,982	\$16,495,891	\$18,732,058	\$18,732,058

Division Expenditures by Category

	FY2006 Actual	FY2007 Amend Bdgt	FY2008 Budget	FY2009 Budget
<u>Gen. Fund/Gen. Purpose</u>				
Salaries	2,284	17,020	17,020	17,020
Fringe Benefits	5,034	8,600	8,600	8,600
Contractual Services	8,380	0	0	0
Commodities	61	0	0	0
Internal Services	3,496	0	0	0
Total GF/GP Exp.	\$19,255	\$25,620	\$25,620	\$25,620

Staffing

	FY2008 Budget	FY2009 Budget
Full Time Positions	9	9
Part Time Positions	0	0
Total Positions	9	9

Other Funds

Workforce Dev Grants	17,033,727	16,470,271	18,706,438	18,706,438
Total Expenditures	\$17,052,982	\$16,495,891	\$18,732,058	\$18,732,058

Workforce Development

FY 2008

FY 2009

Contract Administration

\$1,313,507

\$1,313,922

The Contract Administration program oversees all of the Workforce Development services. Program responsibilities include: 1) writing plans and proposals for numerous grants that are awarded by the Michigan Department of Labor and Economic Growth; 2) procuring and executing contracts with entities who operate programs that are funded through the foregoing grants; 3) monitoring the performance and administrative systems of these program operators; 4) reviewing the applications of program participants to ensure their eligibility; 5) preparing financial and programmatic reports; and 6) providing administrative support to the Workforce Development Board.

Objective

- Insure that sub-contractors providing program services comply with all contract requirements.

Employment Training

\$17,418,551

\$17,418,136

The Employment Training program provides a variety of workforce development services to assist job seekers in locating and qualifying for employment and to help employers find and retain qualified workers. The program contracts with several entities, including school districts, post-secondary education institutions, and non-profit organizations to provide the following services: 1) Job Search Assistance, which includes resume writing, interview techniques, job development, and job placement; 2) Testing and Assessment; 3) Basic Skills Instruction in reading, writing, and computation; 4) Occupational Skills Training in the classroom or on the job; 5) Michigan Talent/Job Bank Registration, through which job seekers and employers can post their resumes and job orders on an Internet-based labor exchange system; and 6) Employee Recruitment and Retraining.

Objectives

- Provide program participants with the requisite skills to qualify for meaningful employment.
- Place program participants in permanent, full-time employment with Oakland County's employers.

Performance Measures

FY2004
Actual

FY2005
Actual

FY2006
Actual

FY2007
Actual

Adult Program

Participants	386	353	352	513
% Who Entered Employment	98.9%	99.0%	98.3%	97.4%
% Employed after Six Months	90.9%	94.5%	87.7%	93.0%
Average Earnings Increase after Six Months	\$4,777	\$7,215	\$8,193	N/A
Average Earnings in Six Months	N/A	N/A	N/A	\$13,610

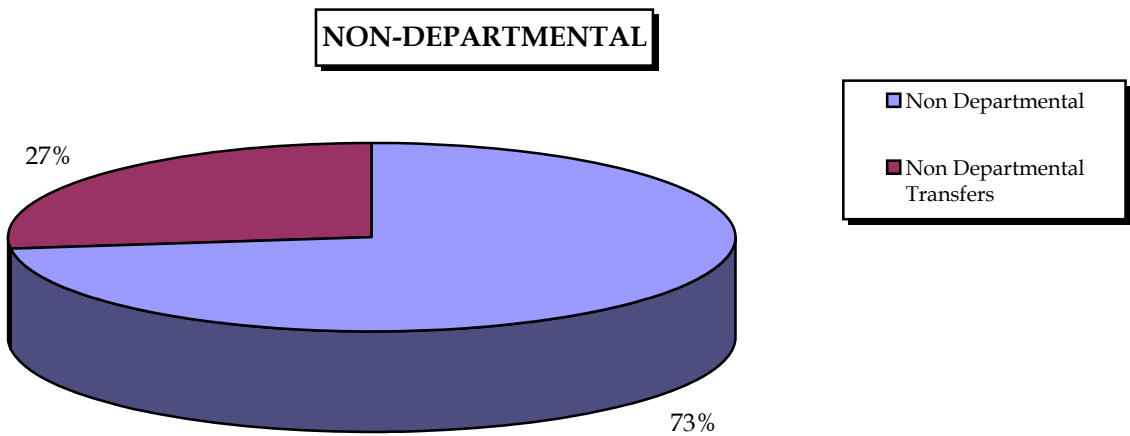
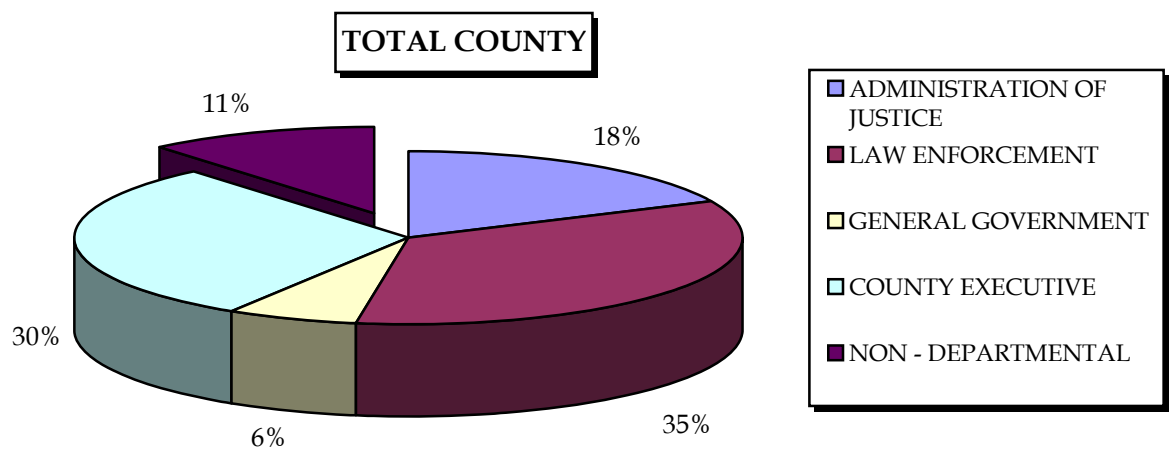
Youth Program

Youth Participants, Ages 19-21	80	81	61	138
% Who Entered Employment	87.5%	88.2%	100.0%	100.0%
% Employed after Six Months	96.6%	95.0%	91.9%	100.0%
Average Earnings Increase after Six Months	\$3,180	\$5,996	\$5,691	\$4,494
Youth Participants, Ages 14-18	616	455	526	611
% Who Attained a Skill	98.6%	96.9%	98.4%	98.9%
% Who Attained a Diploma	93.8%	92.9%	92.2%	100.0%

Dislocated Worker Program

Participants	323	340	332	460
% Who Entered Employment	94.2%	98.8%	100.0%	97.3%
% Employed after Six Months	94.5%	94.5%	93.3%	92.6%
% of Original Earnings after Six Months	87.6%	95.4%	N/A	N/A
Average Earnings Increase after Six Months	N/A	N/A	\$4,041	N/A
Average Earnings in Six Months	N/A	N/A	N/A	\$17,162

**GENERAL FUND/GENERAL PURPOSE BUDGET
NON - DEPARTMENTAL EXPENDITURES**



Non-Departmental

Revenue History by Category (GF/GP)

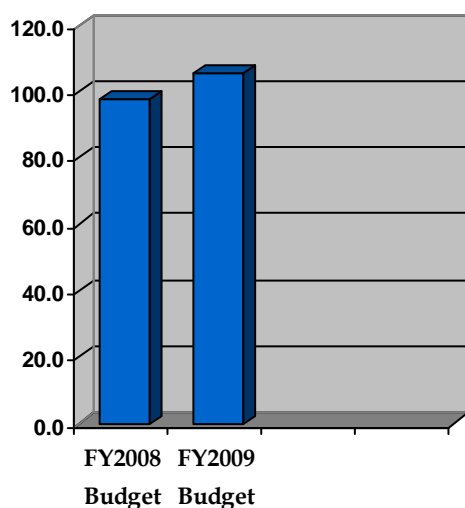
	FY2006 <u>Actual</u>	FY2007 <u>Amended</u>
Taxes	318,077,185	333,108,700
State Grants	12,762,801	13,107,504
Intergovernmental	11,901,826	12,263,520
Charges for Services	1,087,788	1,000,000
Investment Income	6,302,313	5,407,000
Other Revenues	562,766	12,339,706
Contributions	0	32,000
Indirect Cost Recovery	9,007,715	8,200,000
Transfers In *	26,393,445	26,576,000
Total Revenue	\$386,095,839	\$412,034,430

* Excludes transfers to support General Purpose funds.

Expenditure History by Category (GF/GP)

	FY2006 <u>Actual</u>	FY2007 <u>Amended</u>
General County Oper.	17,683,649	19,972,898
Reserved for Transfers	0	4,819,891
Transfers	142,749,841	153,707,571
Total Expenditures	\$160,433,490	\$178,500,360

Non-Departmental Expenditures (\$ in millions)



Revenue Budget by Category (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
Taxes	265,648,511	268,400,292
State Grants	12,364,005	12,364,005
Intergovernmental	10,901,891	10,901,891
Charges for Services	1,000,000	1,000,000
Investment Income	5,350,000	5,350,000
Other Revenues	417,500	417,500
Contributions	32,000	32,000
Indirect Cost Recovery	8,200,000	8,200,000
Transfers In *	28,559,762	29,248,555
Total Revenue	\$332,473,669	\$335,914,243

* Excludes transfers to support General Purpose funds.

Expenditure Budget by Category (GF/GP)

	FY2008 <u>Budget</u>	FY2009 <u>Budget</u>
General County Oper.	17,067,944	17,078,500
Reserved for Transfers	12,743,796	19,310,508
Transfers	68,095,671	69,284,768
Total Expenditures	\$97,907,411	\$105,673,776

Summary

The Non-Departmental section includes general fund revenues and expenditures related to external agencies, component units, reserves for transfers and operating transfers to other County funds. Also included are expenditures for vacant space within County facilities and the maintenance of County grounds.

Summary of Major Program Changes

Revenue

The FY 2008 and FY 2009 budget was decreased approximately \$80 million reflecting completion (in FY 2007) of a three year process which accelerated the County property tax levy date from December to July, pursuant to PA 146 of 2005. As required by this state statute, the County collected an accelerated one-third millage in FY 2005, 2006, and 2007. Funds generated by this acceleration were required to be placed in a Revenue Sharing Reserve Fund, which is used to replace state revenue sharing payments. Since the acceleration is now complete, the one-third accelerated millage is no longer active; property tax collections now reflect the annual millage levy.

Summary of Major Program Changes, cont.

Expenditures

Transfers also reflect an approximate \$80 million decrease from FY 2007 to FY 2008. This decrease represents elimination of the transfer of the accelerated millage from the General Fund to the Revenue Sharing Reserve Fund. With the completion of the accelerated millage, beginning in FY 2008, no additional funds will be transferred to the Revenue Sharing Reserve Fund.

General County Operations

- **Insurance and Surety Bonds:** Appropriation to cover cost for Employee Bonding and Employee Blanket policies.
- **Road Commission - Tri Party Agreement:** Annual appropriation to the Road Commission for Oakland County road improvement programs, under the Tri-Party Agreement. The program began in 1977, pursuant to Misc. Resolution #7791. Funding for this transfer comes from interest earned in the Delinquent Tax Revolving Fund.
- **Drain Assessments Current (Road Commission):** Appropriation to cover the portion of the drain assessments on behalf of the Road Commission for Oakland County.
- **Community Mental Health Authority -** Annual payment to the Oakland County Community Mental Health Authority, as required by the Mental Health Code.
- **Insurance Fund:** Funding for liability insurance and property insurance not chargeable to a specific department of fund.
- **Southeast Michigan Council of Governments (SEMCOG):** An organization of local governments in the Southeastern Michigan Metropolitan Area. Its purpose is to promote cooperation between units of government and facilities solving problems of mutual interest. The Council is responsible for comprehensive, multipurpose regional planning, pursuant to the Regional Planning Commission Act. Membership dues based on County S.E.V., which is capped so that no county pays more than 25% of the total organization dues.

General County Operations, cont.

- **Area Wide Water Quality Board:** Oakland County's payment for designated management agency service charge based on County's annual sewage flow.
- **National Association of Counties (NACo):** Annual membership dues.
- **Michigan Association of Counties (MAC):** Annual membership dues.
- **Association of Metro Sewage Agencies:** Annual membership dues.
- **Traffic Improvement Association:** Appropriation to fund a professional services contract with the organization.
- **Senior Citizen Prescriptions:** Enrollment charges related to the county prescription program. Program terminated in 2006.

Reserved for Transfers

- **Contingency:** Appropriation used to fund program changes throughout the year as authorized by the Board of Commissioners.
- **Legislative Expense:** Funding reflects anticipated increase in support for the Board of Commissioners.
- **Information Technology - Development:** Appropriation to be used to support software development efforts conducted by Information Technology for the County's General Fund/General Purpose operations. Allocations are made once a fiscal quarter pursuant to a resolution adopted by the Board of Commissioners.
- **Salary Adjustment:** The FY 2009 funding is to cover the governmental fund portion of a possible 1.0% increase effective October 1, 2008.
- **Classification and Rate Changes:** Funds for classification and rate changes as authorized by the Board of Commissioners throughout the year.

Non-Departmental

Reserved for Transfers, cont.

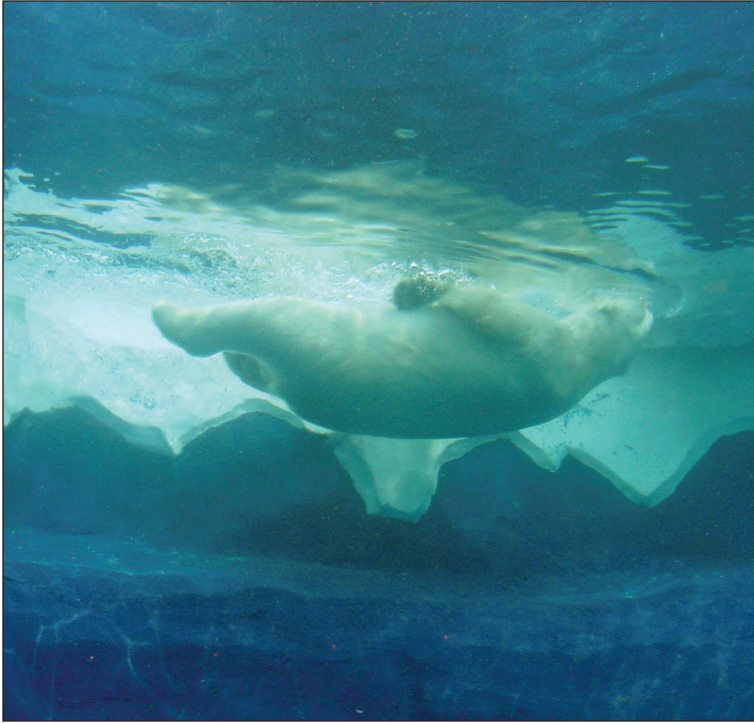
- **Overtime:** Funds for transfer to divisions when overtime is approved by the Director of Management & Budget, in accordance with the General Appropriations Act.
- **Summer Employment:** Appropriation for Governmental Funds to be transferred to Departments/Divisions at the start of the summer program.
- **Emergency Salaries:** Funds for transfer to divisions in anticipation of unusual workloads, and staffing problems including, Children's Village, and other twenty-four (24) hour, seven (7) day a week operations where children or inmates require constant attention, as well as other county departments.
- **Fringe Benefit Adjustment:** For FY 2009, cost to cover payroll driven fringe benefits related to the Salary Adjustment account, as well as anticipated increases in retiree's health care.
- **Grant Match:** Funds available for transfer to departments upon acceptance of grants per resolution.
- **Capital Outlay:** This program provides for the purchase of files, furniture and other equipment, not anticipated in Departmental Budgets.
- **Administrative Leave:** Budget for the estimated savings for General Fund/General Purpose employees for authorized leave without pay per M.R.#03043.

Transfers Out

- **Transfer to Building Fund:** This appropriation is reserved for transfer to the Capital Improvement Program for the development and maintenance of county buildings. Transfer is from CCIRF.
- **Transfer to Building Authority:** This appropriation covers debt service for the Computer Services Building and Courthouse West Wing Expansion.
- **Transfer to Oakland Community Partnerships:** This appropriation covers the County's portion of public / private partnerships designed to enhance economic development within the County. No appropriation for FY 2008 and FY 2009.
- **Transfers to General Purpose Funds (Public Health, Child Care, and Social Welfare Foster Care):** The General Fund provides an allocation to make up the difference between what revenue is received by the General Purpose funds (listed above), and the expenditures made from these funds. Unlike grants and proprietary funds, there is no expectation that revenue generated by these activities will cover all expenditures. Rather, these funds are extensions of the General Fund, separated by law for reporting purposes.
- **Transfer to Capital Cooperative Initiatives Revolving Fund (CCIRF):** A portion of the fund captured from the Revenue Sharing Reserve Fund will be annually transferred to CCIRF. CCIRF, created with the FY 2006 General Appropriations Act, will be used to fund the County's capital improvement needs as well as one-time initiatives, through the County or in cooperation with the County's cities, villages and townships, which benefit county residents.
- **Information Technology - Fire Records Management (FRMS) / Court and Law Enforcement Management Information System (CLEMIS):** Appropriations cover the annual County contribution for the operations of these two systems.
- **Transfer to Jail Population Management Fund:** Sheriff-Outside Prisoner Housing budget reappropriated to track expenses related to Jail Overcrowding and Program expansion.
- **Transfer to Medical Care Facility:** This appropriation to cover balance of operating costs not covered by revenue. In FY 2008 and FY 2009, payment to vendor as well as insurances, are budgeted under Health and Human Services Administration.

General Motors Corporation ranks as the fifth highest revenue generating company in the world and third in the country and is the single largest employer in Oakland County.

CULTURE



The Detroit Zoo is located in Oakland County with 125 acres of naturalistic exhibits including one of the world's largest polar bear exhibit, the "Arctic Ring of Life."



Included among Oakland County's museums are the world renowned Cranbrook Academy of Art Museum, the Cranbrook Institute of Science and the Walter P. Chrysler Automotive Museum.

Premier cultural entertainment venues include the Palace of Auburn Hills, Meadow Brook Theatre, Meadow Brook Music Festival, and the outdoor DTE Energy Music Theatre.



CAPITAL IMPROVEMENT PROGRAM



2008-2012 CAPITAL IMPROVEMENT PLAN

The development of a five-year Capital Improvement Program (CIP) can be best described as a never-ending process which attempts to compile, review, analyze and help justify considerable information from numerous sources in an effort to cost-effectively forecast, in a timely manner, future facility and utility needs. By description, the process is complex and ever-changing. The information included in this program is a preliminary step in a longer program development, approval, and construction process for each individual project.

Considerable effort has gone into this preliminary conceptual planning phase in order to provide the Board of Commissioners and the County Executive as much information about needed projects and conceptual cost estimates as early as possible for planning purposes. Even with a concentrated preplanning effort, everyone can be assured the scope and preliminary cost estimates of some projects will change when detailed planning begins, project scopes are better defined and unanticipated projects become known. Some projects may simply not be done or may be delayed if alternative solutions are found or funding is unavailable. The planning and approval process is a good one and results in a better understanding of the projects and trends, which leads to informed decisions, pro or con, regarding each project.

