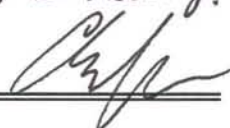


MEMORANDUM



TO: CLAY PEARSON, CITY MANAGER
FROM: VICTOR CARDENAS, ASSISTANT CITY MANAGER
SUBJECT: OPEN GOVERNMENT – COMMUNITY DASHBOARD
DATE: SEPTEMBER 22, 2011

*For Reports at
Sept 26 meeting.*



Public Act 63 of 2011 became effective June 21, 2011 and introduced the Economic Vitality Incentive Program (EVIP). The EVIP is divided into three categories:

Part I Accountability and Transparency which requires:

- o Citizen's Guide **October 1, 2011**
- o Performance Dashboard **October 1, 2011**

Part II Consolidation of Services Plan **January 1, 2012**

A plan must be developed showing increased levels of cooperation, collaborate and consolidation with other jurisdictions

Part III Employee Compensation Plan **May 1, 2012**

Communities must certify they intend to implement a number of changes to their employee compensation packages dealing with health care and retirement.

In order to receive 67.83% (\$25,094) of the City's allotted Fiscal Year 2010 statutory revenue sharing all three categories must be completed on time. Although the City of Novi does not have much to directly financially gain by participating in this process, the City of Novi has a long tradition of open government and can build further upon that by complying with the State mandate. As to the amount of statutory revenue sharing, City leaders should take credit and recognize that the City of Novi has long been an opponent of the way the past Governors and legislatures have funded and perpetuated the inequitable formula for statutory State Shared Revenue. That inequity is purely being perpetuated in this new EVIP program. However, the commitment for further improving our open government while meeting the law is being met is described in this communication. This correspondence concentrates on the requirements due on **October 1, 2011** which we are well-positioned to comply.

The EVIP mandates communities provide a Citizen's Guide to Local Unit Finances and Performance Dashboard by saying: "The purpose of the Citizens Guide is to provide a more transparent understanding of local unit finances for citizens. The intent is to provide a simple graphical presentation of the most important financial measures, in a

manner that should be easily understood by the average citizen that does not possess a high level of financial expertise."

Beginning October 1, 2011, units of local government receiving statutory revenue sharing under PA 140 will now have to meet certain requirements to be eligible to receive a percentage of the total revenue sharing appropriated. The City of Novi, for many years, has been very open in the manner it conducts business: for example, televising meetings, publishing informative materials, a robust web site, and posting extensive financial information online. Following the guidelines established by Governor Snyder, a new webpage consolidates and positions pertinent information in one easy-to-access location.

City staff has been finalizing the first incarnation of the "open government" page on the City's cityofnovi.org website which includes the Citizen's Guide and Performance Dashboard. The City of Novi has contracted with a firm, Munetrix, to assist in presenting the financial information required in the Citizen's Guide and Performance Dashboard. Munetrix's tool presents the last five years of the City's financial data clearly and concisely in the Citizen's Guide. The data posted comes directly from the F-65 form as well as the Auditing Procedures Report filed by all municipalities to the State Treasurer and also includes information regarding unfunded liabilities. The Munetrix platform provides an additional ready-made comparison and customization that will be helpful for citizens and policymakers. Munetrix's tool provides another resource for building long-term financial forecasts (the City of Novi has been using multi-year financial forecasts for more than five years) and trend analysis including fiscal indicator scores, best-practice benchmarking and peer group comparisons. The City's agreement with Munetrix allows City Administration to add and share information for years that the State has not yet uploaded from the F-65s. This project has highlighted the delay in which the State releases the data from the completed F-65s. The Treasurer's office waits for all the data to be received until it is released, delaying year-end figures by nearly a year. We now have the functionality to upload figures upon completed reports are submitted from the City's auditors. The City's staff has identified the following Michigan communities has comparable cities for the purpose of financial measures:

