



CITY of NOVI CITY COUNCIL

**Agenda Item 4
September 26, 2011**

SUBJECT: Approval of resolution to authorize Budget Amendment #2012-1

SUBMITTING DEPARTMENT: Finance

CITY MANAGER APPROVAL: 

BACKGROUND INFORMATION:

Attached are the following documents:

- Summary of General Fund – Fund Balance (unaudited)
- First quarter budget amendment for the 2011-12 fiscal year. The amendment includes items that have occurred since the budget was adopted, as well as the rollover items from the 2010-11 fiscal year.
- Detail line items as supporting documentation for the budget resolution.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2012-1

| | 1 | 2 | Y | N |
|-------------------------|---|---|---|---|
| Mayor Landry | | | | |
| Mayor Pro Tem Gatt | | | | |
| Council Member Fischer | | | | |
| Council Member Margolis | | | | |

| | 1 | 2 | Y | N |
|-----------------------|---|---|---|---|
| Council Member Mutch | | | | |
| Council Member Staudt | | | | |
| Council Member Wrobel | | | | |

General Fund Summary

| | | | |
|--|---------------------|-----------|-------------------|
| Beginning Fund Balance July 1, 2010 | | \$ | 9,710,402 |
| Estimated 2010-11 from Proposed Budget for 2011-12: | | | |
| Revenue | \$ 29,511,084 | | |
| Expenditures | <u>(28,853,772)</u> | \$ | 657,312 |
| Projected Fund Balance, June 30, 2011 | | <u>\$</u> | <u>10,367,714</u> |

| | | | |
|---|---------------------|-----------|-------------------|
| Beginning Fund Balance July 1, 2010 | | \$ | 9,710,402 |
| Unaudited 2010-11 as of September 17, 2011 for first budget amendment 2011-12: | | | |
| Revenue | \$ 29,747,750 | | |
| Expenditures | <u>(28,041,077)</u> | \$ | 1,706,673 |
| Rollover expenditure items included in budget amendment 2012-1 | | \$ | (589,400) |
| Fund Balance (unaudited), June 30, 2011 | | <u>\$</u> | <u>10,827,675</u> |

Net difference in estimated for 2010-11 budget and actual unaudited results \$ 459,961

| Summary of Differences (estimated for 2011-12 budget and unaudited actual): | | | |
|--|----------------|------------------------------|---|
| | | Difference from Estimated | % Difference of Actual vs Estimated Revenue & Expenditures |
| <i>Revenue categories:</i> | | | |
| Property taxes and penalties | \$ (460,000) | | |
| Community Development fees | 386,000 | | |
| State Shared Revenue | 180,000 | | |
| Other (transfers, interest income, etc.) | <u>130,700</u> | \$ 236,700 | 0.80% |
| <i>Expenditure categories:</i> | | | |
| Personal Services | \$ 83,800 | | |
| Supplies | 51,100 | | |
| Other Services & Charges | 26,300 | | |
| Capital Outlay | <u>62,100</u> | \$ 223,300 | 0.80% |
| | | <u>\$ 460,000</u> | |

**BUDGET AMENDMENT# 2012-1
RESOLUTION**

NOW, THEREFORE BE IT RESOLVED that the following Budget Amendment# 2012-1 is authorized:

| | INCREASE (DECREASE) | |
|--|--------------------------------|---------|
| GENERAL FUND | | |
| REVENUE | | |
| Appropriation of Fund Balance | <u>\$ 576,000</u> | |
| APPROPRIATIONS | | |
| FINANCE | | |
| Capital Outlay - Technology (HR/Payroll Document Imaging Solution) | \$ 40,700 | (a) |
| CLERKS | | |
| Capital Outlay - Technology (Idol server for document imaging) | 7,000 | (b) |
| GENERAL ADMINISTRATION | | |
| Other Services & Charges - EECBG energy consultant services | 5,600 | (a) |
| PUBLIC SAFETY | | |
| Capital Outlay-Fire Equipment (in-car video camera for supervisor vehicle) | 6,300 | (a) |
| COMMUNITY DEVELOPMENT | | |
| Capital Outlay-Data processing (new permit software \$45,000; Recovery Act electric car chargers \$14,300) | 59,300 | (a) |
| DPS | | |
| Other Services & Charges-Data processing (AVL GPS system \$25,700; Professional services (winter maintenance consultant \$15,000) | 40,700 | (a)&(b) |
| Capital Outlay - Miscellaneous Equipment (snow blower for tractor/V-plow \$7,400); Heavy equipment (two new dump trucks \$395,000); Building improvements (ladies' restroom \$14,000) | 416,400 | (a) |
| | <u>\$ 576,000</u> | |
| MAJOR STREET FUND | | |
| REVENUE | | |
| Appropriation of Fund Balance | <u>\$ 545,400</u> | |
| APPROPRIATIONS | | |
| Construction (9 Mile Novi to Taft; 9 Mile Meadowbrook to Haggerty; Meadowbrook 8 Mile to 9 Mile; Beck 9 Mile to Chelftenham) | <u>\$ 545,400</u> | (a)&(b) |
| LOCAL STREET FUND | | |
| REVENUE | | |
| Appropriation of Fund Balance | <u>\$ 1,046,300</u> | |
| APPROPRIATIONS | | |
| Construction (Vista Hills; Neighborhood Roads) | <u>\$ 1,046,300</u> | (a)&(b) |
| MUNICIPAL STREET FUND | | |
| REVENUE | | |
| Appropriation of Fund Balance | <u>\$ 1,097,300</u> | |
| APPROPRIATIONS | | |
| Construction (Novi Rd GR to 10 Mile; Novi Rd GR/12 Mile; Cranbrook Dr bridge; Sidewalks & Pathways; MDOT projects-local share) | <u>\$ 1,097,300</u> | (a)&(b) |
| PARKS, RECREATION & CULTURAL SERVICES | | |
| REVENUE | | |
| Appropriation of Fund Balance | <u>\$ 300,200</u> | |
| APPROPRIATIONS | | |
| ADMINISTRATION | | |
| Capital Outlay (ITC Park pump house and court resurfacing; Entryway signs; Landing property; Fuerst Park) | \$ 281,700 | (a)&(b) |
| RECREATION | | |
| Programs - Sand volleyball (refurbishment; fencing) | 18,500 | (a)&(b) |
| | <u>\$ 300,200</u> | |
| DRAIN FUND | | |
| REVENUE | | |
| Appropriation of Fund Balance | <u>\$ 272,900</u> | (a) |
| APPROPRIATIONS | | |
| Administration - Consulting - Storm Water Permit Activities | \$ 13,700 | (a) |
| Maintenance - Randolph Drain | 21,200 | (a) |
| Construction - (Taff/RR basin; Civic Center Basin; 10 Mile CSX basin; Cedar Springs basin; Bishop Creek/Ingersoll streambank stabilization; Leavenworth, Lexington Green, Thornton basins) | 238,000 | (a)&(b) |
| | <u>\$ 272,900</u> | |