The CIP as presented here is NOT a budgetary commitment to purchase and build. Rather, it is a planning document, listing the priorities from the Administration's and Board of Commissioners' perspective. The process begins with an analysis of need, conducted by the Department of Facilities Management and the operating departments. This analysis is conducted on several levels and includes comparison to the Master Facilities Plan last adopted by the Board of Commissioners in the mid 1990's. Eventually, these needs are more clearly defined and are turned into projects, complete with tentative cost assigned and a tentative timetable for completion.

The 2008 - 2012 Program is an aggressive one which forecasts 43 projects with preliminary budgets of approximately \$462,176,200 over the next five (5) years and beyond. As the program reflects, and it is significant to note, that nearly 91% or approximately \$420,580,000 of the projects, are in the Administration of Justice and Law Enforcement arena. These projects primarily address Court, Jail and related support functions in this growing segment of county government.

The CIP is a collection of these projects. Facilities Management presents the CIP to the Board of Commissioners Planning and Building Committee for their review and comment during the summer. As with all County Executive Recommendations, the Committee can accept, reject, or modify the recommendation. At times the Planning and Building Committee prioritizes the projects. The Committee chose not to do so for FY 2008 and FY 2009. Once the Planning and Building Committee approves the CIP, it is passed along to the Finance Committee for inclusion in the Board of Commissioners Budget document.

The only budgetary appropriation made at this point in the process is a commitment of Revenue Sharing Reserve dollars to be used to support the CIP. The Revenue Sharing Reserve Fund was established from the July, 2005 tax levy. Per state law, one-third of the current millage rate was levied for County property taxes in July. Revenue Sharing Reserve funds will also be used to fund initiatives benefiting Oakland County residents and certain capital costs.

The Capital Cooperative Initiatives Revolving Fund (CCIRF) appropriation is transferred to the Building Fund to support any approved projects. The fund balance remaining in the Building Fund is used to supplement the annual appropriations. Once a project is developed to the point of implementation, a resolution is presented to the Board of Commissioners for implementation. At this juncture, budgetary commitment is made for this individual project.

**OAKLAND COUNTY, MICHIGAN
CAPITAL IMPROVEMENT PROGRAM
FY 2008 through FY 2012**

BUILDING PROJECTS								
<u>Item No.</u>	<u>Project</u>	<u>Project Total</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>Future</u>
1	Former EOB Renovations	4,360,000	4,360,000					
2	Renovations of North Health Building	1,880,000	1,880,000					
3	Renovations of North Office Building	1,740,000	117,000	1,623,000				
4	New Facility for Drain Commissioner	10,319,000	400,000 *	9,919,000 *				
5	Storage Building	2,100,000	2,100,000					
6	Courthouse Caulking (1)	700,000	700,000					
7	Elevator Maintenance (1)	1,000,000	500,000	500,000				
8	Central Garage Fuel Tank Installations	395,000	395,000					
9	Miscellaneous	200,000	200,000					On Going
Future Projects								
10	Youth Assistance Relocation	1,880,000		120,000	1,760,000			
11	Future Roof Replacement Program	748,000		127,000	153,000	156,000	312,000	On Going
12	Future Electrical Upgrades	1,200,000		300,000	300,000	300,000	300,000	On Going
13	Medium Security Jail	98,020,000 *		1,000,000 *	97,020,000 *			
14	Oakland Pointe Addition & Renovation	11,280,000 *		1,000,000 *	10,280,000 *			
15	Jail Intake & Holding Renovation	10,080,000 *		200,000 *	9,880,000 *			
16	High Density Shelving	728,000			728,000			
17	Central Garage Addition	366,000			366,000			
18	Property for Future 52-1 Courthouse	3,000,000			3,000,000			
19	Renovations for Additional Circuit Court J	1,649,000			100,000	1,549,000		
20	Culinary Classroom and Storage Building	1,640,000			100,000	1,540,000		
21	Grounds Maintenance Facility - East	3,056,000			182,000	2,874,000		
22	52-2 District Courthouse	22,410,000 *			1,200,000 *	21,210,000 *		
23	52-1 District Courthouse	28,810,000 *						28,810,000 *
24	Communications Center	11,700,000 *						11,700,000 *
25	CFC A.C. Refrigerant Replacement Prog	1,314,000						1,314,000
26	High Density Shelving - Phase 2	1,078,000						1,078,000
27	Firing Range Relocation and Expansion	14,753,000 *						14,753,000 *
28	Crime Lab Addition	11,819,000 *						11,819,000 *
29	Courthouse Addition & Renovation-Phase	195,825,000 *					2,000,000 *	193,825,000 *
COST OF BUILDING PROJECTS		\$444,050,000	\$10,652,000	\$14,789,000	\$125,069,000	\$27,629,000	\$2,612,000	\$263,299,000
UTILITY, ROADS AND PARKING LOT PROJECTS								
<u>Item No.</u>	<u>Project</u>	<u>Project Total</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>Future</u>
1	Primary Electrical System Maintenance (1	880,000	100,000	780,000				
2	2008 Parking Lot Paving Program (1)	360,000	360,000					
Future Projects								
3	Steam Tunnel Repair	3,000,000		200,000	2,800,000			
4	Future Service Center Sidewalk Program	860,000		105,000	365,000	390,000		
5	Mainland Drain - Phase 2	2,450,000 *		130,000 *	2,320,000 *			
		Project Total	FY2008	FY2009	FY2010	FY2011	FY2012	Future
6	Future Parking Lot Paving Program	1,890,000		610,000	335,000	485,000	460,000	On Going
7	Water Tower / Radio Tower Project	420,000			420,000			
8	Emergency Gen. for Boot Camp & Animal	300,000			300,000			
9	Replace Water Main	375,200			375,200			
10	Mainland Drain - Phase 3	1,850,000 *			100,000 *	1,750,000 *		
11	Service Center Road Repair	610,000			610,000			
12	Courthouse Road Relocation	1,723,000			150,000	1,573,000		
13	County Center Drive East Improvements	1,290,000			100,000	1,190,000		
14	Primary Electrical System Relocation	2,118,000				2,118,000		
COST OF UTILITY PROJECTS		\$18,126,200	\$460,000	\$1,825,000	\$7,875,200	\$7,506,000	\$460,000	\$0
GRAND TOTAL		\$462,176,200	\$11,112,000	\$16,614,000	\$132,944,200	\$35,135,000	\$3,072,000	\$263,299,000

NOTE: All project cost estimates are projected to the year indicated in the program or to the midpoint of construction for multiyear projects

**OAKLAND COUNTY, MICHIGAN
CAPITAL IMPROVEMENT PROGRAM
FY 2008 through FY 2012**

FUNDING

Building Improvement Fund

Est. Carry Forward From Building Fund From Previous Year	6,223,455	171,455	86,455	(9,057,745)	(18,232,745)	(16,304,745)
Plus Transfer from Capital Cooperative Initiatives Revolving Fund	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Plus Transfer from Facilities, Maintenance & Operations Fund	1,660,000	1,280,000	0	0	0	0
Total Available from Building Improvement Fund	\$10,883,455	\$4,451,455	\$3,086,455	(\$6,057,745)	(\$15,232,745)	(\$13,304,745)

Reimbursement From Bonds / Alternative Funding Sources

New Facility for Drain Commissioner	10,319,000 *	400,000 *	9,919,000 *			
Medium Security Jail	98,020,000 *		1,000,000 *	97,020,000 *		
Oakland Pointe Addition & Renovation	11,280,000 *		1,000,000 *	10,280,000 *		
Jail Intake & Holding Renovation	10,080,000 *		200,000 *	9,880,000 *		
52-2 District Courthouse	22,410,000 *			1,200,000 *	21,210,000 *	
52-1 District Courthouse	28,810,000 *					28,810,000 *
Communications Center	11,700,000 *					11,700,000 *
Firing Range Relocation and Expansion	14,753,000 *					14,753,000 *
Crime Lab Addition	11,819,000 *					11,819,000 *
Mainland Drain - Phase 2	2,450,000 *		130,000 *	2,320,000 *		
Mainland Drain - Phase 3	1,850,000 *			100,000 *	1,750,000 *	
Courthouse Addition & Renovation - Phase 1	195,825,000 *				2,000,000 *	193,825,000 *
Total Reim. from Bonds/Alternative Sources	\$419,316,000	\$400,000	\$12,249,000	\$120,800,000	\$22,960,000	\$260,907,000

Total Available from Building Improvement Fund	10,883,455	4,451,455	3,086,455	(6,057,745)	(15,232,745)	(13,304,745)
Total Reimbursement from Bonds/Alternate Sources	400,000	12,249,000	120,800,000	22,960,000	2,000,000	260,907,000
Less Current Year Projects Funded by Building Improvement Fund	(10,712,000)	(4,365,000)	(12,144,200)	(12,175,000)	(1,072,000)	(2,392,000)
Less Current Year Projects Funded by Other Sources	(400,000)	(12,249,000)	(120,800,000)	(22,960,000)	(2,000,000)	(260,907,000)

CARRY FORWARD AVAILABLE FOR NEXT YEAR	\$171,455	\$86,455	(\$9,057,745)	(\$18,232,745)	(\$16,304,745)	(\$15,696,745)
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- * Project will not be recommended or executed until after a specific funding source is identified and approved by the County Executive and Board of Commissioners
- (1) Transfer from Facilities, Maintenance & Operations Fund in order to cover several large maintenance projects (use of equity justified by the critical nature of maintenance projects).

**FACILITIES MAINTENANCE
AND OPERATIONS**

**SPECIAL PROJECTS
BUDGET**

FY 2008 SPECIAL PROJECTS

<u>Buildings</u>	<u>Description</u>	<u>Cost</u>
CV A Bldg/ 012	Replace the 30-year old generator at "A" Building	\$ 30,000
CV J Bldg/ 019	Replacement of the sally port garage door at "J" Building	13,000
Courthouse/ 025	Overhaul solution and refrigerant pumps and install new diaphragms	25,000
Courthouse/ 025	New carpet in Judge Sosnick's courtroom	9,000
Courthouse/ 025	New carpet in Judge Young's entire chambers, jury room, and courtroom	10,500
Courthouse/ 025	Family Division - Court Services - Carpet offices in clinic 2nd floor	22,000
Courthouse/ 025	Family Division - Court Services - Carpet hallways	25,000
Courthouse/ 025	Remodel offices in Corporation Counsel	18,500
Southfield Health/ 031	Refurbish lintels, install joint sealants in coping, vent sealants and windows, and miscellaneous tuck pointing	20,000
Jail/ 033	Tuck-point and caulk	25,000
Jail/ 033	Bearing replacement on #2 centrifugal	8,000
Information Technology/ 037	Vent Guard Redi Reliefs installed on the centrifical machine	6,000
Animal Control/ 039	Fire alarm system	25,000
South Oakland/ 049	Family Division - Court Services - Install secure plexi-glass at reception desk in casework unit	6,000
Service Center/ 052	Electronic sign	65,000
Service Center/ 052	Crack seal Service Center parking lots	30,000
West Oakland/ 056	Family Division - Court Services - Install secure plexi-glass at reception desk at Walled Lake casework unit	7,000
Heating Plant/ 207	Inspection/repair/waterproofing of the stack at the Heating Plant	35,000
52/2 District Court/ 429	Additional security cameras and video recording equipment	<u>20,000</u>
Total FY 2008 Special Projects		<u><u>\$ 400,000</u></u>

FACILITIES MAINTENANCE & OPERATIONS - FUND #63100
FY 2008 MAINTENANCE (M) PROJECTS

<u>Building</u>	<u>Description</u>	<u>Cost</u>
Southfield Health/ 031	Replace 2 each - 40-year old boilers and related steam components	\$ 164,000
Jail/ 033	Replacement of 12 roof-top HVAC units at the Oakland County Jail	200,000
Heating Plant/ 207	Replace deteriorated burner throat on #1 and #2 boilers	<u>36,000</u>
Total FY 2008 Maintenance (M) Projects		<u>\$ 400,000</u>

PROPRIETARY FUND CAPITAL BUDGETS

PRINTING, MAILING CONVENIENCE FUND CAPITAL BUDGET PLAN
FISCAL YEARS: 2006, 2007, 2008, AND 2009

Asset Number	Type of Equipment	Total Asset Value	Depreciation through 09/30/2006	Net Book Value 09/30/2006	Capital Additions	Depreciation		
						2007	2008	2009
841	32" CUTTER	26,285.00	9,637.80	16,647.20		2,628.51	2,628.50	2,628.51
842	T-51 TOKO 4750	10,245.00	4,695.63	5,549.37		1,024.50	1,024.50	1,024.50
843	PLATEMAKER	6,835.00	6,835.00	-		-	-	-
844	SORTER	52,969.00	52,969.00	-		-	-	-
845	COLOR COPIER	136,430.00	136,430.00	-		-	-	-
846	FOLDER	40,000.00	7,333.30	32,666.70		4,000.00	4,000.00	4,000.01
847	PRINTING PRESS	74,709.49	74,709.49	-		-	-	-
848	PRINTING PRESS	20,500.00	20,500.00	-		-	-	-
849	PRINTING PRESS	18,750.00	18,750.00	-		-	-	-
850	ENVELOPE INSERTER	62,753.00	8,367.06	54,385.94		6,275.30	6,275.30	6,275.30
851	PALLET MOTOR LIFT	11,631.13	11,631.13	-		-	-	-
852	PALLET MOTOR LIFT	10,754.87	10,754.87	-		-	-	-
853	WALKIE PALLET TRUCK	5,890.00	5,890.00	-		-	-	-
854	WALKIE PALLET TRUCK	5,890.00	5,890.00	-		-	-	-
	DIGITAL METER MACHINE	22,037.00	1,653.00	20,384.00		2,203.70	2,203.70	2,203.70
	DIGITAL METER MACHINE	22,037.00	1,653.00	20,384.00		2,203.70	2,203.70	2,203.70
	DIGITAL PRODUCTION PUNCH				80,000.00	8,000.00	8,000.00	8,000.00
	INK JET EQUIPMENT				45,000.00	4,500.00	4,500.00	4,500.00
	TOTALS	527,716.49	377,699.28	150,017.21	125,000.00	30,835.71	30,835.70	30,835.72

MOTORPOOL FUND CAPITAL BUDGET PLAN

FISCAL YEARS: 2008, 2009 AND 2010

Type of Asset	Total Asset Value	Depreciation through 9/30/2007	Net Book Value 9/30/2007	Capital Additions	Depreciation		
					2008	2009	2010
BUILDINGS	424,860.46	424,860.46	-		-	-	-
FUEL MANAGEMENT SYSTEM	46,889.00	46,889.00	-		-	-	-
DRUM & ROTOR LATHE	5,145.00	5,145.00	-		-	-	-
VEHICLES	13,036,983.96	6,260,238.00	6,776,745.96		1,903,067.00	1,903,067.00	1,903,067.00
	13,513,878.42	6,737,132.46	6,776,745.96	-	1,903,067.00	1,903,067.00	1,903,067.00

2008 CAPITAL ACQUISITIONS

QTY	DESCRIPTION	PRICE	TOTAL
26	Intermediate	\$17,500.00	\$455,000.00
3	Full Size	28,000.00	84,000.00
5	Pick Up	19,950.00	99,750.00
19	Vans	21,000.00	399,000.00
1	SUV	23,750.00	23,750.00
6	Patrol Tahoe	30,909.00	185,454.00
5	Patrol - Crown Vic	\$20,000.00	100,000.00
45	Patrol - Impala	18,000.00	810,000.00
	Special Rate		369,925.00
			<u>\$2,526,879.00</u>

OFFICE EQUIPMENT FUND CAPITAL BUDGET PLAN

FISCAL YEARS: 2008, 2009 AND 2010

Type of Equipment	Total Asset Value	Depreciation through 9/30/2007	Net Book Value 9/30/2007	Capital Additions	Depreciation		
					2008	2009	2010
P_CAR_CAM	708,900.00	604,721.02	104,178.98		110,916.46	2,727.55	-
P_COMPUTER	17,322.35	17,322.35	-		-	-	
P_LAB_10YR	1,215,645.59	933,632.81	282,012.78		67,623.94	57,499.13	45,073.61
P_LAB_5YR	86,080.00	71,642.50	14,437.50		12,375.00	2,062.50	-
P_MEDICAL	123,661.28	109,300.26	14,361.02		6,628.16	6,628.17	1,104.69
P_MICROFLM	212,938.59	189,139.16	23,799.43		12,007.78	4,016.67	2,844.45
P_OFFCE-EQ	1,584,883.93	1,237,842.45	347,041.48		108,101.03	90,916.74	85,091.40
P_PWR_FILE	745,154.13	561,028.61	184,125.52		28,920.13	28,678.04	26,016.43
TOTALS	4,694,585.87	3,724,629.16	969,956.71	-	346,572.50	192,528.80	160,130.58

OAKLAND COUNTY MEDICAL CARE FACILITY FUND CAPITAL BUDGET PLAN
FISCAL YEARS: 2007, 2008, 2009 AND 2010

TYPE OF ASSET	TOTAL ASSET VALUE	DEPRECIATION THROUGH 09/30/2007	NET BOOK VALUE - EQUIP & SOFTWARE WRITTEN OFF 6/9/07 (1)	NET BOOK VALUE TRANSFERRED 6/9/07(2)	NET BOOK VALUE 09/30/2007	CAPITAL ADDITIONS	DEPRECIATION		
							FY 2008	FY 2009	FY 2010
LAND	\$ 13,770.73	\$ 13,770.73	\$ -	\$ -	\$ -	\$0	\$0	\$0	\$0
BUILDING	3,004,275.53	2,248,240.09	-	756,035.44	-	0	0	0	0
EQUIPMENT	65,941.00	61,799.96	4,141.04	-	-	0	0	0	0
SOFTWARE	44,150.00	24,353.35	19,796.65	-	-	0	0	0	0
TOTAL	3,128,137.26	2,348,164.13	23,937.69	756,035.44	-	0	0	0	0

NOTE (1): These assets were written off due to the new management contract with Ciena Healthcare Mgt., Inc. and close of the Medical Care Facility Fund.

NOTE (2): These assets were transferred over to the general fixed asset list due to the new management contract with Ciena Healthcare Mgt., Inc. and close of the Medical Care Facility Fund.

CAPITAL BUDGET PLAN FOR CLEMIS FUND 53500
FISCAL YEARS 2007, 2008, 2009, 2010

				Net Book		Projected Depreciation			
	Cost	Accumulated	Value	Capital	Remaining				
Asset Category	3/31/2007	Depreciation	3/31/2007	Additions	FY 2007	FY 2008	FY 2009	FY 2010	
Equipment									
Equipment	260,482	201,303	59,179	0	7,397	14,795	14,795	14,795	
E911 Equipment	2,554,100	2,554,100	0	0	0	0	0	0	
COPS MORE Equipment	18,118,547	16,469,418	1,649,129	0	329,826	659,652	659,651	0	
Oak Video Equipment	5,206,436	1,041,287	4,165,149	0	520,644	1,041,287	1,041,287	1,041,287	
TOTAL EQUIPMENT ASSETS	26,139,565	20,266,108	5,873,457	0	857,867	1,715,734	1,715,733	1,056,082	
CAPITAL PROJECTS IN PROGRESS									
COPS MORE Purchases	1,890,203	0	1,890,203	0	189,020	378,041	378,041	378,041	
Video Arraignment	0	0	0	0	0	0	0	0	
TOTAL CAPITAL PROJECT ASSETS	1,890,203	0	1,890,203	0	189,020	378,041	378,041	378,041	
FUTURE ACQUISITIONS:									
COPS MORE Grant	0	0	0	4,148,556	0	414,856	829,711	829,711	
Fingerprint	0	0	0	3,000,000	0	300,000	600,000	600,000	
Jail Management/Mugshot	0	0	0	4,900,000	0	490,000	980,000	980,000	
Video Arraignment	0	0	0	1,493,564	0	149,356	298,713	298,713	
Other	0	0	0	425,000	0	42,500	85,000	85,000	
TOTAL FUTURE ACQUISITIONS	0	0	0	13,967,120	0	1,396,712	2,793,424	2,793,424	
GRAND TOTAL OF ALL ASSETS	28,029,768	20,266,108	7,763,660	13,967,120	1,046,887	3,490,487	4,887,198	4,227,547	
Useful Life of Assets:									
Technology Equipment	3 years								
Equipment over \$50,000 (servers)	5 years								
Intangible Assets (infrastructure, software, services for project)	5 years								
Note A - The Jail Management and Mugshot systems have been combined as a single project as the industry now considers these two functions as one. Booking, which includes mugshots, is now a function of the jail management systems under consideration.									
Note B - The CLEMIS Advisory Board has yet to take action to determine a funding plan to replace the COPS MORE equipment being deployed. Some of the equipment may require replacement after fiscal year 2006.									