- Rochester Hills
- Farmington Hills
- Portage
- Troy

Citizens of Novi and stakeholders alike can research data sets; crime statistics (pulled from the Michigan State Police Incident Crime Reporting), category expenditures, size of fund balance etc., between Novi and the identified four comparable communities in one place. The platform also allows for viewing of the aforementioned other units of local government, including schools. Munetrix also highlights the Fiscal Indicator Score as it is awarded by the State of Michigan. The City of Novi is disadvantaged in the State's scoring in that we have a system with dedicated millages and the transfer of property tax revenue from the separate Police and Fire Fund (which the State requires us to have a separate fund) is not counted as revenue for purposes of scoring. We have advocated to the State that this scoring method be changed but they are unwilling to change. By being a member of Munetrix, we are able to provide text explanation for anybody viewing that information,

The open government page of the City's website has the potential for further enhancements and will experience several additions in the coming months as the City continues to capture more performance data. Any suggestions or requests for performance measures to include are welcomed. We recognize that the financial measures provide information on the input of cost dollars, but financial information alone does not share a complete picture by the results that are generated from that financial perspective. We are looking forward over time to continually improving how we present the financial and the results perspective.

City of Novi homepage and Link for Open Government

Jobs Property Lookup Current Council Agendas Engage! Recreation Guide Forms/Permits Maps Calendar Contact Us

NOVI MICHIGAN

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- Quick Links
- Popular Pages

SEARCH WEBSITE ... advanced search

Government Community City Services Reference Agendas & Minutes How Do I Stay Connected

Novi Today

Novi, MI Weather
43°F, Partly Cloudy

Novi Road Link Project Update: Beam delivery will cause traffic delay on Novi Road between I-96 and Grand River. [Details...](#)

It's "Take Your Child Outside Week." Register for the Fall Campout or other programs that run through 9/26. [MORE.](#)

Coming This Weekend! Fall for Novi - Saturday, 9/24 - 11am - 2pm. Explore the City of Novi in one location! Community Health Walk and Bike Ride begin at 10am. [Click here.](#)

E-Newsletters Economic Development Online Registration Request Assistance

Calendar

- 9/22/11 Adult Library Program: Knit Together Knitting Circle
- 9/22/11 Take a Child Outside Week - Seniors/Grandchildren Nature Walk
- 9/22/11 Novi Community Ed Youth Enrichment Program: Self-Defense for Children
- 9/23/11 Tween and Teen Library Program: Teen Advisory Board (TAB)
- 9/23/11 Tween and Teen Library Program: Pizza Taste Off!

Spotlight On

- goes green
- Open, transparent government... The City of Novi prides in providing residents and businesses with comprehensive, quality communications on all top...
- CONSTRUCTION
- Novi TV

Keeping You Posted

- Tour NOVI - Tuesday, 9/27
- Novi's Scott Roselle receives statewide recognition. [MORE](#)
- Electric vehicle charging stations now in Novi. [MORE](#)
- Novi continues to connect the community with pathways - Encouraging healthy, active lifestyles through pathway connectivity continues to be a priority. [MORE](#)
- 1st Annual Novi Police & Fire Benevolent Association Golf Outing - Friday, 9/30
- Michigan Translators/Interpreters Network (MTIN) Regional Conference - Saturday, 10/1 [MORE](#)
- Japan Festival - Sunday, 10/2
- Lee Begole Drive Street Renaming Ceremony - Thursday, 10/6
- Pink Shirt Day (Bullying Stops With Me) - Thursday, 10/20

Government Community City Services Reference Agendas / Minutes How Do I Stay Connected Contact Us Home #Web (Employee Website)

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Regular Business Hours of Operation: Monday - Friday, 8:00am - 5:00pm

Municipal Web Services

Open Government Webpage

The screenshot shows the 'Open Government' section of the City of Novi website. A red circle highlights the Munetrix logo and the text 'Click here to see the City of Novi Dashboard'.

Performance Dashboard

The screenshot shows the 'City Dashboard' section of the City of Novi website, featuring a performance dashboard. The dashboard includes a table with fiscal stability metrics for FY 2009 and FY 2010, along with progress indicators.

