



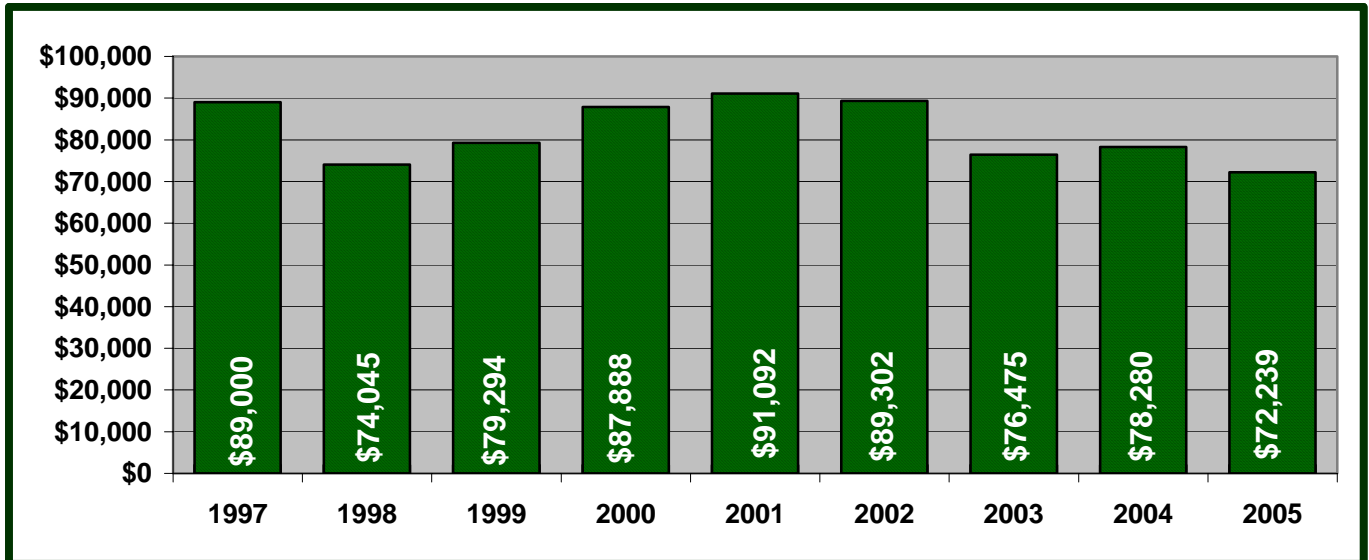
Mayor	<i>Louise E. Schilling</i>
Mayor Pro Tem	<i>Cristina Broomfield</i>
Council Member	<i>Robin Beltramini</i>
Council Member	<i>Wade Fleming</i>
Council Member	<i>Martin F. Howrylak</i>
Council Member	<i>David Lambert</i>
Council Member	<i>Jeanne M. Stine</i>



Department at a Glance

Funding Level Summary	2004/05 Actual	2005/06 Actual	Estimated 2006/07 Budget	2006/07 Budget	2007/08 Budget	% of Change
City Council	\$78,280	\$72,239	\$72,890	\$85,660	\$81,520	-4.8%
Total Department	\$78,280	\$72,239	\$72,890	\$85,660	\$81,520	-4.8%
Personal Services	\$21,146	\$21,915	\$20,320	\$21,090	\$20,950	-0.7%
Supplies	2,806	3,811	5,020	7,020	5,020	-28.5%
Other Services/Charges	54,328	46,513	47,550	57,550	55,550	-3.5%
Total Department	\$78,280	\$72,239	\$72,890	\$85,660	\$81,520	-4.8%

Operating Budget History





Mission and Service Statements

Mission Statement

The mission of the City Council is to partner with City Administration for the accomplishment of the following goals:

- Enhance the livability and safety of the community
- Minimize the cost and increase the efficiency and effectiveness of City government
- Retain and attract investment while encouraging redevelopment
- Effectively and professionally communicate internally and externally
- Maintain relevance of public infrastructure to meet changing public needs
- Emphasize regionalism and incorporate creativity into the annual strategic planning process

Service Statement

Voters elect City Council members to 4-year, overlapping terms. They serve on a part-time basis and act as the legislative branch of government with the responsibility of formulating municipal policy. The Council enacts ordinances, approves the City budget, and appoints the City Manager who serves as Chief Administrative Officer of the City.

Did You Know?