CAPITAL BUDGET PLAN FOR FIRE RECORDS MANAGEMENT FUND 53100
FISCAL YEARS 2007, 2008, 2009, 2010

				Net Book		Projected Depreciation			
		Cost	Accumulated	Value		Remaining			
<u>Asset Category</u>		<u>3/31/2007</u>	<u>Depreciation</u>	<u>3/31/2007</u>		<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>
Equipment > \$5,000		\$ 124,793	\$ 108,664	\$ 16,129		\$ 1,613	\$ 3,226	\$ 3,226	\$ 3,226
Computer software		409,196	409,196	-		-	-	-	-
		\$ 533,989	\$ 517,860	\$ 16,129		\$ 1,613	\$ 3,226	\$ 3,226	\$ 3,226
<u>Capital Program</u>									
Equipment > \$5,000									
Useful life of assets:									
Technology equipment (over \$5,000)			3 years						
Equipment over \$50,000			5 years						
Intangible assets (infrastructure,									
software, etc.)			5 years						

CAPITAL BUDGET PLAN FOR INFORMATION TECHNOLOGY FUND 63600
FISCAL YEARS 2007, 2008, 2009, 2010

Asset Category	Cost	Accumulated	Book	Capital	Projected Depreciation				
	at 03/31/07	Depreciation	Val at 3/31/07	Additions	Remaining FY 2007	FY 2008	FY 2009	FY 2010	FY 2011
CIP (GL 1102)									
CIP (BSA PH II)	\$ 802,437	\$ -	\$ 802,437	\$ -	\$ 80,244	\$ 160,487	\$ 160,487	\$ 160,487	\$ 160,487
Subtotal CIP (GL 1102)	\$ 802,437	\$ -	\$ 802,437	\$ -	\$ 80,244	\$ 160,487	\$ 160,487	\$ 160,487	\$ 160,487
Equipment (GL 1112)									
Acorn II 166011	\$ 5,608,219	\$ 4,428,090	\$ 1,180,129	\$ -	\$ 344,511	\$ 460,560	\$ 132,317	\$ 132,317	\$ 110,424
Office Automation 166012	3,134,683	2,671,496	463,187	-	31,397	185,748	185,748	60,294	-
Mainframe 166013	4,848,553	4,443,292	405,261	-	43,000	132,652	46,652	46,652	46,652
CLEMIS	5,713	5,713	-	-	-	-	-	-	-
Mugshot 166016	104,610	104,610	-	-	-	-	-	-	-
Lan Based Imaging 166020	399,862	397,188	2,674	-	2,674	-	-	-	-
Acorn I 166024	313,043	313,043	-	-	-	-	-	-	-
WAN/OakNet 166015	1,607,608	1,607,608	-	-	-	-	-	-	-
GIS 166070	68,019	68,019	-	-	-	-	-	-	-
People Soft PH I	457,034	182,813	274,221	-	45,703	91,407	91,407	45,703	-
Thin Client PH I	268,373	100,639	167,734	-	22,364	44,729	44,729	11,183	-
Gigabit Infrastructure Upgrade	866,873	433,437	433,436	-	144,478	288,958	-	-	-
People Soft PH II	6,512,275	1,816,828	4,695,447	420,213	735,270	1,386,497	1,386,497	1,386,497	1,386,497
Subtotal Assets (GL 1112)	\$ 24,194,865	\$ 16,572,776	\$ 7,622,089	\$ -	\$ 1,369,397	\$ 2,590,551	\$ 1,887,350	\$ 1,682,646	\$ 1,543,573
Intangible Assets (GL 1115)									
HRFIS	\$ 7,293,478	\$ 7,293,478	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Data Warehouse	521,247	521,247	-	-	-	-	-	-	-
Y2K Services	1,950,704	1,950,704	-	-	-	-	-	-	-
Oracle	655,456	655,456	-	-	-	-	-	-	-
Oracle 9i	448,386	403,548	44,838	-	44,838	-	-	-	-
Interwoven	250,100	250,100	-	-	-	-	-	-	-
ELVIS	1,578,578	1,578,578	-	-	-	-	-	-	-
Road Centerline	189,280	189,280	-	-	-	-	-	-	-
Digital Orth Photos	636,308	636,308	-	-	-	-	-	-	-
Digital Orth Framework	1,272,615	827,199	445,416	-	63,630	127,262	127,262	63,630	63,632
OakNet Fiber	2,935,603	2,430,027	505,576	-	97,854	195,707	195,707	16,308	-
OakNet Eng Installs	1,000,000	900,000	100,000	-	50,000	50,000	-	-	-
OakNet Proj Mgmt	345,000	327,750	17,250	-	17,250	-	-	-	-
Websphere	82,661	71,640	11,021	-	2,756	5,512	2,753	-	-
Thin Client PH I	186,396	247	186,149	-	30,819	31,066	31,066	31,066	31,066
People Soft PH I	4,252,990	1,275,897	2,977,093	-	425,299	850,598	850,598	850,598	-
People Soft PH II	1,386,520	-	1,386,520	-	277,304	277,304	277,304	277,304	277,304
BSA PH I	283,814	-	283,814	-	56,763	56,763	56,763	56,763	56,762
Subtotal for Intangibles (GL 1115)	\$ 25,269,136	\$ 19,311,459	\$ 4,287,343	\$ -	\$ 1,066,513	\$ 1,594,212	\$ 1,541,453	\$ 1,295,669	\$ 428,764
Future Acquisitions: (approved by BOC)									
Network Upgrade Switches				\$ 99,000		\$ 33,000	\$ 33,000	\$ 33,000	
Firewall & DR Switches				105,000		35,000	35,000	35,000	
LAN Closet UPS				50,000		16,666	16,666	16,666	
SQL/Linux Servers				72,000		24,000	24,000	24,000	
Support Servers				304,200		101,400	101,400	101,400	
Additional Network Fiber				586,000		39,066	39,066	39,066	39,066
Subtotal Future Acquisitions apprvd by BOC				1,216,200		249,132	249,132	249,134	39,066
					2,516,154	4,594,382	3,838,422	3,387,936	2,171,890
						-	-	-	-
GRAND TOTAL OF ALL ASSETS	\$ 50,266,438	\$ 35,884,235	\$ 12,711,869		\$ 2,516,154	\$ 4,594,382	\$ 3,838,422	\$ 3,387,936	\$ 2,171,890
Useful Life of Assets:	Notes: Subject to change upon determination of on-going technology needs								
Technology Equipment	3 yrs								
Equipment over \$50,000 (servers)	5 yrs								
software)	5 yrs								
Fiber (OakNet)	15 yrs								
Digital Ortho Photos (1/3 proj)	3 yrs								
Digital Ortho Framework (2/3 proj)	10 yrs								
Thin Client	6 yrs								

CAPITAL BUDGET PLAN FOR RADIO COMMUNICATIONS FUND 53600

FISCAL YEARS: 2007, 2008, 2009, 2010

			Net Book	Remaining	Depreciation			
	Cost	Accumulated	Value	Cap. Additions	Remaining			
<u>Asset Category</u>	<u>3/31/2007</u>	<u>Depreciation</u>	<u>3/31/2007</u>	<u>FY 2007</u>	<u>FY 2007</u>	<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>
Equipment: radios, shop	\$ 4,554,730	\$ 4,532,944	\$ 21,786		\$ 3,208	\$ 5,967	\$ 5,467	\$ 1,760
Equipment: sites, towers	6,603,339	6,603,339	-		-	-	-	-
Capital projects in progress	24,552,319	-	24,552,319		-	2,455,232	2,455,232	2,455,232
Total Fixed Assets	\$ 35,710,388	\$ 11,136,283	\$ 24,574,105		\$ 3,208	\$ 2,461,199	\$ 2,460,699	\$ 2,456,992
Capital Program								
Radios, mobile units, central electronics bank, consoles, control stations, etc.	\$ -	\$ -	\$ -	\$ 19,069,341	\$ -	\$ 1,906,934	\$ 1,906,934	\$ 1,906,934
Towers and related equipment				32,225	-	3,223	3,223	3,223
Other				603,283	-	60,328	60,328	60,328
Total Capital Additions	\$ -	\$ -	\$ -	\$ 19,704,849	\$ -	\$ 1,970,485	\$ 1,970,485	\$ 1,970,485
Total All Assets	\$ 35,710,388	\$ 11,136,283	\$ 24,574,105	\$ 19,704,849	\$ 3,208	\$ 4,431,684	\$ 4,431,184	\$ 4,427,477
Useful life of assets:								
Technology equipment (over \$5,000)		3 years						
Equipment over \$50,000		5 years						
Intangible assets (infrastructure, software, etc.)		5 years						
Radio systems		10 years						
NOTE A - the capital expenditures have been derived from a memorandum dated May 26, 2004 and subsequent updates sent to the Public Services, Finance and Radio Oversight Committees covering the status of the Radio Project.								

CAPITAL BUDGET PLAN FOR TELEPHONE COMMUNICATIONS FUND 67500
FISCAL YEARS: 2007, 2008, 2009, 2010

				Net Book	Projected Depreciation			
		Cost	Accumulated	Value	Remaining			
<u>Asset Category</u>		3/31/2007	Depreciation	3/31/2007	FY 2007	FY 2008	FY 2009	FY 2010
Equipment > \$5,000		\$ 3,825,275	\$ 2,369,983	\$ 1,455,292	\$ 138,635	\$ 275,665	\$ 271,798	\$ 270,813
Software		947,284	345,923	601,361	31,105	62,210	62,210	62,210
		\$ 4,772,559	\$ 2,715,907	\$ 2,056,653	\$ 169,740	\$ 337,874	\$ 334,008	\$ 333,023
<u>Capital Program</u>								
Equipment & Software > \$5,000					\$ -	\$ -	\$ -	\$ -
Useful life of assets:								
Technology equipment (over \$5,000)			3 years					
Equipment over \$50,000			5 years					
Intangible assets such as software			3 - 15 years					
SL-100			10 years					
PBX Cable, Fiber, & Installations			15 years					

MICROGRAPHICS FUND CAPITAL BUDGET PLAN
FISCAL YEARS: 2007, 2008, 2009, 2010

		Total	Depreciation	Net Book				
Asset	Type of	Asset	through	Value	Capital	Depreciation		
Number	Equipment	Value	09/30/2006	09/30/2006	Additions	2007	2008	2009
1254	MICROFILM MACHINE	18,400.00	18,400.00	-				
1255	DUPLICATOR	18,750.00	18,750.00	-				
1256	CAMERA	19,400.00	19,400.00	-				
1257	MICROFILM MACHINE	18,525.00	18,525.00	-				
1258	IMAGELINK DIGITAL WORKSTATION	21,665.00	21,665.00	-				
1259	IMAGELINK DIGITAL WORKSTATION	21,665.00	21,665.00	-				
1260	IMAGELINK DIGITAL WORKSTATION	21,665.00	21,665.00	-				
1261	IMAGELINK PRINTER	8,984.00	8,984.00	-				
1262	IMAGELINK PRINTER	8,984.00	8,984.00	-				
1263	PROCESSOR/REPLENISHER	19,805.00	18,154.55	1,650.45		1,650.45	-	-
1264	IMAGELINK PRINTER	10,507.00	10,507.00	-				
1265	IMAGELINK PRINTER	10,507.00	10,507.00	-				
1266	IMAGELINK PRINTER	10,507.00	10,507.00	-				
1267	READER	13,425.00	13,425.00	-				
1268	PHOTO COPIER	9,860.00	9,860.00	-				
1269	READER	13,425.00	13,425.00	-				
1270	KODAK IMAGELINK MICROIMAGER	26,217.80	21,795.53	4,422.27		3,316.70	1,105.57	-
1271	KODAK PROSTAER PROCESSOR	22,457.85	14,971.93	7,485.92		2,245.78	2,245.78	2,245.78
1272	KODAK IMAGELINK MICROIMAGER	38,197.50	21,963.51	16,233.99		3,819.76	3,819.76	3,819.76
1273	KODAK IMAGELINK MICROIMAGER	38,197.50	21,963.51	16,233.99		3,819.76	3,819.76	3,819.76
1274	KODAK IMAGELINK MICROIMAGER	22,840.00	13,132.92	9,707.08		2,284.02	2,284.02	2,284.02
1275	TRIUMPH 6550 CUTTER	7,227.00	7,227.00	-				
1277	KODAK IMAGELINK MICROIMAGER	50,117.00	11,276.31	38,840.69		5,011.70	5,011.70	5,011.70
	TOTAL EQUIPMENT	451,328.65	356,754.26	94,574.39	-	22,148.17	18,286.59	17,181.02
1276	RUSS BASSET R-12 & 05 CABINET	12,000.00	4,600.00	7,400.00		1,200.00	1,200.00	1,200.00
	TOTAL FURNITURE	12,000.00	4,600.00	7,400.00	-	1,200.00	1,200.00	1,200.00
	TOTAL DEPRECIATION	463,328.65	361,354.26	101,974.39	-	23,348.17	19,486.59	18,381.02

CAPITAL BUDGET PLAN FOR DRAIN EQUIPMENT FUND 63900

FISCAL YEARS: 2007, 2008, 2009 2010

		TOTAL	DEPRECIATION THRU	BOOK VALUE	CAPITAL	DEPRECIATION						
	ASSETS	03/31/07	03/31/07	ADDITIONS	Remaining 2007	2008	2009	2010	2011	FUTURE	TOTAL	
ASSET CATEGORY												
CAPITAL PROJECTS IN PROGRESS	\$2,743,499	\$0	\$2,743,499		\$0	\$274,350	\$274,350	\$274,350	\$274,350	\$1,646,100	\$2,743,499	
BUILDINGS	1,541,974	120,304	1,421,670		27,688	38,549	38,549	38,549	38,549	1,239,785	1,541,974	
EQUIPMENT	1,313,872	1,033,017	280,855		47,420	82,866	65,006	42,323	16,972	26,267	1,313,872	
VEHICLES	3,147,070	2,395,239	751,831	84,265	63,473	109,597	106,774	106,774	86,269	278,943	3,147,070	
LAND	130,000	-	130,000		-	-	-	-	-	-	-	
TOTAL ASSETS	8,876,415	3,548,559	5,327,856		138,582	505,362	484,680	461,997	416,140	3,191,095	8,746,415	
FISCAL												
YR	CAPITAL ACQUISITION											
2008	Specialty Vehicles - Jet Truck			191,742	-	19,174	19,174	19,174	19,174	115,045	191,742	
2009	Specialty Vehicles - Dump Truck			78,000	-	-	7,800	7,800	7,800	54,600	78,000	
2009	Specialty Vehicles - Vactor Truck			346,146	-	-	34,615	34,615	34,615	242,302	346,146	
2010	Specialty Vehicles - Vactor Truck			363,453	-	-	-	36,345	36,345	290,762	363,453	
TOTAL CAPITAL ACQUISITION	-	-	-	979,341	-	19,174	61,589	97,934	97,934	702,710	979,341	
GRAND TOTAL	\$8,876,415	\$3,548,559	\$5,327,856	\$979,341	\$138,582	\$524,536	\$546,269	\$559,931	\$514,075	\$3,893,805	\$9,725,756	
NOTES:												
Capitalization Threshold = \$5,000												
Useful Life of Assets:												
Vehicles		4 years										
Specialty Vehicles (Vactor Trucks, Sewer Jet Trucks, TV Vans, etc)		Varies - 5 to 10 years										
Maintenance Equipment		5 years										
Technology Systems (GIS, SCADA)		10 years										
Buildings		40 years										
Land		Not depreciated										

PARKS & RECREATION CAPITAL BUDGETS

Oakland County Parks and Recreation Commission 2008 Capital Improvement Budget and 4 - Year Forecast

Summary

	Adopted 2008 Capital Budget	<u>Four Year Forecast (In Dollars)</u>			
		<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Administration (Future Projects)	\$8,056,000.00	\$300,000	\$300,000	\$300,000	\$300,000
Addison Oaks	2,440,000.00	910,000	360,000	385,000	5,000,000
Catalpa Oaks	195,000.00	300,000	0	0	0
Glen Oaks	283,077.91	75,000	0	0	0
Groveland Oaks	291,385.85	250,000	0	0	5,000,000
Highland Oaks	3,580,405.00	105,000	0	210,000	0
Independence Oaks	4,687,597.19	270,000	0	0	0
Lyon Oaks	333,649.20	100,000	0	1,000,000	3,675,000
Orion Oaks	115,000.00	50,000	1,750,000	100,000	0
Red Oaks	680,000.00	250,000	50,000	0	0
Rose Oaks	59,150.00	0	100,000	1,000,000	0
Springfield Oaks	2,483,518.18	40,000	0	0	2,699,000
Waterford Oaks	1,704,387.80	735,000	1,690,000	500,000	0
White Lake Oaks	157,072.00	0	0	0	0
Contingency	1,285,812.87	0	0	0	0
Capital Improvement Budget Total	<u><u>\$26,352,056.00</u></u>	<u><u>\$3,385,000</u></u>	<u><u>\$4,250,000</u></u>	<u><u>\$3,495,000</u></u>	<u><u>\$16,674,000</u></u>

Where the Funds Come From For Proposed 2008 Capital Budget:

Unrestricted Net Assets, 9/30/06		\$18,268,540
2007 Revised Operating Revenue	\$23,710,870	
2007 Revised Operating Expense	<u>(22,630,063)</u>	1,080,807
2007 Revised Operating Depreciation		3,268,600
2007 Operating Equipment (Revised Budget)		(618,397)
2008 Operating Equipment (Budget)		(555,350)

Bonds, Lyon Oaks:

2007 Debt Retirement - Principal Only	(\$500,000)	
2008 Debt Retirement - Principal Only	<u>(525,000)</u>	(1,025,000)

Grants :

Land Acquisition-Addison Oaks	\$616,000	
Land Acquisition-Highland oaks	1,440,000	
Land Acquisition-Independence Oaks	1,900,000	
Land Acquisition, A.C.-Springfield Oaks	99,500	
Connector Trail Safety Path-Addison Oaks	228,800	
Construct River Trail-Independence Oaks (Balance)	184,350	
Access to Recreation (Pontoon Boat)-Independence Oaks	10,000	
Trail Development, Phase 2-Lyon Oaks	53,500	
Boundless Play Area-Waterford Oaks	250,000	
Parking Lot Additions, A.C. & G.C.-Waterford Oaks	<u>190,000</u>	4,972,150

Donations:

Relocate Ellis Barn, A.C.-Spring. Oaks (Road Comm.'s Grant)	\$600,000	
Relocate Ellis Barn, A.C.-Springfield Oaks (Balance)	58,695	
Science Bldg E Construction, A.C.-Springfield Oaks (Balance)	210,761	
Septic System Construction, A.C.-Springfield Oaks	50,000	
Storm Water Retention, A.C.-Springfield Oaks	15,000	
Event Campground-Phase 1, A.C.-Springfield Oaks	<u>26,250</u>	960,706

Proposed 2008 Capital Improvement Program Budget	<u><u>\$26,352,056</u></u>
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**Oakland County Parks and Recreation Commission
2008 Capital Improvement Budget and Four-Year Forecast**

Administration

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
ADM-01		Future Acquisition & Improvements	8,056,000.00	300,000	300,000	300,000	300,000
		Total	<u>\$8,056,000.00</u>	<u>\$300,000</u>	<u>\$300,000</u>	<u>\$300,000</u>	<u>\$300,000</u>

FY 2008 Operating Budget's Revenue, Expense and Depreciation Figures will be included in the "Source of Funds" for FY 2009 CI Budget (similar to the tax levy and tax revenue time table.)