	FY 2009	FY 2010	Progress
Annual General Fund expenditures per capita	\$564	\$507	↑
Fund balance as % of annual General Fund expenditures	34%	35%	↑
Unfunded OPEB liability as a % of annual General Fund revenue	43%	45%	↓
Unfunded Pension liability as a % of annual General Fund revenue	82%	87%	↓
Debt burden per capita	\$1035	\$878	↑
Ratio of retirees to employees	0	0	↔

	2009	2010	Progress
Crimes against Persons	251	232	↑

Novi's Citizens' Financial Guide

Citizens' Guide & Dashboard to Local Unit Finances | Munetrix - Municipal Metrics | Helping.com - Windows Internet Explorer

http://www.munetrix.com/sections/data/annualdata.php?AnnualDataID=579161Type=City

File Edit View Favorites Tools Help

Search

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Citizens' Guide & Dashboard to Local Unit Finances

Resources My Home Log Out

Munetrix™
Municipal Metrics
Helping communities help themselves.

Home | DATA | Public Data | News | Contact Us

Citizens' Guide & Dashboard to Local Unit Finances

United States • Michigan • 01 SEMCOG • Oakland County • Novi • 2010

Revenue Categories	All Fund Types	Expense Categories	All Fund Types	Comments	Auditing Procedures Report	Value
Federal	\$346,722	Police Cost	\$11,540,665	Internal	Population	\$5,224
State Revenue Sharing	\$3,046,579	Fire Cost	\$4,613,234	Internal	General Fund Revenues	\$24,154,393
State (Other)	\$2,879,339	Public Works	\$24,791,730		General Fund Expenditures	\$28,006,435
Other Local Gov'ts		Municipal Administration	\$2,535,471		Fund Balance	\$9,710,403
Personal Income Tax		General Expenditures	\$13,839,525		Taxable Value	\$3,204,568,420
Property Taxes	\$37,137,888	Municipal Development	\$2,724,941		Major Fund Deficit	\$0
Other Taxes		District Court			Governmental Activities long-term Debt	\$48,507,308
TOTAL TAX REVENUE	\$43,410,928	Library	\$13,608,976		Indicator Score	5
Licenses & Permits	\$729,992	Parks & Recreation	\$3,069,589		Debt & Equity	
Utilities		Community & Information Services	\$2,065		Undesignated Fund Balance	\$80,269,667
Sewerage & Trash		Capital Outlay & Extraordinary Items	\$7,916,476		Designated Fund Balance	\$1,164,935
Parks & Recreation	\$3,024,853	TOTAL EXPENSES	\$85,242,672		Reserved Fund Balance	\$18,322,180
Hospitals		Transfers In	\$6,097,096		Total Cash & Investments	\$101,475,512
Other Services	\$17,402,236	Transfers Out	\$6,097,096		Total Debt	\$64,613,290
TOTAL REVENUE	\$21,157,081	Compensation			Unfunded Liabilities	
Net Interest & Investment Income	\$1,786,121				Pensions Actuarial Liability	\$67,225,390
Employee Pensions		Pensioners			Pension Fund Assets	\$46,311,532
Other Revenues	\$12,051,466	Headcount (FTE)	272		OPEB Actuarial Liability	\$19,936,733
TOTAL OTHER REVENUES	\$13,837,587	Benefits			OPEB Fund Assets	\$5,091,538
TOTAL REVENUES	\$78,405,596	Wages	\$20,018,288			

Notes

Reports Available

- [Fiscal Indicator Score Card](#)
- [How a Community Allocates its Money](#)
- [How a Community Allocates its Money \(including Shared Services\)](#)
- [Where the Money Comes From](#)
- [How the Money is Spent](#)

