



City Council Special Meeting

Study Session Agenda

April 4, 2022

6:00 PM

1. **Roll Call**
2. **Agenda - Motion to accept Study Session Agenda as presented**
3. **Discussion: 34th District Court, Romulus Library, TIFA/DDA 2022/23 FY Budget Presentation**
4. **Public Comment**
5. **Adjournment - Motion to adjourn the Special Meeting**



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Date: March 31, 2022

Re: Special Meetings

There are two special meetings scheduled for Monday, April 4, 2022 including an executive session requested by Mayor McCraight.

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|--------------|----------------|---|
| 1. 5:30 p.m. | Closed Session | Attorney Opinion |
| 2. 6:00 p.m. | Study Session | 34 th District Court, Library, TIFA/DDA
Budget Presentation |

MEMORANDUM

DATE: March 30, 2022

TO: Honorable City Council,
Honorable Mayor Robert A. McCraight
Ellen L. Craig-Bragg, Clerk
Stacy A. Paige, Treasurer

FROM: Maria Farris, Finance Director
Victoria Trush, Assistant Finance Director

RE: Preliminary Budget – FY2022/23

Enclosed for your review is the Fiscal Year 2022/2023 Preliminary Budget prepared for the City of Romulus and its Component Units.

As a reminder, the Council budget study session is scheduled for April 4, 2022 and April 11, 2021 at 6:00 p.m. Patty Braden, the Romulus Library Director, will be presenting the Library's portion of the budget. Also included is the FY22/23 Preliminary budget that was provided by the 34th District Court. For the 34th District Court's budget, financial representatives will be there to present and answer any questions relative to the Court's budget.

Immediately following that portion of the study session, discussion will begin with a focus on the City's budget.

City Department Heads will be present at this study session to answer questions relative to their respective budgets and/or department operations.

As a result, the proposed FY2022-23 Water and Sewer Fund proposed budget, as presented here, is preliminary and is based on estimated sewer system rates and associated fixed costs. Possible changes may occur prior to final budget adoption.

The public hearing is scheduled for May 2nd, 2022 at 6:30 p.m. with official adoption and tax levy authorization on May 9th, 2022 at the regular Council meeting.

If you should have any questions or require additional information, please feel free to contact myself or the Assistant Finance Director, Victoria Trush. We would be happy to address your specific concerns by e-mail at mfarris@romulusgov.com . Or vtrush@romulusgov.com.

**34TH DISTRICT COURT
GENERAL FUND
PROPOSED BUDGET
JUNE 30, 2023**

Prepared 3/28/22

	JUNE 30, 2019 ACTUAL	JUNE 30, 2020 ACTUAL	JUNE 30, 2021 ACTUAL	ANNUALIZED JUNE 30, 2022 ACTUAL TO DATE	PROPOSED JUNE 30, 2023 BUDGET
Revenue:					
Share of Fees from City of Romulus	\$ 3,972,353	\$ 3,921,765	\$ 2,848,015	\$ 3,048,454	\$ 3,465,400
Forfeited Bonds	111,863	46,896	30,104	22,862	24,000
Work Program	103,701	74,979	35,113	13,086	14,000
State Grant Revenue	-	1,873	6,755	-	-
Other Revenue	42,180	42,262	12,212	7,100	8,200
Total Revenue	<u>4,230,097</u>	<u>4,087,775</u>	<u>2,932,199</u>	<u>3,091,502</u>	<u>3,511,600</u>
Expenditures:					
Salaries and Wages	2,340,640	2,000,061	1,524,923	1,670,138	1,900,000
Fringe Benefits	1,376,860	1,079,532	882,624	883,151	980,800
Professional Fees and Contracted Services	178,072	167,465	168,497	131,298	170,800
Education and Training	27,220	1,409	2,762	1,607	2,200
Dues, Fees, and Subscriptions	38,545	39,215	61,034	54,432	58,600
Building Insurance, Maintenance, and Utilities	76,630	65,552	80,580	154,866	165,600
Equipment Lease and Maintenance	13,725	7,846	10,067	32,511	33,400
Technology/Security	51,269	95,370	186,547	48,414	57,000
Furniture and Equipment	43,982	172,117	35,175	-	-
New Court Building	-	-	58,919	-	-
Jury and Witness Fees	1,266	4,384	119	-	5,000
Reinstated Bonds	8,248	8,187	2,047	4,443	6,000
Work Program	11,243	7,223	500	1,260	7,200
Printing	23,751	11,181	12,324	3,360	6,000
Court Officers	-	-	-	707	2,000
Supplies	52,831	45,358	36,421	40,626	43,800
Postage	40,178	25,079	25,018	22,500	20,000
Telephone	12,975	26,743	56,063	57,983	50,200
Transportation	3,674	83	2,338	621	3,000
Juvenile Grant Expense	-	-	559	-	-
Total Expenditures	<u>\$ 4,301,109</u>	<u>\$ 3,756,805</u>	<u>\$ 3,146,517</u>	<u>\$ 3,107,915</u>	<u>\$ 3,511,600</u>
Excess of Revenue Over/(Under) Expenditures	(71,012)	330,970	(214,318)	(16,413)	
Fund Balance - Beginning of Year	<u>80,620</u>	<u>9,608</u>	<u>340,578</u>	<u>126,260</u>	
Fund Balance - End of Year	<u>\$ 9,608</u>	<u>\$ 340,578</u>	<u>\$ 126,260</u>	<u>\$ 109,848</u>	

NOTE: Report has been prepared based on February 28, 2021 year-to-date figures, which is 66.67% of the year completed.

City of Romulus
Preliminary
FY2022-23
Budget Study Session
April 4, 2022



AGENDA

34th District Court

Library Budget

Component Units :

295-Downtown Development Authority (DDA)

297-Tax Increment Finance Authority (TIFA)

Downtown Development Authority Fund (295)

DDA Estimated Revenue

- Tax Capture,
- Event Fees (Pumpkin Festival & Sounds in Downtown),
- Rental Revenue,
- Other Income (MTB Program)

\$525,680

DDA Expenditures

- Wages & Fringes
- Downtown Decorations, Park & Streetscape Maintenance
- Façade Enhancement & Property Maintenance
- Event Sponsorship – Easter Egg Hunt, Fall Festival, Tree Lighting, Pumpkin Festival & Sounds in Downtown
- Projects – Huron River Pathway Maintenance, Park Enhancements for MaryAnn Banks & Historical Park, Historical Park Building Repairs, and the Senior/Community Gardens
- Goddard Road Bond year 9 of a 20 year commitment

\$763,870

DDA Fund Balance

Beginning Fund Balance	\$363,960
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Difference Rev & Exp.	\$238,190
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Ending Fund Balance	\$125,770
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TIFA-Tax Increment Finance Authority (297)

TIFA Estimated Revenue

- Tax Capture
- Rental Revenue

\$6,694,520

TIFA Expenditures

- Wage & Fringes
- Consultant Development, Legislative & Contractual Services
- RAC Building Operating Costs & Capital Improvements
- RAC Bond Payment - Debt Obligation till 2027
- Project Costs – Harrison Road Reconstruction, Opportunity Park (behind the RAC), Bird House Rehab, Northpoint Capital Improvement Reimbursement, and Vining/I-94 Bridge Branding
- Vining Road Bond Payment – Debt Obligation till 2034

\$10,658,320

TIFA Fund Balance

- Beginning Fund Balance \$7,572,200
- Difference Rev & Exp. **\$3,963,800**
- Ending Fund Balance \$3,608,400

Next City Council Study Session

April 11, 2022 at 6:00