Addison Oaks

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
AO-35	15	Water Play Feature-Spray Pad	40,000.00	360,000	0	0	0
AO-38	15	Golf Course	0.00	0	0	0	5,000,000
AO-41	15	Pole Barn	0.00	50,000	0	0	0
AO-42	974	15 Eliminate East Dr Loop-CC	150,000.00	0	0	0	0
AO-47	15	Pool Building	0.00	0	10,000	0	0
AO-49	601	15 Boathouse-Buel Lk	100,000.00	0	0	0	0
AO-54	15	Camping - Modern, Phase 4	0.00	0	350,000	0	0
AO-64	15	Retaining Wall	0.00	20,000	0	0	0
AO-66	15	Cabins 2-Phase 3	0.00	70,000	0	0	0
AO-68	15	Storage Facility Expansion-C.C. (A)	0.00	100,000	0	0	0
AO-73	604	15 Pavilion-Campgrd Recreation	110,000.00	0	0	0	0
AO-74	15	Concrete Disc Golf Tees *	0.00	0	0	0	0
AO-80	824	15 Gravel Prkg Lot-Equestrian	30,000.00	0	0	0	0
AO-82	15	Asphalt Camping Trails	0.00	80,000	0	0	0
AO-83	15	Camping-Equestrian Group Area	0.00	0	0	385,000	0
AO-84	975	15 Connector Trail Safety Path (B)	520,000.00	0	0	0	0
AO-85	15	Concrete Pads-Area A *	0.00	0	0	0	0
AO-86	976	15 Entrance Drive Lighting-C.C.	50,000.00	0	0	0	0
AO-87	15	Asphalt Day Use Parking Lot	0.00	230,000	0	0	0
AO-88	15	Master Plan	20,000.00	0	0	0	0
AO-89	15	East Unit Parking Lot	20,000.00	0	0	0	0
AO-90	15	Land Acquisition-Upland Hills Farm (C)	1,400,000.00	0	0	0	0
		Addison Oaks Total	<u>\$2,440,000.00</u>	<u>\$910,000</u>	<u>\$360,000</u>	<u>\$385,000</u>	<u>\$5,000,000</u>

(A) Subject to private funding

(B) MNRTF State Grant \$228,800/O.C.P. & R. funds \$291,200

(C) MNRTF State Grant \$616,000/O.C.P. & R. Funds \$784,000

* Projects Cancelled, S/B Operating Budget's Grounds Maintenance

**Oakland County Parks and Recreation Commission
2008 Capital Improvement Budget and Four-Year Forecast**

Catalpa Oaks

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
CO-01	1033	70 Land Acquisition-Catalpa	0.00	0	0	0	0
CO-02		70 Asphalt - Curb Parking Lot	150,000.00	0	0	0	0
CO-03		70 Restroom-Storage Bldg. Design	30,000.00	0	0	0	0
CO-04		70 Entrance Sign	15,000.00	0	0	0	0
CO-05		70 Restroom-Storage Bldg. Construction	0.00	300,000	0	0	0
Catalpa Oaks Total			<u>\$195,000.00</u>	<u>\$300,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Glen Oaks

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
GLO-12	977	27 Fairways Drainage Improvements	30,000.00	0	0	0	0
GLO-31	644	27 Maint Bldg Storage Addition	16,570.97	0	0	0	0
GLO-36		27 Refreshment Center	0.00	75,000	0	0	0
GLO-38	645	27 Asphalt Maintenance Lot	14,373.93	0	0	0	0
GLO-44	826	27 Curb Parking Lot-Phase 2	2,280.23	0	0	0	0
GLO-46	902	27 Maint Bldg S Add Sitework	17,972.78	0	0	0	0
GLO-47	978	27 Irrigation Pump House	146,880.00	0	0	0	0
GLO-48		27 Proshop Entrance Fencing	15,000.00	0	0	0	0
GLO-49		27 Clubhouse Water Lift Pump	40,000.00	0	0	0	0
Glen Oaks Total			<u>\$283,077.91</u>	<u>\$75,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Groveland Oaks

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
GRO-20		20 Beach Improvement	0.00	100,000		0	0
GRO-23		20 Court Game	0.00	50,000	0	0	0
GRO-38		20 Golf Course (A)	0.00	0	0	0	5,000,000
GRO-47	979	20 Asphalt Maint. Lot & Roads	99,665.85	0	0	0	0
GRO-50	828	20 Storage Bldg-Rental Equipmt	20,000.00	0	0	0	0
GRO-52	829	20 Dog Park	25,000.00	0	0	0	0
GRO-53	830	20 Island Concrete Walkways	40,000.00	0	0	0	0
GRO-56	831	20 Asphalt Walkways-Phase 2	6,720.00	0	0	0	0
GRO-57		20 Cabins 2-Phase 4	0.00	100,000	0	0	0
GRO-58		20 Dump Station Septic Field	100,000.00	0	0	0	0
Groveland Oaks Total			<u>\$291,385.85</u>	<u>\$250,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$5,000,000</u>

(A) Subject to appropriate funding.

**Oakland County Parks and Recreation Commission
2008 Capital Improvement Budget and Four-Year Forecast**

Highland Oaks

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
HO-01	1020	65 Land Acquisition-Highland (A)	3,442,255.00	0	0	0	0
HO-02	1035	65 Park Boundary Fence	63,150.00	0	0	0	0
HO-03		65 Parking Lot	75,000.00	0	0	0	0
HO-04		65 Master Plan	0.00	30,000	0	0	0
HO-05		65 Trail Development	0.00	75,000	0	0	0
HO-06		65 Restroom Shelter Bldg.	0.00	0	0	210,000	0
Highland Oaks Total			<u>\$3,580,405.00</u>	<u>\$105,000</u>	<u>\$0</u>	<u>\$210,000</u>	<u>\$0</u>

(A) Subject to State Grant \$1,440,000/O.C.P.&R. Funds \$2,160,000

Independence Oaks

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
IO-19		25 Fence SW Property	0.00	50,000	0	0	0
IO-40		25 Nature Interpretive Pond	0.00	20,000	0	0	0
IO-42	980	25 Land Acquisition Upper Bushman Lake (A)	4,500,000.00	0	0	0	0
IO-61		25 Parking Lot, Beach Cove	0.00	150,000	0	0	0
IO-78	639	25 Construct River Trail (B)	187,597.19	0	0	0	0
IO-81		25 Pole Barn Addition	0.00	50,000	0	0	0
Independence Oaks Total			<u>\$4,687,597.19</u>	<u>\$270,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

(A) MNRTF State Grant \$1,900,000/O.C.P. & R. funds \$2,600,000

(B) MNRTF State Grant \$219,000/O.C.P. & R. funds \$210,480

Lyon Oaks

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
LO-14		55 Day Use Development-Phase 3	0.00	0	0	0	1,000,000
LO-15		55 Nature Center Building-PK	0.00	0	0	1,000,000	0
LO-49		55 Contact Station-PK	0.00	100,000	0	0	0
LO-70	673	55 Connect Shelters-Woods Edge	30,000.00	0	0	0	0
LO-71		55 Additional Nine Hole Golf Construction-GC	0.00	0	0	0	2,500,000
LO-73	834	55 Trail Development-Phase 2-PK (A)	100,793.20	0	0	0	0
LO-74	833	55 Maint Bldg Addition-GC	120,000.00	0	0	0	0
LO-76	687	55 N Rec Field Ph 2-Cricket-PK	32,856.00	0	0	0	0
LO-80	981	55 Parking Lot-Century Dr-PK	0.00	0	0	0	0
LO-81		55 Cricket Field Lighting-PK	0.00	0	0	0	175,000
LO-82		55 Rookery Restoration *	0.00	0	0	0	0
LO-83	982	55 Cart Paths Extension-GC	20,000.00	0	0	0	0
LO-84	983	55 East Norton Drain Bridge-PK	25,000.00	0	0	0	0
LO-85	1041	55 Well-Old Chicken Coop-PK	5,000.00	0	0	0	0
Lyon Oaks Total			<u>\$333,649.20</u>	<u>\$100,000</u>	<u>\$0</u>	<u>\$1,000,000</u>	<u>\$3,675,000</u>

(A) L&W Grant \$53,500/O.C.P. & R. funds \$62,500

* Project Cancelled, S/B Operation Budget's Grounds Maintenance

**Oakland County Parks and Recreation Commission
2008 Capital Improvement Budget and Four-Year Forecast**

Orion Oaks

<u>Bdgt.</u> <u>No.</u>	<u>Proj.</u> <u>No.</u>	<u>Project</u>	<u>Adopted</u> <u>2008 Capital</u> <u>Budget</u>	<u>Four-Year Forecast (In Dollars)</u>			
				<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
OO-04		24 Day Use Area Design	0.00	50,000	0	0	0
OO-05	618	24 Restroom-Dog Park	35,000.00	0	0	0	0
OO-22		24 Day Use Area Development	0.00	0	1,750,000	100,000	0
OO-23	867	24 Pavilion-Dog Park	20,000.00	0	0	0	0
OO-24	984	24 Maintenance Bldg.	60,000.00	0	0	0	0
Orion Oaks Total			<u>\$115,000.00</u>	<u>\$50,000</u>	<u>\$1,750,000</u>	<u>\$100,000</u>	<u>\$0</u>

Red Oaks

<u>Bdgt.</u> <u>No.</u>	<u>Proj.</u> <u>No.</u>	<u>Project</u>	<u>Adopted</u> <u>2008 Capital</u> <u>Budget</u>	<u>Four-Year Forecast (In Dollars)</u>			
				<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
RO-66		28 Dog Park-WP	0.00	150,000	0	0	0
RO-68	985	28 Relocate Complex Entrance-WP	100,000.00	50,000	0	0	0
RO-72	986	28 Cart Paths Extensions-GC	10,000.00	0	0	0	0
RO-73	987	28 Irrigation Well-GC	60,000.00	0	0	0	0
RO-74	988	28 Protective Fence, Net on 2-GC	30,000.00	0	0	0	0
RO-75		28 Walking -Bike Trails-GC	100,000.00	0	0	0	0
RO-76		28 Walking -Bike Trails-WP	100,000.00	0	0	0	0
RO-77		28 Design - Construct Play Area-SC	250,000.00	0	0	0	0
RO-78		28 Entrance Sign-Dog Park-WP	15,000.00	0	0	0	0
RO-79		28 Entrance Sign-Play Area-SC	15,000.00	0	0	0	0
RO-80		28 Redesign Concession Bldg.-WP	0.00	50,000	0	0	0
RO-81		28 Storage Addition	0.00	0	50,000	0	0
Red Oaks Total			<u>\$680,000.00</u>	<u>\$250,000</u>	<u>\$50,000</u>	<u>\$0</u>	<u>\$0</u>

Rose Oaks

<u>Bdgt.</u> <u>No.</u>	<u>Proj.</u> <u>No.</u>	<u>Project</u>	<u>Adopted</u> <u>2008 Capital</u> <u>Budget</u>	<u>Four-Year Forecast (In Dollars)</u>			
				<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
ROSE-02		60 Entrance Sign	15,000.00	0	0	0	0
ROSE-03		60 Day Use Design	0.00	0	100,000	0	0
ROSE-07		60 Trail Development	10,000.00	0	0	0	0
ROSE-10		60 Docks	25,000.00	0	0	0	0
ROSE-11	688	60 Master Plan	9,150.00	0	0	0	0
ROSE-12		60 Day Use Development	0.00	0	0	1,000,000	0
Rose Oaks Total			<u>\$59,150.00</u>	<u>\$0</u>	<u>\$100,000</u>	<u>\$1,000,000</u>	<u>\$0</u>

**Oakland County Parks and Recreation Commission
2008 Capital Improvement Budget and Four-Year Forecast**

Springfield Oaks Golf Course

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
SO-33	989	30 Kitchen Cooler Addition-GC	20,000.00	0	0	0	0
SO-50		30 Relocate Davis House	0.00	40,000	0	0	0
SO-70		30 Cart Path Extension #4 Green	10,000.00	0	0	0	0
Springfield Oaks Golf Course Total			<u>\$30,000.00</u>	<u>\$40,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Springfield Oaks Activity Center/Park

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
SO-40	656	30 Relocate Ellis Barn-AC (A)	538,650.37	0	0	0	0
SO-46	662	30 Outside Electrical Upgrade-AC	0.00	0	0	0	0
SO-47	663	30 Bldg E, Bldg K Design-AC	11,705.37	0	0	0	0
SO-48	664	30 Septic System Design-AC	4,518.16	0	0	0	0
SO-52	841	30 Science Bldg E Construct-AC (B)	440,444.43	0	0	0	0
SO-55	842	30 Septic System Construction-AC (C)	128,687.18	0	0	0	0
SO-57	844	30 ComServiceGardenSitework-AC (D)	24,512.67	0	0	0	0
SO-58		30 Dog Park-AC	25,000.00	0	0	0	0
SO-59	868	30 Horse Bldg K Construct-AC (E) *	0.00	0	0	0	275,000
SO-49	990	30 Equestrian Indoor Arena Design-AC (F) *	0.00	0	0	0	115,000
SO-60	992	30 Storm Water Retention-AC (G)	35,000.00	0	0	0	0
SO-61	993	30 Land Acquisition, Samuel-AC (H)	1,100,000.00	0	0	0	0
SO-62	991	30 Equestrian Indoor Arena-AC (I) *	0.00	0	0	0	1,600,000
SO-63		30 Demonstration Arena-AC *	0.00	0	0	0	50,000
SO-64	1046	30 Event Campground-Phase 1-AC (J)	75,000.00	0	0	0	0
SO-65		30 Event Campground Design Phase 2-AC *	0.00	0	0	0	30,000
SO-66		30 Event Campground-Phase 2-AC (K) *	0.00	0	0	0	325,000
SO-67		30 Bldg F & G Design-AC *	0.00	0	0	0	20,000
SO-68		30 Bldg F Construct-AC (L) *	0.00	0	0	0	142,000
SO-69		30 Bldg G Construct-AC (M) *	0.00	0	0	0	142,000
SO-70		30 Ellis Barn Upgrade-AC	50,000.00	0	0	0	0
SO-71		30 CS Garden Pole Barn-AC	20,000.00	0	0	0	0
Springfield Oaks AC/Park Total			<u>\$2,453,518.18</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$2,699,000</u>
Springfield Oaks Golf Course, AC/Park Total			<u>\$2,483,518.18</u>	<u>\$40,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$2,699,000</u>

(A) County of Oakland Road Commission Donation (vis State ISTEA Grant) \$600,000/RBI Donation \$75,000/Springfield Township Donation \$20,000/Friends of Ellis Barn Donation \$3,000/Ellis Family

(B) 4-H Fair Board Donation \$213,000/O.C.P. & R. funds \$237,000

(C) 4-H Fair Board Donation \$50,000/O.C.P. & R. funds \$170,000

(D) Various Donations possibilities are being researched

(E) 4-H Fair Board \$60,000/O.C.P. & R. funds \$215,000 -Project Postponed Indefinitely *

(F) O.C.P. & R. funds \$115,000-Project Postponed Indefinitely *

(G) 4-H Fair Board Donation \$15,000/O.C.P. & R. funds \$20,000

(H) MNRTF State Grant \$99,500/O.C.P. & R. funds \$1,000,500

(I) 4-H Fair Board Donation \$90,000/O.C.P. & R. funds \$1,510,000-Project Postponed Indefinitely *

(J) 4-H Fair Board Donation (35%) \$26,250/O.C.P. & R. funds \$48,750

(K) 4-H Fair Board Donation (35%) \$113,750/O.C.P. & R. funds \$211,250-Project Postponed Indefinitely *

(L) 4-H Fair Board Donation \$50,000/O.C.P. & R. funds \$92,000-Project Postponed Indefinitely *

(M) 4-H Fair Board Donation \$50,000/O.C.P. & R. funds \$92,000-Project Postponed Indefinitely *

* Note: The Equestrian Center and associated buildings/improvements have been postponed indefinitely.

**Oakland County Parks and Recreation Commission
2008 Capital Improvement Budget and Four-Year Forecast**

Waterford Oaks

Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
WO-35		35 Picnic Shelter-Look Out Lodge	75,000.00	0	0	0	0
WO-36	670	35 Parking Lot Improvement-AC (A)	274,899.00	0	0	0	0
WO-39		35 Play Lot-Toboggan Complex	0.00	30,000	0	0	0
WO-45	845	35 Art Sculpture-Admin Site	20,000.00	0	0	0	0
WO-56	994	35 Toboggan Tower Redesign	20,000.00	0	0	0	0
WO-58		35 Adventure River-WP	0.00	0	1,500,000	500,000	0
WO-59	666	35 Picnic Shelter-WP	3,814.10	0	0	0	0
WO-66		35 Asphalt Trail System-Phase 2	0.00	100,000	0	0	0
WO-67		35 Storage Building-Tech. Support	0.00	0	40,000	0	0
WO-68		35 Picnic Shelter-Sled Hill	35,000.00	0	0	0	0
WO-70		35 Skate Park-BMX	0.00	0	150,000	0	0
WO-71		35 Parking Lot Expansion-WP	100,000.00	0	0	0	0
WO-73	668	35 Rec Office Relocation-AC	105,674.70	0	0	0	0
WO-74	846	35 Material Storage Bins	10,000.00	0	0	0	0
WO-75		35 Picnic Shelter-Parkview	0.00	40,000	0	0	0
WO-76		35 Toboggan Tower Renovation (w/lift)	0.00	165,000	0	0	0
WO-77	995	35 Parking Lot Addition-GC (B)	195,000.00	0	0	0	0
WO-78	996	35 Boundless Play Area-GC (C)	540,000.00	0	0	0	0
WO-79	997	35 Water Features Design-WP	75,000.00	0	0	0	0
WO-80		35 Spray Pad Construction-WP	250,000.00	0	0	0	0
WO-81		35 New Water Feature Construction-WP	0.00	400,000	0	0	0
Waterford Oaks Total			<u><u>\$1,704,387.80</u></u>	<u><u>\$735,000</u></u>	<u><u>\$1,690,000</u></u>	<u><u>\$500,000</u></u>	<u><u>\$0</u></u>

(A) CMI Grant \$112,000/O.C.P. & R. funds \$168,000

(B) CMI Grant \$78,000/O.C.P. & R. funds \$117,000

(C) Access to Recreation Grant \$250,000/O.C.P. & R. funds \$290,000

White Lake Oaks

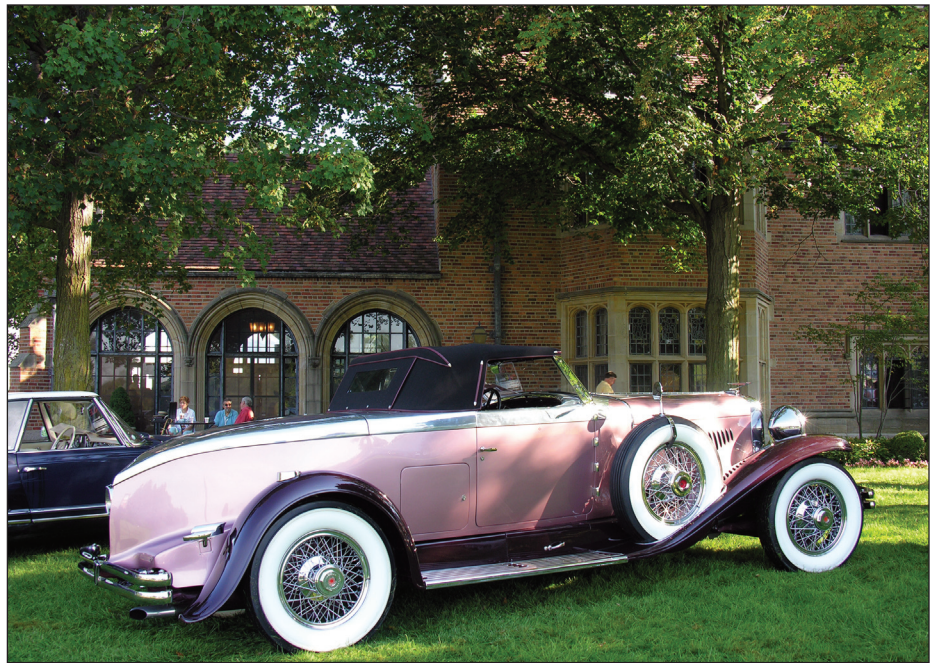
Bdgt. No.	Proj. No.	Project	Adopted 2008 Capital Budget	Four-Year Forecast (In Dollars)			
				2009	2010	2011	2012
WLO-12	640	26 Clubhouse	0.00	0	0	0	0
WLO-41	641	26 Clubhouse Site-Pkg-Cart Path	0.00	0	0	0	0
WLO-42	642	26 Clubhouse Landscaping	0.00	0	0	0	0
WLO-43	998	26 Cart Paths Extension	10,000.00	0	0	0	0
WLO-44	999	26 Irrigation Pump House	147,072.00	0	0	0	0
White Lakes Oaks Total			<u><u>\$157,072.00</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>

EVENTS



The Woodward Dream Cruise, the world's largest one-day celebration of car culture, attracts more than 1 million visitors and more than 40,000 muscle cars, street rods, custom, collector and special interest vehicles. Cruisers and spectators drive along a 16-mile route through nine communities in Oakland County.