- The City of Troy has had the Council-Manager form of government since its incorporation in 1955.
- There is a general election on November 6, 2007 to fill 5 seats on the City Council.
- The deadline to submit a petition to run for a seat on City Council is Monday, July 30, 2007.



City Manager*Phillip L. Nelson*
Assistant City Manager/Finance & Administration*John M. Lamerato*
Assistant City Manager/Economic Development Services*Brian P. Murphy*



Functional Organizational Chart

City Management

- Provides support and makes recommendations to the City Council
- Responsible for municipal operations
- Provides organizational management
- Provides fiscal management
- Selects candidates for vacant senior staff positions
- Engages in long-range planning
- Facilitates Council-community relationships
- Enhances professional culture of the organization
- Advances basic tenets of the Council-Manager form of government

Program Development and Evaluation

- Is responsible for program development and implementation
- Evaluates program viability

Budget and Operations

- Prepares annual operating budget
- Monitors expenditures and revenues
- Analyzes and evaluates financial trends
- Conducts management studies
- Develops Capital Improvement Program



Department at a Glance

Funding Level Summary	2004/05 Actual	2005/06 Actual	Estimated 2006/07 Budget	2006/07 Budget	2007/08 Budget	% of Change
City Manager's Office	\$790,577	\$723,858	\$746,270	\$786,390	\$741,380	-5.7%
Total Department	\$790,577	\$723,858	\$746,270	\$786,390	\$741,380	-5.7%
Personal Services	\$721,989	\$657,132	\$675,400	\$714,020	\$673,860	-5.6%
Supplies	7,707	11,215	10,700	10,500	10,700	1.9%
Other Services/Charges	60,881	55,511	60,170	61,870	56,820	-8.2%
Total Department	\$790,577	\$723,858	\$746,270	\$786,390	\$741,380	-5.7%

Personnel Summary	2004/05		2005/06		2006/07		2007/08	
	Full - Time	Part - Time	Full - Time	Part - Time	Full - Time	Part - Time	Full - Time	Part - Time
City Manager's Office	6	0	6	0	5	0	4.5	0
Total Department	6	0	6	0	5	0	4.5	0



Mission and Service Statements

Mission Statement

The mission of the City Manager's Office is to partner with City Council in achieving the goals and objectives set forth for the City of Troy. To this end, a key factor is the identification of priorities and establishment of management procedures that develop and effectively utilize City resources.

Service Statement

As the City's Chief Administrative Officer, the City Manager is ultimately responsible for all operations of the municipal corporation. The City Manager maintains the most qualified staff using selection methods based on merit and equal opportunity.

The City Manager's Office provides organizational and fiscal management, as well as program development and evaluation. In addition to overseeing daily operations, the City Manager's Office develops new systems and methods relative to City services and is responsible for the research and analysis of programs in anticipation of future needs and challenges.

The City Manager's Office prepares the City's annual budget in accordance with the State Budgeting Act.

Troy's budget is a level of service document designed to encourage accountability, flexibility and creativity in response to community needs.

This office monitors the City's financial condition through budget amendments, forecasts, quarterly budget reports, and the review of department performance measurements. The capital improvement plan, water and sewer rate studies, and financial and demographic trend reviews are also prepared in this office.

Providing support to the Mayor and City Council is another important aspect of this office. This involves effective communication, being available to answer questions, research information and attend to Council's clerical needs.

Did You Know?

- Troy's annual budget document has been awarded the Government Finance Officers Association (GFOA) Distinguished Budget Award for 8 years in a row.
- The City of Troy has maintained AAA bond rating as designated by Moody's, Standard and Poor's, and Fitch Ratings since 2001.