Attachments

Link	Comments
	No data found

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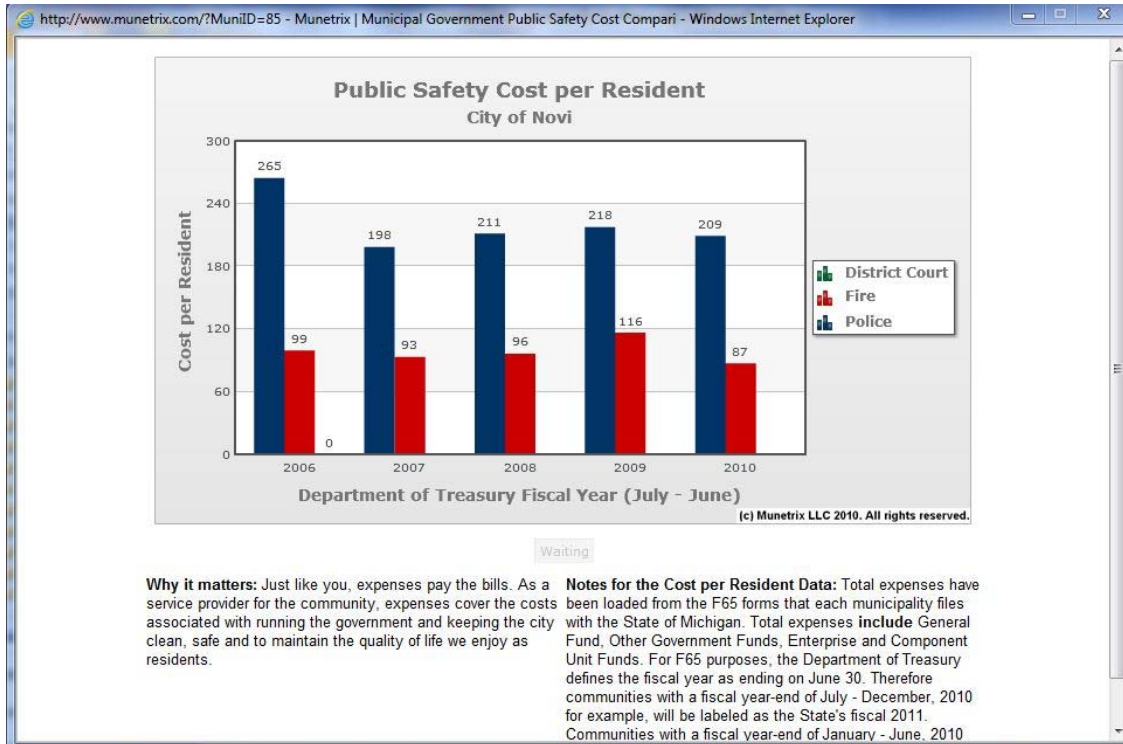
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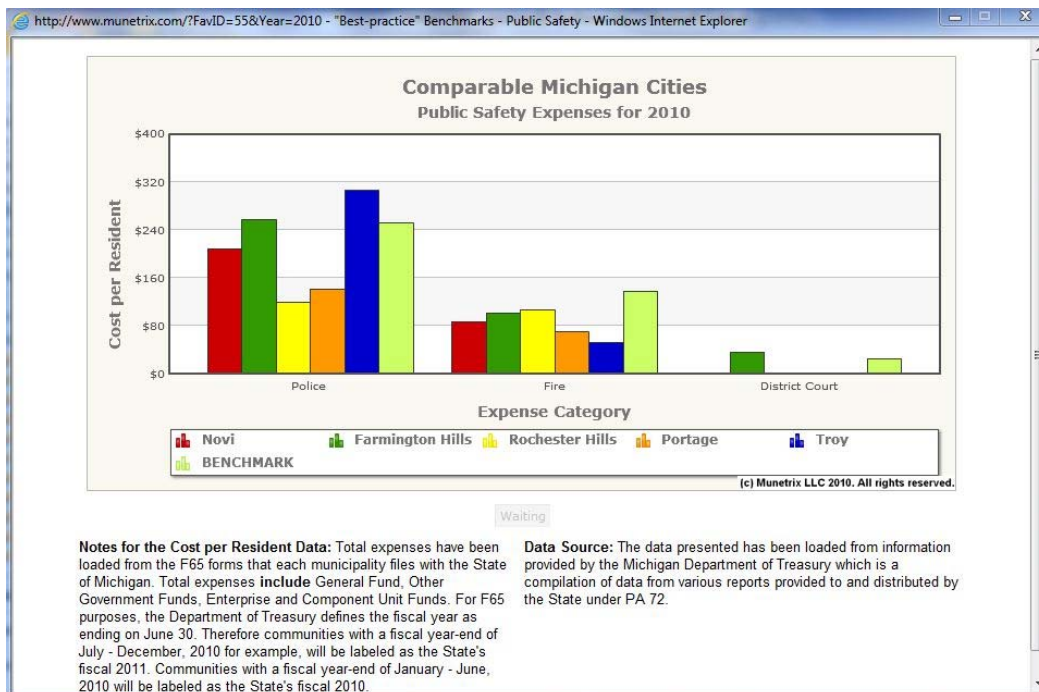
Internet 75%