The Meadow Brook Concours d'Elegance is an annual event that showcases the world's finest antique and classic automobiles, displayed in a lavish outdoor exhibition at scenic Meadow Brook Hall, a historic auto baron's mansion on the campus of Oakland University.



Quake on the Lake is an annual power boat event with more than 70 hydroplane racers from around the US and Canada.

BOND AND INTEREST REDEMPTION FUNDS



L. Brooks Patterson, County Executive

OAKLAND COUNTY, MICHIGAN

FY 2008 – 2009 BIENNIAL BUDGET

BOND AND INTEREST REDEMPTION FUNDS

The following schedules depict the County's General Fund annual bond and interest redemption obligations for the period 2006 through 2007. Bond proceeds were utilized to finance several County facilities including:

- Lyon Oaks Park
- Computer Center
- Courthouse West Wing Extension
- Work Release Facility
- 52/3 District Court - Rochester
- Rochester Hills Sheriff Substation
- New Office Building Renovation
- Airport T-Hangar
- Pontiac Phoenix Center
- Community Mental Health Authority

Ownership of the facilities resides with the Oakland County Building Authority during the life of the bonds. Revenue to defray outstanding obligations is derived from rental charges to the General Fund and Delinquent Tax Revolving fund for interest and principal payments. Upon bond retirement, ownership is transferred to the County.

**Oakland County, Michigan
FY 2008/FY2009
BIENNIAL BUDGET
BOND AND INTEREST REDEMPTION FUNDS**

Lyon Oaks Park #31407

	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Fund Balance - October 1	\$ 5	\$ 69	\$ (117)	\$ (101)	\$ (101)
Revenue:					
Transfers In	562,869	568,755	575,123	580,625	583,987
Interest Income	64	947	768	-	-
Total Revenue	562,933	569,702	575,891	580,625	583,987
Expenditures:					
Principal Payments	450,000	475,000	500,000	525,000	550,000
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	112,569	94,588	75,575	55,325	33,687
Paying Agent Fees	300	300	300	300	300
Total Expenditures	562,869	569,888	575,875	580,625	583,987
Incr/(Decr) Fund Balance	64	(186)	16	-	-
Fund Balance - September 30	\$ 69	\$ (117)	\$ (101)	\$ (101)	\$ (101)

**Bldg. Auth. Refunding 2004 (Computer Ctr)
#31548**

	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Fund Balance - October 1	\$ 2,291	\$ 5	\$ 5	\$ 5	\$ -
Revenue:					
Transfers In	80,620	82,206	1,081,688	1,054,171	-
Interest Income	-	-	-	-	-
Total Revenue	80,620	82,206	1,081,688	1,054,171	-
Expenditures:					
Principal Payments	35,000	35,000	1,035,000	1,030,000	-
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	47,906	47,206	46,463	23,176	-
Paying Agent Fees	-	-	225	1,000	-
Total Expenditures	82,906	82,206	1,081,688	1,054,176	-
Incr/(Decr) Fund Balance	(2,286)	-	-	(5)	-
Fund Balance - September 30	\$ 5	\$ 5	\$ 5	\$ -	\$ -

**West Wing Extension
1998 Refunding #31547**

	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Fund Balance - October 1	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5
Revenue:					
Transfers In	1,439,388	1,481,044	1,463,763	1,449,950	1,479,070
Interest Income	-	-	-	-	-
Total Revenue	1,439,388	1,481,044	1,463,763	1,449,950	1,479,070
Expenditures:					
Principal Payments	1,105,000	1,195,000	1,230,000	1,270,000	1,355,000
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	334,088	285,744	233,463	179,650	123,770
Paying Agent Fees	300	300	300	300	300
Total Expenditures	1,439,388	1,481,044	1,463,763	1,449,950	1,479,070
Incr/(Decr) Fund Balance	-	-	-	-	-
Fund Balance - September 30	\$ 5	\$ 5	\$ 5	\$ 5	\$ 5

**Oakland County, Michigan
FY 2008/FY2009
BIENNIAL BUDGET
BOND AND INTEREST REDEMPTION FUNDS**

<u>Work Release Facility #31411</u>	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Fund Balance - October 1	\$ 5	\$ 5	\$ (270)	\$ 5	\$ 5
Revenue:					
Transfers In	1,908,050	1,898,325	1,886,700	1,872,376	1,856,526
Interest Income	-	-	-	-	-
Total Revenue	1,908,050	1,898,325	1,886,700	1,872,376	1,856,526
Expenditures:					
Principal Payments	875,000	900,000	925,000	950,000	975,000
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	1,033,050	998,050	961,150	921,376	880,526
Paying Agent Fees	-	550	275	1,000	1,000
Total Expenditures	1,908,050	1,898,600	1,886,425	1,872,376	1,856,526
Incr/(Decr) Fund Balance	-	(275)	275	-	-
Fund Balance - September 30	\$ 5	\$ (270)	\$ 5	\$ 5	\$ 5
<u>Rochester (52-3) District Court #31421</u>	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Fund Balance - October 1	\$ 5	\$ 5	\$ (270)	\$ 5	\$ 5
Revenue:					
Transfers In	1,379,563	1,385,338	1,388,675	1,391,375	1,415,275
Interest Income	-	-	-	-	-
Total Revenue	1,379,563	1,385,338	1,388,675	1,391,375	1,415,275
Expenditures:					
Principal Payments	650,000	675,000	700,000	725,000	775,000
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	729,563	710,063	688,125	665,375	639,275
Paying Agent Fees	-	550	275	1,000	1,000
Total Expenditures	1,379,563	1,385,613	1,388,400	1,391,375	1,415,275
Incr/(Decr) Fund Balance	-	(275)	275	-	-
Fund Balance - September 30	\$ 5	\$ (270)	\$ 5	\$ 5	\$ 5
<u>Rochester Hills Sheriff Substation #31420</u>	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Fund Balance - October 1	\$ -	\$ -	\$ (270)	\$ 276	\$ 276
Revenue:					
Transfers from Municipalities	397,088	1,232,336	346,704	365,788	358,194
Interest Income	-	-	405	-	-
Total Revenue	397,088	1,232,336	347,109	365,788	358,194
Expenditures:					
Principal Payments	200,000	200,000	200,000	225,000	225,000
Payment to Bond Escrow Agent	-	860,368	-	-	-
Interest Payments	197,088	171,688	146,288	139,788	132,194
Paying Agent Fees	-	550	275	1,000	1,000
Total Expenditures	397,088	1,232,606	346,563	365,788	358,194
Incr/(Decr) Fund Balance	-	(270)	546	-	-
Fund Balance - September 30	\$ -	\$ (270)	\$ 276	\$ 276	\$ 276

**Oakland County, Michigan
FY 2008/FY2009
BIENNIAL BUDGET
BOND AND INTEREST REDEMPTION FUNDS**

<u>New Office Building Renovation #31415</u> (Series 2003 & 2004A)	<u>FY 2005</u> <u>Actual</u>	<u>FY 2006</u> <u>Actual</u>	<u>FY 2007</u> <u>Actual</u>	<u>FY 2008</u> <u>Adopted Budget</u>	<u>FY 2009</u> <u>Adopted Budget</u>
Fund Balance - October 1	\$ 5	\$ 5	\$ (270)	\$ 260	\$ 260
Revenue:					
Transfers In	1,923,775	2,060,664	2,089,381	2,089,101	2,082,600
Interest Income	-	-	-	-	-
Total Revenue	1,923,775	2,060,664	2,089,381	2,089,101	2,082,600
Expenditures:					
Principal Payments	975,000	1,000,000	1,050,000	1,075,000	1,100,000
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	948,550	1,060,164	1,038,351	1,012,101	980,600
Paying Agent Fees	225	775	500	2,000	2,000
Total Expenditures	1,923,775	2,060,939	2,088,851	2,089,101	2,082,600
Incr/(Decr) Fund Balance	-	(275)	530	-	-
Fund Balance - September 30	\$ 5	\$ (270)	\$ 260	\$ 260	\$ 260

<u>Airport T-Hangar #31417</u>	<u>FY 2005</u> <u>Actual</u>	<u>FY 2006</u> <u>Actual</u>	<u>FY 2007</u> <u>Actual</u>	<u>FY 2008</u> <u>Adopted Budget</u>	<u>FY 2009</u> <u>Adopted Budget</u>
Fund Balance - October 1	\$ -	\$ 610	\$ 725	\$ 170	\$ 170
Revenue:					
Transfers In	503,610	482,360	482,359	488,402	487,152
Interest Income	761	858	489	-	-
Total Revenue	504,371	483,218	482,848	488,402	487,152
Expenditures:					
Principal Payments	230,000	235,000	240,000	250,000	255,000
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	273,761	248,103	243,403	237,402	231,152
Paying Agent Fees	-	-	-	1,000	1,000
Total Expenditures	503,761	483,103	483,403	488,402	487,152
Incr/(Decr) Fund Balance	610	115	(555)	-	-
Fund Balance - September 30	\$ 610	\$ 725	\$ 170	\$ 170	\$ 170

<u>Pontiac Phoenix Center #31440</u>	<u>FY 2005</u> <u>Actual</u>	<u>FY 2006</u> <u>Actual</u>	<u>FY 2007</u> <u>Actual</u>	<u>FY 2008</u> <u>Adopted Budget</u>	<u>FY 2009</u> <u>Adopted Budget</u>
Fund Balance - October 1	\$ -	\$ -	\$ 11,698	\$ 1,546	\$ 601
Revenue:					
Transfers from Municipalities	-	-	1,089,670	957,967	940,162
Interest Income	-	11,973	1,531	-	-
Total Revenue	-	11,973	1,091,201	957,967	940,162
Expenditures:					
Principal Payments	-	-	350,000	375,000	375,000
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	-	-	751,078	583,362	564,612
Paying Agent Fees	-	275	275	550	550
Total Expenditures	-	275	1,101,353	958,912	940,162
Incr/(Decr) Fund Balance	-	11,698	(10,152)	(945)	-
Fund Balance - September 30	\$ -	\$ 11,698	\$ 1,546	\$ 601	\$ 601

Oakland County, Michigan
FY 2008/FY2009
BIENNIAL BUDGET
BOND AND INTEREST REDEMPTION FUNDS

<u>Pontiac Phoenix Ctr Refunding #31441</u>	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Fund Balance - October 1	\$ -	\$ -	\$ 620	\$ 1,104	\$ 394
Revenue:					
Transfers from Municipalities	-	190,518	389,744	387,846	392,038
Interest Income	-	7,388	484	-	-
Total Revenue	-	197,906	390,228	387,846	392,038
Expenditures:					
Principal Payments	-	110,000	45,000	45,000	50,000
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	-	87,011	344,469	343,006	341,488
Paying Agent Fees	-	275	275	550	550
Total Expenditures	-	197,286	389,744	388,556	392,038
Incr/(Decr) Fund Balance	-	620	484	(710)	-
Fund Balance - September 30	\$ -	\$ 620	\$ 1,104	\$ 394	\$ 394

<u>CMHA Housing Project #31417</u>	<u>FY 2005 Actual</u>	<u>FY 2006 Actual</u>	<u>FY 2007 Actual</u>	<u>FY 2008 Adopted Budget</u>	<u>FY 2009 Adopted Budget</u>
Fund Balance - October 1	\$ -	\$ -	\$ -	\$ 8,466	\$ 5
Revenue:					
Transfers from Community Mental Health Auth.	-	-	275	416,740	423,207
Interest Income	-	-	8,466	-	-
Total Revenue	-	-	8,741	416,740	423,207
Expenditures:					
Principal Payments	-	-	-	175,000	200,000
Payment to Bond Escrow Agent	-	-	-	-	-
Interest Payments	-	-	-	249,926	222,932
Paying Agent Fees	-	-	275	275	275
Total Expenditures	-	-	275	425,201	423,207
Incr/(Decr) Fund Balance	-	-	8,466	(8,461)	-
Fund Balance - September 30	\$ -	\$ -	\$ 8,466	\$ 5	\$ 5

COUNTY SHARE OF INDEBTEDNESS



L. Brooks Patterson, County Executive

FY 2008 – 2009 BIENNIAL BUDGET

COUNTY SHARE OF INDEBTEDNESS CURRENT PAYMENTS

The following schedule provides a summary of overlapping debt obligations for the budget period, including annual principal and interest payments for 2008 and 2009. Except for Building Authority Bonds, for which the County is the primary obligor, the Drain Bonds derive their financing through Special Assessments with the local unit designated the primary obligor and the County in a secondary position.

The County has the authority to issue up to \$7.73 billion in debt (10% percent of its State Equalized Value); however, the actual outstanding debt is \$889.9 million, or 11.5% of the permissible amount.

Oakland County's Administrative Policy is to purchase property, build facilities, enhance technology or make major capital purchases out of existing resources whenever possible; usually through the use of fund balance. In 2005, the General Fund Balance was used to pay for cost saving technology enhancements such as implementation of the Peoplesoft Financial and Supply Chain System, expansion of the COMSTAT website to enhance community policing efforts, and improvements to the Community Corrections database. Renovations to the Sheriff's Dispatch Center were also paid for from the General Fund Balance. The County attempts to retain an amount equal to at least 10% of the General Fund/General Purpose budget in fund balance. Should a project jeopardize this minimum level of fund balance, other sources of funding will be sought.

If fund balance is not available, and the project is not overly expensive, the County will borrow from the Delinquent Tax Revolving Fund (DTRF), with the approval of the County Treasurer and the Board of Commissioners. The DTRF is an Enterprise Fund, which generates income from the interest and penalties earned on delinquent real and personal property taxes. The DTRF pays local units of government their share of the delinquent tax, and retains the receivable. A repayment agreement is developed when funds are borrowed from the DTRF. This agreement includes a repayment schedule and the interest to be repaid, usually tied to the six-month Treasury Bill rate.

Only when a project is of sufficient size that the use of fund balance or borrowing from the DTRF is not a viable option, will the County sell bonds on the open market. As the attached schedule indicates, this method has been used for a number of building expansion projects. Because the County retains the highest municipal bond ratings (please see transmittal letter), all issues enjoy an excellent rate.

Even when the County sells bonds on the open market, Administration monitors the market for opportunities for either re-financing or defeasing the issue. The County has saved tens of millions of dollars over the last six years both through defeasance and re-financing.

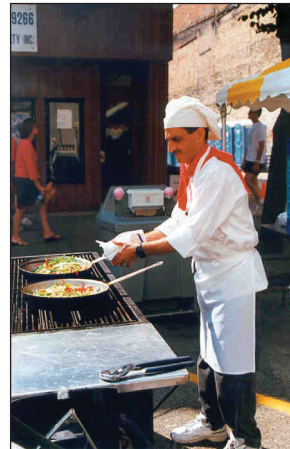
OAKLAND COUNTY
2008-2009 BIENNIAL BUDGET
COUNTY SHARE OF CURRENT INDEBTEDNESS PAYMENTS
PERIOD ENDING: September 30, 2007

