



CITY of NOVI CITY COUNCIL

**Agenda Item 4
March 3, 2008**

SUBJECT: Approval of resolution to authorize Budget Amendment #2008-03

SUBMITTING DEPARTMENT: Finance

CITY MANAGER APPROVAL:

Attached is the Budget Amendment which includes the Civic Center parking lot lighting (design engineering included on this agenda), DPW building maintenance items, 12 Mile Road irrigation, and costs for enhancement of the Recreation Guide (see memorandum following the amendment). For your convenience, beside each category is a description of the item being amended.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2008-03

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Capello				
Council Member Crawford				
Council Member Gatt				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

**BUDGET AMENDMENT #2008-3
RESOLUTION**

NOW, THEREFORE BE IT RESOLVED that the following Budget Amendment #2008-3 is authorized:

	<u>INCREASE (DECREASE)</u>
GENERAL FUND	
REVENUE - State forfeiture funds (Police vehicle)	<u>\$ 14,000</u>
APPROPRIATIONS	
CITY CLERK	
Supplies (Election supplies)	\$ 3,500
BUILDING & GROUNDS	
Capital Outlay (Building Improvements - Parking lot lighting)	128,500
COMMUNITY RELATIONS	
Supplies (postage, photos, etc.)	3,000
Other Services & Charges (Community Newsletter)	(3,000)
POLICE	
Capital Outlay (Vehicles, purchased from State forfeiture funds)	14,000
FIRE	
Other Services & Charges (Fiber optic service)	4,000
PUBLIC WORKS	
Other Services & Charges (Fiber optic service \$4,000; Building maintenance \$20,000; Relocate the recycling center \$16,000)	40,000
CONTINGENCY (Balance after appropriation \$274,220)	<u>(176,000)</u>
	<u>\$ 14,000</u>
MUNICIPAL STREET FUND	
REVENUE - Appropriation of Fund Balance	<u>\$ 68,000</u>
APPROPRIATIONS - Construction (12 Mile Irrigation Project)	<u>\$ 68,000</u>
PARKS, RECREATION AND FORESTRY	
REVENUE - Appropriation of Fund Balance	<u>\$ 15,000</u>
APPROPRIATIONS	
Administration	
Other Services & Charges (Printing - Recreation Guide)	<u>\$ 15,000</u>
FORFEITURE FUNDS	
REVENUE - Appropriation of Fund Balance	<u>\$ 59,000</u>
APPROPRIATIONS	
Supplies (Uniforms - tasers)	\$ 47,000
Other Services & Charges (Data processing - laser accident software)	12,000
	<u>\$ 59,000</u>

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi at a regular meeting held on February 25, 2008.

Maryanne Cornelius
City Clerk

MEMORANDUM



TO: RANDY AULER, DIRECTOR, NOVI PARKS, RECREATION &
FORESTRY

FROM: TRACIE RINGLE, COMMUNICATIONS & RESOURCE
DEVELOPMENT SUPERVISOR

SUBJECT: BUDGET AMENDMENT – RECREATION GUIDE

DATE: FEBRUARY 14, 2008

The Novi Parks Recreation Guide is the department's most effective marketing piece with our highest percentage of program registrants made aware of programs via the guide. We continue to produce a comprehensive guide as a benefit for our community members with new programs and services increasing the average page count from 40 to 60 during the past year.

As part of our initiative to enhance connecting with the community, the Recreation Guide will become a "city-wide" publication beginning in May, listing recreation and education opportunities from a variety of departments including Police, Fire, Neighborhood and Business Relations and more. The circulation of the guide will increase to include all Novi businesses.

The growth of the book, increased circulation and the inclusion of the additional information will increase production costs. Both Community Relations and the Library will be charged for their portions however, to provide this high-quality comprehensive book we will need to amend the budget line item 208-691.00-900.000 printing and publishing, by \$15,000. This will bring the estimated total for the fiscal year to \$54,100 (07-08 amended budget of \$39,100).

Smith-Roy, Kathy

From: Norman, Lynn on behalf of McCusker, Benny
Sent: Thursday, February 21, 2008 9:32 AM
To: Smith-Roy, Kathy
Cc: Sikma, Tim; McCusker, Benny; Wright, Tim; Slater, Christine; Lynn Norman (ddlnorman@aol.com)
Subject: RE: Budget Amendment

Hi Kathy, here is the DPW budget amendment information you asked for. If you need anything else, please let us know. Thank you!

Recycling Center - We spent \$7,311.16 to relocate the recycling to the west end of the Delwal property. The relocation was associated with the indoor gun range construction and future Field Complex addition. We are requesting a \$16,000 budget amendment to cover the cost of the relocation (equipment, labor, and materials for land balancing and basic site construction) and recycling activities (dumpster pick-ups, hazardous waste events and increased resident participation).

Building Maintenance - We are requesting a \$28,000 budget amendment for this line item. (\$17,000) was spent paving and concrete work associated with the gas pump re-wiring project. (\$ 3,000) was for the new building signage (DPW Field Service Complex). The additional purchase of a garage door (\$2,000) for the main building along with the routine maintenance items that are expected over the next five months (\$18,000) are also included in this budget amendment.