Performance Objectives

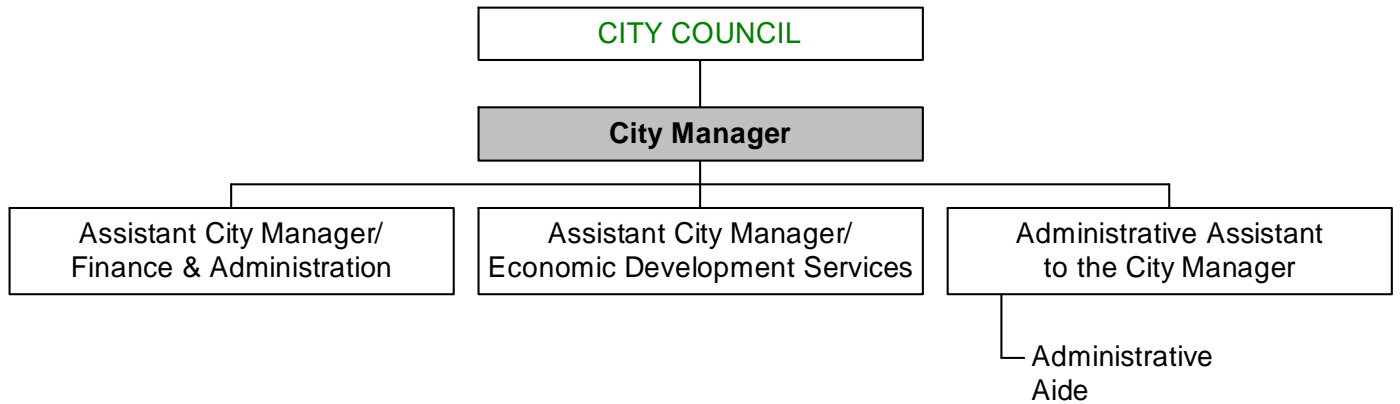
Objectives*	▪ Intensify efforts of organizational analysis for efficiency (Objective 3, 4, 9)
	▪ Investigate options to improve departmental effectiveness (Objective 3, 4, 5, 9)
	▪ Implement concepts from the Futures report (All Objectives)
	▪ Begin implementing strategic planning initiatives (All Objectives)
	▪ Implement business plan (All Objectives)
	▪ Develop improvement plans based on Big Beaver corridor study (Objective 8, 11, 12)
	▪ Develop improvement plans based on Maple/Stephenson corridor study (Objective 8, 11, 12)
	▪ Develop new master land use plan (Objective 7, 8, 11, 12)

*See the list of objectives established by City Council in the **City-wide Action Plan** on pages 14 and 15.

	Performance Indicators	2005/06 Actual	2006/07 Projected	2006/07 Budget	2007/08 Budget
Output	▪ # of Regular Council Meetings	26	27	27	29
	▪ # of Special Meetings	9	6	5	6
	▪ # of Agenda Items Prepared	183	170	175	175
	▪ # of Employees' Retirement System Board Meetings	12	12	12	12
	▪ # of Downtown Development Authority Meetings	8	10	9	10
	▪ City Manager's Staff Meetings	52	52	52	52
	▪ Labor Contracts Settled Using Interest Based Bargaining Method of Negotiation	4	1	1	2
Efficiency	▪ Distinguished Budget Awards	7	8	8	9
	▪ Bond Rating	AAA	AAA	AAA	AAA



Organizational Chart



Staff Summary	Approved 2005/06	Approved 2006/07	Recommended 2007/08
City Manager	1	1	1
Assistant City Manager/Finance & Administration	1	1	1
Assistant City Manager/Economic Development Services	1	1	0.5
Administrative Aide	1	1	1
Administrative Assistant to the City Manager	1	1	1
Assistant to the City Manager	1	0	0
Total Department	6	5	4.5