DEBT TYPE	YEAR 2008			YEAR 2009		
	Principal	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL
LAKE LEVEL BONDS-LIMITED TAX						
Watkins Lake Level, Series 2004	55,000.00	12,740.00	67,740.00	55,000.00	11,282.50	66,282.50
Total	55,000.00	12,740.00	67,740.00	55,000.00	11,282.50	66,282.50
DRAINS BONDS - LIMITED TAX						
Acacia Park CSO-Series 1998 C	1,505.00	495.14	2,000.14	1,505.00	433.44	1,938.44
Jacobs, Series 2005	18,140.00	18,505.52	36,645.52	18,140.00	17,870.62	36,010.62
Korzon	3,456.00	2,493.85	5,949.85	3,456.00	2,279.58	5,735.58
George Kuhn Series 2000B	3,816.25	305.30	4,121.55	4,197.88	104.95	4,302.83
George Kuhn Series 2002A	5,724.38	1,234.37	6,958.75	5,724.38	976.77	6,701.15
McIntyre	949.50	316.36	1,265.86	1,012.80	265.83	1,278.63
Franklin Subwatershed, Series 2005	28,945.97	27,067.82	56,013.79	28,945.97	26,163.26	55,109.23
Franklin Subwatershed, Series 2006	8,830.50	9,954.55	18,785.05	8,830.50	9,647.69	18,478.19
Robert Reid	0.00	0.00	0.00	0.00	0.00	0.00
Wolf	31,800.00	9,271.08	41,071.08	33,496.00	7,842.52	41,338.52
Total	103,167.60	69,643.99	172,811.59	105,308.53	65,584.66	170,893.19
REFUNDING DRAIN BONDS - LIMITED TAX						
Acacia Park CSO D.D. Ref., Series 2003	9,933.00	2,127.92	12,060.92	11,137.00	1,939.19	13,076.19
B'ham CSO D. D., Ser. 1999 Ref.	710.50	380.70	1,091.20	696.00	346.25	1,042.25
B'ham CSO D.D. Ref., Ser. 2001	1,682.00	818.19	2,500.19	1,943.00	749.23	2,692.23
Blfd. Twp. CSO D.D. Ref., Ser. 2005	39,576.00	6,844.32	46,420.32	38,412.00	5,771.99	44,183.99
Blfd. Vill. CSO D.D. Ref., Ser. 2001-E	31,018.75	12,730.54	43,749.29	31,018.75	11,489.79	42,508.54
Blfd. Vill. CSO D.D. Ref., Ser. 2001-F	97,487.50	45,806.72	143,294.22	96,601.25	41,809.73	138,410.98
Caddell Drain. Dist. Ref., Ser. 2003	11,537.58	2,792.65	14,330.23	11,537.58	2,481.14	14,018.72
Crake Drain. Dist. Ref., Ser. 2003	9,315.50	1,083.08	10,398.58	9,015.00	824.42	9,839.42
George Kuhn Series 2007	3,667.72	8,276.26	11,943.98	1,014.47	8,176.76	9,191.23
Ireland Drain. Dist., Ser. 1997 Ref.	3,973.00	506.35	4,479.35	3,973.00	310.68	4,283.68
Lueders D. D., Ser. 1999 Ref.	9,265.50	1,733.01	10,998.51	9,265.50	1,288.26	10,553.76
Minnow Pond D.D. Ref., Ser. 2001	21,581.04	3,411.81	24,992.85	21,442.70	2,497.56	23,940.26
Pebble Creek D.D. Ref., Ser. 2003	19,505.00	1,939.71	21,444.71	18,260.00	1,435.69	19,695.69
Robert A. Reid D.D. Ref., Ser. 2005	108,808.00	47,301.93	156,109.93	106,932.00	43,864.16	150,796.16
Total	368,061.09	135,753.19	503,814.28	361,248.25	122,984.85	484,233.10
DELINQUENT TAX NOTES - LIMITED TAXABLE						
Delinquent Tax Notes, Series 2007	25,000,000.00	656,250.00	25,656,250.00			-
Total	25,000,000.00	656,250.00	25,656,250.00	0.00	0.00	0.00
MICHIGAN BOND AUTHORITY DRAIN BONDS						
Birmingham CSO D.D., Series 1994P	638.00	125.86	763.86	667.00	113.10	780.10
Blfd. Vill. CSO D.D., Series 1994Q	27,473.75	5,370.67	32,844.42	28,360.00	4,821.20	33,181.20
George Kuhn, Series 2000C	12,329.79	5,386.48	17,716.27	12,641.94	5,074.33	17,716.27
George Kuhn, Series 2001H	54,079.42	27,534.27	81,613.69	55,406.04	26,165.70	81,571.74
George Kuhn, Series 2006E	2,137.10	560.99	2,698.09	2,137.10	507.56	2,644.66
Total	96,658.06	38,978.27	135,636.33	99,212.08	36,681.89	135,893.97
BUILDING AUTHORITY BONDS - LIMITED TAX						
CMH Project, Series 2007	175,000.00	249,925.53	424,925.53	200,000.00	222,931.26	422,931.26
Lyon Oaks, Series 1998	525,000.00	55,325.00	580,325.00	550,000.00	33,687.50	583,687.50
Oakland Int'l Airport T-Hangar, Series 2004	250,000.00	237,402.50	487,402.50	255,000.00	231,152.50	486,152.50
Oakland Schools Renovation, Series 2003	300,000.00	265,732.50	565,732.50	300,000.00	257,482.50	557,482.50
Office Building Renovation, Series 2004	775,000.00	746,368.76	1,521,368.76	800,000.00	723,118.76	1,523,118.76
Rochester District Court, Series 2002	725,000.00	665,375.00	1,390,375.00	775,000.00	639,275.00	1,414,275.00
Work Release Facility, Series 2002	950,000.00	921,375.00	1,871,375.00	975,000.00	880,525.00	1,855,525.00
Total	3,700,000.00	3,141,504.29	6,841,504.29	3,855,000.00	2,988,172.52	6,843,172.52
REFUNDING BUILDING AUTHORITY BONDS - LIMITED TAX						
Computer Center Ref., Series 2004	1,030,000.00	11,587.50	1,041,587.50	-	-	-
West Wing Ref., Series 1998	1,270,000.00	179,650.00	1,449,650.00	1,355,000.00	123,770.00	1,478,770.00
Total	2,300,000.00	191,237.50	2,491,237.50	1,355,000.00	123,770.00	1,478,770.00
Drain Notes						
Franklin Subwatershed, Series 2005	685,000.00	56,284.17	741,284.17	0.00	0.00	0.00
Total	685,000.00	56,284.17	741,284.17	-	-	-
Grand Total	32,307,886.75	4,302,391.41	36,610,278.16	5,830,768.86	3,348,476.42	9,179,245.28

Statutory Limit - 10% of Current State Equalized Value
Less: Outstanding Debt Credit (9-30-07)
Available Balance

\$ 7,733,108,203.60
889,485,408.00
\$ 6,843,622,795.60

ENTERTAINMENT



The annual Arts, Beats and Eats festival, Oakland County's premier taste, music and arts attraction has been held in Pontiac over the Labor Day weekend for the last ten years. This event draws 1.5 million people over the four-day celebration.

The Michigan Renaissance Festival is a favorite end-of-summer activity where actors in Renaissance-period clothing entice visitors to merrymaking in a historic carnival atmosphere.



**GENERAL
APPROPRIATIONS ACT**

**COUNTY OF OAKLAND
FISCAL YEAR 2008 BUDGET
GENERAL APPROPRIATIONS ACT**

MISCELLANEOUS RESOLUTION #07216

BY: Finance Committee, Mike Rogers, Chairperson

IN RE: FISCAL YEAR 2008 GENERAL APPROPRIATIONS ACT

To the Oakland County Board of Commissioners

Chairperson, Ladies and Gentlemen:

WHEREAS in accordance with the provisions of Public Act 139 of 1973, the Unified Form of County Government Act, and Public Act 621 of 1978 (as amended by P.A. 493 of 2000), the Uniform Budgeting and Accounting Act for Local Government, it is the responsibility of the Oakland County Board of Commissioners to establish and adopt the annual County Budget and work program; and

WHEREAS the Finance Committee received budget requests from all County Departments, and has reviewed in detail the County Executive's Fiscal Year 2008 Budget Recommendation; and

WHEREAS the Finance Committee, after due deliberation, has formulated a Recommended General Appropriations Act balancing total appropriations with available resources at \$769,225,188 for Fiscal Year 2008, a summary of which was included in the Notice of Public Hearing published in newspapers of general circulation; and

WHEREAS the further intent of this resolution is to maintain a budgetary system for the County of Oakland on the same basis of accounting (generally accepted accounting principles) as the actual financial information is maintained; to define the powers and duties of the County's officers in relation to that system; to designate the Chief Administrative Officer and Fiscal Officer; and to provide that the Board of Commissioners and committees thereof, as well as the Fiscal Officer, shall be furnished with information by the departments, boards, commissions and offices relating to their financial needs, revenues and expenditures/expenses, and general affairs; to prescribe a disbursement procedure, to provide for an allotment system; and to provide remedies for refusal or neglect to comply with the requirements of this resolution; and

WHEREAS the Circuit Court Mediation Fund (Miscellaneous Resolution #90177) is used to cover the total cost of Attorney Mediators, with the balance to be used for enhancement of Court operations as requested by the Court and approved by the Board of Commissioners; and

WHEREAS the Board of Commissioners supports the concept of cultural diversity training for Oakland County employees and requires all supervisory, division manager and director level employees to attend cultural diversity training and

WHEREAS in order to maintain the long-term financial stability of Oakland County, and its communities, a Capital & Cooperative Initiatives Revolving Fund (CCIRF) should be established with funding from the Revenue Sharing Reserve fund, to support various initiatives as outlined in this resolution.

NOW THEREFORE BE IT RESOLVED the Oakland County Board of Commissioners does hereby adopt and amend the Fiscal Year 2008 General Appropriations Act recommended by the Finance Committee as advertised and placed in the Clerk's Office for public inspection.

BE IT FURTHER RESOLVED that \$540,000 of Cigarette Tax Revenue distributed by the State to Oakland County under the authority of the Health and Safety Fund Act, P.A. 264 of 1987, be divided between the Health Division (12/17 or \$381,176) and the Sheriff's Department (5/17 or \$158,824).

BE IT FURTHER RESOLVED that funds from the Civil Mediation Account (10100-240201) be utilized to cover the total costs incurred in Fiscal Year 2008 for the Civil Mediation Program.

BE IT FURTHER RESOLVED that appropriations to the Tri-Party Program may be permitted in accordance with Public Act 253 of 1917, MCL 247.121, in an amount to be determined on an annual basis in accordance with said act.

BE IT FURTHER RESOLVED that the following policy be established regarding administration of the Delinquent Tax Revolving Fund:

- 1) The Delinquent Tax Revolving Fund (DTRF) was established in accordance with the provisions of Public Act 206 of 1893 (as amended) for the purpose of paying local taxing units within the County their respective shares of delinquent ad valorem real property taxes, in anticipation of the collection of those taxes by the County Treasurer. This policy statement, which encompasses the precept of self-funding, ensures that utilization of unrestricted DTRF funds does not impair the functional intent or operational success of the DTRF as originally established.
- 2) To that end, at no time shall funds be diverted from the DTRF that would cause the unrestricted balance to fall below a level that would assure a prompt payment of all current and future outstanding General Obligation Limited Tax Notes, as well as assure the continued operation of the DTRF as specified in the preceding paragraph.
- 3) Penalties and investment interest generated by the DTRF may be transferred, in whole or in part, to the General Fund of the County upon majority vote of the Board of Commissioners so long as such transfer(s) meets the provisions of paragraph #2 above.
- 4) Any and all appropriations from unrestricted DTRF funds, excepting penalties and investment interest, shall be limited to one-time expenditures, as opposed to recurring operations.
- 5) Unless otherwise specified, appropriations from the DTRF shall be considered long- or short-term advances (with specific time frames detailed in the authorizing resolution), to be repaid with interest as specified below.
- 6) Any appropriations from unrestricted DTRF funds, excepting penalties and investment interest, not considered advances to be repaid within a time certain shall require a two-thirds majority vote of the Board of Commissioners.

- 7) All appropriations from unrestricted DTRF funds considered to be advances to be repaid within a time certain shall require a majority vote of the Board of Commissioners.
- 8) Terms and conditions of any and all advances from the DTRF shall be specified in the authorizing resolution, including interest obligations detailed as follows:
 - a. Interest on each payment will be based on the average monthly rate paid during the term of the agreement by the agent of the DTRF for that year's outstanding borrowing, or
 - b. In the event no borrowing occurs for the DTRF, principal and interest payments will be made in accordance with the previously established "Loan of County Funds Policy" (Miscellaneous Resolution #89276) which requires Board approval of repayment terms at an interest rate no less than the prevailing six-month Treasury Bill rate and that such rates shall be computed and compounded quarterly.

BE IT FURTHER RESOLVED that \$4,100,000 in DTRF interest earnings will be transferred to the General Fund to support General Fund/General Purpose activities.

BE IT FURTHER RESOLVED that an indirect cost charge will be billed by the General Fund to the DTRF, in accordance with Oakland County's approved Central Services Indirect Cost Allocation Plan.

BE IT FURTHER RESOLVED that a Capital & Cooperative Initiatives Revolving Fund (CCIRF) be established with the following policy guidelines:

- 1) The fund is budgeted as a special revenue fund, deriving its funding from a transfer from the Revenue Sharing Reserve Fund (established pursuant to P.A. 357 of 2004).
- 2) Interest earned for investments of CCIRF monies will remain in the CCIRF.
- 3) CCIRF funds will be used to:
 - a) Support the County's capital improvement projects;
 - b) Support of initiatives that impact the services provided to Oakland County residents through the County government and the various cities, villages, and townships within the County.
- 4) Use of CCIRF funds which are appropriated through the biennial budget process, shall comply with the standing rules of the Board of Commissioners and will be released upon the approval of the Fiscal Officer and reported to the Finance Committee.
- 5) Use of CCIRF Funds, not appropriated during the biennial budget process, will be limited to one-time expenditures and require approval of a majority vote of the Board of Commissioners.
- 6) Should the amount appropriated from CCIRF, in any one fiscal year not be transferred, the Fiscal Officer, with Board of Commissioner approval may make a transfer to the County's Voluntary Employee Benefit Association (VEBA) in an amount up to, but not exceeding the annual appropriation.

BE IT FURTHER RESOLVED that \$1,450,000 (or one-half of the \$2,900,000) convention facility tax revenues distributed by the State to Oakland County under the authority of the State Convention Facility Development Act, P.A. 106 of 1985, be earmarked for substance abuse programs.

BE IT FURTHER RESOLVED that the Oakland County Board of Commissioners, in accordance with the requirements of Public Act 214 of 1899, as amended, authorizes that .0004 mills Current Property Tax Levy be designated for the purpose of funding Veterans' Services Soldier Relief.

BE IT FURTHER RESOLVED that the Oakland County Board of Commissioners proposes to levy a millage rate of 4.1900 mills upon the total Taxable Value of Real and Personnel Property (less offsets from agreed upon tax increment financing projects and similar projects) so as to generate \$265,648,511 to support the FY 2008 County General Fund/General Purpose Operating Budget.

BE IT FURTHER RESOLVED that the Manager - Equalization perform the function of Equalization Director including the examination of the assessment rolls of the several townships and cities within Oakland County to ascertain whether the real and personal property in the respective townships and cities has been equally and uniformly assessed at 50% of true cash value and to make recommendation to that fact to the County Board of Commissioners.

BE IT FURTHER RESOLVED that:

1. The County Executive is hereby designated the Chief Administrative Officer of the County of Oakland and, further, that the Director of Management and Budget and/or Deputy Director of Management and Budget shall perform the duties of the Fiscal Officer as specified in this resolution.
2. The Fiscal Officer shall provide an orientation session and written instructions for preparing department budget requests. These instructions shall include information that the Fiscal Officer determines to be useful and necessary to assure that the budgetary estimates of the agencies are prepared in a consistent manner and the needs of the Board of Commissioners and Committees are met.
3. Any offices, departments, commissions and boards of the County of Oakland financed in whole or in part by the County of Oakland shall transmit to the Fiscal Officer their estimates of the amounts of money required for each activity in their respective agencies, as well as their estimate of revenues that will be generated from charges for services. They shall also submit any other information deemed relevant by the Fiscal Officer and/or the Board of Commissioners and committees thereof.
4. The Fiscal Officer shall prescribe forms to be used by the offices, departments, commissions and boards of the County of Oakland in submitting their budget estimates and shall prescribe the rules and regulations the Fiscal Officer deems necessary for the guidance of officials in preparing such budget estimates. The Fiscal Officer may require that the estimates be calculated on the basis of various assumptions regarding level of service. The Fiscal Officer may also require a statement for any proposed expenditure and a justification of the services financed.
5. The Fiscal Officer shall prepare estimates of revenue for each budgeted fund, classified to show in

detail the amount expected to be received from each source. Estimates of expenditures and revenues shall also be classified by character, object, function and activity consistent with the accounting system classification.

6. The Fiscal Officer shall review the agency estimates with a representative from each agency of the County of Oakland that has submitted such estimates. The purpose of the review shall be to clarify the estimates, ensure the accuracy, and to determine their adherence to the policies previously enumerated by the Fiscal Officer and the Board of Commissioners or committees thereof as herein required.
7. The Fiscal Officer shall consolidate the estimates received from the various agencies together with the amounts of expected revenues and shall make recommendations relating to those estimates which shall assure that the total of estimated expenditures including an accrued deficit does not exceed the total of expected revenues including an unappropriated surplus.
8. The recommended budget shall include at least the following:
 - (a) Expenditure data for the most recently completed fiscal year and estimated expenditures, or amended budget, for the current fiscal year,
 - (b) An estimate of the expenditure amounts required to conduct, the government of Oakland County, including its budgetary centers,
 - (c) Revenue data for the most recently completed fiscal year and estimated revenues, or amended budget, for the current fiscal year,
 - (d) An estimate of revenues, by source, to be raised or received by Oakland County in the ensuing fiscal years,
 - (e) The amount of surplus or deficit from prior fiscal years, together with an estimate of the amount of surplus or deficit expected in the current fiscal year,
 - (f) An estimate of the amount needed for deficiency, contingent or emergency purposes and the amounts needed to pay and discharge the principal and interest of the debt of Oakland County due in the ensuing fiscal years,
 - (g) The amount of proposed capital outlay expenditures, except those financed by enterprise, capital projects, or internal service funds, including the estimated total costs and proposed method of financing of each capital construction project and the projected additional annual operating cost and the method of financing the operating costs of each capital construction project for three (3) years beyond the fiscal year covered by the budget,
 - (h) An informational summary of projected revenues and expenditures/expenses of any capital projects, internal service, and enterprise funds,
 - (i) A comparison of the revenue and expenditure amounts in the recommended budget to the most recently approved budget-adopted by the Board of Commissioners with

- appropriate explanation of the variances,
- (j) Any other data relating to fiscal conditions that the Fiscal Officer or the Board of Commissioners or committees thereof consider to be useful in evaluating the financial needs of the County.
9. Not less than ninety (90) days before the next succeeding fiscal year, the County Executive shall transmit the recommended budget to the County Board of Commissioners. The recommended budget shall be accompanied by:
- (a) A proposed general appropriations measure, consistent with the budget, which shall set forth the anticipated revenue and requested expenditure/expense authority in such form and in such detail deemed appropriate by the Board of Commissioners or committees thereof. No appropriations measure shall be submitted to the Board of Commissioners in, which estimated total expenditures/expenses, including an accrued deficit, exceed estimated total revenues, including an available surplus.
 - (b) A budget message which shall explain the reasons for increases or decreases in budgeted items compared with the current fiscal year, the policy of the County Executive as it relates to important budgetary items, and any other information that the County Executive determines to be useful to the Board of Commissioners in its consideration of proposed appropriations.
 - (c) A comparison of the recommended budget to the most recently approved current year budget, together with an analysis and explanation of the variances therefrom, such variances being divided to show the portion attributable to the current year budget amendments and the portion resulting from the recommended budget.
10. The County Board of Commissioners, or any committee thereof, may direct the County Executive and/or other elected officials to submit any additional information it deems relevant in its consideration of the budget and proposed appropriations measure. The Board of Commissioners or the committees thereof may conduct budgetary reviews with the Fiscal Officer, and/or County departments and divisions or agencies, etc., for the purpose of clarification or justification of proposed budgetary items.
11. The County Board of Commissioners may revise, alter, or substitute for the proposed general appropriations measure in any way, except that it may not change it in a way that would cause total appropriations, including an accrued deficit, to exceed total estimated revenues, including an unappropriated surplus. An accrued deficit shall be the first item to be resolved in the general appropriations measure.
12. The County Board of Commissioners shall fix the time and place of a public hearing to be held on the budget and proposed appropriations measure. The Clerk/Register shall then have published, in a newspaper of general circulation within the County of Oakland, notice of the hearing and an

indication of the place at which the budget and proposed appropriations measure may be inspected by the public. This notice must be published at least seven days before the date of the hearing.