Sample Graphs and Data accessible on the Munetrix site:

This basic graph depicts financial input of the cost per resident for items such as the Public Safety services:



This graphic shows the chosen comparable cities and the amount of dollars spent for Public Safety activities for 2010:



This table shows the quality of life expenses (Library, Parks and Recreation, Community & Information) as compared to our identified communities:

http://www.munetrix.com/?FavID=55&Year=2010 - Munetrix - Public Safety Cost Per Resident Compar - Windows Internet Explorer

Quality of Life Expenses per Resident

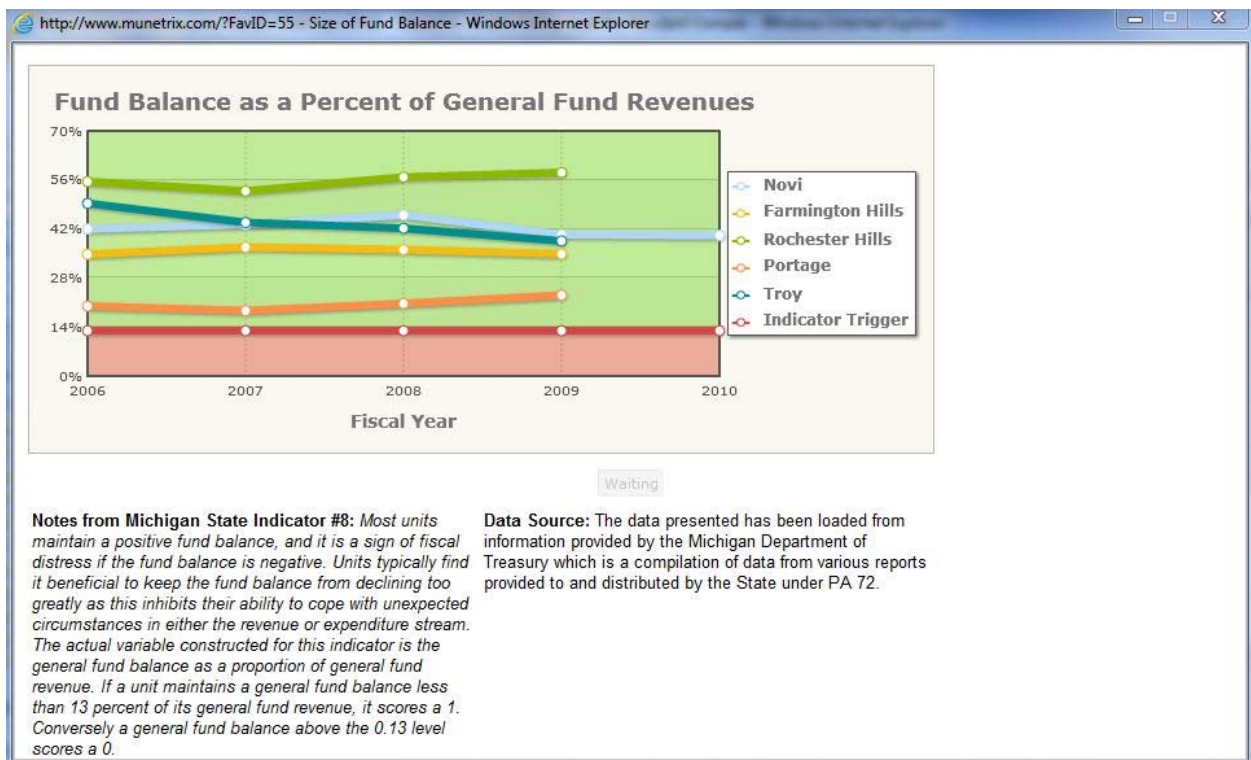
List: Comparable Michigan Cities
List Managed by: Marina Neumaier of Novi
Showing 2010 Data