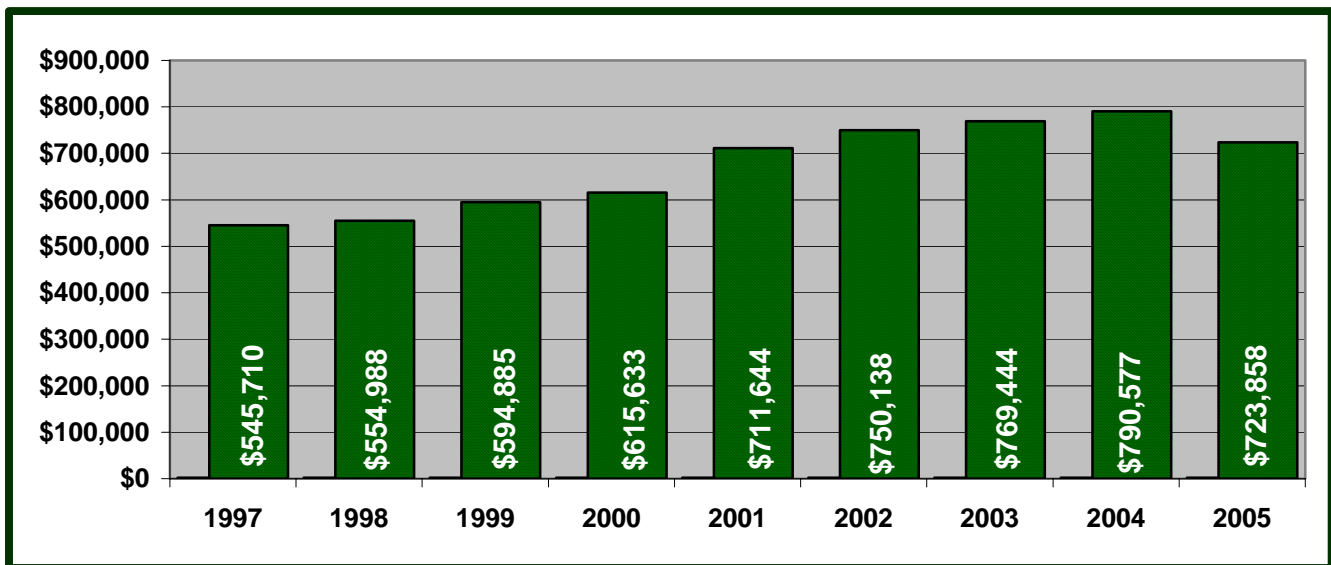


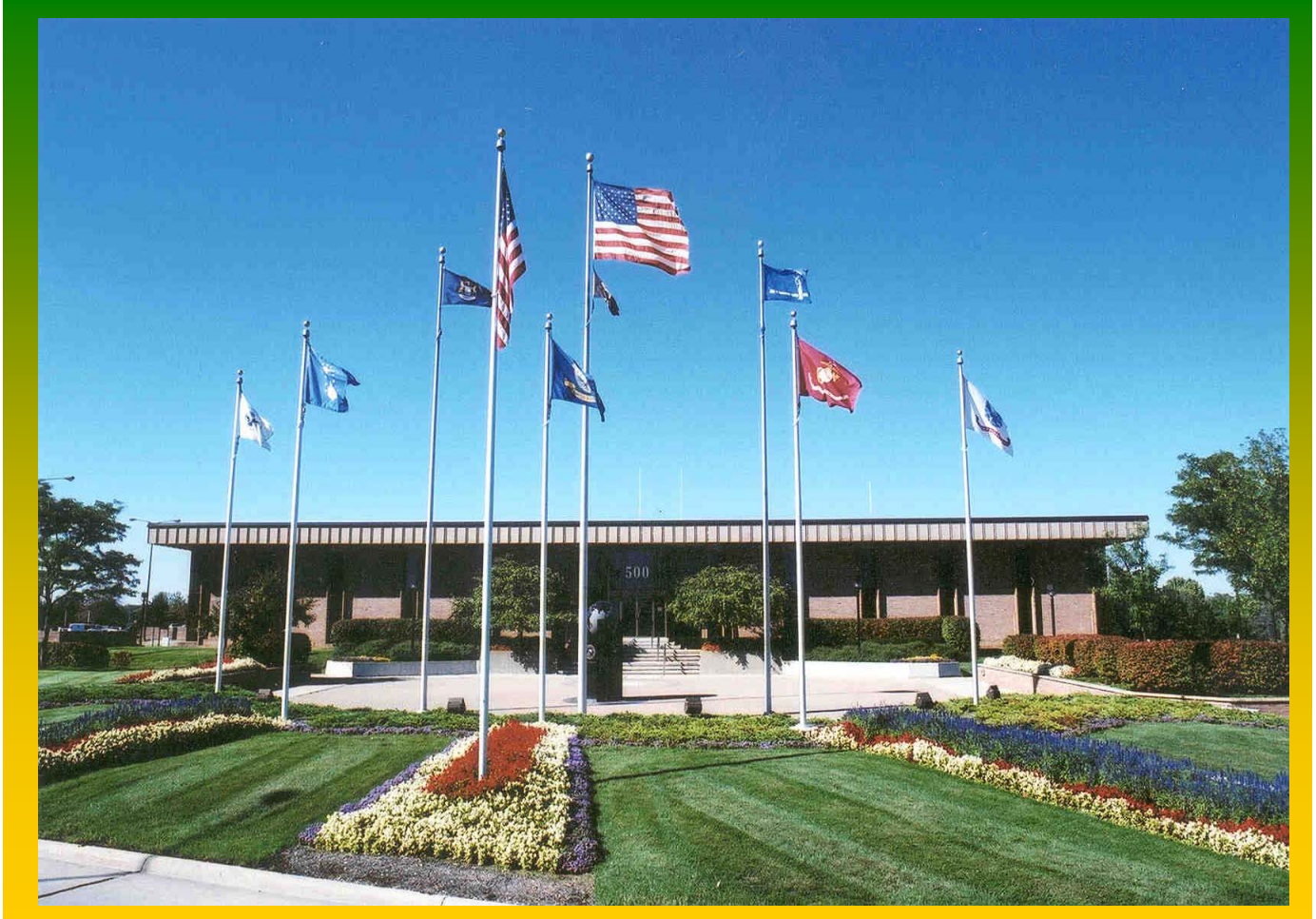
Summary of Budget Changes

Significant Notes – 2007/08 Budget Compared to 2006/07 Budget

The reduction in **Personal Services** is attributable to reassignment of 50% of the wages of the Assistant City Manager/Economic Development Services position to the budget of Real Estate and Development.

Operating Budget History





City Attorney*Lori Grigg Bluhm*



Functional Organizational Chart

Administration

- Prepares and administers department budget
- Liaison with local, federal, or state agencies, associations and groups
- Supervises outside retained counsel
- Liaison with other City departments
- Coordinates staff development
- Coordinates technological development
- Coordinates and evaluates activities of staff

Advising City Officials

- Consult and provide counsel and legal advice and updates for City Council
- Regularly attend meetings of City Council, Boards and Commissions, and Management
- Provides legal advice and updates for City Boards and Commissions
- Provides legal advice and updates for City Management, department directors and employees
- Monitors compliance with Open Meetings Act and Freedom of Information Act
- Provide information to the general public, as well as other local, state and federal governmental agencies and municipal government associations.
- Sponsors Law Day activities

City as Plaintiff

- Eminent Domain/ Condemnation cases
- Invoice collection
- Nuisance abatement