13. No later than September 30, the Board of Commissioners shall pass a general appropriations measure providing the authority to make expenditures and incur obligations on behalf of the County of Oakland. The supporting budgetary data to the general appropriations measure shall include at least the following:

- (a) Expenditure data for the most recently completed fiscal year,
- (b) The expenditures budget as originally adopted by the Board of Commissioners for the current fiscal year,
- (c) The amended current year appropriations,
- (d) An estimate of the expenditure amounts required to conduct, the government of Oakland County, including its budgetary centers,
- (e) Revenue data for the most recently completed fiscal year and estimated revenues, or amended budget, for the current fiscal year,
- (f) Budgeted revenue estimates as originally adopted by the Board of Commissioners for the current fiscal year,
- (g) The amended current year Budgeted revenues,
- (h) An estimate of revenues, by source, to be raised or received by Oakland County in the ensuing fiscal year,
- (i) The amount of surplus or deficit from prior fiscal years, together with an estimate of the amount of surplus or deficit expected in the current fiscal year,
- (j) An estimate of the amount needed for deficiency, contingent on emergency purposes, and the amounts needed to pay and to discharge the principal and interest of the debt of Oakland County due in the ensuing fiscal year,
- (k) The amount of proposed capital outlay expenditures, except those financed by enterprise, capital project, or internal service funds, including the estimated total costs and proposed method of financing of each capital construction project and the projected additional annual operating cost and the method of financing the operating costs of each capital construction project for three (3) years beyond the fiscal year covered by the budget,
- (l) An informational summary of projected revenues and expenditures/expenses of capital projects, internal service, and enterprise funds,
- (m) Any other data relating to fiscal conditions that the Board of Commissioners considers to be useful in considering the financial needs of the County,
- (n) Printed copies of the Board of Commissioners Adopted Budget, Financial Plan or any facsimile thereof shall contain all of the above data unless otherwise approved

by the Board of Commissioners,

14. The Board of Commissioners may authorize transfers between appropriation items by the County Executive or Fiscal Officer within limits stated in the appropriations measure. In no case, however, may such limits exceed those provided for in paragraph #22 and #23 of this resolution.
15. A deviation from the original general appropriations measure shall not be made without first amending the general appropriations measure through action by the Board of Commissioners, except within those limits provided for in paragraph #16 of this resolution.
16. Appropriations accumulated at the following three summary levels of expenditure within each County Department will be deemed maximum authorization to incur expenditures: Personnel Expenditures, Operating Expenditures, and Internal Support Expenditures. The County Executive or the Fiscal Officer shall exercise supervision and control of all budgeted expenditures within these limits, holding expenditures below individual line-item appropriations or allowing overruns in individual line-items providing that at no time shall the net expenditures exceed the total appropriation for Personnel and Operating Expenses, respectively, for each department as originally authorized or amended by the Board of Commissioners. Further, Personnel Expenses are authorized only for positions specifically authorized pursuant to this Act as adopted and amended by Board of Commissioner resolution, and appropriated overtime, holiday overtime, on-call pay, shift premium summer help, emergency salaries, and any adjustments required by collective bargaining agreements. The Fiscal Officer shall submit to the Finance Committee a quarterly listing of new governmental funded appropriations and internal service fund line items created administratively which were not properly classifiable. Line-item detail, division, unit or cost center detail and allotments, which provide a monthly calendarization of annual appropriations, as deemed necessary by the Fiscal Officer shall be maintained and utilized as an administrative tool for management information and cost control. The Fiscal Officer shall not approve any expenditure beyond that necessary to accomplish stated program or work objectives authorized in the general appropriation measure as originally approved unless amended, in which case the amendment takes precedence.
17. In order to amend the General Appropriations Act the amendment must specifically identify the fund, department, division, unit, program and account affected by the amendment. Additionally, if the amendment increases an appropriation, the source of funding for that additional appropriation, whether an increase in revenue or an offsetting decrease in expenditure, must be presented as part of the amendment.
18. The Fiscal Officer shall maintain, for all budgeted funds, appropriation ledger accounts in which are to be recorded such expenditure encumbrances and obligations for the future payment of appropriated funds as the Fiscal Officer may approve.
19. Each purchase order, voucher or contract of Oakland County shall specify the funds and appropriation designated by number assigned in the accounting system classification from which it is

- payable and shall be paid from no other fund or appropriation. The necessary amount of the appropriation from such account shall be transferred pursuant to the provisions of this resolution to the appropriate general appropriation account and the expenditure then charged thereto.
20. No obligation shall be incurred against, and no payment shall be made from, any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation. All capital projects funded from the Capital Improvement Fund shall require approval of the Board of Commissioners on recommendation of the appropriate liaison committee (Planning and Building Committee) prior to initiation of the project. Any obligation incurred or payment authorized in violation of this resolution shall be void and any payment so made illegal except those otherwise ordered by court judgment or decree.
21. The Fiscal Officer, after the end of each quarter, shall transmit to the Board of Commissioners a report depicting the financial condition of budgeted operations, including, but not limited to:
- (a) A forecast of actual revenues by major source compared with budgeted revenues accompanied by an explanation of any significant variances,
 - (b) A forecast of actual expenditures and encumbrances by department compared with authorized appropriations accompanied by an explanation of any significant variances, and
 - (c) A forecast of actual expenditures, encumbrances and transfers from each of the several non-departmental appropriations accounts compared with authorized appropriations accompanied by an explanation of any significant variances.
22. Direct expenditure and/or transfers of any unencumbered balance or any portion thereof in any appropriation for transfer account to any other appropriations account may not be made without amendment of the general appropriation measure as provided for in this resolution, except that transfers within and between budgeted funds and departments may be made by the Fiscal Officer in the following instances:
- (a) Transfers may be made from the non-departmental overtime account and fringe benefit adjustment account to the appropriate departmental budget as specific overtime requests are reviewed and approved by the Fiscal Services Division. Additionally, overtime appropriations may be transferred between divisions within a department at the request of the Department Head, if authorized by the Fiscal Officer or his designee.
 - (b) Transfers may be made from the non-departmental appropriation accounts for Maintenance Department Charges and Miscellaneous Capital Outlay to the appropriate departmental budget as specific requests for these items are reviewed and approved by the Fiscal Officer.
 - (c) Transfers may be made from the non-departmental appropriation accounts

Emergency Salaries and Summer Help as specific requests for these items are reviewed and approved by the Human Resources Department.

- (d) Transfers may be made from salary and fringe benefit savings, resulting from use of Merit System Administrative Leave without Pay provisions, from departmental budgets to a non-departmental Administrative Leave account. Quarterly reports identifying such transfers and detailing the status of the non-departmental Administrative Leave account shall be provided to the appropriate Board committees.
- (e) Fringe benefit rates shall be established annually in the budget process to charge all General Fund/General Purpose, Special Revenue and Proprietary funds for actual employer fringe benefit costs. Such rates shall be sufficient to meet all fringe benefit costs including sick leave and annual leave accumulations, tuition reimbursement, employee training, retirees' medical, required debt service on the Intermediate Retiree Medical Benefit Trust established pursuant to M.R. 07147, and retirement administration. All funds collected for Retirement, Tuition Reimbursement, Social Security (FICA), Medical for active and retired employees, Disability, Dental, Optical, and Life and Accident Insurance shall be transferred to the Employee Fringe Benefit Fund as established by Miscellaneous Resolution #81-312. Sufficient funds shall be maintained in the Employee Fringe Benefit Fund liability account for sick leave and annual leave to cover the accumulated liability at an amount equal to 50% of the sick leave accumulation and 100% of the annual leave accumulation, including applicable Social Security (FICA) taxes thereon. All funds collected by Workers' Compensation and Unemployment Compensation shall be transferred to the Fringe Benefit Fund as established by Miscellaneous Resolution #81-012 and modified by Miscellaneous Resolution #96-024.
- (f) The transfer of funds to the Capital Improvement Fund and Building Fund shall not be made prior to September 30, without approval from the Finance Committee of the Board of Commissioners.
- (g) Transfers (advances) may be made as necessary from the Drain Revolving Fund to Drain Construction Funds and Drain Maintenance Funds as short term advances for costs incurred such as preliminary engineering fees and ongoing maintenance costs. Costs incurred by Drain Maintenance Funds and Drain Construction Funds will be repaid by the Drain Fund through assessments. Specific requests will be reviewed and approved by the Fiscal Officer.
- (h) A transfer of any or all of the appropriation allocated under the Non-Departmental account for Legislative Expense (#90-290000-25000-3064) shall not be made to any

departmental budget without adoption of an Oakland County Board of Commissioners resolution.

23. The Board of Commissioners may make supplemental appropriations by amending this general appropriations measure as provided by this resolution, provided that revenues in excess of those anticipated in the original general appropriations measure become available due to:
 - (a) An unobligated surplus from prior years becoming available;
 - (b) Current year revenue exceeding original estimate in amounts sufficient enough to finance increased appropriations. The Board of Commissioners may make a supplemental appropriation by increasing the dollar amount of an appropriation item in the original general appropriations measure or by adding additional items. At the same time the estimated amount from the source of revenue to which the increase in revenue may be attributed shall be increased, or other source and amount added in a sum sufficient to equal the supplemental expenditure amount. In no case may such appropriations cause total estimated expenditures, including an accrued deficit, to exceed total estimated revenues, including an unappropriated surplus.
24. Whenever it appears to the County Executive or the Board of Commissioners that actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, the County Executive shall present to the Board of Commissioners recommendations which, if adopted, will prevent expenditures from exceeding available revenues for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both. After receiving the recommendations of the County Executive for bringing appropriations into balance with estimated revenues, the Board of Commissioners shall amend the general appropriations measure to reduce appropriations or shall approve such measures necessary to provide revenues sufficient to equal appropriations, or both.
25. All appropriations are annual and the unexpended portion shall lapse at year-end. Encumbrances and appropriations carried forward shall be recorded as a designated fund balance, and the subsequent year's budget amended to provide authority to complete these transactions. Appropriations shall not be carried forward for more than six (6) months into the budget year following the year in which they were originally appropriated. A status report on Appropriations Carried Forward, as required by Miscellaneous Resolution #93-156, will be incorporated as an integral part of the ensuing year's Second Quarter Financial Forecast for the purposes of determining their continuation for the remainder of the year. The recommended year-end budget amendment shall be supported with a statement of revenues and expenditures and operating surplus or deficit which shall contain the following data: (1) budget as adopted; (2) budget amendments; (3) budget as adjusted; (4) revenues and expenditures, operating surplus or deficit; (5) accrued revenue and

expenditures; (6) transfers; (7) total revenues and expenditures and transfers, operating surplus or deficit, including accruals and transfers; (8) encumbrances; (9) appropriations carried forward; (10) total revenues and appropriations utilized, operating surplus or deficit, including encumbrances and appropriations carried forward; (11) balance of revenues not collected, unencumbered appropriation balance, operating surplus or deficit; (12) detail of adjustments to designated and undesignated fund balance, detail of adjustment to reserves and/or any other utilization of surplus; (13) final surplus or deficit or undesignated fund balance carried forward to the subsequent year's budget.

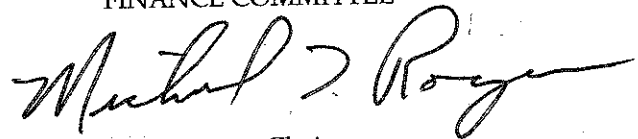
26. A member of the Board of Commissioners, the County Executive, any elected officer, the Fiscal Officer, any other administrative officer or employee of Oakland County shall not: (1) create a debt, incur a financial obligation on behalf of the County against an appropriation account in excess of the amount authorized, (2) apply or divert money of the County for purposes inconsistent with those specified in this general appropriations measure as approved and amended by the Board of Commissioners, nor (3) forgive a debt or write off an account receivable without appropriate authorization of the Board of Commissioners, as described in Miscellaneous Resolution #93-135. Specifically, application of the foregoing Bad Debt Write Off Policy shall be invoked for all amounts in excess of \$1,000; transactions of a lesser amount shall be considered within the administrative authority of the Fiscal Officer. Furthermore, the Fiscal Services Division must submit to the Board of Commissioners, as part of the quarterly financial report, a listing of all bad debt write offs occurring during the preceding three months. In addition, transactions relating to Inmate Prisoner Billings which are billed in excess of ability to pay, as determined by the Reimbursement Division, are hereby authorized to be adjusted in accordance with Public Act 212 of 1994 with the resultant amount of the write-off subsequently reported to the Board of Commissioners as part of the Quarterly Financial Report. Also, within the administrative authority of the Fiscal Officer and with the general approval of the Court, Circuit Court and Probate Court financial orders for \$2,500 or less may be reduced and amended by the Reimbursement Division based on an individual's ability to pay. Waiver of fees in excess of \$2,500 shall require the approval of the Court. Except as otherwise stated in the General Appropriations Act, funds shall not be expended without specific appropriation or other appropriate action by the Board of Commissioners from reserved, designated or undesignated fund equity; from balance sheet accounts for the purchase of fixed assets not cited in paragraph 26 of the General Appropriations Act, non-routine prepaid items or non-routine obligations related to a specific appropriation; or from funds not budgeted.
27. All Internal Service Fund budgets that have depreciable assets shall have a capital budget with detail supporting the amount of annual depreciation therein included, as well as a fiscal plan for replacing, upgrading or disposing of those assets.
28. The budgetary system shall be maintained on the same basis of accounting (generally accepted accounting principles) as the actual financial information is maintained.

29. Any violation of the general appropriations measure by the County Executive, the Fiscal Officer, any administrative officer, employee or member of the Board of Commissioners detected through application of generally accepted accounting procedures utilized by Oakland County or disclosed in an audit of the financial records and accounts of the County shall be filed with the State Treasurer and reported by the State Treasurer to the Attorney General. Pursuant to Public Act 621 of 1978, the Uniform Budgeting Act, the Attorney General shall review the report and initiate appropriate action against the person or persons in violation. For use and benefit of the County of Oakland, the Attorney General or Prosecuting Attorney may institute a civil and/or criminal action in a court of competent jurisdiction for the recovery of County funds disclosed by an examination to have been illegally expended or collected as a result of malfeasance, and for the recovery of public property disclosed to have been converted or misappropriated.
30. The provisions of this act shall be applied to the General Fund and all Special Revenue and Proprietary Funds of the County, including Enterprise Funds and Internal Service Funds.

BE IT FURTHER RESOLVED that as a condition of appropriation to a Community Mental Health Authority, the Community Mental Health Authority shall submit to an annual performance audit by an entity to be selected by the Board of Commissioners with the parameters of said annual performance audit to be determined by the County's Audit Committee.

Chairperson, on behalf of the Finance Committee, I move the adoption of the foregoing resolution which embodies the Fiscal Year 2008 General Appropriations Act as detailed in the Fiscal Year 2008 Budget document, including subsequent amendments.

FINANCE COMMITTEE

A handwritten signature in black ink, appearing to read "Michael D. Rogers", written in a cursive style.

Mike Rogers, Chairperson

GLOSSARY

GLOSSARY

The following definitions of terms are provided to aid in understanding the terminology employed in the text of the Budget.

ACCOUNT NUMBER. A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc. In such a manner, that the symbol used reveals quickly certain required information.

ACCOUNTING PERIOD. A period at the end of which and for which financial statements are prepared. For the County, this term ranges from October 1 through September 30.

ACCOUNTING SYSTEM. The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government of any of its funds, fund types, balanced account groups, or organizational components.

ACCRUAL BASIS. The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

ALLOTMENT. A portion of an appropriation which may be expended or encumbered during a certain period of time, e.g., monthly.

ANNUAL OPERATING BUDGET. See **OPERATING BUDGET**.

APPROPRIATION. An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose. An appropriation is usually limited in amount and as to the time when it may be expended.

APPROPRIATION ACCOUNT. A budgetary account set up to record specific authorizations to spend. The account is credited with original and any supplemental appropriations and is charged with expenditures and encumbrances.

ASSESSED VALUATION. A valuation set upon real estate or other property by a government as a basis for levying taxes. See **STATE EQUALIZED VALUE** and **TAXABLE VALUE**.

ASSESSMENT. (1) The process of making the official valuation of property for purposed of taxation. (2) The

valuation placed upon property as a result of this process.

ASSETS. Resources owned or held by a government which have monetary value.

AUDIT. A methodical examination of utilization of resources. It concludes in a written report of its findings. An audit is a test of management's accounting system to determine the extent to which internal accounting controls are both available and being used.

AUDIT REPORT. The report prepared by an auditor covering the audit or investigation made by him. As a rule, the report should include: (a) a statement of the scope of the audit; (b) explanatory comments (if any) concerning exceptions by the auditor as to application of generally accepted auditing standards; (c) opinions; (d) explanatory comments (if any) concerning verification procedures; (e) financial statements and schedules; and (f) sometimes statistical tables, supplementary comments, and recommendations. The auditor's signature follows item (c) or (d).

AUTHORITY. A government or public agency created to perform a single function or a restricted group of related activities. Usually such units are financed from service charges, fees, and tolls, but in some instances they also have taxing powers. An authority may be completely independent of other governments or partially dependent upon other governments for its creation, its financing, or the exercise of certain powers.

BALANCED BUDGET. The budget is said to be balanced when the total revenue budget equals the total expenditure budget. Total revenue may include revenue, other financing sources and transfers in from other funds. The budget may be balanced by using prior year funding, when funds are designated in the fund balance for that purpose.

BASIC FINANCIAL STATEMENTS. Those financial statements, including notes thereto, which are necessary for a fair presentation of the financial position and results of operations of an entity in conformity with GAAP.

BOND. A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality.

BONDED DEBT. That portion of indebtedness represented by outstanding bonds.

BUDGET. A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifiers, the term usually indicates a financial plan for a single fiscal year. The term “budget” is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. Budget does not include any of the following:

1. A fund for which the County acts as trustee or agent.
2. An intragovernmental service fund.
3. An enterprise fund.
4. A public improvement or building and site fund.
5. A special assessment fund.

BUDGET DOCUMENT. The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. The budget document usually consists of three parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second consists of schedules supporting the summary. These schedules show in detail the information as to past years’ actual revenues, expenditures, and other data used in making the estimates. The third part is composed of drafts of the appropriation, revenue, and borrowing measures necessary to put the budget into effect.

BUDGET MESSAGE. A general discussion of the proposed budget as presented in writing by the budget-making authority to the legislative body. The budget message contains an explanation of the principal budget items, an outline of the government’s experience during the past period and its financial status at the time of the message, and recommendations regarding the financial policy for the coming period.

BUDGETARY ACCOUNTS. Accounts used to enter the formally adopted annual operating budget into the

general ledger as part of the management control technique of formal budgetary integration.

BUDGETARY COMPARISONS. Governmental GAAP financial reports must include comparisons of approved budgeted amounts with actual results of operations. Such reports should be subjected to an independent audit, so that all parties involved in the annual operating budget legal appropriation process are provided with assurances that government monies are spent in accordance with the mutually agreed-upon budgetary plan.

BUDGETARY CONTROL. The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAPITAL BUDGET. A plan of proposed capital outlays and the means of financing them. See **CAPITAL PROGRAM.**

CAPITAL OUTLAYS. Expenditures which result in the acquisition of or addition to fixed assets.

CAPITAL PROGRAM. A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or otherwise. It sets forth each project or other contemplated expenditure in which the government is to have a part and specifies the full resources estimated to be available to finance the projected expenditures.

CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING PROGRAM. A voluntary program administered by GFOA to encourage governments to publish efficiently organized and easily readable CAFRs and to provide peer recognition and technical assistance to the finance officers preparing them.

CHIEF ADMINISTRATIVE OFFICER. The elected County Executive.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR). The official annual report of a government. It includes a Management Discussion and Analysis (MD&A), basic financial statements, notes to the basic financial statements and financial statements for each individual fund prepared in conformity with GAAP and organized into a financial reporting pyramid. It

also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed statistical section.

CONTROL ACCOUNT. An account in the general ledger where the aggregate of debit and credit postings to a number of identical or related accounts (called subsidiary accounts) are recorded. For example, Taxes Receivable is a control account supported by the aggregate of individual balances in individual property taxpayer's subsidiary accounts. See **GENERAL LEDGER** and **SUBSIDIARY ACCOUNT**.

COST. (1) The amount of money or other consideration exchanged for property or services. Costs may be incurred even before money is paid; that is, as soon as the liability is incurred. Ultimately, however, money or other consideration must be given in exchange. Again, the cost of some property or service may, in turn, become a part of the cost of another property or service. For example, the cost of part or all of the materials purchased at a certain time will be reflected in the cost of articles made from such materials or in the cost of those services in the rendering of which the materials were used. (2) Expense.