Municipality Name	Parent Name	Population	Library Cost	Parks & Recreation	Community & Information
BENCHMARK	Michigan	100,000	22	17	13
Troy	Oakland County	80,980	42	137	6
Farmington Hills	Oakland County	79,740	0	102	0
Rochester Hills	Oakland County	70,995	0	153	0
Novi	Oakland County	55,224	246	56	0
Portage	Kalamazoo County	46,292	0	34	50

Notes for the Cost per Resident Data: Total expenses have been loaded from the F65 forms that each municipality files with the State of Michigan. Total expenses include General Fund, Other Government Funds, Enterprise and Component Unit Funds. For F65 purposes, the Department of Treasury defines the fiscal year as ending on June 30. Therefore communities with a fiscal year-end of July - December, 2010 for example, will be labeled as the State's fiscal 2011. Communities with a fiscal year-end of January - June, 2010 will be labeled as the State's fiscal 2010.

Powered by Munetrix

Level of General Fund Balance compared to our identified communities:





Better Communities.
Better Michigan.

208 N. Capitol Ave.,
1st Floor
Lansing, MI 48933

TEL 517.485.1314
FAX 517.372.7476

Three Criteria for Qualifying for EVIP Payments

1. October 1, 2011 - Communities must have a citizens guide and dashboard for citizens. The dashboard must include unfunded liabilities.
2. January 1, 2012 – Communities must produce a plan with 1 or more proposals to increase existing levels of cooperation, collaboration and consolidation within their jurisdiction or with other jurisdictions. The plan must list previous efforts of cooperation, collaboration and consolidation and with any cost savings and estimates of any potential savings of future efforts.
3. May 1st, 2012 – Communities must certify they INTEND to implement the following employee compensation criteria for any new, modified or extended contract or employment agreements for employees not covered under contract or employment contract:
 - a. New hires eligible for retirement plans will be placed on retirement plans that cap annual employer contributions:
 - i. 10% of base salary if they are eligible for social security
 - ii. 16.2% of base salary if they are not eligible for social security.
 - b. For defined benefit plans:
 - i. A maximum 1.5% multiplier if employee is eligible for social security. If there is no retiree health care, a maximum 2.25% multiplier.
 - ii. A maximum 2.25% multiplier if employee is not eligible for social security. If there is no retiree health care, a maximum 3.0% multiplier.
 - c. Also for defined benefit plans the final average compensation shall be computed using at a minimum 3 years compensation and can't include more than 240 hours of paid leave. It also cannot include over time.
 - d. Health care premium costs for new hires shall include a minimum employee share of 20%, OR the employer's share shall be cost competitive with the new state preferred provider organization health plan on a per-employee basis.