- Secretary of State drivers license revocation hearings
- Prepares administrative search warrants
- Represents City at administrative hearings, including but not limited to environmental law hearings

Defense of the City

- Defends City to uphold zoning and planning decisions
- Defends City, its officials, and volunteers when sued for the performance of governmental functions
- Defends City and officials in personal injury cases
- Defends City and officials in civil rights matters
- Defends City Assessor's value determinations



Functional Organizational Chart, continued

Ordinance Prosecutions

- Misdemeanor ordinance violations
- Drug and alcohol enforcement
- Building and zoning ordinance enforcement
- Domestic abuse
- Retail fraud (shoplifting)
- Traffic
- Disorderly conduct
- Assault and battery
- Municipal civil infractions
- Appeals of criminal convictions
- Appeals of civil infractions

Other Activities

- Negotiate or assist in negotiation of contracts, agreements, bonds, and real estate transactions as needed.
- Research, draft, and/or review all ordinances, policies, and legal documents.
- Recommends necessary revisions of the Charter and Code
- Receives citizen complaints, mediates disputes and/or issues criminal misdemeanor warrants
- Provides training regarding the law and legal procedures for employees and officials
- Prepares numerous agenda items for City Council consideration
- Assists citizens on a daily basis by answering inquiries and providing appropriate referrals when warranted
- Responds to media inquiries