CURRENT ASSETS. Those assets which are available or can be made readily available to finance current operations or to pay current liabilities. Those assets which will be used up or converted into cash within one year. Some examples are cash, temporary investments, and taxes receivable which will be collected within one year.

CURRENT LIABILITIES. Liabilities which are payable within one year.

CURRENT RESOURCES. Resources to which recourse can be had to meet current obligations and expenditures. Examples are current assets, estimated revenues or a particular period not yet realized, transfers from other funds authorized but not received, and in the case of certain funds, bonds authorized and unissued.

CURRENT TAXES. Taxes levied and becoming due within one year.

CVT. Cities, Villages and Townships.

DDA (DOWNTOWN DEVELOPMENT AUTHORITY). Amount expected to be lost from County property tax collection due to exemptions granted by local communities for redevelopment of deteriorated industrial areas. It is anticipated that by granting these exemptions and redevelopment of these areas, it will encourage economic development, create jobs and increase property tax valuation in future years.

DEBT. An obligation resulting from the borrowing of money or from the purchase of goods and services, debts if governments include bonds, time warrants, notes, and floating debt.

DEBT SERVICE FUND. A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEBT SERVICE FUND REQUIREMENTS. The amounts of revenue which must be provided for a Debt Service Fund so that all principal and interest payments can be made in full on schedule.

DEFERRED CHARGES. Expenditures which are not chargeable to the fiscal period in which made but are carried on the asset side of the balance sheet pending amortization or other disposition. An example is Discount on Bonds Issued, Deferred charges differ from prepaid expenses in that they usually extend over a long period of time (more than five years) and are not regularly recurring costs of operation. See **PREPAID EXPENSES**.

DEFERRED REVENUES. Amounts for which asset recognition criteria have been met, but for which revenue recognition criteria have not been met. Under the modified accrual basis of accounting, such amounts are measurable but not available.

DELINQUENT TAXES. Taxes remaining unpaid on and after the date on which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid, or converted into tax liens.

DEPRECIATION. (1) Expiration in the service life of fixed assets, other than wasting assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, and obsolescence. (2) The portion of the cost of a fixed asset other than a wasting

asset which is charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, less any salvage value, is prorated over the estimated service life of such an asset, and each period is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

DISTINGUISHED BUDGET PRESENTATION AWARD PROGRAM. A voluntary program administered by GFOA to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them.

EMINENT DOMAIN. The power of a government to acquire private property for public purposes. It is frequently used to obtain real property which cannot be purchased from owners in a voluntary transaction. Where the power of eminent domain is exercised, owners are compensated by the government in an amount determined by the courts.

ENCUMBRANCES. Commitments related to unperformed (executory) contracts for goods or services.

ENTERPRISE FUND. A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. Examples of Enterprise Funds are those for water, gas, and electric utilities; swimming pools; airports; parking garages; and transit systems.

ENTITLEMENT. The amount of payment to which a state or local government is entitled as determined by the federal government (e.g., the Director of the Office of Revenue Sharing) pursuant to an allocation formula contained in applicable statutes.

ENTITY. The basic unit upon which accounting and/or financial reporting activities focus. The basic governmental legal accounting entity is the individual

fund and account group. Under NCGA Statement 1, governmental GAAP reporting entities include (1) the Combined Statements - Overview (the "lifttable" GPFS) and (2) financial statements of individual funds (which may be presented as columns on Combining Statements - By Fund Type, on physically separate individual fund statements, or both). The term "entity" is also sometimes used to describe the composition of "the government as a whole" (whether the library is part of the city or a separate government, whether the school system is part of the county or an independent special district, etc.).

EXPENDITURES. The cost of goods delivered or services rendered, whether paid or unpaid, including expenses, debt retirement not reported as a liability of the fund from which retired or capital outlay.

EXPENSES. Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

FINANCIAL AND COMPLIANCE AUDIT. An examination leading to the expression of an opinion on, (1) the fairness of presentation of the audited entity's basic financial statements in conformity with GAAP and (2) the audited entity's compliance with the various finance-related legal and contractual provisions used to assure acceptable governmental organizational performance and effective management stewardship. Public sector oversight bodies typically require independent auditors to include responses to standardized legal compliance audit questionnaires in financial and compliance audit reports.

FISCAL OFFICER. The finance director or Management & Budget director who prepares and administers the Budget of the County.

FISCAL PERIOD. Any period at the end of which a government determines its financial position and the results of its operations. See **ACCOUNTING PERIOD**.

FISCAL YEAR. A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. For the County this ranges from October 1 through September 30.

FIXED ASSETS. Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

FULL FAITH AND CREDIT. A pledge of the general taxing power for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or full faith and credit bonds.

FUND. A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE. The fund equity of governmental funds and Trust Funds.

FUND TYPE. In governmental accounting, all funds are classified into eight generic fund types: General, Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

GAAP. See **GENERALLY ACCEPTED ACCOUNTING PRINCIPLES.**

GAAS. See **GENERALLY ACCEPTED AUDITING STANDARDS.**

GENERAL APPROPRIATIONS ACT. The budget as adopted by the Board of Commissioners.

GENERAL FUND. The fund used to account for all financial resources except those required to be accounted for in another fund.

GENERAL LONG-TERM DEBT. Long-term debt (other than special assessment bonds) expected to be repaid from governmental funds. See **LONG-TERM DEBT.**

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP). Uniform minimum standards of and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompass the conventions, rules, and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure

financial presentations. The primary authoritative statement on the application of GAAP to state and local governments in NCGA Statement 1. Every government should prepare and publish financial statements in GAAP financial reports are different from and much broader than, the objectives of business enterprise GAAP financial reports.

GENERALLY ACCEPTED AUDITING STANDARDS (GAAS). Measures of the quality of the performance of auditing procedures and the objectives to be attained through their use. They are concerned with the auditor's professional qualities and with the judgement exercised in the performance of an audit. Generally accepted auditing standards have been prescribed by (1) the American Institute of Certified Public Accountants (AICPA) and (2) the U.S. General Accounting Office (GAO) in Standards for Audit of Governmental Organizations, Programs, Activities, and Functions (the "yellow book").

GENERAL OBLIGATION BONDS. Bonds for the payment of which the full faith and credit of the issuing government are pledged.

GFOA. Government Finance Officers Association of the United States and Canada. Association of public finance professionals that plays a major role in the development and promotion of GAAP for state and local governments and has sponsored the Certificate of Achievement for Excellence in Financial Reporting Program since 1946. It also publishes *Government Accounting, Auditing, and Financial Reporting*, commonly known as the "Blue Book".

GOVERNMENTAL ACCOUNTING. The composite activity of analyzing, recording, summarizing, reporting, and interpreting the financial transactions of governments.

GOVERNMENTAL FUNDS. Funds generally used to account for tax supported activities. Governmental fund types are as follows: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds.

GRANTS. Contributions or gifts of cash or other assets from another government to be used or expended for a specified purpose, activity, or facility.

INCOME. A term used in proprietary fund type accounting to represent (1) revenues or (2) the excess of revenues over expenses.

INTERFUND ACCOUNTS. Accounts in which transfers between funds are reflected.

INTERFUND LOANS. Loans made by one fund to another.

INTERGOVERNMENTAL REVENUES. Revenues from other governments in the form of grants, entitlements, shared revenue, or payments in lieu of taxes.

INTERNAL AUDIT. An independent appraisal activity within an organization for the review of operations as a service to management. It is a managerial control which functions by measuring and evaluating the effectiveness of other controls.

INTERNAL CONTROL. A plan of organization under which employees' duties are so arranged and records and procedures so designed as to make it possible to exercise effective, accounting control over assets, liabilities, revenues, and expenditures. Under such a system, the work of employees is subdivided so that no single employee performs a complete cycle of operations. Thus, for example, an employee handling cash would not post the accounts receivable records. Moreover, under such a system, the procedures to be followed are definitely laid down and require proper authorizations by designated officials for all actions to be taken.

INTERNAL SERVICE FUND. A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

INVENTORY. A detailed list showing quantities, descriptions, and values of property and frequently, units of measure and unit prices.

INVESTMENTS. Securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operation.

JUDGEMENT. An amount to be paid or collected by a government as the result of a court decision, including a condemnation award in payment for private property taken for public use.

LEGAL OPINION. (1) The opinion of an official authorized to render it, such as an attorney general or city attorney as to legality. (2) In the case of governmental bonds, the opinion of a specialized bond attorney as to the legality of a bond issue.

LEVY. (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments or service charges imposed by a government.

LIABILITIES. Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

LONG-TERM DEBT. Debt with a maturity of more than one year after the date of issuance.

MISCELLANEOUS RESOLUTION (M.R.). Official approval by the Oakland County Board of Commissioners.

MODIFIED ACCRUAL BASIS. The accrual basis of accounting adapted to the governmental fund type. Spending Measurement Focus. Under it, revenues are recognized when they become both "measurable" and "available to finance expenditures of the current period." Expenditures are recognized when the related fund liability is incurred except for: (1) inventories of materials and supplies which may be considered expenditures either when purchased or when used; (2) prepaid insurance and similar items which need not be reported; (3) accumulated unpaid vacation, sick pay, and other employee benefit amounts which need not be recognized in the current period, but for which larger-than-normal accumulations must be disclosed in the notes of the financial statements; (4) interest on special assessment indebtedness which may be recorded when due rather than accrued, if approximately offset by interest earnings on special assessment levies; and (5) principal interest on long-term debt which are generally recognized when due. All governmental funds and Expendable Trust Funds are accounted for using the modified accrual basis of accounting.

MUNICIPAL. In its broadest sense, an adjective which denotes the state and all subordinate units of government. In a more restricted sense, an adjective which denotes a city or village as opposed to other local governments.

MUNICIPAL BOND. A bond issued by a state or local government.

NET INCOME. Proprietary fund excess of operating revenues, nonoperating revenues, and transfers-in over operating expenses, nonoperating expenses, and transfers-out.

NOTE PAYABLE. In general, an unconditional written promise signed by the maker to pay a certain sum in money on demand or at a fixed or determinable time either to the bearer or to the order of a person designated therein.

OBJECT. As used in expenditure classification, this term applies to the article purchased in the service obtained (as distinguished from the results obtained from expenditures). Examples are salaries, fringe benefits, contractual services, materials, and supplies. See **OBJECT CLASS**.

OBJECT CLASS. Expenditure classification according to the types of items purchased or services obtained; for example, salaries, fringes, contractual services, commodities, capital outlay and depreciation.

OBLIGATIONS. Amounts which a government may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

OPERATING BUDGET. Plans of current expenditures and the proposed means of financing them. The annual operating budget (or, in the case of some state governments, the biennial operating budget) is the primary means by which most of the financing acquisition, spending, and service delivery activities of a government are controlled. The use of annual operating budgets is usually required by law.

OPERATING EXPENSES. Proprietary fund expenses which are directly related to the fund's primary service activities.

OPERATING GRANTS. Grants which are restricted by the grantor to operating purposes or which may be used for either capital or operating purposes at the discretion of the grantee.

OPERATING INCOME. The excess of proprietary fund operating revenues over operating expenses.

OPERATING REVENUES. Proprietary fund revenues which are directly related to the fund's primary service activities. They consist primarily of user charges for services.

OPERATING STATEMENT. The basic financial statement which discloses the financial results of operation of an entity during an accounting period in conformity with GAAP. Under NCGA Statement 1, operating statements and statements of changes in fund equity are combined into "All Inclusive" operating statement formats.

ORGANIZATION UNIT CLASSIFICATION. Expenditure classification according to responsibility centers within a government's organization structure. Classification of expenditures by organization unit is essential to fixing stewardship responsibility for individual government resources.

OVERHEAD. Those elements of cost necessary in the production of an article or the performance of a service which are of such a nature that the amount applicable to the product or service cannot be determined accurately or readily. Usually they relate to those objects of expenditure which do not become an integral part of the finished product or service such as rent, heat, light, supplies, management, supervision, etc.

PERFORMANCE AUDITS. Examinations intended to assess (1) the economy and efficiency of the audited entity's operations and (2) program effectiveness - the extent to which program objectives are being attained. Performance audits are sometimes also referred to as operational audits.

PERFORMANCE BUDGET. A budget where in expenditures are based primarily upon measurable performance of activities and work programs. A performance budget may also incorporate other bases of expenditure classification, such as character and object class, but these are given a subordinate status to activity performance.

PRE-PAID ITEMS. An asset account reflecting charges entered in the accounts for benefits not yet received. Prepaid items differ from deferred charges in that they are spread over a shorter period of time than deferred charges and are regular recurring costs of operations. Examples of prepaid items are prepaid rent, prepaid interest, and unexpired insurance premiums. An example of a deferred charge is unamortized discounts on bonds sold.

PROGRAM BUDGET. A budget where in expenditures are based primarily on programs of work and secondarily on character and object class. A program budget is a transitional type of budget between the traditional character and object class budget, on the one hand, and the performance budget, on the other.

PROGRAM COMPLIANCE AUDIT. An examination leading to the expression of an opinion in the degree of the audited entity's compliance with requirements imposed by intergovernmental grantors and the audited entity's eligibility for grant monies.

PROPRIETARY FUNDS. Funds that focus on the determination of operating income, changes in net assets, (or cost recovery), financial position, and cash flows. Proprietary fund types are as follows: enterprise funds and internal service funds.

PURCHASE ORDER. A document which authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

REIMBURSEMENTS. (1) Repayments of amounts remitted on behalf of another party. (2) Interfund transactions which constitute reimbursements of a fund for expenditures or expenses initially made from it which are properly applicable to another fund - e.g., an expenditure properly chargeable to a Special Revenue Fund was initially made from the General Fund, which is subsequently reimbursed. They are recorded as expenditures or expenses (as appropriate) in the reimbursing fund and as reductions of the expenditure or expense in the fund that is reimbursed.

RESERVE. (1) An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure; and (2) an account used to earmark a portion of fund equity as legally segregated for a specific future use.

RESERVE FOR ENCUMBRANCES. An account used to segregate a portion of fund balance for expenditure upon vendor performance.

RESOLUTION. An order of a legislative body which requires less legal formality than an ordinance or statute. It is a method by which the annual operating budget is enacted into law by the legislative body.

RESTRICTED ASSETS. Monies or other resources, the use of which is restricted by legal or contractual requirements. In governmental accounting, special treatments are applied to restricted assets arising out of revenue bond indentures in Enterprise Funds.

RETIREMENT ALLOWANCES. Amounts paid to government employees who have retired from active service or to their survivors.

REVENUE BONDS. Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund's property.

REVENUES. An addition to the assets of a fund which does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability without a corresponding increase in any other liability or a decrease in assets, and does not represent a contribution of fund capital in enterprise or in intra-governmental service funds.

REVOLVING FUND. (1) An Internal Service Fund. (2) An imprest account which is accounted for as an asset of a fund.

SELF-SUPPORTING or LIQUIDATING DEBT. Debt obligations whose principal and interest are payable solely from the earnings of the enterprise for the construction or improvement for which they were originally issued. See **REVENUE BONDS**.

SEV. See **STATE EQUALIZED VALUE**.

SHARED REVENUES. Revenues levied by one government but shared on a predetermined basis, often in proportion to the amount collected at the local level, with another government or class of governments.

SINGLE AUDIT. Expanded financial and compliance audits which are to include standardized program compliance audit elements. Single audits are expected eventually to eliminate the need for separate program compliance audits of individual federally assisted programs.

SPECIAL ASSESSMENT. A compulsory levy made against certain properties to defray part of all of the cost of a specific improvement or service deemed to primarily benefit those properties.

SPECIAL ASSESSMENT BONDS. Bonds payable from the proceeds of special assessments. If the bonds are payable only from the collections of special assessments, they are known as special assessment bonds. If, in addition to the assessments, the full faith and credit of the government are pledged, they are known as general obligation special assessment bonds.

SPECIAL ASSESSMENT ROLL. The official list showing the amount of special assessments levied against each property presumed to be benefited by an improvement or service.

SPECIAL REVENUE FUND. A fund used to account for the financing of public improvements or services deemed to benefit primarily the properties against which special assessments are levied.

STANDARD COST. The predetermined cost of performing an operation or producing a product when labor, materials, and equipment are utilized efficiently under reasonable and normal conditions. Normal conditions exist when there is an absence of special or extraordinary factors affecting the quality or quantity of the work performed, or the time or method of performing it.

STATE EQUALIZED VALUE (SEV). The State Equalized Value for a property represents 50% of its estimated market value. May also be referred to as Assessed Value (AV).

STATE TAXABLE VALUE (STV). May also be referred as **Taxable Value (TV).** Value of property at which tax is calculated. The State Taxable Value may be less than the State Equalized Value due to limitations by state ballot initiatives such as Headlee and Proposal A.

STATEMENT OF CHANGES IN FUND EQUITY. The basic financial statement which reconciles the equity balances of an entity at the beginning and end of an accounting period in conformity with GAAP. It explains the relationship between the operating statement and the balance sheet.

STATUTE. A written law enacted by a duly organized and constituted legislative body.

SUBSIDIARY ACCOUNT. One of a group of related accounts which support in detail the debit and credit summaries recorded in a control account. An example is the individual property taxpayers' accounts for the

taxes receivable control account in the general ledger. See **CONTROL ACCOUNT** and **SUBSIDIARY LEDGER.**

SURETY BOND. A written promise to pay damages or to indemnify against losses caused by the party or parties named in the document, through nonperformance or through defalcation. For example, a surety bond might be required of an independent contractor. Surety bonds also include Fidelity Bonds covering government officials and employees.

SURPLUS. An excess of the assets of a fund over its liabilities and reserves.

TAX RATE. The amount of tax stated in terms of a unit of the tax base; for example, 25 mills per dollar of assessed valuation of taxable property.

TAX RATE LIMIT. The maximum rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose, or to taxes imposed for all purposes, and may apply to a single government, to a class of governments, or to all governments operating in a particular area. Overall tax rate limits usually restrict levies for all purposes and of all governments, state and local, having jurisdiction in a given area.

TAX ROLL. The official list showing the amount of taxes levied against each taxpayer or property. Frequently, the tax roll and the assessment roll are combined, but even in these cases the two can be distinguished.

TAXES. Compulsory charges levied by a government for the purpose of financing service performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, sewer service charges.

TIFA (TAX INCREMENT FINANCING AUTHORITY). Amount expected to be lost from County property tax collection due to exemptions granted by local communities for redevelopment of deteriorated industrial areas. It is anticipated that by granting these exemptions and redevelopment of these areas, it will encourage economic development, create jobs and increase property tax valuation in future years.

TRADITIONAL BUDGET. A term sometimes applied to the budget of a government wherein expenditures are based entirely or primarily on objects of expenditure. See **PROGRAM BUDGET** and **PERFORMANCE BUDGET**.

TRIAL BALANCE. A list of the balances of the accounts in a ledger kept by double entry, with the debit and credit balances shown in separate columns. If the totals of the debit and credit columns are equal of their net balance agrees with a control account, the ledger from which the figures are taken is said to be "in balance."

TRUST FUNDS. Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, or other governments.

TV. See **STATE TAXABLE VALUE**.

UNQUALIFIED OPINION. An auditor's opinion which states that the basic financial statements of a specified entity are fairly presented in conformity with GAAP applies on a basis consistent with the prior year.

WORK ORDER. A written order authorizing and directing the performance of a certain task and issued to the person who is to direct the work. Among the items of information shown on the order are the nature and location of the job, specifications of the work to be performed, and a job number which is referred to in reporting the amount of labor, materials, and equipment used.