**Economic Vitality Incentive Program (EVIP)
Eligible Local Units and Projected Payment Amounts
Fiscal Year 2012**

<u>Local Unit Code</u>	<u>Unit Type</u>	<u>Eligible Local Unit Name</u>	<u>County</u>	<u>Category 1 Accounting & Transparency</u>	<u>Category 2 Consolidation of Services</u>	<u>Category 3 Employee Compensation</u>	<u>Total Projected EVIP</u>
622010	City	FREMONT	NEWAYGO	\$17,426	\$17,426	\$17,428	\$52,280
622015	City	GRANT	NEWAYGO	\$6,729	\$6,729	\$6,729	\$20,187
622020	City	NEWAYGO	NEWAYGO	\$7,494	\$7,494	\$7,496	\$22,484
622030	City	WHITE CLOUD	NEWAYGO	\$11,154	\$11,154	\$11,156	\$33,464
631030	Twp	BLOOMFIELD	OAKLAND	\$1,862	\$1,862	\$1,864	\$5,588
631190	Twp	ROYAL OAK	OAKLAND	\$91,886	\$91,886	\$91,888	\$275,660
631220	Twp	WATERFORD	OAKLAND	\$100,470	\$100,470	\$100,472	\$301,412
632005	City	AUBURN HILLS	OAKLAND	\$15,119	\$15,119	\$15,119	\$45,357
632010	City	BERKLEY	OAKLAND	\$50,536	\$50,536	\$50,536	\$151,608
632020	City	BIRMINGHAM	OAKLAND	\$54,644	\$54,644	\$54,644	\$163,932
632035	City	CLARKSTON	OAKLAND	\$1,438	\$1,438	\$1,439	\$4,315
632040	City	CLAWSON	OAKLAND	\$41,532	\$41,532	\$41,532	\$124,596
632050	City	FARMINGTON	OAKLAND	\$31,099	\$31,099	\$31,100	\$93,298
632055	City	FARMINGTON HILLS	OAKLAND	\$99,546	\$99,546	\$99,548	\$298,640
632060	City	FERNDALE	OAKLAND	\$285,097	\$285,097	\$285,099	\$855,293
632070	City	HAZEL PARK	OAKLAND	\$213,219	\$213,219	\$213,219	\$639,657
632080	City	HUNTINGTON WOODS	OAKLAND	\$21,034	\$21,034	\$21,036	\$63,104
632090	City	KEEGO HARBOR	OAKLAND	\$6,790	\$6,790	\$6,792	\$20,372
632100	City	LATHRUP VILLAGE	OAKLAND	\$12,965	\$12,965	\$12,965	\$38,895
632110	City	MADISON HEIGHTS	OAKLAND	\$148,274	\$148,274	\$148,275	\$444,823
632120	City	NORTHVILLE	OAKLAND	\$18,709	\$18,709	\$18,711	\$56,129
632130	City	NOVI	OAKLAND	\$8,364	\$8,364	\$8,366	\$25,094
632140	City	OAK PARK	OAKLAND	\$277,510	\$277,510	\$277,511	\$832,531
632160	City	PLEASANT RIDGE	OAKLAND	\$13,315	\$13,315	\$13,317	\$39,947
632170	City	PONTIAC	OAKLAND	\$1,407,351	\$1,407,351	\$1,407,352	\$4,222,054
632180	City	ROCHESTER	OAKLAND	\$9,715	\$9,715	\$9,717	\$29,147
632185	City	ROCHESTER HILLS	OAKLAND	\$19,508	\$19,508	\$19,510	\$58,526
632190	City	ROYAL OAK	OAKLAND	\$194,259	\$194,259	\$194,259	\$582,777
632200	City	SOUTHFIELD	OAKLAND	\$273,897	\$273,897	\$273,898	\$821,692
632210	City	SOUTH LYON	OAKLAND	\$13,744	\$13,744	\$13,744	\$41,232
632220	City	SYLVAN LAKE	OAKLAND	\$2,616	\$2,616	\$2,618	\$7,850
632230	City	TROY	OAKLAND	\$106,980	\$106,980	\$106,981	\$320,941
632240	City	WALLED LAKE	OAKLAND	\$19,608	\$19,608	\$19,608	\$58,824
632250	City	WIXOM	OAKLAND	\$16,533	\$16,533	\$16,534	\$49,600
633010	Vil	BEVERLY HILLS	OAKLAND	\$7,483	\$7,483	\$7,483	\$22,449
633050	Vil	HOLLY	OAKLAND	\$29,463	\$29,463	\$29,465	\$88,391
633070	Vil	LAKE ORION	OAKLAND	\$4,561	\$4,561	\$4,561	\$13,683
633090	Vil	MILFORD	OAKLAND	\$11,122	\$11,122	\$11,122	\$33,366