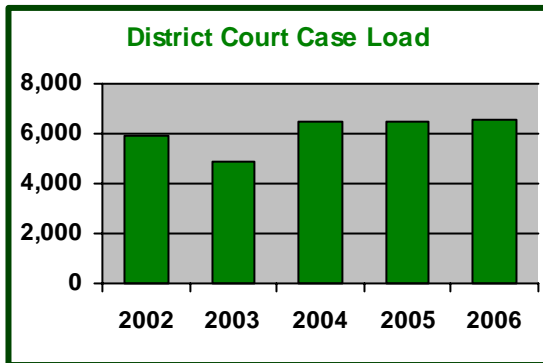


Department at a Glance

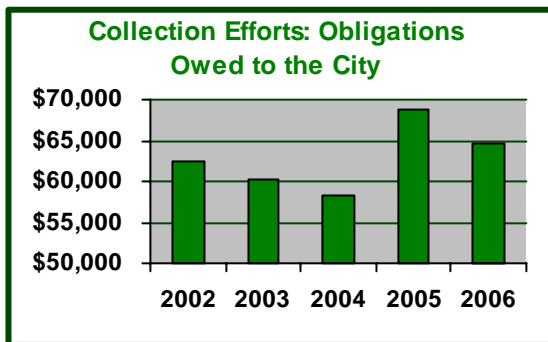
Funding Level Summary	2004/05 Actual	2005/06 Actual	Estimated 2006/07 Budget	2006/07 Budget	2007/08 Budget	% of Change
City Attorney's Office	\$1,111,532	\$1,041,226	\$1,170,880	\$1,169,090	\$1,210,140	3.5%
Total Department	\$1,111,532	\$1,041,226	\$1,170,880	\$1,169,090	\$1,210,140	3.5%
Personal Services	\$827,139	\$822,299	\$889,530	\$868,920	\$922,590	6.2%
Supplies	7,488	8,896	8,100	7,100	8,100	14.1%
Other Services/Charges	276,905	210,031	273,250	293,070	279,450	-4.7%
Total Department	\$1,111,532	\$1,041,226	\$1,170,880	\$1,169,090	\$1,210,140	3.5%

Personnel Summary	2004/05		2005/06		2006/07		2007/08	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
City Attorney's Office	8	1	8	1	8	1	8	1
Total Department	8	1	8	1	8	1	8	1

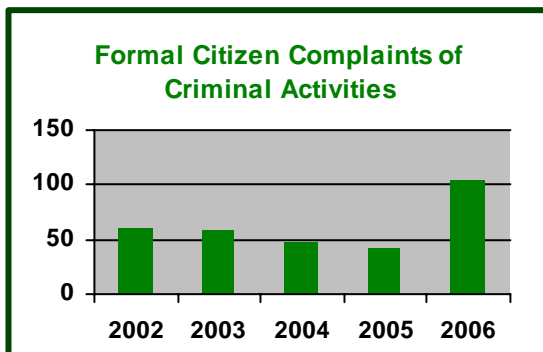
Key Departmental Trends



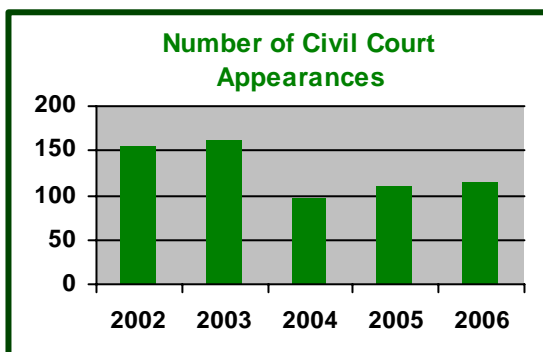
<u>Year</u>	<u>Appearances</u>
2002	5,953
2003	4,910
2004	6,484
2005	6,475
2006	6,531



<u>Year</u>	<u>Amount</u>
2002	\$62,529.74
2003	\$60,338.76
2004	\$58,351.87
2005	\$68,814.74
2006	\$64,640.58



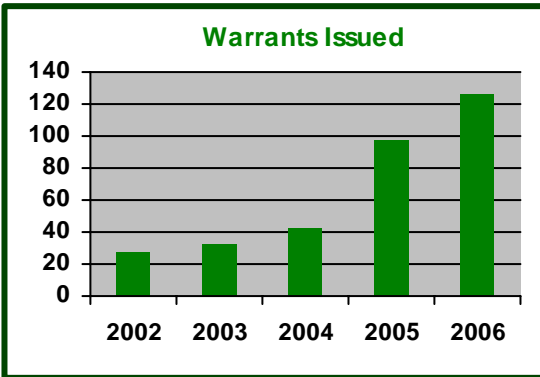
<u>Year</u>	<u>Number</u>
2002	61
2003	59
2004	47
2005	42
2006	104



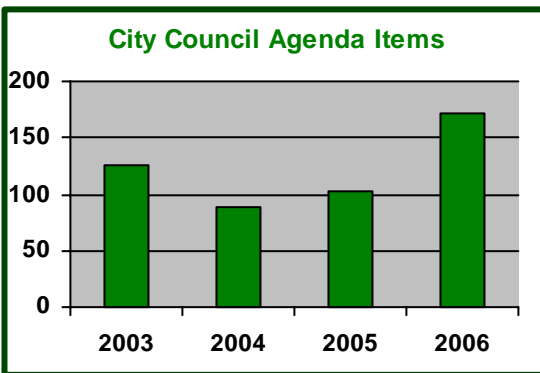
<u>Year</u>	<u>Number</u>
2002	155
2003	161
2004	97
2005	109
2006	114



Key Departmental Trends, continued



<u>Year</u>	<u>Number</u>
2002	28
2003	33
2004	43
2005	98
2006	126



<u>Year</u>	<u>Number</u>
2003	125
2004	88
2005	103
2006	171

Civil Litigation Cases

Type	Cases Closed in 2006	Case Files Opened in 2006	Cases Still Pending
Zoning	5	1	2
Eminent Domain	0	0	1
Tax	0	0	0
Civil Rights	0	1	1
Personal Injury and Damage	2	1	1
Appeals	1	3	3
Miscellaneous	5	4	4
Total	13	10	12



Mission and Service Statements

Mission Statement

The mission of the City Attorney's Office is to provide effective and efficient legal services to City Council, City Management and the various boards and committees of the City.