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 September 26, 2011

Maryanne Cornelius
City Clerk

(a) Rollover items

(b) Current year service and capital improvements including contract adjustments

City of Novi - 1st Quarter Budget Amendment Detail - September 26, 2011

| Acct# | GL Name | Amount | Notes |
|--------------------|---|---------------------|--|
| 101-201.00-986.000 | Capital Outlay-Data Processing | \$ 40,700 | HR/Payroll doc imaging project |
| 101-215.00-986.000 | Capital Outlay-Data Processing | \$ 7,000 | Idol server for doc imaging |
| 101-299.00-816.020 | Other Services & Charges-EECBG | \$ 5,600 | Energy consultant |
| 101-337.00-979.000 | Capital Outlay-Fire Equipment | \$ 6,300 | In-car video camera |
| 101-371.00-976.250 | Capital Outlay-Recovery Act Electric Car Chargers | \$ 14,300 | Electric car charging stations |
| 101-371.00-986.000 | Capital Outlay-Data Processing | \$ 45,000 | Software replacement-Building |
| 101-442.00-976.000 | Capital Outlay-Building improvements | \$ 14,000 | Ladies' restroom |
| 101-442.20-802.000 | Other Charges-Data processing | \$ 19,300 | AVL system using GPS technology |
| 101-442.20-802.000 | Other Charges-Data processing | \$ 6,400 | AVL system using GPS technology |
| 101-442.20-816.000 | Other Charges-Professional services | \$ 15,000 | Winter maintenance consultant |
| 101-442.20-982.000 | Capital Outlay-Miscellaneous equipment | \$ 7,400 | Snow blower for vactor/V-plow |
| 101-442.20-984.000 | Capital Outlay-Heavy equipment | \$ 395,000 | Tandem & single axle dump trucks |
| | | <u>\$ 576,000</u> | |
| 202-202.00-805.234 | Engineering-Beck (9 to Cheltenham) | \$ 37,600 | Rollover |
| 202-202.00-805.234 | Engineering-Beck (9 to Cheltenham) | \$ 4,700 | New request (testing, etc) |
| 202-202.00-865.234 | Construction-Beck (9 to Cheltenham) | \$ 303,400 | Rollover |
| 202-202.00-865.234 | Construction-Beck (9 to Cheltenham) | \$ 11,000 | New request |
| 202-202.00-865.651 | Construction - Meadowbrook | \$ 46,000 | New request |
| 202-202.00-865.652 | Construction-9 MI (Meadowbrook to Haggerty) | \$ 23,000 | Rollover |
| 202-202.00-865.653 | Construction-9 MI (Meadowbrook to Haggerty) | \$ 14,900 | New request |
| 202-202.00-865.653 | Construction - 9 MI (Novi to Taft) | \$ 104,800 | Rollover |
| | | <u>\$ 545,400</u> | |
| 203-203.00-805.411 | Engineering-Neighborhood Roads 2011-12 | \$ 70,000 | Rollover |
| 203-203.00-805.431 | Engineering-Neighborhood Roads 2010-11 | \$ 42,800 | Rollover |
| 203-203.00-805.431 | Engineering-Neighborhood Roads 2010-11 | \$ 33,000 | New request |
| 203-203.00-865.197 | Construction-Vista Hills | \$ 72,200 | Rollover |
| 203-203.00-865.431 | Construction-Neighborhood Roads 2010-11 | \$ 828,300 | Rollover |
| | | <u>\$ 1,046,300</u> | |
| 204-204.00-805.999 | Engineering (outside services) | \$ 1,500 | URS Corp (bond case 2007 Neighborhood Rds) |
| 204-204.00-862.616 | Novi Rd - Grand River to 10 Mile | \$ 306,000 | RCOC Contract |
| 204-204.00-863.092 | Beck/Cider Mill Signal 2009 | \$ 15,500 | Rollover |
| 204-204.00-863.092 | Beck/Cider Mill Signal 2009 | \$ 9,000 | New request |
| 204-204.00-863.106 | Old Novi Rd/13 Mile/S. Lake Dr intersection | \$ 2,200 | Rollover |
| 204-204.00-863.502 | Meadowbrook & 9 Mile signal upgrade | \$ 11,600 | Approved by CC 8.22.11 |
| 204-204.00-865.695 | Construction-Novu Rd Grand River to 12 Mile | \$ 346,500 | Rollover |
| 204-204.00-865.899 | Construction-MDOT projects-local share | \$ 30,000 | Rollover |
| 204-204.00-865.942 | Cranbrooke Drive Bridge | \$ 228,000 | Rollover |
| 204-204.00-865.942 | Cranbrooke Drive Bridge | \$ 5,300 | Contract difference |
| TBD | Sidewalks-Seg#144 Meadowbrook | \$ 16,100 | City Council agenda 9.26.11 |
| TBD | Sidewalks9-Seg#36 Taft Rd | | |
| 204-204.00-974.413 | Sidewalks 2009-Seg#71/140 10 Mile Rd | \$ 2,100 | New request |
| 204-204.00-974.415 | Sidewalks 2009-Seg# 139 Willowbrook Dr | \$ 4,500 | Rollover |
| 204-204.00-974.416 | MDOT pathways | \$ 1,100 | Rollover |
| 204-204.00-974.417 | Sidewalks-engineering-Seg# 145 10 Mile | \$ 8,300 | Rollover |
| 204-204.00-974.418 | Sidewalks-construction-Seg# 145 10 Mile | \$ 108,000 | Rollover |
| 204-204.00-974.419 | Sidewalks-engineering-Seg#15 13 Mile S | \$ 1,600 | Rollover |
| | | <u>\$ 1,097,300</u> | |

City of Novi - 1st Quarter Budget Amendment Detail - September 26, 2011

| Acct# | GL Name | Amount | Notes |
|--------------------|--|-------------------|-------------------------------------|
| 208-691.00-974.084 | Park development-ITC park pump house | \$ 50,000 | Rollover |
| 208-691.00-974.084 | Park development-ITC park pump house | \$ 1,400 | City Council agenda 9.26.11 |
| 208-691.00-974.050 | Park development-Fuerst Estate | \$ 104,800 | Rollover |
| 208-691.00-974.050 | Park development-Fuerst Estate | \$ 34,100 | New request |
| 208-691.00-974.085 | Entryway signs | \$ 3,000 | Rollover |
| 208-691.00-974.101 | ITC & Rotary Parks-courts resurface | \$ 25,000 | Rollover |
| 208-691.00-974.300 | Park acquisition and grant match | \$ 63,400 | Rollover |
| 208-693.00-960.011 | Sand volleyball court renovations | \$ 4,500 | Rollover |
| 208-693.00-960.011 | Sand volleyball court renovations | \$ 14,000 | New request |
| | | <u>\$ 300,200</u> | |
| 210-211.00-805.023 | Engineering - Civic Center Basin | \$ 12,200 | Rollover |
| 210-211.00-805.509 | Engineering-Bishop/Ingersoll | \$ 4,900 | Rollover |
| 210-211.00-805.685 | Engineering - Meadowbrook Lake | \$ 8,800 | New request-per approved contracts |
| 210-211.00-805.687 | Engineering-Leavenworth, Lexington Green, Thornton | \$ 120,800 | Rollover |
| 210-211.00-865.009 | Construction-Taft/RR basin | \$ 8,500 | New request-per approved contracts |
| 210-211.00-865.023 | Civic Center Basin Improvements | \$ 82,800 | Rollover |
| 210-211.00-872.100 | Randolph Drain maintenance | \$ 21,200 | Rollover and additional from County |
| 210-211.00-805.990 | Consulting-storm water permit activities | \$ 13,700 | Rollover |
| | | <u>\$ 272,900</u> | |