Service Statement

The Troy City Attorney's Office serves as a center for legal services, information and education for the officials, employees and volunteers of the City. The attorneys represent the City's interest in the United States Supreme Court, U.S. 6th Circuit Court of Appeals, U.S. District Courts, Michigan Supreme Court, Michigan Court of Appeals, State Circuit Court, District Courts, Michigan Tax Tribunal, Federal Communications Commission, Secretary of State Administrative Hearings, Arbitrations, and various other agencies and boards.

The City Attorney's Office is committed to providing quality legal services and information to the officials, staff and volunteers of the City. Therefore, the entire professional legal staff emphasizes continuing education, training, and proficiency. The department also endeavors to be technologically and professionally competitive with law firms in the state.

The City Attorney's Office prepares and/or reviews all ordinances, contracts, bonds and other written instruments that obligate the City, and provides opinions as to their legality.

In addition, the Office is responsible for prosecution of all ordinance violations and traffic matters. Changes or recent developments in laws affecting the City are monitored by the City Attorney's Office, and presented to City Council, Management, and the boards and committees. The City Attorney's Office provides information to the public and government officials regarding matters that directly relate to the City and procedures in dealing with the City. The City Attorney's Office performs other duties as prescribed by the Charter or by City Council, which include continuing dialogue with media resources and serving as a liaison to other governmental entities.

The City Attorney's Office does not provide private legal advice, but serves as a referral source for available legal services.

Did You Know?

- The City has implemented a municipal civil infractions process, which decriminalizes some of the zoning and building department cases that were previously charged as misdemeanors. The City represents "the People of the City" in each contested case.
- The City Attorney's Office annually plans a Law Day Program, in recognition of Law Day on May 1 of each year. In 2006, the City Attorney's Office sponsored an essay contest for students residing in Troy. Law Day programs are designed to help people understand how law keeps us free and how our legal system strives to achieve justice.

Education of Officials (Objective 1,3, 4)

- Provide training for all newly elected and appointed municipal officials that outlines the legal responsibilities of office and incorporates relevant provisions of local, state, and federal law and also the Troy Charter and any other relevant documents
- Alert elected, appointed, and administrative officials and employees to changes in state or federal law that affect the City
- Make legal recommendations to elected, appointed, and administrative officials, and provide advice on relevant legal issues that would affect the City
- Attend meetings of boards and commissions and provide legal assistance when necessary

Charter & Code Updates (Objective 2, 3, 4, 8, 11, 12)

- Continue the complete, multi-faceted review of current Troy Ordinances to ensure compliance with Troy's Charter and state and federal law
- Make recommendations to amend, revise, and re-format Troy Ordinance provisions to achieve uniformity and consistency and the removal of "legalese" and unnecessary provisions
- Research the viability and legality of requested amendments to the Troy Charter, and provide advice to City Council on any such request
- At the request of City Council, draft proposed ballot language for proposed Charter Amendments
- Prepare educational materials for Charter and/or Ordinance revision requests
- Assist in drafting new proposed form based zoning regulations

Internal Legal Proficiency (Objective 1, 3, 4, 6)

- Continue to enhance the computerized legal research system, and participate in training to be more productive and efficient in legal research
- Continue to maximize electronic usage, and minimize paper usage, working towards a paperless system of communication
- Expand use of electronic court filing systems whenever possible, and conduct necessary training to implement the process
- Continue to pursue excellence in the legal profession through collaboration, training, and networking
- Use more computer generated exhibits in civil litigation and/or criminal prosecution

Performance Objectives, continued**Public Education (Objective 1, 2, 3, 4, 6, 7, 11)**

- Conduct programs associated with improving the public's understanding of the justice system by sponsoring Law Day activities and displays at City Hall, the Library, and the Museum
- Educate Troy citizens about the legal process through participation in the Citizen's Academy, Citizen's Police Academy, and other community forums or events
- Enhance web site to provide referral sources and questions to serve as a reference for the general public

Litigation (Objective 3, 4, 7, 8, 9)

- Continue zealous representation of the people of the City of Troy in matters before the 52-4 Judicial District Court, including aggressive prosecution in criminal misdemeanor offenses and other traffic matters
- Continue aggressive defense of lawsuits brought against the City, using discovery, motions for summary disposition and trial when necessary to minimize liability against the City and to discourage others from suing the City of Troy
- Prioritize condemnation cases to facilitate capital projects, and aggressively litigate cases to settlement when in the best interest of the City, or through trial when the demands of a property owner are unreasonable
- Effectively utilize the municipal civil infraction process to encourage compliance with Troy ordinances for property maintenance
- Initiate lawsuits or appeals when in the best interest of the City

Administrative Assistance (Objective 3, 4, 6, 7, 8, 11)

- Continue to provide liability and witness training to new City employees
- Participate in document imaging program for preservation, retention, and retrieval of City records, and insure legal compliance
- Provide leadership and legal support for City Management exploration of new alternatives for municipal operations
- Continue to provide assistance in legal education to City employees, professional entities and other municipal organizations
- To assist in the implementation of the Big Beaver Corridor Study

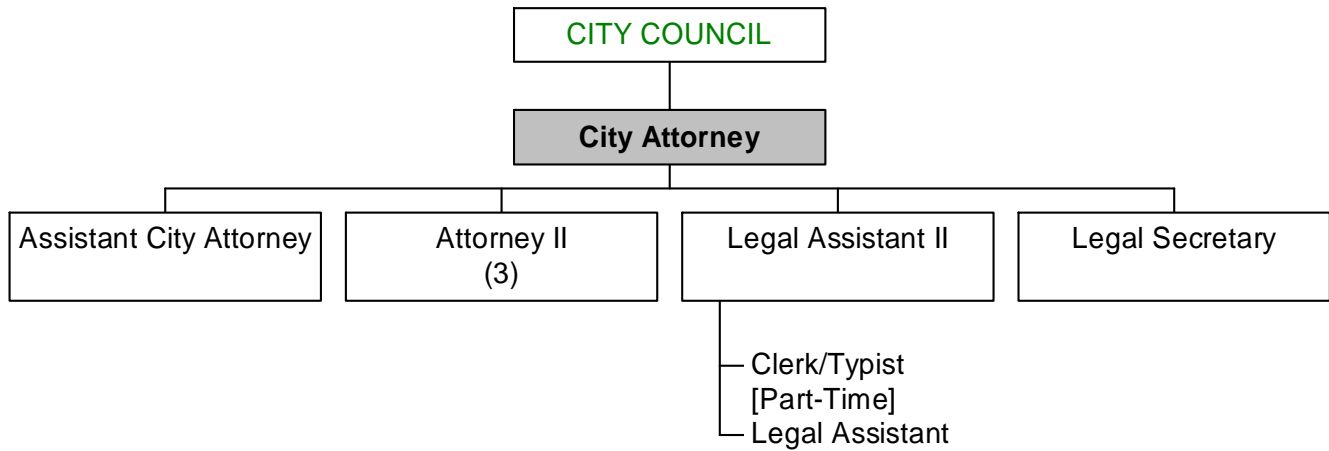
Objectives*

*See the list of objectives established by City Council in the **City-wide Action Plan** on pages 14 and 15.

See **Key Departmental Trends** on Pages 92 and 93 for performance indicators.



Organizational Chart



Staff Summary	Approved 2005/06	Approved 2006/07	Recommended 2007/08
City Attorney	1	1	1
Assistant City Attorney	1	1	1
Attorney II	3	3	3
Clerk/Typist (Part-Time)	1	1	1
Legal Assistant II	0	0	1
Legal Assistant	2	2	1
Legal Secretary	1	1	1
Total Department	9	9	9



Summary of Budget Changes

Significant Notes – 2007/08 Budget Compared to 2006/07 Budget

The increased reliance on computerized legal research and the increasing ability to effectively use computer generated exhibits for civil litigation, as well as in criminal prosecution led to the acquisition of an additional lap top computer, increasing the internal **Computer Services** budget from the past year. This increase was offset by a reduction in the **Books and Magazines** account.

There have been some increases in **Personal Services** due to staffing changes this past year.

Operating Budget History

